



LINN COUNTY SHERIFF'S OFFICE

Michelle Duncan, Sheriff
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Phone: 541-967-3950
www.linnsheriff.org

MEMORANDUM

To: Linn County Board of Commissioners

From: Captain Brandon Fountain

Date: June 10, 2025

Re: Law Enforcement Services Contracts

The Contracts for the Agenda item are for all our contract cities to include Brownsville, Halsey, Harrisburg, Lyons, Mill City, Millersburg and Scio. All contracts in the Board's packets are for three years and are built off the cost increases the Sheriff's Office is projected to see from the Deputy Sheriff's Association contract.

The contract language is the same as years past with the exception of the rate changes and a request to remove the signature line for County Clerk.

Law Enforcement Services Contract Resolution & Orders:

- Brownsville – R&O 2025-208
- Halsey – R&O 2025-209
- Harrisburg – R&O 2025-210
- Lyons – R&O 2025-211
- Mill City – R&O 2025-212
- Millersburg – R&O 2025-213
- Scio – R&O 2025-214



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

TO: Board of Commissioners
FROM: Steve Wills, Planning & Building Department Director
DATE: June 10, 2025
RE: Planning and Building Department Update: May 2025

The attached tables include the Department's current FY2024-25 Revenue Summary and Permit Activity Reports through May 31, 2025. Also attached to this memorandum is the list of May 2025 land use applications received, a code enforcement summary, and current wildfire permitting reports. The May 2025 Department update is summarized below.

PLANNING

- Land use permits issued in May 2025 totaled 45.
- There are no Planning Commission meetings scheduled for June 2025.
- There are no Board land use hearings scheduled for June 2025.

BUILDING

- Total County building permits issued in May 2025, including non-structural permits, totaled 296. The number of building permits issued for dwellings in May totaled 31: 6 single family dwellings and 3 manufactured dwellings. 20 permits were issued for dwelling additions/alterations and 2 permits for accessory buildings were issued. Total number of Commercial permits issued totaled 9. Out of the 296 combined residential and commercial permits, 58 required plan review.
- Total Contract City building permits issued in May 2025, including non-structural permits, totaled 36. The number of building permits issued for dwellings in May totaled 11: 4 single-family dwellings and 1 manufactured dwelling. 5 permits were issued for dwelling additions/alterations and 1 permit for accessory buildings was issued. Total number of Commercial permits issued totaled 3. Out of the 36 combined residential and commercial permits, 1 required plan review.

CODE ENFORCEMENT

- The total number of new cases in May 2025 was 8.
- The total closed cases in May 2025 were 12.

WILDFIRE GRANT

- We have received no new fire hardening applications.
- One fire hardening grant check was issued in May in the amount of \$3,950.00.



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Annual Revenues From Fees Fiscal Year 2024-2025 Planning and Building Department May 2025

<u>REVENUE SOURCE</u>	(1) YTD REVENUE	(2) ESTIMATED REVENUE	(3) TOTAL REVENUE ESTIMATED <u>Column (1) + Column</u> <u>(2)</u>
Building Permits -- Plan Review, Permits, Misc & Sales	\$1,837,049.13		
C.E.T Administrative Fees	\$2,688.70		
Building Permits -- Contract Cities	\$673,289.04		
Electrical Permits	\$335,949.60		
Planning Fees	\$214,065.10		
TOTAL	\$3,063,041.57		
		(2) ESTIMATED REVENUE	(3) TOTAL REVENUE ESTIMATED <u>Column (1) + Column</u> <u>(2)</u>
Building Permits -- County		\$420,333.33	\$2,257,382.46
C.E.T Administrative Fees		\$3,333.33	\$6,022.03
Building Permits -- Contract Cities		\$316,666.66	\$989,955.70
Electrical Permits		\$216,666.66	\$552,616.26
Planning Fees		\$200,000.00	\$414,065.10
TOTAL		\$1,156,999.98	\$4,220,041.55
		(4) 2024/2025 Budget	(5) Projected Surplus or (Deficit) <u>Column (3) - Column</u> <u>(4)</u>
Building Permits -- County, Permits & Sales		\$504,400.00	\$1,752,982.46
C.E.T Administrative Fees		\$4,000.00	\$2,022.03
Building Permits -- Contract Cities		\$380,000.00	\$609,955.70
Electrical Permits		\$265,000.00	\$287,616.26
Planning Fees		\$240,000.00	\$174,065.10
TOTAL		\$1,393,400.00	\$2,826,641.55

PLANNING AND BUILDING DEPARTMENT PERMIT ACTIVITY TABLES
May 2025

TABLE 1
PERMITS ISSUED FY 2024/2025

	PLANNING APPLICATIONS	COUNTY BUILDING PERMITS	CONTRACT CITIES PERMITS	ELECTRICAL PERMITS	TOTAL
JULY	36	112	33	174	355
AUG	25	127	41	166	359
SEPT	27	118	27	153	325
OCT	39	117	29	164	349
NOV	33	75	31	141	280
DEC	35	91	27	35	188
JAN	31	99	22	144	296
FEB	29	88	21	132	270
MAR	37	106	26	168	337
APR	29	120	33	151	333
MAY	33	91	24	135	283
JUN					0
TOTAL	354	1,144	314	1,563	3,375

