



LINN COUNTY SHERIFF'S OFFICE

Michelle Duncan, Sheriff

1115 Jackson Street SE, Albany, OR 97322

Phone: 541-967-3950

www.linnsheriff.org

Agenda Summary

To: Board of Commissioners

From: Ric Lentz – Linn County Emergency Manager

Date: 05/02/2022

Re: Resolution & Order No. 2022-035

The following item is scheduled to be heard on 05/10/2022:

Resolution & Order 2022-035: A sheltering/emergency use agreement between Linn County and Pioneer Christian Academy. In the event of a significant disaster, Linn County would be able to call on the Pioneer Christian Academy to use its buildings and grounds as a temporary sheltering and emergency use site. Linn County would have access to supplies and equipment on the grounds. Pioneer Christian Academy has cooking supplies, a gymnasium, and classrooms that could be used to organize a secure sheltering site. Linn County volunteers would help staff the site during an activation.

Financial Impact: Linn County would reimburse the Pioneer Christian for any supplies used and any damages that would result from sheltering operations.

Staff Recommendations: In the event of an activation, the shelter would be staffed by Linn County volunteers and partnering volunteer organizations (Salvation Army, Red Cross, CERT, and MRC).



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Agenda Summary

To: Board of Commissioners

From: Ric Lentz – Linn County Emergency Manager

Date: 04/29/2022

Re: Resolution & Order No. 2022-153

The following item is scheduled to be heard on 05/10/2022:

Resolution & Order 2022-064: An Intergovernmental Agreement (IGA) between The Linn County Sheriff's Office and Sweet Home Fire Department for emergency medical equipment and supplies. Sweet Home Fire Department will assist the Sheriff's Office with ordering medical equipment for their new Emergency Medical Services branch of the Search and Rescue team (SAR). Sweet Home Fire department has the infrastructure in place to house equipment. As Linn County SAR uses equipment in the field, they will be able to restock their kits through Sweet Home Fire.

Financial Impact: The Linn County Sheriff's Office will pay Sweet Home Fire Department a one-time start-up cost for equipment of about \$6000 to fully stock four EMS bags/kits for the SAR team. As the equipment is used during calls for service, the Linn County Sheriff's Office will restock the kits through Sweet Home Fire Department and reimburse Sweet Home Fire Department for the cost of equipment.



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Room 114, Linn County Courthouse
PO 100 Box, Albany, Oregon 97321
Phone 541-967-3816, Fax 541-926-2060, www.co.linn.or.us

TO: Board of Commissioners
FROM: Alyssa Boles
DATE: May 10, 2022
RE: Planning and Building Department Update: May 2022

The attached tables include the Department's current FY2021-22 Revenue Summary and Permit Activity Reports through April 30, 2022. Also attached with this memorandum is the list of April 2022 land use applications received, the May Planning Commission agenda, a code enforcement summary, and current wildfire permitting reports. The May 2022 Department update is summarized below.

- Total building section permits issued in April 2022, including non-structural permits, totaled 252. The number of building permits issued for dwellings in April totaled 11 – eight single family dwellings and three manufactured dwellings. 14 permits were issued for dwelling additions/alterations and six permits for accessory buildings were issued.
 - Inspection staff has started the process of obtaining certifications for both commercial and residential plan review and inspections. This will result in all inspection staff being able to efficiently complete all aspects of the building permit review process.
- Total contract city permits issued in April 2022, including non-structural permits, totaled 16. Contract city permits issued in April include one new single family dwelling, one accessory building, and one permit for a dwelling addition/alteration.
- Land use permits issued in April 2022 totaled 77. The total number of land use permits issued in April 2022 is a slight increase (6%) compared to the number of land use permits issued in April 2021.
- The Department has so far waived approximately \$112,182 in fees for permits related to the Wildfire Recovery. Two new wildfire dwelling permit was issued in April; one in the County, one in Mill City.
Total Permit Fee Waivers:
 - Single-family Dwellings: 22
 - Manufactured Homes: 15
 - Multi-Family Dwelling: 2
 - Electrical Services: 45
 - Temporary RV Permits: 19
- Planning Commission Meeting is scheduled for May 10, 2022

PLN-2022-00114; A conditional use permit application by PBK, LLC for a private park. The applicant proposes 75 designated camping sites with individual electrical and water hook ups, on site restrooms, and an RV dump station.

- Board Hearings: No land use hearings are scheduled before the Board in May.
- The Comprehensive Plan and Zoning map amendments for Northrock, Inc., approved by the Board on remand, were not appealed to the Oregon Land Use Board of Appeals and are now a final land use decision.



