



# 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 Commissioners

From: Sheriff Michelle Duncan

Date: 8/27/24

Re: R&O 2024-281, Amendment 7 to 2015-206

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This amendment reflects a small increase in funding from the State of Oregon to the Department of Corrections regarding their ability to rent beds at the Linn County Jail. The current contract states the jail will make 20 beds available to DOC to house parole and probation violators through the courts and through the Parole Board. The new contract simply increases that number to 21 beds.



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## MEMORANDUM

To: Linn County Board of Commissioners  
From: Captain Andy Franklin  
Date: August 27, 2024  
Re: Resolution & Order 2024-290

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This Resolution and Order is for a Temporary Part-Time Employment Agreement for the position of a Background Investigator.

To: Linn County Board of Commissioners  
From: Captain Andy Franklin  
Date: August 27, 2024  
Re: Temporary Employment Agreement – Resolution & Order No. 2024-293

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This Resolution and Order is a Temporary Part-Time Employment Agreement with Sarah Shelton. Sarah Shelton has been the Communication Manager at the Linn County Sheriff's for approximately 5 years and is terminating her employment due to moving from the area. The contract allows Sarah to provide technical support and guidance to the Dispatch Center which will assist the new Communication Manager in learning the technical aspects of the position.



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## MEMORANDUM

To: Board of Commissioners

From: Captain Erik Slinger  
Correction Programs Commander

Date: August 21, 2024

Re: Resolution & Order 2024-300

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The following items are scheduled to be heard on August 27, 2024

Resolution & Order 2024-300:

This R&O is for a new contract with Around the Clock (ATC) Healthcare Services to help hire a Mental Health counselor. ATC will supply us with potential candidates for the mental health position, from a temporary to a permanent hire. This contract will allow us thirteen weeks during the temporary phase to evaluate and train the potential new counselor. After the temporary phase, the counselor would be hired as a full-time Linn County employee.

Financial Impact:

The financial impact to the county will be \$33,800 during the temporary hire phase of the counselor and the completion of the temporary phase per the ATC contract there is a direct hiring fee of 20% of the staff's annual salary.



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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## REPORT TO COMMISSIONERS Update for July 2024

*Submitted by Torri Lynn; Juvenile Department Director*

### **Detention**

Benton: 1 youth was held for 9 total of days of care, 0 females and 1 males.

Total Admissions to Detention = 1

Average Daily Population = 0.29 youth

Average Length of Stay = 9.0 days

Linn: 22 youth were held for 269 total of days of care, 4 females and 18 males.

Total Admissions to Detention = 23

Average Daily Population = 8.68 youth

Average Length of Stay = 11.70 days

Lincoln: 1 youth was held for 14 total days of care, 1 females and 0 males

Total Admissions to Detention = 1

Average Daily Population = 0.45 youth

Average Length of Stay = 14 days

Facility: Unduplicated youth: 24

Total Admissions: 25

Total Days of Care: 292

Average Daily Population: 9.42

Average Length of Stay: 11.68

### **Time for Change Program:**

### **Probation**

The Juvenile Department received 64 referrals during the month of July 2024.

Of the 64 referrals, 23 represent dependency, 19 status and 17 criminal.

**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 Rieker**  
Office Manager  
Juvenile Department

[trieker@co.linn.or.us](mailto:trieker@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 JUVENILE DEPARTMENT

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

Albany OR 97321

Phone: 541-967-3853

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There are currently 204 youth in the Probation Unit either on probation or pending court with 18 of those being assessed high-risk.

There are currently 113 youth under the Community Programs Unit serving on informal probation and the Intervention Specialist is currently serving 80 youth. 74 of those youth are from the community with no involvement with law enforcement.

Victim Advocate made 104 contacts.

Cases Unassigned: 4

OYA Cases: 33

DA Review: 11

### **Work Crew**

Tier 1 – 18 youth completed 247.00 hours of community service in 13 project days. In 2023 11 youth completed 184.50 hours of service during the same time period.

Tier 2 – 26 youth completed 523.00 hours of work crew in 19 project days. In 2023 13 youth completed 306.50 hours of service during the same time period.

### **Miscellaneous Business -**

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**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)

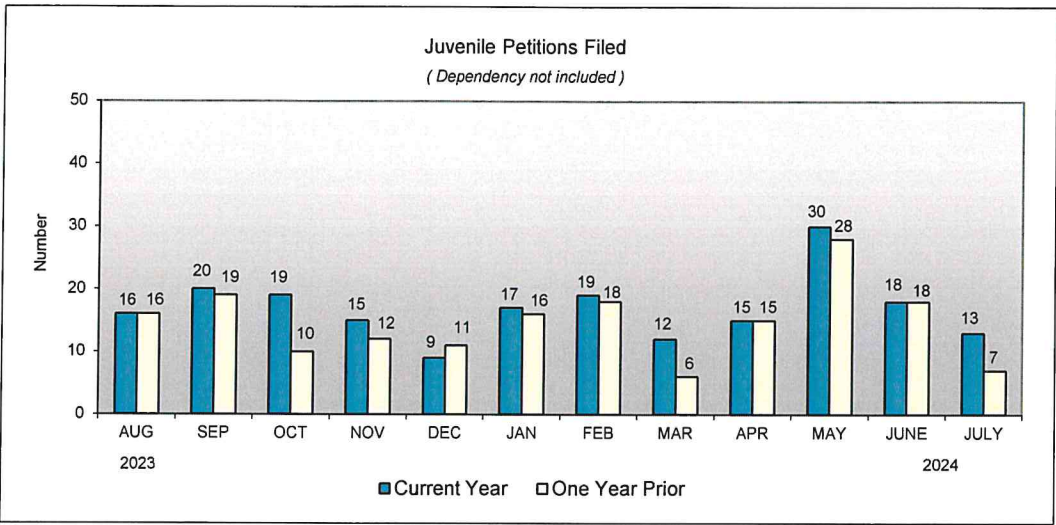
**Tracy Rieker**  
Office Manager  
Juvenile Department

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

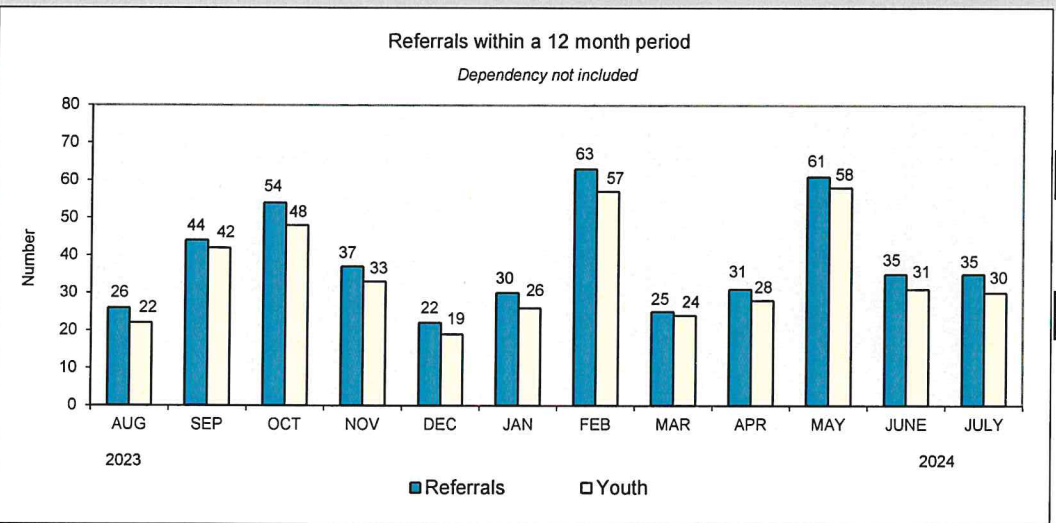
**Kevin Husk**  
Detention Manager  
Linn Benton Detention Center