TABLE 2
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	15	138	38	155	346
OCT	29	81	53	150	313
NOV	25	95	28	109	257
DEC	30	81	20	100	231
JAN	34	117	50	126	327
FEB	33	97	31	205	366
MAR	30	101	33	152	316
APR	31	134	43	175	383
MAY	37	91	41	176	345
JUN	40	104	111	140	395
TOTAL	408	1,225	503	1,800	3,936

TABLE 3
PERMITS ISSUED FY 2022/2023

	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

	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
	MO QTR	MO QTR	MO QTR	MO QTR	MO QTR	MO QTR
JULY	12	10	3	3	8	4
AUG	4	10	9	16	9	5
SEPT	5 21	5 25	12 24	3 22	4 21	5 14
OCT	9	5	13	7	6	1
NOV	2	3	5	5	3	0
DEC	5 16	9 17	3 21	5 17	3 12	2 3
JAN	4	3	2	4	2	1
FEB	6	6	6	4	6	3
MAR	14 24	8 17	6 14	8 16	6 14	6 10
APR	10	8	8	3	5 5	6
MAY	4	6	13	6	2	
JUN	8 22	5 19	4 25	7 16	7 14	6
TOTAL	83	78	84	71	61	33

TABLE 5
MANUFACTURED DWELLING PERMITS ISSUED
COUNTY

	2019/2020	2020/2021	2021/2022	2022/2023	2022/2023	2024/2025
	MO QTR	MO QTR	MO QTR	MO QTR	MO QTR	MO QTR
JULY	11	5	6	3	3	7
AUG	6	8	5	4	4	6
SEPT	6 23	6 19	4 15	4 11	4 11	2 15
OCT	4	8	3	1	1	4
NOV	7	14	2	2	2	0
DEC	7 18	10 32	4 9	1 4	1 4	3 7
JAN	4	2	2	1	1	5
FEB	1	4	2	3	3	3
MAR	3 8	4 10	6 10	1 5	1 5	6 14
APR	3	5	3	0	0	1
MAY	4	2	1	8	8	3
JUN	4 11	6 13	2 6	5 13	8	4
TOTAL	60	74	40	33	28	40

TABLE 6
NON-ELECTRICAL PERMITS ISSUED
COUNTY

	2019/2020		2020/2021		2021/2022		2022/2023		2023/2024		2024/2025	
	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR	MO	QTR
JULY	195		138		91		76		110		119	
AUG	176		180		120		113		95		127	
SEPT	158	529	148	466	86	297	171	360	138	343	118	364
OCT	166		147		117		109		81		117	
NOV	138		98		81		97		95		75	
DEC	164	468	111	356	80	278	125	331	81	257	91	283
JAN	120		86		84		102		83		144	
FEB	108		73		69		104		97		88	
MAR	173	401	111	270	99	252	94	300	101	281	106	338
APR	144		97		88		113		134		120	
MAY	140		110		90		128		91		91	
JUN	134	418	119	326	86	264	82	323	104	329		211
TOTAL	1,816		1,418		1,091		1,314		1,210		1,196	

TABLE 7
CONTRACT CITY DWELLING UNIT PERMITS ISSUED
BY FISCAL YEAR

	FY 2024/2025			FY 2023/2024			FY 2022/2023			FY 2021/2022		
	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD	SFD	MH	MFD
BROWNSVILLE	5			20			1	1		52	1	
HALSEY					1							
HARRISBURG										5		1
LYONS	1	2		4	2					3	1	
MILL CITY	4	1		3			9	1		5		1
MILLERSBURG	5	2		18			19			40		
SCIO	4											
TANGENT		2			2		2					
TOTAL	19	7	0	45	5	0	31	2	0	105	2	2

TABLE 8
PLANNING SECTION PERMIT ACTIVITY
FY 2024/2025

CURRENT MONTH: May 2025

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Evaluation & Processing	21	3,150.00	235	35,275.00
Variance	4	3,600.00	18	30,315.00
Comprehensive Plan Amendment	0	0.00	0	0.00
Land Use Compatibility Statement	1	75.00	31	2,325.00
Conditional Use	2	2,500.00	40	44,000.00
Home Occupation CU's	0	0.00	5	1,750.00
Medical Hardship CU's	0	0.00	18	11,650.00
PD Partition	0	0.00	2	2,000.00
PM Partition	0	0.00	13	6,700.00
Property Line Adjustment	4	2,800.00	21	12,750.00
Easement	0	0.00	7	4,550.00
Appeal	1	225.00	3	2,450.00
Temp RV/Mfg. Home Placement	0	0.00	15	2,450.00
Zone Amendment	0	0.00	0	0.00
Mortgage Lot	0	0.00	0	0.00
Non-conforming Use Alteration	0	0.00	1	1,500.00
Step 1 - Soil Review	0	0.00	3	1,050.00
Agricultural Bldg Review	5	1,250.00	61	15,250.00
Dwelling/Property Status/SPR	2	700.00	25	12,241.25
Measure 49	0	0.00	4	2,000.00
Extensions	0	0.00	14	1,400.00
Misc. Applications	5	4,752.50	25	18,402.50
MONTHLY TOTAL	45	19,052.50	541	208,058.75

Xerox/Microfilm	16.75	235.90
Tapes	0.00	686.55
Maps	0.00	0.00
Comp. Plan/Code/Transportation Books	0.00	0.00
Reports	0.00	0.00
Postage	0.00	0.00
Extensions	988.80	8,181.52
MONTHLY TOTAL	1,005.55	9,103.97

