



# LINN COUNTY SHERIFF'S OFFICE

**Michelle Duncan, Sheriff**

1115 Jackson Street SE, Albany, OR 97322

Phone: 541-967-3950

[www.linnsheriff.org](http://www.linnsheriff.org)

## MEMORANDUM

To: Linn County Board of Commissioners

From: Captain Andy Franklin

Date: September 12, 2023

Re: Resolution & Order No. 2023-338

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This is a Resolution and Order to approve the purchase of three vehicles by the Sheriff's Office. These vehicles will replace three vehicles currently in the fleet scheduled to be rotated out due to mileage.

Vehicle 1: 2024 Ford F350 crew cab, short bed, 7.3L - \$55,670.15 (Work Crew)

Vehicle 2: 2024 Ford F350 crew cab, long bed, 7.3L - \$57,879.21 (Marine Patrol)

Vehicle 3: 2024 Ford F350 crew cab, long bed, 7.3L - \$57,879.21 (Mountain Patrol)



## Memo

Date: August 22, 2023

To: Linn County Enterprise Zone Co-Sponsors  
Roger Nyquist Linn County  
Kevin Kreitman City of Millersburg

From: John Pascone, President

Subject: Selmet Inc Enterprise Zone Application  
And Extended Abatement Agreement

Selmet is planning on making an investment of \$20 million to increase capacity by installing new equipment and hiring 65 new employees. They have completed an Enterprise Zone Authorization Application dated August 18, 2023.

Under regular enterprise zone exemption rules the company is required to add 10% to their existing workforce in the zone so they would need to hire 65 employees. The company plans on hiring at least 65 new employees which would satisfy the job creation requirement. The regular property tax exemption is for 3 years.

For companies that agree to hire and pay wages and benefits in excess of 150% of Linn County's Average Annual Wage, the firm can qualify for an additional 2 years. The current required number can be found in the agreement.

Attached is a draft resolution which needs to be passed by each co-sponsor. The zone manager (me) and the county assessor's representative (Mark Wilkinson) cannot officially approve the company's application until the extended resolution is approved by the co-sponsors.

Please contact me if you have any questions. When you have the matter scheduled let me know and I will attend to present it on behalf of the company.

Thank you,

John



## LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Steve Wills, Director

Room 114, Linn County Courthouse  
PO 100 Box, Albany, Oregon 97321  
Phone 541-967-3816, Fax 541-926-2060, [www.co.linn.or.us](http://www.co.linn.or.us)

TO: Board of Commissioners  
FROM: Steve Wills, Planning & Building Department Director  
DATE: September 12, 2023  
RE: Planning and Building Department Update: September 2023

The attached tables include the Department's current FY2023-24 Revenue Summary and Permit Activity Reports through August 31, 2023. Also attached with this memorandum is the list of August 2023 land use applications received, a code enforcement summary, and current wildfire permitting reports. The September 2023 Department update is summarized below.

### PLANNING

- Land use permits issued in August 2023 totaled 69.
- There is no Planning Commission meeting scheduled for September.
- There is no Board hearing scheduled for September.

### BUILDING

- Total County building permits issued in August 2023, including non-structural permits, totaled 326. The number of building permits issued for dwellings in August totaled 33.: 9 single family dwellings and 2 manufactured dwellings. 17 permits were issued for dwelling additions/alterations and 5 permits for accessory buildings were issued. Total number of Commercial permits issued totaled 5. Out of the 326 combined residential and commercial permits, 47 required plan review.
- Total contract city permits issued in August 2023, including non-structural permits, totaled 32; There were 5 contract city permits issued in August for new single-family dwellings, 2 permits for manufactured dwellings and 3 permits were issued for dwelling additions/alterations and 2 permits for accessory buildings were issued. Total number of Commercial permits issued totaled 3. Out of the 32 combined residential and commercial permits, 10 required plan review.

## **CODE ENFORCEMENT**

- Total new cases for August 2023 was 19.
- Total cases closed in August 2023 was 21.

## **OTHER**

- Contract Cities Quarterly meeting was held on September 6, 2023.

## **WILDFIRE GRANT**

- We have had no new fire hardening applications and have 2 grant checks have been issued.
- ODOE and the Septic grant programs are still in effect.





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<u>REVENUE SOURCE</u>	(1) YTD REVENUE
Building Permits -- County, Permits & Sales	\$165,008.81
C.E.T Administrative Fees	\$0.00
Building Permits -- Contract Cities	\$80,162.68
Electrical Permits	\$46,202.10
Planning Fees	\$47,195.00
TOTAL	\$338,568.59

<u>REVENUE SOURCE</u>	(2) ESTIMATED REVENUE Aug '23 - June '24	(3) TOTAL REVENUE ESTIMATED Column (1) + Column (2)
Building Permits -- County	\$420,333.33	\$462,366.66
C.E.T Administrative Fees	\$3,333.33	\$3,666.67
Building Permits -- Contract Cities	\$316,666.66	\$348,333.32
Electrical Permits	\$216,666.66	\$262,868.76
Planning Fees	\$200,000.00	\$220,000.00
TOTAL	\$1,156,999.98	\$1,297,235.41

<u>REVENUE SOURCE</u>	(4) 2020/2021 Budget	(5) Projected Surplus or (Deficit) Column (3) - Column (4)
Building Permits -- County, Permits & Sales	\$504,400.00	(\$42,033.34)
C.E.T Administrative Fees	\$4,000.00	\$3,333.33
Building Permits -- Contract Cities	\$380,000.00	(\$31,666.68)
Electrical Permits	\$260,000.00	\$2,868.76
Planning Fees	\$240,000.00	(\$20,000.00)
TOTAL	\$1,388,400.00	(\$87,497.93)

**PLANNING AND BUILDING DEPARTMENT PERMIT ACTIVITY TABLES**  
**July 2023**

**TABLE 1**  
**PERMITS ISSUED FY 2023/2024**

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	60	91	33	135	319
AUG	44	95	22	177	338
SEPT					0
OCT					0
NOV					0
DEC					0
JAN					0
FEB					0
MAR					0
APR					0
MAY					0
JUN					0
TOTAL	104	186	55	312	657

**TABLE 2**  
**PERMITS ISSUED FY 2021/2022**

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	49	76	20	113	258
AUG	71	114	51	168	404
SEPT	50	110	35	171	366
OCT	39	109	50	104	302
NOV	35	97	30	141	303
DEC	29	125	34	154	342
JAN	44	102	27	185	358
FEB	27	104	25	135	291
MAR	37	90	27	133	287
APR	40	87	27	153	307
MAY	41	128	52	155	376
JUN					
TOTAL	462	1,142	378	1,612	3,594