(541) 791-9397  
[khusk@co.linn.or.us](mailto:khusk@co.linn.or.us)

Linn County Juvenile Department  
**JULY 2024 Statistics**

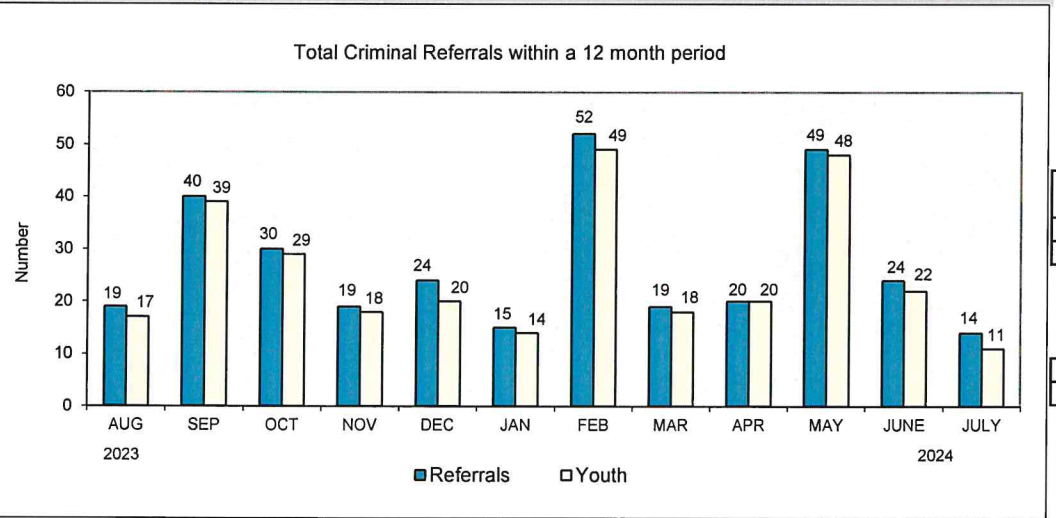


PETITIONS	
Current	203
Last	176
Difference	27



REFERRALS	
Current	463
Last	407
Difference	56

YOUTH	
Current	418
Last	367
Difference	51

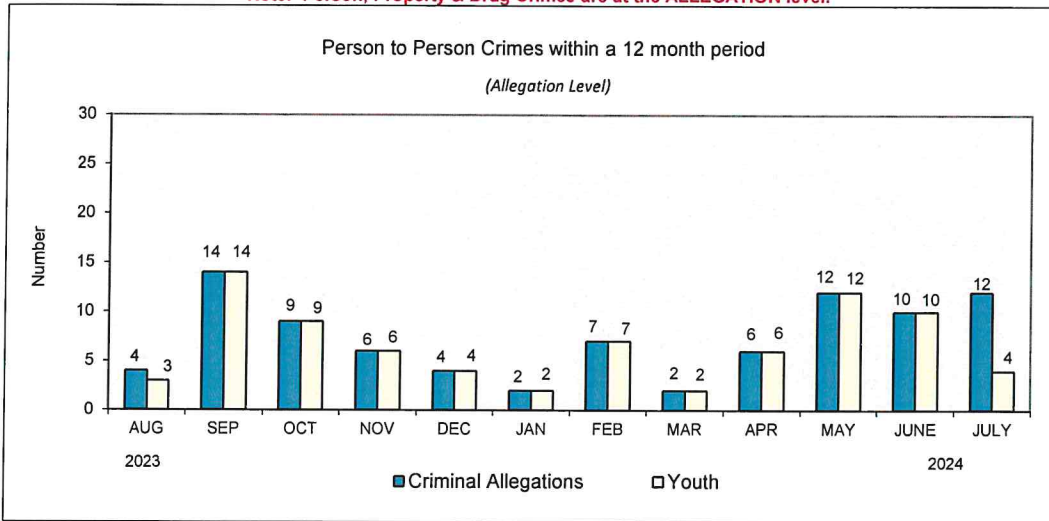


CRIMINAL REFERRALS	
Current	325
Last	233
Difference	92

YOUTH	
Current	305
Last	217
Difference	88

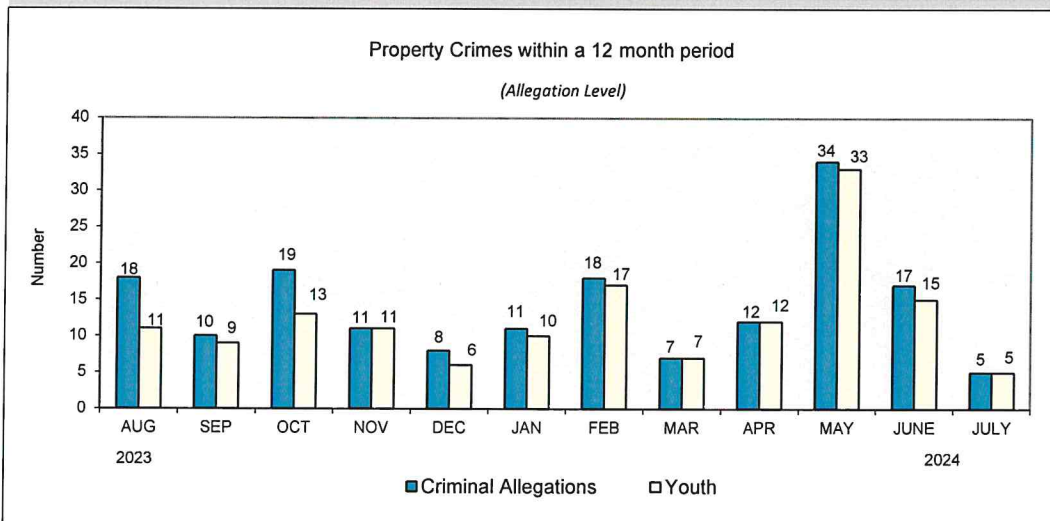
Linn County Juvenile Department  
**JULY 2024 Statistics**