TABLE 9
BUILDING SECTION PERMIT ACTIVITY
FY 2024/2025

CURRENT MONTH: May 2025

DESCRIPTION	MONTHLY TOTALS		YEAR TODATE TOTALS	
	NUMBER	FEES	NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	6	20,819.25	38	117,320.75
Manufactured Homes	3	1,609.20	42	21,803.76
Prefab. Buildings	0	0.00	0	0.00
Additions/Alterations	20	8,808.45	167	104,379.08
Accessory Buildings	2	2,099.85	43	44,409.73
SUBTOTALS	31	33,336.75	290	287,913.32
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	9	78,808.05	68	193,626.10
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
SUBTOTALS	9	78,808.05	68	193,626.10
Plumbing	19	6,842.67	188	58,110.53
Mechanical	32	5,407.19	594	71,392.30
SUBTOTALS	51	12,249.86	782	129,502.83
Electrical Permits	135	70,745.61	1367	359,961.70
Master Electrical Permits	1	117.40	37	9,039.10
SUBTOTALS	136	70,863.01	1,404	369,000.80
Demolition/Decommission	0	0.00	3	461.20
Flood Dev. Evaluation	7	1,225.00	87	14,865.00
Misc. Permits	4	564.20	93	31,107.36
SUBTOTALS	11	1,789.20	183	46,433.56
PLAN REVIEWS	58	99,216.30	543	880,320.22
SUBTOTALS	58	0.00	543	880,320.22
RAND TOTAL MONT	296	197,046.87	3,270	1,906,796.83

TABLE 10
CONTRACT CITY PERMIT ACTIVITY
FY 2024/2025

Current Month: May 2025

DESCRIPTION	NUMBER	FEES	YEAR TO-DATE TOTALS	
			NUMBER	FEES
RESIDENTIAL				
Single Family Dwelling	4	6,060.22	19	38,251.20
Manufactured Homes	1	380.14	6	2,705.30
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	5	763.50	60	15,275.81
Accessory Buildings	1	662.40	8	5,304.49
SUBTOTALS	11	7,866.26	93	61,536.80
NON-RESIDENTIAL				
Industrial	0	0.00	0	0.00
Commercial	3	115,676.10	44	568,802.86
Prefab. Buildings	0	0.00	0	0.00
Public	0	0.00	0	0.00
Additions/Alterations	0	0.00	6	1,728.11
SUBTOTALS	3	115,676.10	50	570,530.97
MISC. APPLICATIONS				
Recreational (RV Parks etc.)	0	0.00	0	0.00
Misc. Structures	0	0.00	0	0.00
Miscellaneous Permits	3	59,948.08	20	276,591.46
SUBTOTALS	3	59,948.08	20	276,591.46
Plumbing	8	1,983.38	78	29,857.63
Mechanical	11	976.65	29	9,824.95
SUBTOTALS	19	2,960.03	107	39,682.58
Plan Review	1	195.06	51	25,178.74
GRAND TOTAL MONTH	36	186,645.53	270	973,520.55

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

	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
JULY	113,616.87	77,484.14	82,404.31	37,173.04	85,504.25	92,239.85
AUG	217,461.46	95,732.23	88,155.76	85,872.59	92,386.84	108,325.52
SEPT	96,258.43	82,690.70	76,855.24	41,121.35	132,030.49	87,858.26
OCT	101,242.25	79,672.58	89,772.08	56,229.51	132,345.60	99,490.82
NOV	85,188.21	91,665.20	44,033.65	42,022.76	117,856.67	379,867.78
DEC	63,127.55	112,792.14	27,931.62	40,539.64	86,286.60	57,265.48
JAN	67,796.29	76,309.72	23,973.95	41,300.55	57,259.39	165,092.56
FEB	96,198.93	47,947.91	48,470.08	49,872.30	74,352.15	73,274.50
MAR	117,543.65	69,127.59	69,694.82	164,143.26	37,353.67	111,029.20
APR	113,700.67	103,850.68	51,810.69	64,547.02	42,680.08	303,535.59
MAY	90,138.22	61,270.86	71,863.53	75,963.78	160,113.19	284,329.94
JUN	85,017.44	70,631.10	81,621.33	63,970.50	197,922.67	
TOTAL	1,247,289.97	969,174.85	756,587.06	762,756.30	1,216,091.60	1,762,309.50

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

	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
JULY	29,344.35	13,059.10	170,862.28	14,481.91	7,469.81	18,226.63
AUG	19,427.50	33,448.35	31,075.46	31,190.65	72,692.87	25,766.36
SEPT	15,595.37	55,466.88	57,223.05	25,481.66	36,928.26	18,792.25
OCT	41,208.37	31,518.40	15,331.99	23,719.08	22,649.18	31,989.29
NOV	70,234.77	9,395.01	28,909.11	44,358.49	46,617.64	7,488.20
DEC	15,984.40	25,222.81	37,232.20	25,887.93	13,903.40	7,906.24
JAN	22,529.94	22,246.17	7,774.24	14,452.92	17,103.42	61,684.06
FEB	47,698.94	21,535.68	65,052.25	12,187.50	5,057.92	5,142.72
MAR	55,798.39	63,166.07	10,334.59	4,122.82	77,549.63	13,568.69
APR	42,504.60	15,948.31	4,034.30	11,086.65	11,963.89	377,633.49
MAY	42,346.01	28,446.88	10,696.30	18,858.57	18,351.43	138,725.50
JUN	32,291.64	64,939.34	16,133.37	50,417.88	61,934.96	0.00
TOTAL	434,964.28	360,547.10	363,006.91	470,213.47	392,222.41	706,923.43