**TABLE 3**  
**PERMITS ISSUED FY 2021/2022**

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	76	91	141	172	480
AUG	84	120	28	180	412
SEPT	90	86	55	177	408
OCT	68	117	43	158	386
NOV	40	81	32	152	305
DEC	54	80	74	117	325
JAN	74	84	18	126	302
FEB	71	69	43	163	346
MAR	89	99	47	161	396
APR	77	88	16	164	345
MAY	72	90	28	143	333
JUN	72	86	6	166	330
TOTAL	867	1,091	531	1,879	4,368

**TABLE 4**  
**SINGLE-FAMILY DWELLING PERMITS ISSUED**  
**COUNTY**

	2018/2019		2019/2020		2020/2021		2021/2022		2022/2023		2023/2024	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	6		12		10		3		3		8	
AUG	11		4		10		9		16		9	
SEPT	9	26	5	21	5	25	12	24		19		
OCT	8		9		5		13					
NOV	2		2		3		5					
DEC	5	15	5	16	9	17	3	21		0		
JAN	5		4		3		2					
FEB	3		6		6		6					
MAR	4	12	14	24	8	17	6	14		0		
APR	4		10		8		8					
MAY	6		4		6		13					
JUN	11	21	8	22	5	19	4	25		0		
<b>TOTAL</b>	<b>74</b>		<b>83</b>		<b>78</b>		<b>84</b>		<b>19</b>		<b>17</b>	

**TABLE 5**  
**MANUFACTURED DWELLING PERMITS ISSUED**  
**COUNTY**

	2018/2019		2019/2020		2020/2021		2021/2022		2022/2023		2023/2024	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	5		11		5		6		3		4	
AUG	2		6		8		5				2	
SEPT	7	14	6	23	6	19	4	15		3		
OCT	8		4		8		3					
NOV	3		7		14		2					
DEC	3	14	7	18	10	32	4	9		0		
JAN	6		4		2		2					
FEB	5		1		4		2					
MAR	6	17	3	8	4	10	6	10		0		
APR	7		3		5		3					
MAY	2		4		2		1					
JUN	4	13	6	13	2	9	5	9		0		
<b>TOTAL</b>	<b>58</b>		<b>62</b>		<b>70</b>		<b>43</b>		<b>3</b>		<b>6</b>	



**TABLE 6**  
**NON-ELECTRICAL PERMITS ISSUED**  
**COUNTY**

	2018/2019		2019/2020		2020/2021		2021/2022		2022/2023		2022/2023	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	174		195		138		91		76		110	
AUG	172		176		180		120		113		95	
SEPT	160	506	158	529	148	466	86	297	171	360		
OCT	175		166		147		117		109			
NOV	138		138		98		81		97			
DEC	150	463	164	468	111	356	80	278	125	331		
JAN	116		120		86		84		102			
FEB	105		108		73		69		104			
MAR	176	397	173	401	111	270	99	252	94	300		
APR	127		144		97		88		113			
MAY	151		140		110		90		128			
JUN	163	441	134	418	119	326	86	264		241		
<b>TOTAL</b>	<b>1,807</b>		<b>1,816</b>		<b>1,418</b>		<b>1,091</b>		<b>1,232</b>		<b>205</b>	

**TABLE 7**  
**CONTRACT CITY DWELLING UNIT PERMITS ISSUED**  
**BY FISCAL YEAR**

	FY 2023/2024			FY 2022/2023			FY 2021/2022			FY 2020/2021		
	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD
BROWNSVILLE				1	1		52	1		14	1	2
HALSEY										1		
HARRISBURG							5		1	5		
LYONS	2						3	1		1	1	
MILL CITY				9			5		1	11	19	2
MILLERSBURG	4			18			40			48		
SCIO												
TANGENT		2		2								
<b>TOTAL</b>	<b>6</b>	<b>2</b>	<b>0</b>	<b>30</b>	<b>1</b>	<b>0</b>	<b>105</b>	<b>2</b>	<b>2</b>	<b>80</b>	<b>21</b>	<b>4</b>

**TABLE 8**  
**PLANNING SECTION PERMIT ACTIVITY**  
**FY 2023/2024**

*CURRENT MONTH: August 2023*

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Evaluation & Processing	26	2,600.00	55	5,500.00
Variance	9	5,850.00	11	7,150.00
Comprehensive Plan Amendment	1	8,000.00	1	8,000.00
Land Use Compatibility Statement	4	300.00	9	750.00
Conditional Use	2	1,400.00	5	7,550.00
Home Occupation CU's	0	0.00	1	900.00
Medical Hardship CU's	5	2,500.00	6	3,000.00
PD Partition	1	350.00	1	350.00
PM Partition	0	0.00	0	0.00
Property Line Adjustment	1	350.00	1	350.00
Easement	1	650.00	2	1,300.00
Appeal	0	0.00	1	2,000.00
Temp RV/Mfg. Home Placement	0	0.00	0	0.00
Zone Amendment	0	0.00	0	0.00
Mortgage Lot	0	0.00	0	0.00
Non-conforming Use Alteration	0	0.00	0	0.00
Step 1 - Soil Review	2	700.00	2	700.00
Agricultural Bldg Review	12	1,800.00	21	3,150.00
Dwelling/Property Status/SPR	4	1,850.00	8	3,150.00
Measure 49	1	750.00	2	1,100.00
Extensions	0	0.00	0	0.00
Misc. Applications	0	0.00	0	0.00
MONTHLY TOTAL	69	27,100.00	126	44,950.00

<b>SALES REVENUES</b>				
Xerox/Microfilm	100.25			112.25
Tapes	25.00			25.00
Maps	0.00			0.00
Comp. Plan/Code/Transportation Books	0.00			0.00
Reports	0.00			175.00
Postage	21.00			42.00
Extensions	375.00			700.00
<b>MONTHLY TOTAL</b>		<b>521.25</b>		<b>1,054.25</b>