**Note: Person, Property & Drug Crimes are at the ALLEGATION level.**



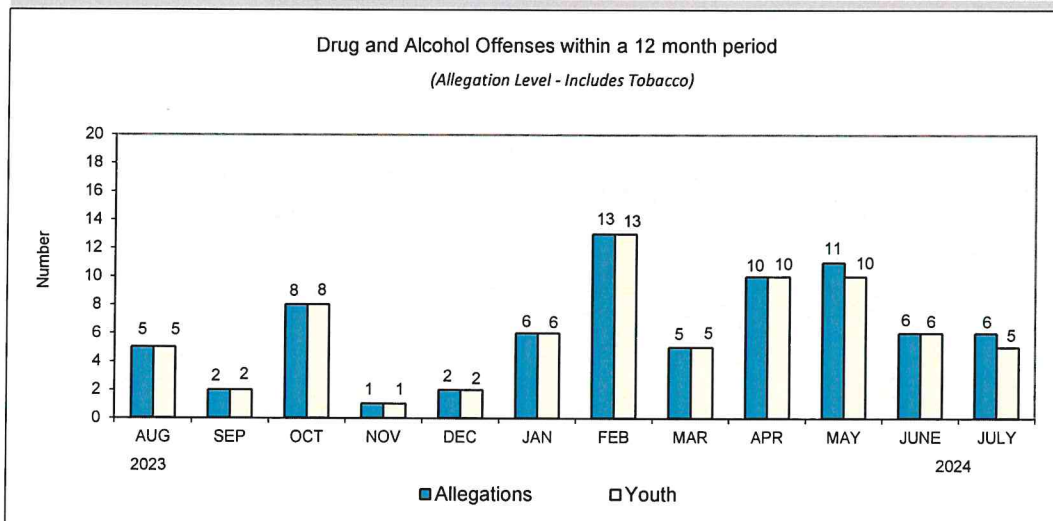
CRIMES	
Current	88
Last	71
Difference	17

YOUTH	
Current	79
Last	66
Difference	13



CRIMES	
Current	170
Last	111
Difference	59

YOUTH	
Current	149
Last	101
Difference	48

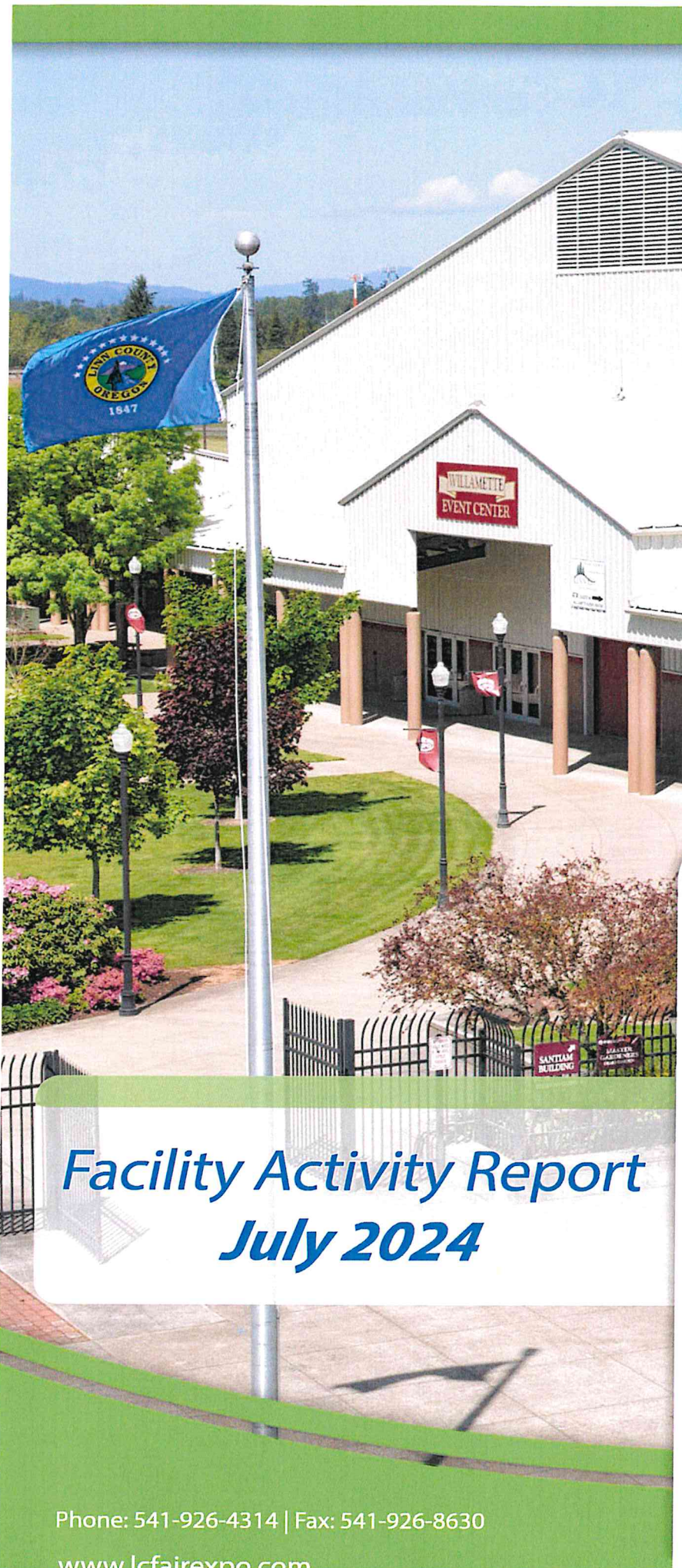


CRIMES	
Current	75
Last	71
Difference	4

YOUTH	
Current	73
Last	68
Difference	5



# LINN COUNTY EXPO CENTER



## Facility Activity Report July 2024

### About our facility

*From afar, the magnificent white peaks hovering above the entrance to the Linn County Expo Center evoke the majestic beauty of the Cascade Range, offering a captivating nod to the landscapes of the Willamette Valley and the Pacific Northwest.*

*At the focal point of this picturesque setting stands the Linn County Expo Center. Boasting over 157,000 square feet of versatile convention and exhibit space, this modern event facility in Albany, Oregon is purpose-built to accommodate a wide range of meetings, conventions, and exhibitions. Serving as a showcase in the valley with a deep-rooted affinity for agriculture and livestock, our venue provides convenient access from I-5, proximate hotels, and dining options, simplifying*

### Willamette Conference Center

*Offering more than 6,000 square feet of adaptable conference space, the Willamette Conference Center features a blend of contemporary design and cutting-edge technology. Our amenities include complimentary wireless internet access, state-of-the-art audio-visual equipment, and a connected commercial kitchen, all meticulously*

Phone: 541-926-4314 | Fax: 541-926-8630

[www.lcfairexpo.com](http://www.lcfairexpo.com)





## JULY ACTIVITY REPORT

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**EVENT REVENUE RECEIVED -**

Collected Revenue for July	\$29,818.00
2023/2024 - FYTD	\$29,818.00
Outstanding YTD invoices:	\$0