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Room 114, Linn County Courthouse
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Estimate of Annual Revenues From Fees
Fiscal Year 2021-2022
Planning and Building Department
April 2022

<u>REVENUE SOURCE</u>	(1) YTD REVENUE	
Building Permits -- County, Permits & Sales	\$602,396.70	
C.E.T Administrative Fees	\$4,994.16	
Building Permits -- Contract Cities	\$426,813.79	
Electrical Permits	\$232,626.35	
Planning Fees	\$227,959.75	
TOTAL	\$1,494,790.75	
<u>REVENUE SOURCE</u>	(2) ESTIMATED REVENUE May '22 - June '22	(3) TOTAL REVENUE ESTIMATED Column (1) + Column (2)
Building Permits -- County	\$169,000.00	\$771,396.70
C.E.T Administrative Fees	\$250.00	\$5,244.16
Building Permits -- Contract Cities	\$70,000.00	\$496,813.79
Electrical Permits	\$41,000.00	\$273,626.35
Planning Fees	\$41,000.00	\$273,626.35
TOTAL	\$321,250.00	\$1,820,707.35
<u>REVENUE SOURCE</u>	(4) 2020/2021 Budget	(5) Projected Surplus or (Deficit) Column (3) - Column (4)
Building Permits -- County, Permits & Sales	\$1,015,000.00	(\$243,603.30)
C.E.T Administrative Fees	\$1,500.00	\$3,744.16
Building Permis -- Contract Cities	\$420,000.00	\$76,813.79
Electrical Permits	\$250,000.00	\$23,626.35
Planning Fees	\$250,000.00	\$23,626.35
TOTAL	\$1,936,500.00	(\$115,792.65)

PLANNING AND BUILDING DEPARTMENT PERMIT ACTIVITY TABLES
April 2022

TABLE 1
PERMITS ISSUED FY 2021/2022

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT 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					
JUN					
TOTAL	723	915	497	1,570	3,705

TABLE 2
PERMITS ISSUED FY 2020/2021

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	77	138	101	167	483
AUG	100	180	114	153	547
SEPT	68	148	81	158	455
OCT	77	147	40	198	462
NOV	78	98	34	152	362
DEC	77	111	63	146	397
JAN	67	86	46	155	354
FEB	66	73	31	184	354
MAR	80	111	120	180	491
APR	72	97	49	162	380
MAY	89	110	15	190	404
JUN	78	119	52	177	426
TOTAL	929	1,418	746	2,022	5,115

TABLE 3
PERMITS ISSUED FY 2019/2020

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	79	195	76	190	540
AUG	85	176	65	170	496
SEPT	84	158	96	144	482
OCT	59	166	132	158	515
NOV	78	138	59	148	423
DEC	74	164	65	151	454
JAN	74	120	116	132	442
FEB	45	108	111	126	390
MAR	93	173	93	134	493
APR	68	144	88	184	484
MAY	74	140	57	162	433
JUN	74	134	80	160	448
TOTAL	887	1,816	1,038	1,859	5,600

TABLE 4
SINGLE-FAMILY DWELLING PERMITS ISSUED
COUNTY

	2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	11		10		6		12		10		3	
AUG	9		7		11		4		10		9	
SEPT	7	27	11	28	9	26	5	21	5	25	12	24
OCT	5		8		8		9		5		13	
NOV	6		9		2		2		3		5	
DEC	4	15	7	24	5	15	5	16	9	17	3	21
JAN	1		9		5		4		3		2	
FEB	2		1		3		6		6		6	
MAR	6	9	6	16	4	12	14	24	8	17	6	14
APR	9		6		4		10		8		8	
MAY	3		5		6		4		6			
JUN	8	20	7	18	11	21	8	22	5	19		8
TOTAL	71		86		74		83		78		67	

TABLE 5
MANUFACTURED DWELLING PERMITS ISSUED
COUNTY

	2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	6		4		5		11		5		6	
AUG	2		2		2		6		8		5	
SEPT	4	12	3	9	7	14	6	23	6	19	4	15
OCT	5		6		8		4		8		3	
NOV	2		2		3		7		14		2	
DEC	6	13	2	10	3	14	7	18	10	32	4	9
JAN	0		5		6		4		2		2	
FEB	3		4		5		1		4		2	
MAR	2	5	5	14	6	17	3	8	4	10	6	10
APR	5		3		7		3		5		3	
MAY	5		5		2		4		2			
JUN	1	11	6	14	4	13	6	13	2	9		3
TOTAL	41		47		58		62		70		37	

TABLE 6
NON-ELECTRICAL PERMITS ISSUED
COUNTY

	2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	145		213		174		195		138		91	
AUG	150		167		172		176		180		120	
SEPT	127	422	187	567	160	506	158	529	148	466	86	297
OCT	158		191		175		166		147		117	
NOV	106		167		138		138		98		81	
DEC	152	416	126	484	150	463	164	468	111	356	80	278
JAN	96		145		116		120		86		84	
FEB	108		154		105		108		73		69	
MAR	140	344	140	439	176	397	173	401	111	270	99	252
APR	166		140		127		144		97		88	
MAY	161		158		151		140		110			
JUN	171	498	156	454	163	441	134	418	119	326		88
TOTAL	1,680		1,944		1,807		1,816		1,418		915	

TABLE 7
CONTRACT CITY DWELLING UNIT PERMITS ISSUED
BY FISCAL YEAR

	FY 2021/2022			FY 2020/2021			FY 2019/2020			FY 2018/2019		
	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD
BROWNSVILLE	52	1		14	1	2	7	1		4	1	1
HALSEY				1						2	1	
HARRISBURG	5		1	5			3	2	2	5	3	
LYONS	3	1		1	1		2			3	1	
MILL CITY	4		1	11	19	2	9	3		7		
MILLERSBURG	37			48			108			89	2	1
SCIO							1			4		
TANGENT							1			1	1	
TOTAL	101	2	2	80	21	4	131	6	2	115	9	2