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

	2019/2020	2020/2021	2021/2022	2022/2023	2024/2025	2024/2025
JULY	22,715.00	12,081.00	19,671.25	15,285.25	19,207.60	30,797.61
AUG	19,484.00	19,901.00	25,964.60	26,724.50	26,994.50	67,490.61
SEPT	17,429.00	22,700.00	25,437.00	28,274.00	27,116.56	27,130.85
OCT	24,222.50	27,020.00	21,763.00	27,158.50	25,455.43	25,954.35
NOV	24,998.00	28,993.70	24,648.71	27,146.00	24,555.90	23,140.55
DEC	18,521.00	30,285.10	17,055.50	23,058.75	17,447.85	19,349.30
JAN	19,702.00	22,736.40	15,145.00	23,920.00	18,741.16	25,460.83
FEB	15,424.63	27,818.25	23,627.25	23,254.00	33,803.43	25,537.65
MAR	20,688.50	30,391.25	23,675.50	20,490.00	31,404.61	29,983.42
APR	30,663.00	25,127.50	26,044.50	22,785.75	30,519.54	39,488.23
MAY	23,846.50	23,393.93	20,205.25	27,216.85	36,780.37	22,739.07
JUN	22,829.38	29,276.05	25,005.50	26,179.25	24,454.70	0.00
TOTAL	260,523.51	263,047.00	268,243.06	291,492.85	316,481.65	337,072.47

TABLE 14
PLANNING & BUILDING DEPARTMENT
FY 2024/2025 REVENUE AND EXPENDITURES
May 2025

LINE ITEM DESCRIPTION	ADMIN..	PLANNING	BUILDING	ELECTRICAL	BUDGET TOTAL
REVENUE					
REFUNDS/RESTITUTION	92,000.00				0.00
PLANNING FEES		154,071.50			214,065.10
ELECTRIC PERMITS				216,254.65	335,949.60
BLDG. MECH. PLUMB PERMITS			412,509.38		598,951.80
MISC. PERMITS & PLAN REVIEW			244,312.76		1,237,647.98
REIMBURSEMENTS			1,788.08		5,130.00
SALES	4,633.50				449.35
CET FEES	3,373.47				2,688.70
CONTRACT CITIES			201,665.34		673,289.04
DEPOSIT SUSPENSE	0.00				0.00
CODE ENFORCEMENT CLEAN UP	233.72				0.00
FEE OVERAGES/SHORTAGES	75.47				1,427.64
TECHNOLOGY FEE					39,952.95
SALE OF COUNTY EQUIPMENT	0.00				0.00
TOTAL REVENUE	\$7,848.72	\$154,071.50	\$860,275.56	\$216,254.65	\$3,109,552.16
EXPENDITURES PERSONAL SVS					
ELECTRICAL INSPECTOR I			93,700.00		93,700.00
ELECTRICAL INSPECTOR II				39,086.25	39,086.25
BLDG. INSPECTOR I					0.00
BLDG. INSPECTOR II			76,885.75		76,885.75
PLUMBING INSPECTOR I			89,236.00		89,236.00
PLANS EXAMINER I					55,296.00
PLANS EXAMINER II			0.00		0.00
BLDG INSP-CODE ENF		2,009.68	18,087.08		20,096.75
CODE ENFORCEMENT TECH			108,567.54		108,567.54
ADMIN ASST/OFFICE MANAGER 1	12,087.60		9,065.70	9,065.70	30,219.00
ADMIN ASST/OFFICE MANAGER 2					17,376.00
OFFICE SPECIALIST 1	26,884.62				26,884.62
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			37,363.56		37,363.56
ASSISTANT PLANNER		42,769.60	10,692.40		53,462.00
ASSOCIATE PLANNER		60,093.00			60,093.00
SENIOR PLANNER		0.00	0.00		0.00
PLANNING MANAGER					97,383.00
BLDG. OFFICIAL	14,607.45		63,298.95	19,476.60	97,383.00
DIRECTOR	54,442.50	32,665.50	16,332.75	5,444.25	108,885.00
TEMPORARY HELP				2,172.50	2,172.50
OVERTIME				0.00	0.00
WAGES	\$108,022.17	\$137,537.78	\$429,529.73	\$75,245.30	\$1,014,089.97
LONGEVITY PAY	170.42	2,069.44	194.77		2,434.63
LEAD WORKER	0.00				0.00
CERTIFICATION PAY			0.00		0.00
FRINGE BENEFITS	19,550.19	78,200.77	148,581.47	144,671.43	391,003.87
PAYROLL COSTS	19,778.56	79,114.25	150,317.08	146,361.36	395,571.25
SALARY BENEFITS & ADJ.	0.00	0.00	0.00	0.00	0.00
TOTAL PERSON. SERVICES	\$147,521.35	\$296,922.23	\$728,623.04	\$366,278.09	\$1,803,099.72
MATERIALS & SERVICES					
SUPPLIES	797.24	797.24	3,188.96	3,188.96	7,972.39
PRINT & REPRODUCTION	35.10	105.30	280.80	280.80	702.00
POSTAGE	392.99	6,287.91	392.99	785.99	7,859.89
SUBSCRIPT. & MEMBERSHIP		862.83	1,829.20	759.29	3,451.32
ACCELA SOFTWARE					0.00
NOTICE & PUBLICATION		2,542.62	2,754.51		5,297.13
MARKETING					0.00
MARKETING/PRODUCTION&MATERIALS				(658.75)	0.00
COPIER MAIN & USAGE	1,845.12	1,845.12	1,845.12	1,845.12	7,380.47
AVOCETTE SOFTWARE					0.00
P.C.'S, ACCESS., SOFTWARE	182.87	182.87	182.87	182.87	731.48
SCHOOLS & SEMINARS	5,445.62				5,445.62
MEETINGS/TRAVEL	943.68				943.68
TELEPHONE	29.73	237.85	148.66	178.39	594.62
VISA BANK CHARGES		8,278.06	33,112.25		41,390.31
FUND INTEREST EXPENSE					0.00
REPAIRS & MAINTENANCE	11.54	248.11	144.25	173.10	577.00
COMPUTER SUPPLIES & EQUIP	5,833.83	5,833.83	5,833.83	5,833.83	23,335.33
CODE ENFORCEMENT/CLEAN UP					0.00
CELL PHONE ALLOCATION					440.00
REFUNDS		0.00	0.00	0.00	0.00
REFUNDS/RESTITUTION					0.00
TAXABLE MEALS REIMBURSEMENT					0.00
OTHER CONTRACTED SERVICES			0.00		0.00
TOTAL MAT. & SERVICES	\$15,517.72	\$27,221.74	\$49,713.43	\$12,569.59	\$106,121.24
CAPITAL OUTLAY					
MOTOR VEHICLE			29,848.70		29,848.70
SPECIAL EQUIP. (SIERRA)					0.00
TOTAL CAPITAL OUTLAY	\$0.00	\$0.00	\$29,848.70	\$0.00	\$29,848.70
TOTAL EXPENDITURES	\$163,039.07	\$324,143.98	\$778,336.47	\$378,847.69	\$1,939,069.66
LESS REVENUE	\$7,848.72	\$154,071.50	\$860,275.56	\$216,254.65	\$3,109,552.16
GEN. FUND EXPENDITURES	\$155,190.35	\$170,072.48	(\$81,939.09)	\$162,593.04	(\$1,170,482.50)