**TABLE 9**  
**BUILDING SECTION PERMIT ACTIVITY**  
**FY 2023/2024**

*CURRENT MONTH: August 2023*

DESCRIPTION	MONTHLY TOTALS		YEAR TODATE TOTALS	
	NUMBER	FEES	NUMBER	FEES
<b>RESIDENTIAL</b>				
Single Family Dwelling	9	16,991.50	17	33,603.53
Manufactured Homes	2	844.00	6	2,604.00
Prefab. Buildings	0	0.00	0	0.00
Additions/Alterations	17	11,464.00	28	18,463.00
Accessory Buildings	5	2,816.50	14	9,006.44
<b>SUBTOTALS</b>	<b>33</b>	<b>32,116.00</b>	<b>65</b>	<b>63,676.97</b>
<b>NON-RESIDENTIAL</b>				
Industrial	0	0.00	0	0.00
Commercial	5	6,206.00	9	7,760.00
Public	0	0.00	0	0.00
Additions/Alterations	0	0.00	0	0.00
Transaction Fee	0	0.00	0	0.00
Misc. Permits	0	0.00	0	0.00
<b>SUBTOTALS</b>	<b>5</b>	<b>6,206.00</b>	<b>9</b>	<b>7,760.00</b>
Plumbing	29	11,255.29	50	19,903.04
Mechanical	66	8,566.24	113	15,296.30
<b>SUBTOTALS</b>	<b>95</b>	<b>19,821.53</b>	<b>163</b>	<b>35,199.34</b>
Electrical Permits	177	25,735.00	312	40,423.25
Master Electrical Permits	0	0.00	0	0.00
<b>SUBTOTALS</b>	<b>177</b>	<b>25,735.00</b>	<b>312</b>	<b>40,423.25</b>
Demolition/Decommission	0	0.00	0	0.00
Flood Dev. Evaluation	8	960.00	12	1,440.00
Misc. Permits	8	8,445.94	12	9,863.61
		8		
<b>SUBTOTALS</b>	<b>16</b>	<b>9,405.94</b>	<b>24</b>	<b>11,303.61</b>
PLAN REVIEWS	47	35,958.86	91	54,715.60
<b>SUBTOTALS</b>	<b>47</b>	<b>35,958.86</b>	<b>91</b>	<b>54,715.60</b>
<b>RAND TOTAL MONT</b>	<b>373</b>	<b>129,243.33</b>	<b>664</b>	<b>213,078.77</b>

**TABLE 10**  
**CONTRACT CITY PERMIT ACTIVITY**  
**FY 2023/2024**

*Current Month: August 2023*

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	5	5,671.12	5	5,671.12
Manufactured Homes	2	633.00	2	633.00
Prefab. Buildings	0	0.00	0	0.00
Manufactured Home Parks (NEW)	0	0.00	0	0.00
Multi-Family Dwellings	0	0.00	0	0.00
Additions/Alterations	3	211.50	7	898.31
Accessory Buildings	2	617.06	4	1,136.62
SUBTOTALS	12	7,132.68	18	8,339.05
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	3	1,401.37	15	25,078.43
Prefab. Buildings	0	0.00	0	0.00
Public	0	0.00	0	0.00
Additions/Alterations	0	0.00	0	0.00
SUBTOTALS	3	1,401.37	15	25,078.43
MISC. APPLICATIONS				
Recreational (RV Parks etc.)	0	0.00	0	0.00
Misc. Structures	0	0.00	0	0.00
Miscellaneous Permits	0	0.00	0	0.00
SUBTOTALS	0	0.00	0	0.00
Plumbing	12	3,180.56	18	5,807.06
Mechanical	15	1,736.06	25	2,532.37
SUBTOTALS	27	4,916.62	43	8,339.43
Plan Review	10	6,709.91	26	39,094.84
GRAND TOTAL MONTH	42	20,160.58	76	80,851.75

**TABLE 11  
COUNTY PERMIT, PLAN CHECK, & MISC REVENUE  
BY FISCAL YEAR**

	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
JULY	100,351.77	113,616.87	77,484.14	82,404.31	37,173.04	85,504.25
AUG	94,947.94	217,461.46	95,732.23	88,155.76	85,872.59	92,386.84
SEPT	92,827.37	96,258.43	82,690.70	76,855.24	41,121.35	
OCT	107,407.42	101,242.25	79,672.58	89,772.08	56,229.51	
NOV	137,029.07	85,188.21	91,665.20	44,033.65	42,022.76	
DEC	53,122.43	63,127.55	112,792.14	27,931.62	40,539.64	
JAN	51,553.10	67,796.29	76,309.72	23,973.95	41,300.55	
FEB	45,337.65	96,198.93	47,947.91	48,470.08	49,872.30	
MAR	97,167.50	117,543.65	69,127.59	69,694.82	164,143.26	
APR	54,328.25	113,700.67	103,850.68	51,810.69	64,547.02	
MAY	80,519.05	90,138.22	61,270.86	71,863.53	75,963.78	
JUN	111,285.80	85,017.44	70,631.10	81,621.33	64,870.50	
<b>TOTAL</b>	<b>1,025,877.35</b>	<b>1,247,289.97</b>	<b>969,174.85</b>	<b>756,587.06</b>	<b>763,656.30</b>	<b>177,891.09</b>

**TABLE 12  
CONTRACT CITY PERMIT REVENUE  
BY FISCAL YEAR**

	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
JULY	57,425.00	29,344.35	13,059.10	170,862.28	14,481.91	7,469.81
AUG	24,431.30	19,427.50	33,448.35	31,075.46	31,190.65	72,692.87
SEPT	44,166.25	15,595.37	55,466.88	57,223.05	25,481.66	
OCT	32,066.76	41,208.37	31,518.40	15,331.99	23,719.08	
NOV	137,095.15	70,234.77	9,395.01	28,909.11	44,358.49	
DEC	10,453.12	15,984.40	25,222.81	37,232.20	25,887.93	
JAN	13,715.27	22,529.94	22,246.17	7,774.24	14,452.92	
FEB	0.00	47,698.94	21,535.68	65,052.25	12,187.50	
MAR	12,056.67	55,798.39	63,166.07	10,334.59	4,122.82	
APR	43,351.04	42,504.60	15,948.31	4,034.30	11,086.65	
MAY	46,751.87	42,346.01	28,446.88	10,696.30	18,858.57	
JUN	50,916.40	32,291.64	64,939.34	16,133.37	50,417.88	
<b>TOTAL</b>	<b>472,428.83</b>	<b>360,547.10</b>	<b>363,006.91</b>	<b>470,213.47</b>	<b>276,246.06</b>	<b>80,162.68</b>

**TABLE 13  
ELECTRICAL PERMIT REVENUE  
BY FISCAL YEAR**

	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
JULY	23,402.00	22,715.00	12,081.00	19,671.25	15,285.25	19,207.60
AUG	23,683.00	19,484.00	19,901.00	25,964.60	26,724.50	26,994.50
SEPT	22,397.00	17,429.00	22,700.00	25,437.00	28,274.00	
OCT	23,642.00	24,222.50	27,020.00	21,763.00	27,158.50	
NOV	21,884.00	24,998.00	28,993.70	24,648.71	27,146.00	
DEC	18,379.00	18,521.00	30,285.10	17,055.50	23,058.75	
JAN	20,631.75	19,702.00	22,736.40	15,145.00	23,920.00	
FEB	19,618.00	15,424.63	27,818.25	23,627.25	23,254.00	
MAR	20,288.00	20,688.50	30,391.25	23,675.50	20,490.00	
APR	18,515.00	30,663.00	25,127.50	26,044.50	22,785.75	
MAY	20,815.00	23,846.50	23,393.93	20,205.25	27,216.85	
JUN	20,890.00	22,829.38	29,276.05	25,005.50	26,179.25	
<b>TOTAL</b>	<b>254,144.75</b>	<b>263,047.00</b>	<b>299,724.18</b>	<b>268,243.06</b>	<b>291,492.85</b>	<b>46,202.10</b>