TABLE 8
PLANNING SECTION PERMIT ACTIVITY
FY 2021/2022

CURRENT MONTH: April 2022

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Evaluation & Processing	29	2,900.00	277	27,700.00
Variance	5	3,250.00	42	27,300.00
Comprehensive Plan Amendment	0	0.00	0	0.00
Land Use Compatibility Statement	2	150.00	42	3,900.00
Conditional Use	8	5,950.00	36	31,450.00
Home Occupation CU's	2	1,150.00	8	4,600.00
Medical Hardship CU's	4	2,000.00	15	7,500.00
PD Partition	1	750.00	17	6,900.00
PM Partition	0	0.00	13	4,550.00
Property Line Adjustment	6	2,400.00	49	21,400.00
Easement	1	650.00	21	13,650.00
Appeal	0	0.00	1	250.00
Temp RV/Mfg. Home Placement	0	0.00	4	600.00
Zone Amendment	0	0.00	1	2,000.00
Mortgage Lot	0	0.00	0	0.00
Non-conforming Use Alteration	0	0.00	2	1,750.00
Step 1 - Soil Review	0	0.00	20	700.00
Agricultural Bldg Review	10	1,500.00	98	14,700.00
Dwelling/Property Status/SPR	6	1,800.00	70	24,900.00
Measure 49	0	0.00	1	750.00
Extensions	0	0.00	9	900.00
Misc. Applications	3	1,700.00	17	12,150.00
MONTHLY TOTAL	77	24,200.00	743	207,650.00
SALES REVENUES				
Xerox/Microfilm		0.00		1,407.25
Tapes		0.00		0.00
Maps		0.00		0.00
Comp. Plan/Code/Transportation Books		0.00		0.00
Reports		0.00		175.00
Postage		0.00		0.00
Extensions		200.00		2,000.00
MONTHLY TOTAL		200.00		3,582.25

TABLE 9
BUILDING SECTION PERMIT ACTIVITY
FY 2021/2022

CURRENT MONTH: March 2022

DESCRIPTION	MONTHLY TOTALS		YEAR TODATE TOTALS	
	NUMBER	FEES	NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	8	13,497.00	67	119,832.00
Manufactured Homes	3	1,278.00	38	16,192.00
Prefab. Buildings	0	0.00	0	0.00
Additions/Alterations	14	5,287.25	100	36,237.50
Accessory Buildings	6	3,074.75	91	52,892.75
SUBTOTALS	31	23,137.00	296	225,154.25
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	3	716.75	25	22,378.48
Public	0	0.00	5	1,570.00
Additions/Alterations	0	0.00	0	0.00
Transaction Fee	0	0.00	0	0.00
Misc. Permits	2	264.75	2	264.75
SUBTOTALS	5	981.50	32	24,213.23
Plumbing	31	9,206.50	211	75,003.53
Mechanical	54	7,078.25	612	73,159.10
SUBTOTALS	85	16,284.75	823	148,162.63
Electrical Permits	160	24,232.00	1559	224,831.85
Master Electrical Permits	4	1,472.50	13	4,770.50
SUBTOTALS	164	25,704.50	1,572	229,602.35
Demolition/Decommission	1	130.00	7	820.00
Flood Dev. Evaluation	3	360.00	44	5,280.00
Misc. Permits	4	942.63	29	12,086.01
SUBTOTALS	8	1,432.63	80	18,186.01
PLAN REVIEWS	40	16,116.00	305	140,396.41
SUBTOTALS	40	16,116.00	305	140,396.41
RAND TOTAL MONT	333	83,656.38	3,108	785,714.88

TABLE 10
CONTRACT CITY PERMIT ACTIVITY
FY 2021/2022

Current Month: April 2022

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	1	932.25	106	113,087.89
Manufactured Homes	0	0.00	2	705.38
Prefab. Buildings	0	0.00	1	256.88
Manufactured Home Parks (NEW)	0	0.00	0	0.00
Multi-Family Dwellings	0	0.00	2	3,150.94
Additions/Alterations	1	74.06	25	4,137.69
Accessory Buildings	1	298.50	25	7,390.34
SUBTOTALS	3	1,304.81	161	128,729.12
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	0	0.00	6	9,941.00
Prefab. Buildings	0	0.00	2	340.60
Public	0	0.00	4	17,430.63
Additions/Alterations	1	143.44	17	6,826.87
SUBTOTALS	1	143.44	29	34,539.10
MISC. APPLICATIONS				
Recreational (RV Parks etc.)	0	0.00	0	0.00
Misc. Structures	0	0.00	0	0.00
Miscellaneous Permits	1	65.00	16	7,400.52
SUBTOTALS	1	65.00	16	7,400.52
Plumbing	5	650.81	195	55,634.33
Mechanical	10	894.36	200	37,049.62
SUBTOTALS	15	1,545.17	395	92,683.95
Plan Review	4	1,247.35	151	123,856.92
GRAND TOTAL MONTH	20	4,305.77	601	387,209.61