**LARGE JULY EVENTS -**

2024 Linn County Fair	July 18 <sup>th</sup> – 20 <sup>th</sup>
*See 2024 Linn County Fair Report attached	

**JULY EVENT REVENUE -**

\$17,402.50

**PERSONNEL -**

Personnel Costs \$75,240.00

**MATERIALS AND SUPPLIES -**

Materials & Supplies Cost \$23,329.00

**AUGUST EVENTS -**

17 Functions using the Willamette Conference Center Rooms.

**LARGE EVENTS:**

4-H Horse Fair	August 5 <sup>th</sup> – 8 <sup>th</sup>
Oregon Aquarium Expo	August 10 <sup>th</sup> – 11 <sup>th</sup>
Mid Valley Bicycle Tour	August 11 <sup>th</sup>
4-H Horse Fair	August 5 <sup>th</sup> – 8 <sup>th</sup>
NW Reptile & Exotic Animal Show	August 16 <sup>th</sup> – 18 <sup>th</sup>
NW Art & Air Festival	August 23 <sup>rd</sup> – 25 <sup>th</sup>
Wedding	August 31 <sup>st</sup>
Oregon Mustang Adoption Challenge	August 30 <sup>th</sup> – Sep. 1 <sup>st</sup>

**SEPTEMBER EVENTS -**

22 Functions using the Willamette Conference Center Rooms.

**LARGE EVENTS:**

Oregon Mustang Adoption Challenge	August 30 <sup>th</sup> – Sep. 1 <sup>st</sup>
LCR Linn Laughs with Adam Corolla	September 7 <sup>th</sup>
Basset Hound National Dog Show	September 9 <sup>th</sup> – 13 <sup>th</sup>
Oregon Ag Prayer Breakfast	September 10 <sup>th</sup>
Iron Build Games	September 13 <sup>th</sup> – 14 <sup>th</sup>
Mid-Valley Model Show	September 14 <sup>th</sup>
Oregon Flock & Fiber Festival	September 20 <sup>th</sup> – 22 <sup>nd</sup>
Albany Business Extravaganza	September 25 <sup>th</sup>
Oregon Rifle & Pistol Club Gun Show	September 27 <sup>th</sup> – 29 <sup>th</sup>
Oregon Mounted Posse Assoc. Shodeo	September 27 <sup>th</sup> – 29 <sup>th</sup>

**New Facility Event for 2024**

Mid-Valley Magical Holiday Celebration Nov. 30<sup>th</sup> – Dec. 22<sup>nd</sup>  
 Collaboration with Storybook Land to include "Expo's Pastega Lights" and other holiday events (Christmas Bazaar). 2024 Poster Attached





Linn County Fair & Expo  
3700 Knox Butte Rd  
Albany, OR 97322  
Phone: 541-926-4314 Fax: 541-926-8630

## JULY EVENT REVENUE

Start Date	Book #	Contract #	Client	Revenue
7/1/2024	7518		Linn County Fair Board	\$0.00
7/18/2024	7387		Linn County Fair	\$16,312.50
7/26/2024	7520		Corvallis Housing First	\$440.00
7/28/2024	7096		Oregon for Trump 2024	\$650.00
7/29/2024	7600		Linn County Expo	\$0.00
				<b>\$17,402.50</b>



# COMMISSIONER UPDATE

## YEAR TO DATE FINANCIALS - 2023/2024

Revenue Comparison		21/22	22/23	23/24	Up/Down	
	July	\$ 4,413.00	\$ 42,060.00	\$ 12,205.00	\$ (29,855.00)	
<b>23/24 Budget</b>	August	\$ 17,219.00	\$ 92,921.00	\$ 49,018.00	\$ (43,903.00)	
<b>\$ 923,000.00</b>	September	\$ 20,573.00	\$ 45,796.00	\$ 57,626.00	\$ 11,830.00	
76,917	October	\$ 33,627.00	\$ 103,347.00	\$ 135,045.00	\$ 31,698.00	
	November	\$ 45,110.00	\$ 60,497.00	\$ 124,096.00	\$ 63,599.00	
	December	\$ 86,525.00	\$ 51,557.00	\$ 71,386.00	\$ 19,829.00	
	January	\$ 20,951.00	\$ 126,622.00	\$ 161,850.00	\$ 35,228.00	
	February	\$ 114,140.00	\$ 114,775.00	\$ 80,504.00	\$ (34,271.00)	
	March	\$ 88,511.00	\$ 129,911.00	\$ 71,150.00	\$ (58,761.00)	
	April	\$ 21,280.00	\$ 102,580.00	\$ 176,310.00	\$ 73,730.00	
	May	\$ 94,020.00	\$ 135,727.00	\$ 123,397.00	\$ (12,330.00)	
	June	\$ 81,023.00	\$ 62,458.00	\$ 51,183.00	\$ (11,275.00)	
	<b>TOTAL</b>	<b>\$ 627,392.00</b>	<b>\$ 1,068,251.00</b>	<b>\$ 1,113,770.00</b>	<b>\$ 45,519.00</b>	<b>Balance Remaining \$ (190,770.00)</b>

M & S Comparison		21/22	22/23	23/24	Up/Down	
	July	\$ 21,535.00	\$ 40,401.00	\$ 49,914.00	\$ 9,513.00	
<b>23/24 Budget</b>	August	\$ 17,723.00	\$ 22,250.00	\$ 46,718.00	\$ 24,468.00	
<b>\$ 622,900.00</b>	September	\$ 39,674.00	\$ 63,611.00	\$ 55,623.00	\$ (7,988.00)	
51,908	October	\$ 35,991.00	\$ 41,395.00	\$ 30,829.00	\$ (10,566.00)	
	November	\$ 28,156.00	\$ 58,842.00	\$ 79,059.00	\$ 20,217.00	
	December	\$ 39,041.00	\$ 73,043.00	\$ 59,067.00	\$ (13,976.00)	
	January	\$ 22,163.00	\$ 52,010.00	\$ 51,148.00	\$ (862.00)	
	February	\$ 31,219.00	\$ 41,587.00	\$ 48,258.00	\$ 6,671.00	
	March	\$ 39,991.00	\$ 66,132.00	\$ 80,444.00	\$ 14,312.00	
	April	\$ 95,764.00	\$ 70,154.00	\$ 69,858.00	\$ (296.00)	
	May	\$ 57,616.00	\$ 71,451.00	\$ 69,451.00	\$ (2,000.00)	
	June	\$ 49,408.00	\$ 45,226.00	\$ 32,031.00	\$ (13,195.00)	
	<b>TOTAL</b>	<b>\$ 478,281.00</b>	<b>\$ 646,102.00</b>	<b>\$ 672,400.00</b>	<b>\$ 26,298.00</b>	<b>Balance Remaining \$ (49,500.00)</b>