24 PLANNING & BUILDING
10 GENERAL FUND

LINN COUNTY
Activity Report by Dept, Fund
as of 05/31/2025 (91.7% Months within Fiscal Year)

Account	Title	MTD	Adopted Budget	Transfers	Final Budget	Actual YTD	Balance	% Used
3070	2410 PLANNING FEES	16,652.50	240,000.00	0.00	240,000.00	214,065.10	25,934.90	89.1
3137	2410 ELECTRICAL PERMIT	22,739.07	265,000.00	0.00	265,000.00	335,949.60	-70,949.60	126.7
3138	2410 BUILDING PERMIT	109,736.40	310,000.00	0.00	310,000.00	470,393.70	-160,393.70	151.7
3140	2410 MISCELLANEOUS PERMITS	64,610.90	25,000.00	0.00	25,000.00	328,276.67	-303,276.67	1,313.
3150	2410 REIMBURSEMENTS	0.00	32,000.00	0.00	32,000.00	5,130.00	26,870.00	16.0
3170	2410 SALES	0.00	5,000.00	0.00	5,000.00	449.35	4,550.65	9.0
3178	2410 C.E.T. FEE	253.16	4,000.00	0.00	4,000.00	2,688.70	1,311.30	67.2
3179	2410 CONTRACT CITIES	138,725.50	380,000.00	0.00	380,000.00	673,289.04	-293,289.04	177.1
3182	2410 PLAN REVIEW	97,542.86	260,000.00	0.00	260,000.00	909,371.31	-649,371.31	349.7
3183	2410 MECHANICAL PERMITS	5,522.41	89,000.00	0.00	89,000.00	71,768.85	17,231.15	80.6
3186	2410 PLUMBING PERMITS	6,917.37	85,400.00	0.00	85,400.00	56,789.25	28,610.75	66.4
3187	2410 TECHNOLOGY FEE	7,226.83	0.00	0.00	0.00	33,952.95	-33,952.95	0.0
3220	2410 GRANTS	0.00	64,000.00	0.00	64,000.00	0.00	64,000.00	0.0
3242	2410 SALE OF COUNTY EQUIPMENT	0.00	7,000.00	0.00	7,000.00	0.00	7,000.00	0.0
3265	2410 OVERAGES/SHORTAGES	0.00	0.00	0.00	0.00	1,427.64	-1,427.64	0.0
	TOTAL REVENUE	469,927.00	1,766,400.00	0.00	1,766,400.00	3,103,552.16	-1,337,152.16	175.6
5002	2410 OFFICE SPECIALIST I	0.00	39,272.00	0.00	39,272.00	26,884.62	12,387.38	68.4
5044	2410 ADMIN ASST/OFFICE MANAGER 1	0.00	46,072.00	0.00	46,072.00	30,219.00	15,853.00	65.5
5045	2410 ADMIN ASST/OFFICE MANAGER 2	4,344.00	0.00	0.00	0.00	17,376.00	-17,376.00	0.0
5305	2410 PLANS EXAMINER I	5,691.00	0.00	0.00	0.00	55,296.00	-55,296.00	0.0
5306	2410 PLANS EXAMINER II	0.00	69,133.00	0.00	69,133.00	0.00	69,133.00	0.0
5311	2410 ELECTRICAL INSPECTOR I	8,543.00	99,240.00	0.00	99,240.00	93,700.00	5,540.00	94.4
5312	2410 ELECTRICAL INSPECTOR II	3,570.00	50,020.00	0.00	50,020.00	39,086.25	10,933.75	78.1
5317	2410 PLUMBING INSPECTOR I	8,136.00	94,512.00	0.00	94,512.00	89,236.00	5,276.00	94.4
5321	2410 CODE ENFORCEMENT TECH	10,211.07	116,850.00	0.00	116,850.00	108,567.54	8,282.46	92.9
5323	2410 BLDG INSP-CODE ENFORCEMENT	5,422.00	61,470.00	0.00	61,470.00	20,096.75	41,373.25	32.6
5326	2410 BUILDING INSPECTOR II	7,376.00	61,470.00	0.00	61,470.00	76,885.75	-15,415.75	125.0
5330	2410 PERMIT CLERK	3,669.00	45,680.00	0.00	45,680.00	37,363.56	8,316.44	81.7
5340	2410 ASSISTANT PLANNER	4,916.00	56,658.00	0.00	56,658.00	53,462.00	3,196.00	94.3
5342	2410 ASSOCIATE PLANNER	5,463.00	64,444.00	0.00	64,444.00	60,093.00	4,351.00	93.2
5355	2410 PLANNING MANAGER	8,853.00	102,840.00	0.00	102,840.00	97,383.00	5,457.00	94.6
5360	2410 BUILDING OFFICIAL	8,853.00	102,840.00	0.00	102,840.00	97,383.00	5,457.00	94.6
5370	2410 DIRECTOR PLANNING & BUILDING	10,199.00	115,277.00	0.00	115,277.00	108,885.00	6,392.00	94.4
5550	2410 TEMPORARY HELP	0.00	50,000.00	0.00	50,000.00	2,172.50	47,827.50	4.3
5920	2410 OVERTIME	0.00	1,500.00	0.00	1,500.00	0.00	1,500.00	0.0
5960	2410 LONGEVITY PAY	221.33	2,571.00	0.00	2,571.00	2,434.63	136.37	94.6
5980	2410 FRINGE BENEFITS	37,156.74	401,460.00	0.00	401,460.00	391,003.87	10,456.13	97.3