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

	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
JULY	96,067.45	277,607.06	100,351.77	113,616.87	77,484.14	82,404.31
AUG	54,060.25	60,044.74	94,947.94	217,461.46	95,732.23	88,155.76
SEPT	72,319.65	82,507.11	92,827.37	96,258.43	82,690.70	76,855.24
OCT	70,125.68	50,969.00	107,407.42	101,242.25	79,672.58	89,772.08
NOV	106,583.14	49,975.17	137,029.07	85,188.21	91,665.20	44,033.65
DEC	54,720.47	51,670.88	53,122.43	63,127.55	112,792.14	27,931.62
JAN	26,681.50	91,501.91	51,553.10	67,796.29	76,309.72	23,973.95
FEB	43,104.68	29,949.06	45,337.65	96,198.93	47,947.91	48,470.08
MAR	51,210.96	67,294.37	97,167.50	117,543.65	69,127.59	69,694.82
APR	136,748.77	101,894.94	54,328.25	113,700.67	103,850.68	51,810.69
MAY	74,277.41	56,214.06	80,519.05	90,138.22	61,270.86	
JUN	85,551.59	64,222.51	111,285.80	85,017.44	70,631.10	
TOTAL	871,451.55	983,850.81	1,025,877.35	1,247,289.97	969,174.85	603,102.20

TABLE 12
CONTRACT CITY PERMIT REVENUE
BY FISCAL YEAR

	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
JULY	60,604.02	22,271.88	57,425.00	29,344.35	13,059.10	170,862.28
AUG	24,017.51	62,738.52	24,431.30	19,427.50	33,448.35	31,075.46
SEPT	21,122.91	8,881.54	44,166.25	15,595.37	55,466.88	57,223.05
OCT	25,816.61	60,958.22	32,066.76	41,208.37	31,518.40	15,331.99
NOV	47,555.25	25,219.33	137,095.15	70,234.77	9,395.01	28,909.11
DEC	2,543.26	17,739.57	10,453.12	15,984.40	25,222.81	37,232.20
JAN	79,221.38	61,250.12	13,715.27	22,529.94	22,246.17	7,774.24
FEB	21,212.64	1,945.51	0.00	47,698.94	21,535.68	65,052.25
MAR	7,049.47	16,803.77	12,056.67	55,798.39	63,166.07	10,334.59
APR	11,145.40	73,926.66	43,351.04	42,504.60	15,948.31	4,034.30
MAY	22,468.19	0.00	46,751.87	42,346.01	28,446.88	
JUN	37,890.46	11,271.79	50,916.40	32,291.64	64,939.34	
TOTAL	360,647.10	360,547.10	363,006.91	470,213.47	384,393.00	427,829.47

TABLE 13
ELECTRICAL PERMIT REVENUE
BY FISCAL YEAR

	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
JULY	23,798.00	30,171.00	23,402.00	22,715.00	12,081.00	19,671.25
AUG	21,360.00	20,715.00	23,683.00	19,484.00	19,901.00	25,964.60
SEPT	21,739.00	22,103.00	22,397.00	17,429.00	22,700.00	25,437.00
OCT	18,694.00	26,937.00	23,642.00	24,222.50	27,020.00	21,763.00
NOV	19,504.00	21,631.00	21,884.00	24,998.00	28,993.70	24,648.71
DEC	34,802.00	23,343.00	18,379.00	18,521.00	30,285.10	17,055.50
JAN	17,876.00	24,335.00	20,631.75	19,702.00	22,736.40	15,145.00
FEB	21,295.00	19,437.00	19,618.00	15,424.63	27,818.25	23,627.25
MAR	18,083.00	16,880.00	20,288.00	20,688.50	30,391.25	23,675.50
APR	19,172.00	23,171.00	18,515.00	30,663.00	25,127.50	26,044.50
MAY	23,010.00	21,664.00	20,815.00	23,846.50	23,393.93	
JUN	23,114.00	21,280.00	20,890.00	22,829.38	29,276.05	
TOTAL	262,447.00	263,047.00	254,144.75	260,523.51	299,724.18	223,032.31