TABLE 14  
PLANNING & BUILDING DEPARTMENT  
FY 2023/2024 REVENUE AND EXPENDITURES  
August 2023

LINE ITEM DESCRIPTION	ADMIN..	PLANNING	BUILDING	ELECTRICAL	BUDGET TOTAL
<b>REVENUE</b>					
PLANNING FEES		47,195.00			47,195.00
ELECTRIC PERMITS				46,202.10	46,202.10
BLDG, MECH, PLUMB PERMITS			99,896.11		99,896.11
MISC. PERMITS & PLAN REVIEW			63,790.45		63,790.45
REIMBURSEMENTS			175,536.00		175,536.00
MISC. (REIMBURSEMENTS)	0.00				0.00
SALES	1,322.25				1,322.25
CET FEES	0.00				0.00
CONTRACT CITIES			80,162.68		80,162.68
DEPOSIT SUSPENSE	0.00				0.00
CODE ENFORCEMENT CLEAN UP	0.00				0.00
FEE OVERAGES/SHORTAGES	0.00				0.00
SALE OF COUNTY EQUIPMENT	0.00				0.00
<b>TOTAL REVENUE</b>	<b>\$1,322.25</b>	<b>\$47,195.00</b>	<b>\$419,385.24</b>	<b>\$46,202.10</b>	<b>\$514,104.59</b>
<b>EXPENDITURES PERSONAL SVS</b>					
ELECTRICAL INSPECTOR I			16,222.00		16,222.00
ELECTRICAL INSPECTOR II				6,825.00	6,825.00
BLDG. INSPECTOR II			13,679.00		13,679.00
PLUMBING INSPECTOR I			15,449.00		15,449.00
PLANS EXAMINER I			9,559.09		9,559.09
BLDG INSP-CODE ENF		0.00	0.00		0.00
CODE ENFORCEMENT TECH			9,298.77		9,298.77
OFFICE MANAGER I	3,145.60		2,359.20	2,359.20	7,864.00
OFFICE SPECIALIST I	12,048.00				12,048.00
OFFICE SPECIALIST 2	0.00	0.00	0.00	0.00	0.00
OFFICE SPECIALIST 3	0.00	0.00	0.00		0.00
PERMIT CLERK			6,967.00		6,967.00
ASSISTANT PLANNER		14,266.10	3,566.53		17,832.63
ASSOCIATE PLANNER		0.00			0.00
SENIOR PLANNER		0.00	0.00		0.00
PLANNING MANAGER					17,140.00
BLDG. OFFICIAL	2,571.00		11,141.00	3,428.00	17,140.00
DIRECTOR	8,979.00	5,387.40	2,693.70	897.90	17,958.00
TEMPORARY HELP				5,870.00	5,870.00
OVERTIME				0.00	0.00
<b>WAGES</b>	<b>\$26,743.60</b>	<b>\$19,653.50</b>	<b>\$74,713.29</b>	<b>\$19,380.10</b>	<b>\$173,852.49</b>
<b>LONGEVITY PAY</b>	<b>30.00</b>	<b>364.23</b>	<b>34.28</b>		<b>428.50</b>
<b>LEAD WORKER</b>	<b>0.00</b>				<b>0.00</b>
<b>CERTIFICATION PAY</b>			0.00		<b>0.00</b>
<b>FRINGE BENEFITS</b>	<b>2,807.24</b>	<b>11,228.98</b>	<b>21,335.05</b>	<b>20,773.61</b>	<b>56,144.88</b>
<b>PAYROLL COSTS</b>	<b>3,395.25</b>	<b>13,581.02</b>	<b>25,803.93</b>	<b>25,124.88</b>	<b>67,905.09</b>
<b>SALARY BENEFITS &amp; ADJ.</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL PERSON. SERVICES</b>	<b>\$32,976.09</b>	<b>\$44,827.72</b>	<b>\$121,886.55</b>	<b>\$65,278.59</b>	<b>\$298,330.96</b>
<b>MATERIALS &amp; SERVICES</b>					
SUPPLIES	161.91	161.91	647.65	647.65	1,619.12
PRINT & REPRODUCTION	6.68	20.03	53.40	53.40	133.50
POSTAGE	77.87	1,245.85	77.87	155.73	1,557.31
SUBSCRIPT. & MEMBERSHIP		5.00	10.59	4.40	19.99
AVOCETTE SOFTWARE					172.50
NOTICE & PUBLICATION		372.86	403.94		776.80
COPIER MAIN & USAGE	411.41	411.41	411.41	411.41	1,645.65
P.C.'S, ACCESS., SOFTWARE	55.24	55.24	55.24	55.24	220.96
SCHOOLS & SEMINARS	345.95				345.95
MEETINGS/TRAVEL	874.57				874.57
TELEPHONE	2.57	20.52	12.83	15.39	51.30
VISA BANK CHARGES		928.71	3,714.82		4,643.53
CODE ENFORCEMENT					498.71
CELL PHONE ALLOCATION					80.00
REPAIRS & MAINTENANCE	3.60	77.40	45.00	54.00	180.00
COMPUTER SUPPLIES & EQUIP	556.36	556.36	556.36	556.36	2,225.44
REFUNDS		1,389.76	2,121.21	146.29	3,657.25
OTHER CONTRACTED SERVICES			0.00		0.00
<b>TOTAL MAT. &amp; SERVICES</b>	<b>\$2,496.15</b>	<b>\$5,245.04</b>	<b>\$8,110.31</b>	<b>\$2,099.87</b>	<b>\$18,702.58</b>
<b>CAPITAL OUTLAY</b>					
MOTOR VEHICLE			0.00		0.00
SPECIAL EQUIP. (SIERRA)					0.00
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$35,472.24</b>	<b>\$50,072.76</b>	<b>\$129,996.87</b>	<b>\$67,378.46</b>	<b>\$317,033.54</b>
<b>LESS REVENUE</b>	<b>\$1,322.25</b>	<b>\$47,195.00</b>	<b>\$419,385.24</b>	<b>\$46,202.10</b>	<b>\$514,104.59</b>
<b>GEN. FUND EXPENDITURES</b>	<b>\$34,149.99</b>	<b>\$2,877.76</b>	<b>(\$289,388.37)</b>	<b>\$21,176.36</b>	<b>(\$197,071.05)</b>