24 PLANNING & BUILDING
10 GENERAL FUND

LINN COUNTY
Activity Report by Dept, Fund
as of 05/31/2025 (91.7% Months within Fiscal Year)

Account	Title	MTD	Adopted Budget	Transfers	Final Budget	Actual YTD	Balance	% Used
5985	2410 PAYROLL COSTS	36,819.17	432,160.00	0.00	432,160.00	395,571.25	36,588.75	91.5
5990	2410 SALARY & BENEFITS ADJUSTMENTS	0.00	92,997.00	0.00	92,997.00	0.00	92,997.00	0.0
	TOTAL PERSONAL SERVICES	169,443.31	2,106,466.00	0.00	2,106,466.00	1,803,099.72	303,366.28	85.5
6110	2410 SUPPLIES	611.79	12,000.00	0.00	12,000.00	7,972.39	4,027.61	66.4
6120	2410 PRINTING & REPRODUCTION	0.00	3,200.00	0.00	3,200.00	702.00	2,498.00	21.9
6125	2410 COPIER MAINT & USAGE	592.88	8,000.00	0.00	8,000.00	7,380.47	619.53	92.2
6150	2410 POSTAGE	626.13	9,000.00	0.00	9,000.00	7,859.89	1,140.11	87.3
6170	2410 SUBSCRIPTIONS & MEMBERSHIPS	556.98	5,000.00	0.00	5,000.00	3,451.32	1,548.68	69.0
6180	2410 NOTICES & PUBLICATIONS	631.74	4,500.00	0.00	4,500.00	5,297.13	-797.13	117.7
6195	2410 P.C.'S, ACCESS., SOFTWARE	0.00	10,700.00	0.00	10,700.00	731.48	9,968.52	6.8
6200	2410 MEETINGS / TRAVEL	0.00	4,000.00	0.00	4,000.00	943.68	3,056.32	23.5
6205	2410 SEMINARS / SCHOOLS / TRAINING	5.00	10,000.00	0.00	10,000.00	5,445.62	4,554.38	54.4
6250	2410 TELEPHONE	21.00	12,000.00	0.00	12,000.00	594.62	11,405.38	5.0
6280	2410 REPAIRS & MAINTENANCE	70.00	5,000.00	0.00	5,000.00	577.00	4,423.00	11.5
6301	2410 VISA BANK CHARGES	4,340.12	18,000.00	0.00	18,000.00	41,390.31	-23,390.31	229.9
6333	2410 COMPUTER SUPPLIES & EQUIP.	9,528.20	27,000.00	0.00	27,000.00	23,335.33	3,664.67	86.4
6357	2410 CODE ENFORCEMENT/CLEAN UP	0.00	60,000.00	0.00	60,000.00	0.00	60,000.00	0.0
6405	2410 CELL PHONE ALLOCATION	40.00	480.00	0.00	480.00	440.00	40.00	91.6
6695	2410 REFUNDS	0.00	15,000.00	0.00	15,000.00	0.00	15,000.00	0.0
6900	2410 TAXABLE MEALS REIMBURSEMENT	0.00	100.00	0.00	100.00	0.00	100.00	0.0
	TOTAL MATERIALS & SERVICES	17,023.84	203,980.00	0.00	203,980.00	106,121.24	97,858.76	52.0
7460	2410 MOTOR VEHICLE	0.00	35,000.00	0.00	35,000.00	29,848.70	5,151.30	85.2
	TOTAL CAPITAL OUTLAY	0.00	35,000.00	0.00	35,000.00	29,848.70	5,151.30	85.2
	REVENUE	469,927.00	1,766,400.00	0.00	1,766,400.00	3,103,552.16	-1,337,152.16	175.6
	EXPENDITURE	186,467.15	2,345,446.00	0.00	2,345,446.00	1,939,069.66	406,376.34	82.6
	FUND BALANCE TOTAL					1,164,482.50		