TABLE 14
PLANNING & BUILDING DEPARTMENT
FY 2021/2022 REVENUE AND EXPENDITURES
April 2022

LINE ITEM DESCRIPTION	ADMIN..	PLANNING	BUILDING	ELECTRICAL	BUDGET TOTAL
REVENUE					
PLANNING FEES		227,959.75			227,959.75
ELECTRIC PERMITS				232,626.35	232,626.35
BLDG, MECH, PLUMB PERMITS			399,606.34		399,606.34
MISC. PERMITS & PLAN REVIEW			184,918.12		184,918.12
REIMBURSEMENTS			12,409.24		12,409.24
MISC. (REIMBURSEMENTS)	50,000.00				50,000.00
SALES	5,463.00				5,463.00
CET FEES	4,994.16				4,994.16
CONTRACT CITIES			426,813.79		426,813.79
DEPOSIT SUSPENSE	0.00				0.00
CODE ENFORCEMENT CLEAN UP	0.00				0.00
FEE OVERAGES/SHORTAGES	4.35				-4.35
SALE OF COUNTY EQUIPMENT	11,000.00				11,000.00
TOTAL REVENUE	\$71,452.81	\$227,959.75	\$1,023,747.49	\$232,626.35	\$1,555,786.40
EXPENDITURES PERSONAL SVS					
ELECTRICAL INSPECTOR I			59,744.38		59,744.38
ELECTRICAL INSPECTOR II				40,500.00	40,500.00
BLDG. INSPECTOR II			59,094.00		59,094.00
PLUMBING INSPECTOR I			72,120.00		72,120.00
PLANS EXAMINER II			68,720.00		68,720.00
BLDG INSP-CODE ENF		6,538.00	58,842.00		65,380.00
CODE ENFORCEMENT TECH			35,689.29		35,689.29
OFFICE MANAGER I	13,593.60		10,195.20	10,195.20	33,984.00
OFFICE SPECIALIST I	49,009.32				49,009.32
OFFICE SPECIALIST 2	0.00	0.00	0.00	0.00	0.00
OFFICE SPECIALIST 3	807.20	1,210.80	6,054.00		8,072.00
PERMIT CLERK			39,046.53		39,046.53
ASSISTANT PLANNER		34,369.60	8,592.40		42,962.00
ASSOCIATE PLANNER		45,838.00			45,838.00
SENIOR PLANNER		24,044.40	2,671.60		26,716.00
PLANNING MANAGER					60,243.00
BLDG. OFFICIAL	10,714.50		46,429.50	14,286.00	71,430.00
DIRECTOR	40,892.50	24,535.50	12,267.75	4,089.25	81,784.99
TEMPORARY HELP				8,257.10	8,257.10
OVERTIME				0.00	0.00
WAGES	\$115,017.12	\$136,536.30	\$419,722.27	\$77,327.55	\$868,590.61
LONGEVITY PAY	149.23	1,812.11	170.55		2,131.89
CERTIFICATION PAY			0.00		0.00
FRINGE BENEFITS	14,915.86	59,663.42	113,360.50	110,377.33	298,317.11
PAYROLL COSTS	15,583.80	62,335.21	118,436.90	115,320.14	311,676.05
SALARY BENEFITS & ADJ.	0.00	0.00	0.00	0.00	0.00
TOTAL PERSON. SERVICES	\$145,666.01	\$260,347.04	\$651,690.22	\$303,025.02	\$1,480,715.66
MATERIALS & SERVICES					
SUPPLIES	457.07	457.07	1,828.29	1,828.29	4,570.73
PRINT & REPRODUCTION	125.62	376.86	1,004.96	1,004.96	2,512.39
POSTAGE	399.82	6,397.14	399.82	799.64	7,996.43
SUBSCRIPT. & MEMBERSHIP		790.47	1,675.80	695.61	3,161.88
NOTICE & PUBLICATION		1,666.71	1,805.61		3,472.32
COPIER MAIN & USAGE	1,727.23	1,727.23	1,727.23	1,727.23	6,908.92
P.C.'S, ACCESS., SOFTWARE	13,825.69	13,825.69	13,825.69	13,825.69	55,302.75
SCHOOLS & SEMINARS	4,782.05				4,782.05
MEETINGS/TRAVEL	351.07				351.07
TELEPHONE	223.77	1,790.19	1,118.87	1,342.64	4,475.48
VISA BANK CHARGES		2,777.17	11,108.70		13,885.87
REPAIRS & MAINTENANCE	4.48	96.32	56.00	67.20	224.00
COMPUTER SUPPLIES & EQUIP	940.26	940.26	940.26	940.26	3,761.02
REFUNDS		4,471.59	6,825.06	470.69	11,767.34
OTHER CONTRACTED SERVICES			0.00		0.00
TOTAL MAT. & SERVICES	\$22,837.06	\$35,316.71	\$42,316.27	\$22,702.21	\$123,172.25
CAPITAL OUTLAY					
MOTOR VEHICLE			24,600.32		24,600.32
SPECIAL EQUIP. (SIERRA)					0.00
TOTAL CAPITAL OUTLAY	\$0.00	\$0.00	\$24,600.32	\$0.00	\$24,600.32
TOTAL EXPENDITURES	\$168,503.07	\$295,663.74	\$694,006.49	\$325,727.23	\$1,628,488.23
LESS REVENUE	\$71,452.81	\$227,959.75	\$1,023,747.49	\$232,626.35	\$1,555,786.40
GEN. FUND EXPENDITURES	\$97,050.26	\$67,703.99	(\$329,741.00)	\$93,100.88	\$72,701.83