24 PLANNING & BUILDING  
10 GENERAL FUND

LINN COUNTY  
Activity Report by Dept, Fund  
as of 08/31/2023 (16.7% Months within Fiscal Year)

Account	Title	MTD	Adopted Budget	Transfers	Final Budget	Actual YTD	Balance	% Used
3070	2410 PLANNING FEES	29,050.00	240,000.00	0.00	240,000.00	47,195.00	192,805.00	19.6
3137	2410 ELECTRICAL PERMIT	26,994.50	260,000.00	0.00	260,000.00	46,202.10	213,797.90	17.7
3138	2410 BUILDING PERMIT	36,210.40	310,000.00	0.00	310,000.00	66,522.46	243,477.54	21.4
3140	2410 MISCELLANEOUS PERMITS	8,229.19	25,000.00	0.00	25,000.00	9,766.86	15,233.14	39.0
3150	2410 REIMBURSEMENTS	450.00	2,000.00	100,000.00	102,000.00	175,536.00	-73,536.00	172.0
3170	2410 SALES	931.25	5,000.00	0.00	5,000.00	1,322.25	3,677.75	26.4
3178	2410 C.E.T. FEE	0.00	4,000.00	0.00	4,000.00	0.00	4,000.00	0.0
3179	2410 CONTRACT CITIES	72,692.87	380,000.00	0.00	380,000.00	80,162.68	299,837.32	21.0
3182	2410 PLAN REVIEW	34,762.72	260,000.00	0.00	260,000.00	54,023.59	205,976.41	20.7
3183	2410 MECHANICAL PERMITS	8,701.25	84,000.00	0.00	84,000.00	16,022.90	67,977.10	19.0
3186	2410 PLUMBING PERMITS	8,814.75	80,400.00	0.00	80,400.00	17,350.75	63,049.25	21.5
3265	2410 OVERAGES/SHORTAGES	0.00	0.00	0.00	0.00	0.00	0.00	0.0
	TOTAL REVENUE	226,836.93	1,650,400.00	100,000.00	1,750,400.00	514,104.59	1,236,295.41	29.3
5002	2410 OFFICE SPECIALIST I	6,142.00	72,008.00	0.00	72,008.00	12,048.00	59,960.00	16.7
5044	2410 ADMIN ASST/OFFICE MANAGER I	4,022.00	41,326.00	0.00	41,326.00	7,864.00	33,462.00	19.0
5305	2410 PLANS EXAMINER I	9,559.09	0.00	0.00	0.00	9,559.09	-9,559.09	0.0
5306	2410 PLANS EXAMINER II	0.00	65,154.00	0.00	65,154.00	0.00	65,154.00	0.0
5311	2410 ELECTRICAL INSPECTOR I	8,270.00	95,424.00	0.00	95,424.00	16,222.00	79,202.00	17.0
5312	2410 ELECTRICAL INSPECTOR II	3,412.50	48,096.00	0.00	48,096.00	6,825.00	41,271.00	14.1
5317	2410 PLUMBING INSPECTOR I	7,876.00	90,876.00	0.00	90,876.00	15,449.00	75,427.00	17.0
5321	2410 CODE ENFORCEMENT TECH	4,712.69	56,112.00	0.00	56,112.00	9,298.77	46,813.23	16.5
5323	2410 BLDG INSP-CODE ENFORCEMENT	0.00	67,812.00	0.00	67,812.00	0.00	67,812.00	0.0
5325	2410 BUILDING INSPECTOR I	0.00	0.00	0.00	0.00	0.00	0.00	0.0
5326	2410 BUILDING INSPECTOR II	7,140.00	82,054.00	0.00	82,054.00	13,679.00	68,375.00	16.6
5330	2410 PERMIT CLERK	3,552.00	41,840.00	0.00	41,840.00	6,967.00	34,873.00	16.6
5340	2410 ASSISTANT PLANNER	9,293.00	115,659.00	0.00	115,659.00	17,832.63	97,826.37	15.4
5355	2410 PLANNING MANAGER	8,570.00	98,880.00	0.00	98,880.00	17,140.00	81,740.00	17.3
5360	2410 BUILDING OFFICIAL	8,570.00	98,880.00	0.00	98,880.00	17,140.00	81,740.00	17.3
5370	2410 DIRECTOR PLANNING & BUILDING	8,979.00	103,608.00	0.00	103,608.00	17,958.00	85,650.00	17.3
5550	2410 TEMPORARY HELP	2,560.00	50,000.00	0.00	50,000.00	5,870.00	44,130.00	11.7
5920	2410 OVERTIME	0.00	1,500.00	0.00	1,500.00	0.00	1,500.00	0.0
5960	2410 LONGEVITY PAY	214.25	2,472.00	0.00	2,472.00	428.50	2,043.50	17.3
5980	2410 FRINGE BENEFITS	28,532.72	393,312.00	0.00	393,312.00	56,144.88	337,167.12	14.2
5985	2410 PAYROLL COSTS	36,912.39	424,960.00	0.00	424,960.00	67,905.09	357,054.91	16.0
5990	2410 SALARY & BENEFITS ADJUSTMENTS	0.00	92,997.00	0.00	92,997.00	0.00	92,997.00	0.0



24 PLANNING & BUILDING  
10 GENERAL FUND

LINN COUNTY  
Activity Report by Dept, Fund  
as of 08/31/2023 (16.7% Months within Fiscal Year)