LINN COUNTY

Activity Report by Dept, Fund

as of 05/31/2025 (91.7% 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	0.00	27,000.00	27,000.00	27,000.00	0.00	100.0
3991	2427030 BEGINNING BALANCE	0.00	16,800.00	0.00	16,800.00	16,800.00	0.00	100.0
	TOTAL REVENUE	0.00	16,800.00	27,000.00	43,800.00	43,800.00	0.00	100.0
6032	2427030 2020 WILDFIRE VICTIMS GRANT	3,950.00	16,800.00	27,000.00	43,800.00	30,150.00	13,650.00	68.8
	TOTAL MATERIALS & SERVICES	3,950.00	16,800.00	27,000.00	43,800.00	30,150.00	13,650.00	68.8
	REVENUE	0.00	16,800.00	27,000.00	43,800.00	43,800.00	0.00	100.0
	EXPENDITURE	3,950.00	16,800.00	27,000.00	43,800.00	30,150.00	13,650.00	68.8
	FUND BALANCE TOTAL					13,650.00		

CODE ENFORCEMENT

MAY 2025 Statistics

New Cases Received

May-25

Cases by Category

OCCUPIED RVS (RV)	2
ILLEGAL BUSINESS (IB)	1
JUNK (J)	0
MARIJUANA GROW (MJ)	0
DRAINAGE(D)	0
NEIGHBOR DISPUTE (ND)	0
CONSTRUCTION W/O PERMITS (UP)	4
MULTIPLE DWELLINGS (MD)	0
LIVESTOCK (LS)	0
EASEMENT (E)	0
MEDICAL HARDSHIP (MH)	0
HOMELESS ENCAMPMENT (HE)	0
DANGEROUS CONDITIONS (DC)	1
CHICKEN FARM / FLOOD PLAIN (FP)	0
Zoning	0
Setback/ Across the property line	0
(Some files have multiple categories)	

Total new MAY 2025

8

Cases Closed

Total Closed MAY 2025

12

Highlighted Cases

05/0/12025

A landscaping business is currently operating its work yard on a parcel on Century Drive in Albany in violation of county code. The owners believe that, since their office is located in their residence at another location, they are not operating on Century Drive. However, the workers load and unload supplies and materials from their work vehicles there, landscaping debris is burned in piles there, and a large sign facing the freeway advertises their landscaping business.

05/07/2025

An Initial Notice to Abate was issued to the property owners on Waterloo Road in Lebanon for operating an RV campground on the lower portion of the property. Complainants have been concerned about sewage discharge affecting the quality of their drinking water. (See Meetings for more information).

05/07/2025

A man has been living for years in a homemade shack on a corner of a property on Shelburn Drive in Scio. The property has a legal dwelling at the opposite end of where the shack is located, occupied by relatives who had allowed this man to set up his own place and live there without electricity or water. After months of saying he will not move off the property and expected to live out his life there, he and a lady friend, who had moved in with him, were cited into court for a July appearance in front of a judge.

Special Meetings

05/13/2025

An organizational meeting was held to discuss how to carry out the terms of a court-issued Order of Abatement for a property on East Lacombe Road in Lebanon. There is an excessive amount of junk and inoperable vehicles there and court-imposed fines to the owner have not resulted in compliance.

05/14/2025

Property owners attended a meeting to look at options in lieu of having to decommission a manufactured home after a new home was built. One option they will consider is dividing the property to allow the manufactured home to remain in place.

05/21/2025

A meeting was held with one owner of a property on Waterloo Road in Lebanon to discuss options for the property that currently has a portion of it set up for RV living. The owner is concerned about the high cost of housing and is looking into possibilities to provide low-income alternatives.

Court Cases

05/21/2025

A case was dismissed regarding an occupied RV on Myrtle Street in Mill City after the owner applied for a hardship permit that would allow an occupied RV in city limits.

A couple cited for occupying an RV on 13th Street in Lebanon pleaded "not guilty" to the charge and the judge set them for a trial on July 16th, 2025. They have been living in the RV on their lot and have not been able to afford septic and well requirements to build a house there.

A father and son team, cited for excessive junk on their property on Dewey Street in Lebanon, had a trial in front of Judge Meyer after pleading "not guilty" at an April hearing. Code Enforcement provided numerous photographs showing the condition of the property at the time the citations were issued and the judge was able to rule in favor of Linn County.

**Linn County Planning & Building
Land Use Applications Tracking Sheet
May 2025**

[illegible]

FIRE HARDENING

Program ends June 2025

No new applications since 4/18/2025

The last grant check was sent out was 5/6/2025 in the amount of \$3,950.00



LINN COUNTY PLANNING AND BUILDING DEPARTMENT

Steve Wills, Director

Room 114, Linn County Courthouse
PO Box 100, Albany, Oregon 97321
Phone 541-967-3816 Fax 541-926-2060
www.linncountyor.gov

TO: Linn County Board of Commissioners (Board)

FROM: Steve Wills, Director

DATE: June 10, 2025

RE: Ordinance 2025-204

The following item is scheduled to be signed by the Board on June 10, 2025:

Ordinance 2025-204 – PD25-0118: A Code text amendment application by Linn County to amend Linn County Code 933.705. The proposed amendments are to align current language in Code to be consistent with state law.