**Linn County Planning & Building
Land Use Applications Tracking Sheet
April 2022**

DATE	FILE # & NAME	PLANNER	STATUS
4/1/2022	PLN-2022-00271; SHELTON, Kai (HO)	Alyssa	Approved
4/4/2022	PLN-2022-00272; AMERICAN TOWER CORP (SPR)		VOID
4/5/2022	PLN-2022-00275; NEILSON, George & Billie (MH)	Jennifer	Incomplete
4/5/2022	PLN-2022-00276; ARNDT, Don (PLA)	Ashley	Pending
4/5/2022	PLN-2022-00277; TASMAN, Michael & Carrie (V)	Alyssa	Approved
4/6/2022	PLN-2022-00278; BERKEY, Jesse & Amy (RD)	Alyssa	Approved
4/7/2022	PLN-2022-00281; MCDANIEL, Colt (SPR)	Jennifer	Complete
4/13/2022	PLN-2022-00282; HOC HOLDING INC (SPR)	Jennifer	Complete
4/8/2022	PLN-2022-00283; BOSHART, Ginae (Zoning Verification)	Alyssa	Complete
4/8/2022	PLN-2022-00288; NEVIN, Michelle (RD)	Alyssa	Approved
4/11/2022	PLN-2022-00289; AHO, Brennan (V)	Ashley	Notice
4/11/2022	PLN-2022-00292; BENTON SOIL & WATER (LUC)	Alyssa	Approved
4/12/2022	PLN-2022-00298; PESEK, Karel (CU-Soils Screen)	Ashley	Pending
4/13/2022	PLN-2022-00302; RANKIN, Laura & Lon, Trust (CU)	Jennifer	Incomplete
4/18/2022	PLN-2022-00313; DINSDALE, Willy (PLA)	Alyssa	Approved
4/18/2022	PLN-2022-00314; WILLAMETT RIVERKEEPER (LUC)	Alyssa	Approved
4/20/2022	PLN-2022-00315; DETWEILER, Jeryl (MH) (V)	Jennifer	Incomplete
4/20/2022	PLN-2022-00316; HENNESS, Gary & Michele (CU-Soils Screen)	Alyssa	Denied
4/20/2022	PLN-2022-00317; THOMAS CREEK SEED CLEANING LLC (RD)	Alyssa	Approved
4/20/2022	PLN-2022-00318; LOMASIDE SOLAR LLC (CU)	Ashley	Pending
4/22/2022	PLN-2022-00321; RANDKLEV, Hans (V)	Ashley	Pending
4/25/2022	PLN-2022-00322; ALLEY, Steve (RD)	Alyssa	Approved
4/25/2022	PLN-2022-00323; CLARK, Mike & Jennifer (CI)	Alyssa	Pending
4/25/2022	PLN-2022-00325; PLAGMAN, Teri & WEINBERG, David (V)	Alyssa	Notice

**Linn County Planning & Building
Land Use Applications Tracking Sheet
April 2022**

[illegible]



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Room 114, Linn County Courthouse
PO 100 Box, Albany, Oregon 97321
Phone 541-967-3816, Fax 541-926-2060, www.co.linn.or.us

AGENDA

May 10, 2022; 7:00 pm

Linn County Planning Commission
Old Armory Building, George Miller Room B
(Corner of 4th Avenue and Lyon Street, Albany, Oregon)

Call to Order

Approval of Minutes of February 8, 2022

Cases Scheduled for Hearing:

PLN-2022-00114; A conditional use permit application by PBK, LLC for a private park. The applicant proposes 75 designated camping sites with individual electrical and water hook ups, on site restrooms, and an RV dump station. The applicant proposes two to three full time employees at the park with one employee to reside upon the property. The applicant proposes the addition of 40 vehicular trips per day to the subject property. The subject property is located at 33200 Hwy 228, upon the southeastern corner of the intersection between HWY 228 and Interstate-5 (I-5) and approximately 2.3 miles east of the city limits of Halsey and 2.6 miles west of the city limits of Brownsville (T14S, R03W, Section 04, Tax Lot 200).

Other Business

General Discussion

Adjournment

CODE ENFORCEMENT

MAY 2022 Statistics

New Cases Received

May-22

Cases by Category

OCCUPIED RVS (RV)	
ILLEGAL BUSINESS (IB)	1
JUNK (J)	
MARIJUANA GROW (MJ)	
DRAINAGE(D)	
NEIGHBOR DISPUTE (ND)	
CONSTRUCTION W/O PERMITS (UP)	
MULTIPLE DWELLINGS (MD)	
LIVESTOCK (LS)	
EASEMENT (E)	
MEDICAL HARDSHIP (MH)	
HOMELESS ENCAMPMENT	1
DANGEROUS CONDITIONS	1
(Some files have multiple categories)	

Total new cases for May 2022

3

Cases Closed

May-22

2

Highlighted Cases

5/2022

Code Enforcement issued a Stop Work notice at a 5+ acre property on Mountain View in Albany adjacent to the Santiam River. Excavation had already begun for a future shop building but without a recent property line survey that identified where the floodplain began, it could not be determined whether the excavation was encroaching into the floodplain. The owner came in to Planning & Building after the posting of the notice and was given what he needed to do to be able to move forward with his project.

05/01/2022

Code Enforcement teamed up with the Linn County Sheriff's Department for a combined investigation of an encampment on a 20+ acre property on Bellinger Road in Lebanon. During the onsite inspection, it was discovered all persons had vacated the property, leaving behind 9 RVs & trailers, 13 cars, 3 SUVs, 5 trucks and 3 boats in various stages of dismantling. The Sheriff's Department will handle any issues with stolen vehicles while Code Enforcement will work with family members on the abatement of the property since the owner is currently in a nursing home.