Personnel Services		21/22	22/23	23/24	Up/Down	
	July	\$ 56,296.00	\$ 59,591.00	\$ 53,063.00	\$ (6,528.00)	
<b>23/24 Budget</b>	August	\$ 75,245.00	\$ 67,335.00	\$ 61,915.00	\$ (5,420.00)	
<b>\$ 1,046,280.00</b>	September	\$ 63,874.00	\$ 60,752.00	\$ 54,000.00	\$ (6,752.00)	
87,190	October	\$ 72,677.00	\$ 63,942.00	\$ 62,157.00	\$ (1,785.00)	
	November	\$ 72,680.00	\$ 70,601.00	\$ 49,151.00	\$ (21,450.00)	
	December	\$ 106,033.00	\$ 96,753.00	\$ 66,131.00	\$ (30,622.00)	
	January	\$ 53,814.00	\$ 47,007.00	\$ 74,213.00	\$ 27,206.00	
	February	\$ 56,600.00	\$ 47,971.00	\$ 75,235.00	\$ 27,264.00	
	March	\$ 55,005.00	\$ 47,381.00	\$ 77,581.00	\$ 30,200.00	
	April	\$ 53,238.00	\$ 49,332.00	\$ 72,608.00	\$ 23,276.00	
	May	\$ 54,545.00	\$ 51,093.00	\$ 66,617.00	\$ 15,524.00	
	June	\$ 56,215.00	\$ 47,555.00	\$ 68,579.00	\$ 21,024.00	
	<b>TOTAL</b>	<b>\$ 776,222.00</b>	<b>\$ 709,313.00</b>	<b>\$ 781,250.00</b>	<b>\$ 71,937.00</b>	<b>Balance Remaining \$ 265,030.00</b>





# COMMISSIONER UPDATE

## YEAR TO DATE FINANCIALS - 2024/2025

Revenue Comparison		22/23	23/24	24/25	Up/Down	
	July	\$ 42,060.00	\$ 12,205.00	\$ 29,818.00	\$ 17,613.00	
<b>24/25 Budget</b>	August	\$ 92,921.00	\$ 49,018.00			
<b>\$ 1,089,034.00</b>	September	\$ 45,796.00	\$ 57,626.00			
90,753	October	\$ 103,347.00	\$ 135,045.00			
	November	\$ 60,497.00	\$ 124,096.00			
	December	\$ 51,557.00	\$ 71,386.00			
	January	\$ 126,622.00	\$ 161,850.00			
	February	\$ 114,775.00	\$ 80,504.00			
	March	\$ 129,911.00	\$ 71,150.00			
	April	\$ 102,580.00	\$ 212,612.00			
	May	\$ 135,727.00	\$ 123,397.00			
	June	\$ 62,458.00				
		\$ 1,068,251.00	\$ 1,098,889.00	\$ 29,818.00	\$ 17,613.00	<b>Balance Remaining \$ 1,059,216.00</b>

M & S Comparison		22/23	23/24	24/25	Up/Down	
	July	\$ 40,401.00	\$ 49,914.00	\$ 23,329.00	\$ (26,585.00)	
<b>24/25 Budget</b>	August	\$ 22,250.00	\$ 46,718.00			
<b>\$ 615,201.00</b>	September	\$ 63,611.00	\$ 55,623.00			
51,267	October	\$ 41,395.00	\$ 30,829.00			
	November	\$ 58,842.00	\$ 79,059.00			
	December	\$ 73,043.00	\$ 59,067.00			
	January	\$ 52,010.00	\$ 51,148.00			
	February	\$ 41,587.00	\$ 48,258.00			
	March	\$ 66,132.00	\$ 80,444.00			
	April	\$ 70,154.00	\$ 69,768.00			
	May	\$ 71,451.00	\$ 66,362.00			
	June	\$ 45,226.00				
		\$ 646,102.00	\$ 637,190.00	\$ 23,329.00	\$ (26,585.00)	<b>Balance Remaining \$ 591,872.00</b>

Personnel Services		22/23	23/24	24/25	Up/Down	
	July	\$ 59,591.00	\$ 53,063.00	\$ 75,240.00	\$ 22,177.00	
<b>24/25 Budget</b>	August	\$ 67,335.00	\$ 61,915.00			
<b>\$ 1,028,334.00</b>	September	\$ 60,752.00	\$ 54,000.00			
85,695	October	\$ 63,942.00	\$ 62,187.00			
	November	\$ 70,601.00	\$ 49,151.00			
	December	\$ 96,753.00	\$ 66,131.00			
	January	\$ 47,007.00	\$ 74,213.00			
	February	\$ 47,971.00	\$ 75,234.69			
	March	\$ 47,381.00	\$ 77,581.00			
	April	\$ 49,332.00	\$ 72,608.00			
	May	\$ 51,093.00	\$ 66,617.00			
	June	\$ 47,555.00				
		\$ 709,313.00	\$ 712,700.69	\$ 75,240.00	\$ 22,177.00	<b>Balance Remaining \$ 953,094.00</b>



Linn County Fair & Expo  
 3700 Knox Butte Rd  
 Albany, OR 97322  
 Phone: 541-926-4314 Fax: 541-926-8630

August 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4 4-H Horse Fair	5 4-H Dog Fair 4-H Horse Fair Weekly Rotary Meeting	6 (BNI) ALBANY BUSINESS BUILDERS - MONTHLY MEETING 4-H Dog Fair 4-H Horse Fair GAPS TRAINING	7 4-H Horse Fair Elected Officials Meeting GAPS TRAINING	8 GAPS TRAINING	9 Oregon Aquarium Swap Meet	10 Oregon Aquarium Swap Meet
11 Mid Valley Bicycle Club Bike Ride Oregon Aquarium Swap Meet	12 Fair Board Meeting Weekly Rotary Meeting	13 Dog Classes Retirement Celebration for Dr. Goby	14 Mounted Posse Practice Ride	15 Reptile & Exotic Animal Show	16 Reptile & Exotic Animal Show	17 Reptile & Exotic Animal Show
18 Mid-Winter Square Dance Festival - Reptile & Exotic Animal Show	19 Linn County Republican Party Central Committee Meeting Weekly Rotary Meeting	20 Dog Classes	21	22 STORYBOOK LAND	23	24
25	26 Weekly Rotary Meeting	27 Dog Classes	28 Communication Across Barriers	29 Annual Mustang Adoption Challenge	30 Annual Mustang Adoption Challenge Wedding Reception	31 Annual Mustang Adoption Challenge Wedding Reception



Linn County Fair & Expo  
 3700 Knox Butte Rd  
 Albany, OR 97322  
 Phone: 541-926-4314 Fax: 541-926-8630

# September 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Annual Mustang Adoption Challenge	2 Weekly Rotary Meeting	3 (BNI) ALBANY BUSINESS BUILDERS - MONTHLY MEETING Dog Classes	4	5	6 Annual Gala	7 Annual Gala
8 Annual Gala Basset Hound Nationals	9 Basset Hound Nationals Fair Board Meeting Oregon Ag Prayer Breakfast Weekly Rotary Meeting	10 Basset Hound Nationals Cereal Crop Growers Meeting Oregon Ag Prayer Breakfast Sheriff's Supervisor Training	11 Basset Hound Nationals	12 Basset Hound Nationals	13 Basset Hound Nationals Iron Built Games, LLC	14 Iron Built Games, LLC Mid Valley Fall Modeling Madness
15 Mid-Winter Square Dance Festival -	16 Clothing - PK Training - Private Event Linn County Republican Party Central Committee Meeting Weekly Rotary Meeting	17 Clothing - PK Training - Private Event Dog Classes LCSO Emergency Vehicle Training	18	19 Flock & Fiber	20 Flock & Fiber	21 Flock & Fiber
22 Flock & Fiber	23 Albany Business Extravaganza PLANNING MEETING Weekly Rotary Meeting	24 4H Leaders Meeting Albany Business Extravaganza Dog Classes LCSO Emergency Vehicle Training Moda Health Broker Roadshow	25 Albany Business Extravaganza PLANNING MEETING Staff Meeting	26 Albany Rifle & Pistol Club - Gun Show	27 Albany Rifle & Pistol Club - Gun Show Kidco All Staff Meeting OAMP SHODEO	28 Albany Rifle & Pistol Club - Gun Show OAMP SHODEO Sick Town Roller Derby
29 Albany Rifle & Pistol Club - Gun Show OAMP SHODEO	30 Weekly Rotary Meeting					