Account	Title	MTD	Adopted Budget	Transfers	Final Budget	Actual YTD	Balance	% Used
	TOTAL PERSONAL SERVICES	158,317.64	2,042,970.00	0.00	2,042,970.00	298,330.96	1,744,639.04	14.6
6110	SUPPLIES	1,183.72	8,000.00	50,000.00	58,000.00	1,619.12	56,380.88	2.7
6120	PRINTING & REPRODUCTION	77.50	3,200.00	0.00	3,200.00	133.50	3,066.50	4.1
6125	COPIER MAINT & USAGE	918.39	8,000.00	0.00	8,000.00	1,645.65	6,354.35	20.5
6150	POSTAGE	880.70	9,000.00	0.00	9,000.00	1,557.31	7,442.69	17.3
6170	SUBSCRIPTIONS & MEMBERSHIPS	19.99	5,000.00	0.00	5,000.00	19.99	4,980.01	0.3
6174	AVOCETTE SOFTWARE	105.00	28,000.00	0.00	28,000.00	172.50	27,827.50	0.6
6180	NOTICES & PUBLICATIONS	0.00	4,500.00	0.00	4,500.00	776.80	3,723.20	17.2
6195	P.C.'S, ACCESS, SOFTWARE	220.96	5,000.00	0.00	5,000.00	220.96	4,779.04	4.4
6200	MEETINGS / TRAVEL	88.96	3,000.00	0.00	3,000.00	874.57	2,125.43	29.1
6205	SEMINARS / SCHOOLS / TRAINING	345.95	10,000.00	0.00	10,000.00	345.95	9,654.05	3.4
6250	TELEPHONE	24.12	10,200.00	0.00	10,200.00	51.30	10,148.70	0.5
6280	REPAIRS & MAINTENANCE	70.00	5,000.00	0.00	5,000.00	180.00	4,820.00	3.6
6301	VISA BANK CHARGES	2,169.99	18,000.00	0.00	18,000.00	4,643.53	13,356.47	25.7
6333	COMPUTER SUPPLIES & EQUIP.	869.00	17,000.00	0.00	17,000.00	2,225.44	14,774.56	13.0
6357	CODE ENFORCEMENT/CLEAN UP	76.00	60,000.00	0.00	60,000.00	498.71	59,501.29	0.8
6405	CELL PHONE ALLOCATION	40.00	480.00	0.00	480.00	80.00	400.00	16.6
6695	REFUNDS	3,073.85	15,000.00	0.00	15,000.00	3,657.25	11,342.75	24.3
6900	TAXABLE MEALS REIMBURSEMENT	0.00	100.00	0.00	100.00	0.00	100.00	0.0
	TOTAL MATERIALS & SERVICES	10,164.13	209,480.00	50,000.00	259,480.00	18,702.58	240,777.42	7.2
7450	SPECIAL EQUIPMENT	0.00	0.00	50,000.00	50,000.00	0.00	50,000.00	0.0
7460	MOTOR VEHICLE	0.00	35,000.00	0.00	35,000.00	0.00	35,000.00	0.0
	TOTAL CAPITAL OUTLAY	0.00	35,000.00	50,000.00	85,000.00	0.00	85,000.00	0.0
	REVENUE	226,836.93	1,650,400.00	100,000.00	1,750,400.00	514,104.59	1,236,295.41	29.3
	EXPENDITURE	168,481.77	2,287,450.00	100,000.00	2,387,450.00	317,033.54	2,070,416.46	13.2
	FUND BALANCE TOTAL					197,071.05		

# LINN COUNTY

## Activity Report by Dept, Fund

as of 08/31/2023 (16.7% Months within Fiscal Year)

### 24 PLANNING & BUILDING 27 GENERAL GRANTS FUND

Account	Title	MTD	Adopted Budget	Transfers	Final Budget	Actual YTD	Balance	% Used
3220	2427030 GRANTS	0.00	200,000.00	0.00	200,000.00	0.00	200,000.00	0.0
3991	2427030 BEGINNING BALANCE	0.00	0.00	0.00	0.00	4,650.00	-4,650.00	0.0
	TOTAL REVENUE	0.00	200,000.00	0.00	200,000.00	4,650.00	195,350.00	2.3
6032	2427030 2020 WILDFIRE VICTIMS GRANT	0.00	0.00	0.00	0.00	5,700.00	-5,700.00	0.0
6330	2427030 OTHER CONTRACTED SERVICES	0.00	200,000.00	0.00	200,000.00	0.00	200,000.00	0.0
	TOTAL MATERIALS & SERVICES	0.00	200,000.00	0.00	200,000.00	5,700.00	194,300.00	2.8
	REVENUE	0.00	200,000.00	0.00	200,000.00	4,650.00	195,350.00	2.3
	EXPENDITURE	0.00	200,000.00	0.00	200,000.00	5,700.00	194,300.00	2.8
	FUND BALANCE TOTAL					-1,050.00		

**Linn County Planning & Building  
Land Use Applications Tracking Sheet  
August 2023**

DATE	FILE # & NAME	PLANNER	STATUS
8/1/2023	PLN-2023-00507; Lyons-Mehama Water District (V)	Alyssa	Notice
8/2/2023	PLN-2023-00511; CHRISTMAN, Trina (V)	Kate	Notice
8/3/2023	PLN-2023-00514; UPS (NC)	Alyssa	Notice
8/3/2023	PLN-2023-00516; BARNES, John (V)	Kate	Pending
8/3/2023	PLN-2023-00518; NAYLOR, Kathleen (MH)	Kate	Withdrawn
8/3/2023	PLN-2023-00519; OWEN, Dave (V)	Alyssa	Notice
8/4/2023	PLN-2023-00521; MCCOLLUM, Clint (PLA)	Alyssa	Approved
8/4/2023	PLN-2023-00523; ATWOOD, Mark & Tammie (MH)	Kate	Notice
8/4/2023	PLN-2023-00524; ATWOOD, Mark & Tammie (V)	Kate	Notice
8/10/2023	PLN-2023-00536; SPARHAWK, Joshua (RD)	Alyssa	Notice
8/11/2023	PLN-2023-00542; PORTER, Randy (MH)	Alyssa	Notice
8/11/2023	PLN-2023-00543; CANNELL, Casey (MH)	Alyssa	Notice
8/14/2023	PLN-2023-00546; MINER, Marvin (MH)(V)	Kate	Pending
8/16/2023	PLN-2023-00551; CASCADE CREST WIND FARM (CU)	Kate	Pending
8/17/2023	PLN-2023-00552; HEDLUND, Evan (V)	Alyssa	Notice
8/21/2023	PLN-2023-00564; SKELTON, Anika & Azaldua, Tanna (RD)	Shawn	Approved
8/21/2023	PLN-2023-00566; VAN AGTMAEL, Jamie (M49)(PM)(E)	Alyssa	Notice
8/24/2023	PLN-2023-00576; HEBER, Landa (V)	Alyssa	Incomplete
8/25/2023	PLN-2023-00579; HELLER, Donald & Lynne (PLA)	Alyssa	Notice
8/22/2023	PLN-2023-00568; Fitzpatrick Painting (SPR)	Alyssa	Approved
8/25/2023	PLN-2023-00585; NUSOM, Marianne (CU)	Kate	Pending
8/21/2023	PLN-2023-00565; KAYNER, Kurt (LUC)	Shawn	Approved
8/28/2023	PLN-2023-00589; COLLEY, Lara (LUC)	Shawn	Approved
8/28/2023	PLN-2023-00590; BENJAMIN, Dan (Step One)	Shawn	Pending
8/28/2023	PLN-2023-00592; ARMSTRONG, Mark (Step One)	Shawn	Pending

**Linn County Planning & Building  
Land Use Applications Tracking Sheet  
August 2023**

[illegible]