Special Meetings

5/2022

Code Enforcement attended a special meeting set up and chaired by Commissioner Sprenger to look into the issue of abandoned RVs left on the streets in Linn County. There was also participation from the Linn County Sheriff's Department, County Counsel, and local towing companies regarding this growing issue.

Court Cases

5/2022

Code Enforcement participated in 3 bench trials regarding Temporary Use issues after the defendants pled "Not Guilty" to charges of occupying RVs. Both sides presented their cases and Judge Meyer found the defendants in violation. They were fined and advised by the judge they could be cited again if they continued to occupy their RVs in violation of Linn County codes.



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

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WILDFIRE RECOVERY PERMITS AND FEE WAIVERS

Permit Type	Total 2020	Total 2021	Total 2022	Grand Total: April 30, 2022
County Building Permits				
Replace Single-family Dwelling	2	14	2	18
Repair Single-family Dwelling	0	0	0	0
Replace/Repair Manufactured Home	1	7	0	9
Total Permits	4	21	1	26
Total County Building Fees Waived	\$10,668	\$64,127	\$6,357	\$81,152
Contract City Dwelling Permits				
Lyons	0	0	0	0
Mill City	3	9	1	13
Total Permits	3	9	1	13
Total City Building Fees Waived	\$2,851	\$15,430	\$3,122	\$21,403
Electrical Permits				
Total Permits	0	24	5	29
Total Electrical Fees Waived	\$0	\$6,024	\$1,053	\$7,077
Land Use Permits				
Total Permits	15	2	0	17
Total Land Use Fees Waived	\$2,250	\$300	\$0	\$2,550
Total Fees Waived				
	\$9,823	\$85,881	\$10,532	\$112,182



LINN COUNTY JUVENILE DEPARTMENT
104 SW 4th Ave. Suite 200 / PO Box 100
Albany OR 97321
Phone: 541-967-3853
Fax: 541-967-4268



Resolution and Order #2022-157

MOU between Linn County and Linn-Benton Community College

The intent of this MOU is to provide a structure for a Linn County Juvenile Department representative (Robert Perkins Jr.) to participate on a workforce advisory board for the Criminal Justice Targeted Pathway Project administered by Open Oregon Educational Resources and funded by the FIPSE OTP grant from the Department of Education. Linn-Benton Community College is the fiscal agent for these funds.

This is an opportunity to help guide the higher education system. Participation in the Work Force Advisory Board will help determine state standards related to priorities in the criminal justice field and what the needs are in the juvenile justice system as they develop their courses and curriculum for their students.

Torri Lynn
Director
Juvenile Department

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Rob Perkins Jr.
Supervisor
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Tracy Vaughan
Office Manager
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Kevin Husk
Detention Manager
Linn Benton Detention Center
(541) 791-9397

khusk@co.linn.or.us



LINN COUNTY PROPERTY MANAGEMENT

104 SW 4th Avenue, Room 123 Albany, Oregon 97321

Phone: (541) 967-3807

Date: May 10, 2022

To: Board of Commissioners

From: Rachel Adamec, Real Property Program Manager

RE: Resolution & Order 2022-160 - In the Matter of Selling Back Tax Foreclosed
Property to Former Owner

Resolution & Order 2022-160 completes a buy back of property account #198974 (210 Alder St., Lebanon) by the former owner. On February 22, 2022, a family member appeared before the Board asking the Board to allow the family to buy the property back for their disabled uncle. Per the Board's directive, Property Management worked with the family to allow them time to pay the taxes owed. On April 26, 2022, the buyback amount of \$6,951.40 was paid. Property Management recommends approval of R&O 2022-160.

Summary for Resolution & Order No. 2022-159

Following the review of the applications and guided by the long-standing highest priorities identified in the Linn County Coordinated Public Transit-Human Services Transportation Plan and other locally developed plans the Transportation Advisory Committee at its April 14, 2022 meeting made the following recommendations regarding 2021-2022 STF allocations:

Lebanon Dial-A-Bus	\$ 45,000
Sweet Home Dial-A-Bus	\$ 25,000
Linn Shuttle	\$ 98,000
COG Senior/Disability Service	\$ 18,000
Volunteer Caregivers	\$ 53,261
Oregon Mennonite Residential Services	\$ 6,500
Sunshine Industries	\$ 29,760
Albany Dial-A-Bus	\$ 25,000
Contingency	\$ 15,000
TOTAL	\$315,521

Similar to the past 21 years, from the allocated amount to each recipient Linn County shall subtract administrative expenses incurred by the County in planning, managing and overseeing the STF program and its agreements. The amount withheld shall be calculated on a service-per-hour rate, but in no event shall it exceed 4% of the allocation to each recipient. The 2021-22 rate is 2% of the allocation to each recipient.

May 10, 2022 Agenda Item

To: Board of Commissioners
From: Linn County Transportation Advisory Committee/
Ken Bronson, Special/Rural Transportation Coordinator
Subject: Special Transportation Fund (STF) 2022-2023 Allocations

Recommendation:

The Linn County Transportation Advisory Committee recommends that the Board of Commissioners approve **Resolution and Order No. 2022-163** allocating Special Transportation Fund Formula Program money to 8 programs totaling \$300,521 and a contingency of \$15,000.