LINN COUNTY EXPO'S

# Christmas Storybook Land *Partega Lights!*



## MID-VALLEY MAGICAL HOLIDAY CELEBRATION!

LINN COUNTY EXPO CENTER  
Albany, OR

### SPECIAL EVENTS

**Seniors, Veterans, Special Needs**  
Dec 2nd, 8am - 12pm, 1pm - 3pm

**School Tours**  
Dec 3rd-6th, 9am - 11:30am & 12:30pm - 2:30pm

**Star Wars Day**  
Dec 7th, Noon - 4:00pm

**Magical Friends Day**  
Dec 8th & Dec 14th, 11am - 7pm



*Town & Country*  
**Christmas Bazaar**  
Dec 6th - 8th, 2024

**Nov 30<sup>th</sup> to Dec 22<sup>nd</sup>**

**Saturday - Sunday**

**10:00<sup>am</sup> - 8:00<sup>pm</sup>**

**Monday - Friday**

**4:00<sup>pm</sup> - 8:00<sup>pm</sup>**



[ChristmasStorybookLand.org](http://ChristmasStorybookLand.org)

**FREE ADMISSION**  
**Non-Perishable Food**  
**Donation Accepted**

**The Magic Begins Here!**







## 2024 Linn County Fair Report:

**From:** Kris Barnes,  
Director, Linn County Fair & Expo Center  
**Date:** July 23, 2024



The Linn County Fair upholds and promotes the rich agricultural heritage, educational initiatives, commercial activities, and family entertainment for the residents of Linn County. Serving as a source of community pride and a popular attraction for visitors, the fair's success hinges on the support of the community, dedicated volunteers, strong leadership, and a clear vision. These elements collectively contribute to maintaining the fair's reputation as one of the premier county fairs in the state.

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**I. PERFORMANCE AND OVERALL FIGURES:** 2024 attendance was 25,602 down 4% from 2023. This fair was a hot three day run with the average high temperature over the fair being 90 degrees just off the hottest fair on record last year at 93 degrees. Even with the heat we saw a good turn out as it still is in the top five attended fairs on record.

Strong revenues were realized in the food court, beer garden and sponsorships. Each experienced near record overall numbers for the run of the fair. Cash and in-kind sponsorships exceeded the goal once again with new record numbers due to outstanding efforts by Scott Schuler and staff's strategic planning to increase our community outreach and partnership base.

We are in year two of our gate price increase for the Fair. Admission prices increased from \$7 in 2022 to \$10 in 2023. We have not seen a pushback on these prices as attendance continues to be solid with are pricing structure still below the state average for the industry. Parking remained at \$5 and last saw a price change in 2013 from \$4. The Linn County Fair is budget friendly and provides top quality fun and entertainment at a low cost to fairgoers.

4-H and FFA continues to grow year over year. We continually reconfigure our barn layout to match the higher numbers of animals and pens that are needed. 2024 had 590 exhibitors with 2,454 animal show entries which include the following numbers for the run of fair:

• Cattle 4-H/FFA	128	• Meat Goats 4-H/FFA	156
• Cattle Open	52	• Sheep 4H/FFA	253
• Dairy Cattle 4H/FFA	23	• Sheep Open	86
• Dairy Cattle Open	2	• Swine 4-H/FFA	263
• Dairy Goats 4-H/FFA	84	• All Small Animals (Santiam)	456

4-H Livestock Auction on Saturday drew solid crowds and record entries. 404 animals made their way across the auction block compared to 344 in 2023. The 2024 auction committee combined lots this year to reduce the overall length of the auction. 4-H auction finished at 5PM well under last year's auction time. Buyers were happy with this change. The conclusion of the auction saw \$1.2 million dollars raised. Just short of the 2023 record.

<b>A. REVENUE AND COMPARISONS:</b>	<b><u>2023</u></b>	<b><u>2024</u></b>	
• Attendance	27,327	25,602	-6%
• Admission Revenue	\$83,445	\$76,150	-9%
• Parking Revenue	\$29,329	\$26,057	-11%
• Food/Bev Revenue (gross)	\$282,849	\$279,419	-1.2%
• Bar Revenue (gross)	\$133,479	\$117,683	-11.5%
• Concert Revenue	\$48,370	\$33,695	-30%
• Commercial Vendors	\$28,300	\$30,331	+7%
• Cash Sponsorships	\$159,480	\$204,980	+28.5%



**B. CONCESSIONS: (12 Total food booths)**

Overall food sales were down slightly \$278,400 from 2023 \$282,849. Bar sales also saw a slight drop this year at \$117,683 compared to \$133,479 in 2023. Overall attendance was down this year as the hot weather over a long stretch kept fairgoers away. Patrons enjoyed the courtyard live stage as the area was full most of the day. Food booth prices remained relatively consistent with last year with minor, but no, significant changes.

**C. VENDORS: (85 Total commercial booths)**

The commercial vendor booth revenue increased slightly this year and continues to see positive numbers and more interest. New vendors are needed to spice up this area and bring new life to the vendor hall both inside and out. Traffic flow into this area is slow. We are looking at ways to boost interest from fairgoers. Vendor suggestions to help increase traffic to the hall included adding an attraction just inside the glass doors to boost the visitor counts to the building. Staff will be working on a solution for 2025.

**D. CARNIVAL:**

Davis Shows continues to be a great partner featuring 18 exhilarating rides for young and old. The carnival was up 9% and experienced steady attendance during the day and packed evenings. Advance ticket sales were equal to last year as most purchase onsite tickets and wristbands on impulse. This is an area where a retail outlet sponsors and new promos can increase our sales. We added ticket options to our sponsorship packages with positive results.

**II. ENTERTAINMENT:** The Linn County Fair is extremely proud of the first-class entertainment offered to the public. Nowhere else can a family enjoy so much variety of artists, activities, exhibits and events for such a great value. The Fair is a place where individuals and families experience unique entertainment that is hard to find anywhere else.

**A. CALAPOOIA ARENA:**

**EVENTS:** This year offered two free shows of major entertainment. The lineup featured some of the best in rodeo action and family entertainment which provides a great draw for the Fair. On Thursday we had the Hell on Hooves Tour 90 minutes of rough stock rodeo. On Friday was the always popular Wild N' Wooley rodeo for kids and family. Local participation in this event is what keeps bringing people back year after year.