# CODE ENFORCEMENT

## Aug 2023 Statistics

### New Cases Received

Aug-23

Cases by Category	OCCUPIED RVS (RV)	6
	ILLEGAL BUSINESS (IB)	1
	JUNK (J)	2
	MARIJUANA GROW (MJ)	0
	DRAINAGE(D)	1
	NEIGHBOR DISPUTE (ND)	0
	CONSTRUCTION W/O PERMITS (UP)	4
	MULTIPLE DWELLINGS (MD)	0
	LIVESTOCK (LS)	1
	EASEMENT ( E )	0
	MEDICAL HARDSHIP (MH)	0
	HOMELESS ENCAMPMENT (HE)	0
	DANGEROUS CONDITIONS (DC)	4
	CHICKEN FARM / FLOOD PLAIN (FP)	0
	(Some files have multiple categories)	
Total new Aug 2023		19
Cases Closed	Total Closed AUG 2023	21

### Highlighted Cases

08/7/2023

A complaint was received about blasting at the Mitchell Quarry on Mason Road in Albany. Neighbors were startled when the blast occurred after 6:30PM and shook their houses as if there had been an earthquake. Code Enforcement contacted the Department of Geology who then took over the case, informing the quarry owners primarily of the need to notify nearby neighbors of any blasting events prior to detonation and to schedule them at a more reasonable hour.

08/08/2023

An inspection on an exclusive farm use (EFU) property on Gore Drive in Lebanon revealed there was a vehicle stripping business in operation there. The workers said they acquired cars and trucks from auctions and insurance sales, broke them down into parts and then transported them to El Salvador. The Sheriff's Department was advised of the circumstances discovered during this investigation. Both the business owner and the property owner were then notified they had to remove the business from this property.



	08/15/2023	After a complaint was received about people living in an RV on a small property above the Upper Calapooia River on Highway 228 in Holley, a visit to the site located the RV and 2 people swimming without clothes in the water below. Without interrupting them, contact was made with the property owner who said the couple was not living there but had just camped out for a few days and would be gone the next day
	08/25/2023	Code Enforcement worked with the owner and the manager of Humpty's Bar & Grill on Old Salem Road until they removed a patio cover that was constructed without permits. They opted to take the cover off and use the remaining posts to attach fencing for an outside seating area.
Special Meetings	08/22/2023	A successful clean-up at a property on Main Street in Lyons was the result of several months of inspections and interaction with the occupants living in RVs on the property without access to sewer, water or electricity. Contact was also made with a local realtor who could communicate with the property owner who lived in the Philippines. Once the occupants removed their RVs, the realtor arranged for the removal of all trash & junk, including 109 vehicle tires (see photos).
Special Meetings	08/22/2023	Code Enforcement met with family members at their property on Santiam Highway in Lebanon to discuss the possibility of a medical hardship to allow a 2nd dwelling unit there. The son had been cited for bringing in 2 RVs, 1 for himself and his wife and another for his adult son. There was already another relative living in a trailer there, discovered during this investigation. The purpose of this meeting was to help the family develop a course of action that would accommodate family members on the property and keep the son from being fined in court.
	08/24/2023	A meeting was held with the City of Scio manager, mayor and attorney as well as the Sheriff's Department to work out a course of action for ongoing violations in that city.
Court Cases	08/15/2023	The defendant in a case involving occupied RVs failed to appear in court because he went to the Albany Courthouse instead of the Linn County Justice Court in Lebanon. When he called Code Enforcement about his predicament, he was encouraged to go to the Justice Court and explain what had happened. He followed that recommendation and was granted a new court date without being fined for not being there.



## LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Steve Wills, Director

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Room 114, Linn County Courthouse  
PO Box 100, Albany, Oregon 97321  
Phone 541-967-3816 Fax 541-926-2060  
[www.co.linn.or.us](http://www.co.linn.or.us)

**TO:** Linn County Board of Commissioners (Board)  
**FROM:** Alyssa Boles, Planning Manager  
**DATE:** September 12, 2023  
**RE:** Resolution & Order No. 2023-317 and Ordinance 2023-318

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The following items are scheduled to be signed by the Board on September 12, 2023:

**Resolution & Order No. 2023-317 and Ordinance 2023-318** – PLN-2023-00192; concurrent applications by Dan Hafner for a *Comprehensive Plan (Plan)* map amendment and Zoning map amendment. The amendments are proposed as part of an urban growth boundary (UGB) amendment approved by the city of Lyons to add 28.12 acres to the Lyons UGB. The amendments would remove 28.12 acres from the County *Plan* map and Zoning map.

The Board conducted duly noticed public hearings on this matter and voted 2-0 to approve the applications.



## LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Steve Wills, Director

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[www.co.linn.or.us](http://www.co.linn.or.us)

### **AGENDA SUMMARY**

**To:** Board of Commissioners

**From:** Steve Wills

**Date:** September 6, 2023

**Re:** Resolution & Order No. 2023-354

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The following item is scheduled to be heard on September 12, 2023.

The Board of Directors for the Greater Albany Public Schools District authorized the following Construction Excise Tax (CET) increase.

The CET for residential structures is currently \$1.26 and will be increased to \$1.56 and for nonresidential structure is currently \$.63 and will be increased to \$.78.



REQUEST FOR REFUND  
OVER \$1,000

RECEIVED  
SEP 01 REC'D  
Linn Co. Treasurer

A refund for 1,000 or more must have the signature of the Linn County Board of Commissioners.

mv

DATE 08/31/2023 DEPARTMENT Planning and Building

REQUESTED BY T2 Incorporated  
Name

[Redacted]

[Redacted]

[Redacted]

City Zip Code

PLEASE RETURN REFUND CHECK TO DEPARTMENT FOR MAILING: YES ☒ NO ☐

REFUND AMOUNT \$ 1000.00 ACCOUNT NO. 2410 - 6695

EXPLANATION OF REFUND Application form had wrong fee listed on it

VERIFIED & AUTHORIZED BY [Signature]  
Department Official

LINN COUNTY TREASURER'S INITIALS REQUIRED FOR REFUND [Signature]

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

LINN COUNTY BOARD OF COMMISSIONERS

Chairman

Commissioner

Commissioner

COPY



## Linn County Road Department

*Providing safe and efficient transportation to  
citizens and visitors of Linn County.*

### *Memorandum*

**Date:** 9/7/2023

**To:** Linn County Board of Commissioners

**From:** Wayne Mink, Roadmaster *WEM*

**RE:** Background Information for Agenda Items – 9/12/2023

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The Road Department has the following items on the Board of Commissioners agenda for the weekly meeting on September 12, 2023. The following is a brief description of the items.

**Resolution & Order 2023-304 – Acceptance of a Permanent Easement – Old Salem Road, Tax Lot 1200**

This is a Resolution & Order to accept a permanent easement along Old Salem Road for road purposes. Grantor is Lim Properties LLC. Easement cost is \$0.00.