Background:

Funding from the Oregon Special Transportation Fund (STF) Program is available to maintain or improve transportation services for seniors 60 years of age and older and/or persons of any age with disabilities.

Eligible applicants include public entities and public or private non-profit corporations. Eligible projects include maintenance of existing transportation programs and services for the elderly and people with disabilities; expansion or creation of such programs and services; transportation capital items; and planning and development of transportation services for the elderly and people with disabilities.

Coordinated Plan as a Guide:

The Linn County Coordinated Public Transit-Human Services Transportation Plan was developed to guide the Transportation Advisory Committee, the Linn County Board of Commissioners and others in the investment of transportation resources. The Coordinated Plan, approved by the Board of Commissioners in September 2017, noted the projected very large increase in the senior population and a continued growth in the Americans with Disabilities Act (ADA) population.

The plan identified many transportation needs and potential opportunities to address the needs of Linn County residents and priorities included: (1) sustain current service; (2) support and increase the volunteer pool; (3) replace and maintain vehicles; (4) coordinate transportation efforts and provide technical assistance; (5) increase the coordination of medical and human services transportation; and (6) support regional partnerships. In Linn County STF funds are leveraged by many programs as the source of local match required for federal and state grants (ranging from 45% local/55% federal to 10% local/90% federal). STF funds are also used to support transportation services provided by local volunteer-based programs.

State Funding of the STF Program:

The program has long been funded through cigarette taxes (two cents of the current total tax of \$1.33 per pack), the sale of DMV identification cards and off-road fuel tax allocated to counties and transit districts on a population-based formula.

Beginning in 2009 the Legislative Assembly provided, through the state's General Fund, additional funds for the STF program. This funding has not been consistent. In 2009-2011 it was \$10 million; in 2011-2013 it was \$2 million; and in 2013-2015 it was \$2 million. In 2015-2017 and 2017-2019 the Legislative Assembly allocated \$10 million in general funds to the STF program. In lieu of General Funds the Legislative Assembly approved \$9.0 in Statewide Transportation Improvement Funds (STIF) in 2019-2021; and is expected to allocate \$9.0 million in STIF funds for 2021-2023.

The 2021-2023 STF allocation to Linn County from ODOT is \$585,185, nearly identical to the 2019-2021 allocation of \$586,915 and the 2017-2019 allocation of \$584,232. With carry forward funds, including unused contingency funds, of \$14,135, the total is \$599,321; \$299,660 per year.

2021-2022 Allocation Process and TAC Review:

As in prior years, the Linn County Transportation Advisory Committee conducted a formal process, under state guidelines, to solicit, receive and review applications.

Applications were received from 8 of the 8 programs that currently receive STF funds. The L-B Loop did not submit an application since its 2021-2023 STIF allocation provides sufficient resources for operations. Benton County Dial-A-Bus did not request funds since it suspended its Corvallis-to-Albany service. Chamberlin House, with fewer rides due to the COVID pandemic, decided not to apply for STF funds.

The programs and their proposed projects meet STF eligibility criteria outlined in state law (ORS 391,800), Oregon Administrative Rules (732-005-0000), ODOT procedures (Public Transit Division Special Transportation Fund Guidebook) and Linn County requirements. All have the administrative and fiscal capacity to manage their programs and the requested STF funds.

Linn County TAC Recommendations:

Each STF applicant provided a presentation about their program and their funding request to the Linn County TAC on April 14 and answered TAC questions.

Following a public hearing, the TAC made the following funding recommendations to the Board of Commissioners:

Lebanon Dial-A-Bus	\$45,000
Sweet Home Dial-A-Bus	\$25,000
Linn Shuttle	\$98,000
COG Senior/Disability Services	\$18,000
Volunteer Caregivers	\$53,261
Oregon Mennonite Residential Services	\$6,500
Sunshine Industries Unlimited	\$29,760
Albany Call-A-Ride	\$25,000
Subtotal	\$300,521
Contingency	\$15,000
Total	\$315,521



Linn County Parks And Recreation

Memo

To: Board of County Commissioners

From: Brian Carroll, Parks Director

Date: 5/5/2022

Re: Sunnyside CXY Shower/Restroom Building Purchase R & O 2022-174

Sunnyside Shower Restroom Purchase R & O 2022-174

- The Board of County Commissioners (BOC) delegate authority to me, as Parks and Recreation Director, to apply for a grant from the Oregon State Parks Department to replace one of the shower/restrooms buildings at Sunnyside County Park. The grant was awarded earlier this fiscal year and we are ready to proceed with the project.
- The Park's Department would like to proceed with the purchase a CXT Shower/restroom building for \$254,462.27. The ORPD Grant will reimburse the County for half the total cost of the building. The Building is scheduled to be delivered this month (May), so it is available for the summer camping season.
- The CXT Shower/restroom building is a precast all concrete structure. The purchase is being made via a contract from the Oregon Cooperative Purchase Program. No County General Funds will be used to complete this project.