**B. CONCERTS:**

Due to the high demand for our reserved seats we increased the seating by 75% in 2023 adding another 350 reserved seats in the grass. This section was sold out for the 2024 Thursday Concert (Lonestar), Friday concert (Lead Singers of Classic Rock) had lower sales and the grass seats were pulled. On Saturday (Chris Lane) we added 4 rows to the grass seating due to strong day of show sales. Concert sales for 2024 were strong but off 2023 numbers.

- Thurs: Lonestar @7pm – SOLD OUT
- Fri: Lead Singers of Classic Rock @7:30pm - CONCRETE SECTION ONLY
- Sat: Chris Lane @7pm – Added 4 rows to the grass.

**C. COURTYARD STAGE:**

Courtyard Stage located in the food pavilion. This stage was filled with live entertainment throughout the day to keep the fairgoers engaged and entertained. Local talent was vetted through our online registration form. We had three acts on the stage daily with several performing more than once, keeping the stage active all day long. All performers were extremely well received.

List of acts:

- The Junebugs
- Stereo Chickens
- Community Musicians

**D. NOTES / ITEMS OF THOUGHT:**

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## E. GROUNDS ENTERTAINMENT:

What truly makes the Fair entertainment experiences special is not only the major entertainment, but the wide variety of artists, exhibits and entertainers located throughout the Fairgrounds and offered free to the public. These artists and exhibits provide unique experiences for all ages:

Off Axis Stunt Show



Eric Haines



Megan the Bubbleologist



Party Perfection Face Painting



Peppy's Water Palooza



Slim & Curley



Puzzlemania



Circus Imagination



### **III. OPERATIONS/LOGISTICS:**

#### **A. GROUNDS/VENUES:**

The Linn County Expo staff / Road Department and temporary labor force spend months before each Fair completing an impressive array of projects which significantly improve the venue infrastructure and efficiencies for the Fair. 2024 saw several major projects:

- Parking lot striping.
- Fencing off entire carnival area to help with securing the venue.
- Installing additional shower trailers to 4-H Camping area.
- Adding temporary stall rows for 4-H exhibitors to use as tack stalls.
- Assembling new picnic tables to increase seating capacity in the courtyard area.

#### **B. LABOR:**

A part time labor force of over 60 personnel was hired, organized, trained and managed throughout the Fair with great efficiency using staff and outside contracted agencies. The Fair job descriptions, orientation, and relaying information to employees was planned well in advance to better support the hiring process. The hiring was a very complicated process this year. Finding qualified individuals willing to work a short timeframe in a demanding environment is a challenging task. For some, the Fair represents their first job. For others, jobs are difficult to keep for varying reasons. This has always been a problem but seems to have increased the past several years.

#### **C. ANIMAL HEALTH:**

Animal health efforts remained a high priority. We continued to segregate our wash racks, barn layout, show ring schedule and our load-in and load-out schedules and procedures to ensure species separation. Additionally, every single animal entering the Linn County Fair received a visible health inspection prior to being stalled. The impact to the load-in schedule was minimal but the benefits were great. The Animal Health Committee of the Fair Board and the Fair veterinarians conducted fair animal checks and organized the procedures. This was to assist in the vet checks of every animal and to reduce the number of animals brought to the Fair with disqualifying health or appearance conditions. We did have some animal loss for 2024 as follows:

- 1 Pig                      1 Turkey                      2 Rabbits

#### **D. LINN COUNTY MOUNTED POSSE:**

The Linn County Sheriff's Mounted Posse is a volunteer organization, whose purpose is to assist the Linn County Sheriff's Office in the fulfillment of its mission. Each Posse member volunteers their time and provides their own horse, tack, and most of their own equipment. The Mounted Posse continued to be an important and valuable part of the Fair. This volunteer organization's patrol of the parking lots, walkways and gate areas often represents the public's initial Fair-going experience. They are integrated in all of our major events and assist with parking, traffic flow, crowd movement and security patrols around the grounds. More than 8 took part in volunteer shifts during the Fair.

#### **E. SECURITY**

The Linn County Sheriff's office, Mounted Posse, TCB Event Services and Celtic Security were all contracted to maintain order and show presence during the run of fair. All Teams did a tremendous job this year with both communication and professionalism.

Celtic was hired to manage the back stage and concert venue. Due to the increased numbers in our seating area we ordered additional security guards to patrol the concert venue to add additional eyes and support to help control the crowds.

TCB Event Services is contracted to do gate ticketing, bag check, parking and alcohol monitoring throughout the fair. No issues were noted in these departments. Changes were made to the parking que lines last year adding handheld scanners which sped up the parking intake. Average time per car through the parking gate was just over 5 seconds.

LCSO managed the grounds security during the fair and had a booth just inside the main gate entrance. Linn County Sheriffs again did a tremendous job with patrolling the grounds and greeting fairgoers. Their continued support of the Linn County Fair cannot be overstated. LCSO installed a mobile camera tower this year to help elevate and identify any issues in our main traffic areas. No issues were reported over the three days of fair.

#### **F. MEDICAL / FIRST AID:**

Linn County Health Department and Emergency Management teams assembled staff with the guidance of Eric Anderson. They were well positioned just inside the main gate next to the LCSO. We had several reports of heat related issues that required onsite treatment and a several cuts and scrapes needing bandages. No transports were reported. Eric Anderson's team was always monitoring radio traffic and ready for action when needed. Linn County Health, with the help of AFD worked the arena events Thursday and Friday. Their presence and being ready to help in the event of an accident is an important assignment for these events.

**IV. MARKETING:** Strategies for 2024 were mainly focused on social media platforms. Minimal print advertising was used with the exception of a few publications. Mom Magazine ran a Familyland fair ad for the months of June and July. We also ran an ad in the Points for Profit publication.

Social Media platforms used were Facebook, Fair Website and Instagram. Linn County Communications Officer Alex Paul managed the posts and media on Facebook along with Expo staff member Rachel Lytle. Facebook interaction was at an all-time high this year with their great work before during and after the fair. Online contests were used for concert sales and gate marketing. Even more in this department is slated for 2025.

Radio Advertising was done on KRKT, KLOO, HOPE and KGAL / KSHO. KRKT ran live contests for prize packages including reserved seats. Scott Schuler was the voice of the 2024 Linn County Fair.

Prerecorded sponsor announcements ran inside the Willamette building and outside in the courtyard and Familyland. These announcements played every 45 minutes throughout the day starting at 11:30AM and ending at 6:00PM. Included with these announcements were highlighted attractions and event schedules

#### **A. SPONSORSHIP:**

We had an increase in sponsorships this year due to the great work of Scott Schuler. Continued support from long standing partners and the addition of many new and future sponsors puts us in a position for continued success for many years to come. Total cash sponsorships were a record at \$204,980 beating last year by over 28%. Staff worked closely with Scott and implemented new strategies to increase participation and sponsorship levels.



## **B. PROMOTIONS:**

Several promotions were ran leading up to fair to entice fairgoers to get their tickets early and get the word out that fair is coming soon. Coastal Farm partnered with us to run a special ½ off GA tickets. 2000 ticket were allotted to Coastal for this promo. Sales cards were provided at the registers promoting the fair and special. Coastal Farm kicked in the other half of the ticket cost as part of their sponsorship. This special will be increased to other partner locations next year.