**Resolution & Order 2023-333 – Acceptance of a Road Dedication – Laurel Street, Lebanon**

This is a Resolution & Order to accept the dedication of Laurel Street, Lebanon, Linn County. This action will satisfy an order and judgement issued by the Circuit Court on August 16, 2023 in response to a Complaint for Quiet Title filed by Western Sky Holdings, LLC.

We request your approval.





## LINN COUNTY JUVENILE DEPARTMENT

104 SW 4<sup>th</sup> Ave. Suite 200 / PO Box 100

Albany OR 97321

Phone: 541-967-3853

Fax: 541-967-4268



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### **Resolution and Order 2023-324**

An Intergovernmental Agreement Between Linn Benton Lincoln Education Services District and Linn County for Juvenile Crime Prevention Funding

**Grant Amount \$157,596**

**R & O 2023-324** - This is for monies that come to the juvenile department through Youth Development Oregon, formerly the Youth Development Council, for Juvenile Crime Prevention Services. The juvenile department then passes this funding through to the Linn Benton Lincoln Education Services District to fund the Family Support Program. In this program Family Support Liaisons help youth and families remove or reduce barriers to school success. The program is a prevention effort to address risks for youth and keep them from becoming involved with the juvenile justice system. Historically over 80% of youth involved with the Family Support Program do not become involved with the juvenile department. Connecting youth and families with resources in their own communities at the time they need them is the backbone of this program.

### **Resolution and Order 2023-346**

Amendment No. 11 to an Intergovernmental Agreement (Agreement No. 5264K) For the Oak Creek Youth Correctional Facility (Linn Benton Juvenile Detention Center) between the State of Oregon, the Oregon Youth Authority (OYA) and Linn County and Delegating Authority to Execute Originals

**R & O 2023-346** – This is amending the dates of our current extension agreement for the operation of the Linn Benton Juvenile Detention Facility out of the Oak Creek Youth Correctional Facility to expire on December 15, 2023.

There have been several previous extensions to our 20-year agreement with the State and the Oregon Youth Authority. The new 20-year agreement is in the process of being completed with the expectation that it will be approved prior to the December 15, 2023 date.

**Torri Lynn**  
Director  
Juvenile Department

[tlynn@co.linn.or.us](mailto:tlynn@co.linn.or.us)

**Rob Perkins Jr.**  
Supervisor  
Community Programs

[rperkins@co.linn.or.us](mailto:rperkins@co.linn.or.us)

**Lisa Robinson**  
Supervisor  
Probation Services

[lrobinson@co.linn.or.us](mailto:lrobinson@co.linn.or.us)

**Tracy Vaughan**  
Office Manager  
Juvenile Department

[tvaughan@co.linn.or.us](mailto:tvaughan@co.linn.or.us)

**Kevin Husk**  
Detention Manager  
Linn Benton Detention Center  
(541) 791-9397

[khusk@co.linn.or.us](mailto:khusk@co.linn.or.us)

# LINN COUNTY TREASURER



**MICHELLE HAWKINS**

*Treasurer*

[mhawkins@co.linn.or.us](mailto:mhawkins@co.linn.or.us)

**BREEANNA OXFORD**

*Chief Deputy Treasurer*

[boxford@co.linn.or.us](mailto:boxford@co.linn.or.us)

*Linn County Courthouse  
P.O. Box 100, Albany, Oregon 97321  
(541) 967-3861 FAX: (541) 926-8228*

To: Board of Commissioners

From: Linn County Treasurer/Budget Officer

Date: September 12th, 2023

**Re: Order # 2023-355**

Order # 2023-355 is a transfer within the Veterans office and Non Department. This is to correct what ODVA will be sending Veterans for the next 2 years and what is their actual beginning balances going forward. Each year we make the budget match what ODVA has on their side of things.

For a total of \$ 57,397.

Financial Impact. There is no financial impact.



## LINN COUNTY SPECIAL/RURAL TRANSPORTATION

PO Box 100, Albany OR 97321-0031 [rmaudlin@co.linn.or.us](mailto:rmaudlin@co.linn.or.us) Phone (541)409-4494

### BOARD OF COMMISSIONERS

Roger Nyquist  
Sherrie Sprenger  
Will Tucker

### REAGAN MAUDLIN

Special/Rural Transportation Coordinator

### September 12th 2023 Agenda Item

To: Board of Commissioners  
From: Reagan Maudlin, Linn County Special/Rural Transportation Coordinator  
Date: September 12<sup>th</sup>, 2023  
RE: 5311 Sub-Recipient Agreements; and 2023-2025 STIF Match Sub-Recipient Agreements

#### 5311 Agreements:

**R&O 2023-334:** New Sub-Recipient Agreement for the disbursement of 2023-2025 5311 funding to Senior Citizens of Sweet Home, Inc. ODOT contract No. **35426** not to exceed **\$543,683.00**. The ODOT contract was BOC approved and signed May 30<sup>th</sup>, 2023. These 5311 funds are awarded on a biannual basis and are a single project fund that will support the Senior Citizens of Sweet Home/Linn Shuttle/Dial-A-Bus program. 5311 funds support transportation in non-urbanized areas (populations less than 50K).

**R&O 2023-339:** Amends sub-recipient Agreement to reflect changes in ODOT Agreement **35072** (Amendment No. 3). These 5311 contract funds will be used to purchase one Category C bus for the Senior Citizens of Sweet Home Inc./Linn Shuttle. Amendment No. 3 updates the contract exhibits from past amendments and **extends the period of the grant through June of 2026**.

**MATCH Introduction:** The Linn County 23-25 STIF Plan has a project that houses \$400,000 to be used during the 23-25 biennium as match to leverage funds from other sources. On June 1<sup>st</sup>, 2023, the Linn County Transportation Advisory Committee (TAC), also serving as the STIF Advisory committee, reviewed projects that are requesting match from the Linn County 23-25 STIF Plan and arrived at recommendations. The Linn County Board of Commissioners approved these recommendations at a public meeting held on August 8<sup>th</sup>, 2023. Sub-Recipient/IGA Agreements are hereby presented to enter into contract with the receiving parties.

#### 2023-2025 STIF Match Fund Sub-Recipient Agreements

Recipient	Project	Resolution and Order	Amount
Albany	LB Loop Bus	2023-340	\$ 90,000
Albany	Paratransit Vehicle	2023-341	\$ 15,800
Lebanon	Scheduling Software	2023-342	\$ 30,000
Lebanon	Secure Parking	2023-343	\$106,730
OCWCOG	Mobility Hub	2023-344	\$122,470
Linn County	SCOSHI Vehicle	2023-345	\$ 35,000
<b>Total:</b>			<b>\$400,000</b>

#### Recommendation:

It is respectfully requested that the Linn County Board of Commissioners approve the above listed agreements for distribution of the match dollars in the 23-25 STIF Plan.