The Board conducted a duly noticed public hearing on this matter on May 27, 2025 and voted 3-0 to approve the amendments.



Linn County Road Department

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

Memorandum

Date: 6/6/2025

To: Linn County Board of Commissioners

From: Wayne Mink, Roadmaster *WEM*

RE: Background Information for Agenda Items – 6/10/2025

The Road Department has the following item on the Board of Commissioners agenda for the weekly meeting on June 10, 2025. The following is a brief description of the item.

Resolution & Order 2025-181 – Approval of the Purchase of Property with Yolanda Stover, Dewey Street Property

This is a Resolution & Order to approve the purchase of real property on Dewey Street from Yolanda Stover.

Resolution & Order 2025-192 – Amendment to the North River Drive MOA and Delegation of Authority

This is a Resolution & Order to approve an Amendment to the Memorandum of Agreement for the North River Drive (CR 0035) Improvement project with the Federal Highway Administration and delegation of authority to Roger Nyquist. This amendment updates the Agreement Officer's Representative and extends the period of performance to an end date of December 31, 2026.

We request your approval.



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 2025-215

Intergovernmental Agreement between Marion County and Linn County

Juvenile Detention Services Pay Per Use Agreement

RO 2025-215 is a two-year agreement between Marion and Linn Counties for the use of juvenile detention beds on an as needed basis at the rate of \$175 per day.

So far in 2025 Marion has placed just a couple of youth with us as an overfill for their facility or if they were trying to separate co-defendants in a serious person crime. The contract is really meant to be a backup for their facility.

Resolution and Order 2025-219

An Intergovernmental Agreement Between Benton County and Linn County Juvenile Detention Services Contract Amount \$481,524

RO 2025-219 is the contract with Benton County for four (4) beds at the Linn Benton Juvenile Detention Center. The daily bed rate is \$329.81. Benton County will be billed quarterly \$120,381.

Torri Lynn
Director
Juvenile Department
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Lisa Robinson
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LINN COUNTY GENERAL SERVICES

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To: Board of Commissioners

From: Russ Williams, Director of General Services

Date: Tuesday, June 10, 2025

Re: Resolution & Order 2025-207
Willamette Valley Rehabilitation Center Custodial Contract for Fiscal Year 25-26

Russ Williams, Director of General Services, appears before the Board of Commissioners' with Resolution and Order #2025-207 to obtain the Board's approval for a janitorial service contract with Willamette Valley Rehabilitation Center, Inc. (WVRC).

The County Attorney has performed a legal review of the contract. WVRC quotes and prices are generated in conjunction with the Oregon Forward Program, formerly known as the QRF Program. Competitive bidding is not required within the Oregon Forward Program, as the Oregon Department of Administrative Services (DAS) sets and approves the pricing for products and services. Use of this program fulfills state law (ORS 279.835 – 279.855 and OAR 125-055-0005 through -0045) that supports meaningful work opportunities for Oregonians living with physical, mental, and developmental disabilities.

Financial Impact: The total amount for the 2025-2026 fiscal year janitorial contract is **\$130,968.00**



Linn County Health Services

"Working Together to promote the health and well-being of all Linn County residents"

Toll Free: 800.304.7468

PO Box 100, Albany, OR, 97321

TTY/Oregon: 800.735.2900

linncountyhealth.org

Board Summaries for June 10, 2025

R&O 2025-184

This Grant Agreement is entered into between Linn County and United Way of Linn, Benton, and Lincoln Counties. Under the terms of this agreement, Linn County will provide United Way with funding not to exceed \$100,000. These funds originate from the Oregon Health Authority (OHA) and must be expended by June 30, 2025; any unspent funds will be returned to OHA.

United Way will distribute these funds through four sub-grants to local community partners—four grants in the amount of \$15,000 each. Each grant will support specific project, services, or initiatives that directly address community health priorities and provide measurable outcomes. These funds are intended for activities such as direct service delivery, community education programs, and outreach efforts.

R&O 2025-191

This Personal Services Contract is between MTSL Group, LLC and Linn County. Under this agreement, MTSL Group, LLC will provide credentialing services for Linn County Health Services employees who deliver services billable to insurance providers. Linn County agrees to compensate MTSL up to a not-to-exceed amount of \$100,000 for the contract term beginning July 1, 2025, and ending June 30, 2026.

R&O 2025-202

This is Amendment #2 to the Intergovernmental Agreement between the State of Oregon acting through its Criminal Justice Commission (CJC) and Linn County.

This amendment increases the awarded amount to \$81,327.00

R&O 2025-206

This agreement is between Kaiser Permanente Northwest and Linn County. Under the terms of this agreement, Linn County will provide mental health and substance use treatment services to eligible residents. Kaiser Permanente Northwest agrees to reimburse Linn County for the services rendered to their members.

Administration

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Alcohol & Drug Treatment

M: 541.967.3819 F: 541.967.7259
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Developmental Disabilities

M: 541.967.3890 F: 541.924.6905
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Environmental Health

M: 541.967.3821 F: 541.924.6904
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Mental Health

M: 541.967.3866 F: 541.928.3020
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Public Health

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shanesanderson@linncountyhealth.org