Linn County Fair ran presale specials on our website with carnival and admission packages as well as early bird carnival wristband offerings.

## **C. ICE CREAM SOCIAL**

Our Ice cream social has a long history with the Linn County Fair and the many seniors who come every year to enjoy it. The event location and time was moved to the lobby to better match the senior bingo event starting at 11 on Thursday. This location provided a welcome break from the heat as the lobby is air conditioned. Those in attendance got a treat from the popular Linn County Commissioners and Linn County Sherriff who gave their time to serve the community bowls of vanilla ice cream provided by our sponsor Umpqua Dairy and the many delicious topping provided by the Linn County Fair. We may want to reconsider the venue change and move it back to the sponsor pavilion and change the time back to 2PM to ease the transition from bingo to the social.

## **D. SENIOR BINGO**

Senior bingo was held this year in the cooled Willamette building lobby. Over 80 seniors participated on Thursday starting at 11AM and was put on by Charlie Eads of KGAL/KSHO (Sponsor). Many prizes were given away during the run of bingo.

**V. NEW FOR 2024:**

**A. FENCING:**

Linn County Fair and the Linn County Expo teamed up to purchase additional fencing to enclose the carnival area. This was helpful in meeting our goal to keep alcohol out of that area and to provide better security to the younger carnival crowd

**B. ALCOHOL FREE ZONES:**

New policies and signage were instituted to keep family areas free of alcohol. Signage was placed as a visual barrier before entering these areas and additional security and monitors were placed to keep watch. A HELP US MONITOR number was instituted for fairgoers to call if they see alcohol being consumed in these free zones. This number went directly to security dispatch for immediate response by one of our many security team members.

**C. PREMIER EXPERIENCE PASS:**

We added a new way to experience the Linn County Fair with the Premier Experience Pass. This pass cost \$250 and included Day Parking, Admission Pass, Carnival Wristband, Row A Concert Seat, Meet N Greet, \$50 Food Voucher, Signed Poster and Linn County Fair Swag. We sold 6 total passes for \$1500 in added revenue. All passholders reported very positive feedback.

**VI. REPORTS:**

**A. FAIR COMPARISON REPORTS:** See following sheets

**NOTES / ITEMS OF THOUGHT:**

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## LINN COUNTY FAIR 2024 PROFIT & LOSS

REVENUE			
		2024 BUDGET	2024 ACTUAL
0	Beg Balance	\$ -	\$ -
94	Earnings on Deposit	\$ 500.00	\$ 1,129.59
4	General Fund	\$ 65,000.00	\$ 65,000.00
290	Misc/Auction Buyback	\$ 2,000.00	\$ 1,510.50
419	State Funding	\$ 53,100.00	\$ 53,100.00
605	Carnival	\$ 60,000.00	\$ 37,002.40
610	Commercial Booths	\$ 37,000.00	\$ 32,000.00
620	Open Fair Entry Fees	\$ 1,500.00	\$ 3,578.00
626	Food Booths	\$ 50,000.00	\$ 30,986.00
2024 Sam Health Food Vouchers 6048 x \$5 = \$30,240			
630	Gate Fees/Entertainment	\$ 160,000.00	\$ 172,355.00
2024 4-H Camping Fees \$22,500			
645	Parking Fees	\$ 26,000.00	\$ 26,058.00
650	Alcohol Revenue	\$ 40,000.00	\$ 42,363.00
660	Sponsorship Revenue	\$ 150,000.00	\$ 199,880.00
	TLT	\$ 60,000.00	\$ 56,000.00
<b>TOTAL REVENUE</b>		<b>\$ 705,100.00</b>	<b>\$ 720,962.49</b>
EXPENSES			
		2024 BUDGET	2024 ACTUAL
6110	Supplies	\$ 20,000.00	\$ 20,000.00
6120	Printing & Reproduction	\$ 12,000.00	\$ 13,500.00
6150	Postage	\$ 150.00	
6182	Advertising	\$ 10,000.00	\$ 19,209.00
6187	Cost of Sponsorship	\$ 25,000.00	\$ 25,000.00
	Sponsorship Sales	\$ 25,000.00	
6189	VIP/Hospitality	\$ 12,000.00	\$ 15,230.00
	2024 VIP Hospitality Beverage		\$ 8,366
6270	Utilities	\$ 3,000.00	\$ 6,365.00
6283	Bedding	\$ 6,000.00	\$ -
6290	Equipment Rental	\$ 35,000.00	\$ 32,500.00
6330	Contracted Services	\$ 143,670.00	\$ 144,137.00
	Food Auditor	\$ 2,500.00	
	Electrical	\$ 23,780.00	
	Ticket Sales/Parking Crew/Security	\$ 65,000.00	
	Labor / Work Crew	\$ 40,000.00	
	Pipe and Drape	\$ 12,390.00	
6467	4-H Auction Buy	\$ 10,000.00	\$ 8,223.00
6511	Gas/Oil/Diesel & Propane	\$ 750.00	\$ 1,188.00
6621	4-H Fair	\$ 8,000.00	\$ 7,611.00
	4-H Donation	\$ 3,000.00	
	Sound Services	\$ 5,000.00	
6627	Tent Rentals	\$ 29,000.00	\$ 27,915.00
6630	Entertainment	\$ 196,500.00	\$ 175,760.00
	Production Mgr/Misc	\$ 9,000.00	
	Food/Rooms/Helpers	\$ 16,000.00	
	National Talent	\$ 160,000.00	
	Local Talent	\$ 6,000.00	
	Back Stage Security	\$ 5,500.00	
6632	Judges	\$ 1,000.00	\$ 697.00
6634	Grounds Acts/Family Land	\$ 55,000.00	\$ 54,200.00
6635	Premiums	\$ 10,000.00	\$ 5,481.00
6638	Arena Events	\$ 36,000.00	\$ 35,700.00
	Hell on Hooves - Friday		
	Wild N' Wooley - Saturday		
6639	Sanitation	\$ 30,500.00	\$ 32,280.00
	Republic Services	\$ 5,500.00	
	Bucks Services - Showers/Pots/Grey Water Tanks	\$ 25,000.00	
6642	Sound/Lights/Production	\$ 49,330.00	\$ 48,500.00
	Cascade Sound	\$ 12,985.00	
	Flip Flop Productions	\$ 14,740.00	
	T&S Event Services	\$ 3,105.00	
	Back Line	\$ 2,500.00	
	Talent Buyer	\$ 16,000.00	
6649	Volunteer Appreciation	\$ 1,200.00	\$ 900.00
6650	Refunds	\$ 1,000.00	\$ 1,000.00
6658	Hotel Rental	\$ 10,000.00	\$ 4,998.00
<b>TOTAL EXPENSES</b>		<b>\$ 705,100.00</b>	<b>\$ 680,394.00</b>



	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Difference
Wednesday											
Pd Gate	1940	Sunny 81 Cloverdayle	Sunny 88 Kristi Lee Cook	Sunny 89 Eric Praslay	Cloudy 75 Arlimus Pyle	COVID NO FAIR	WENT TO 3 DAY FAIR	WENT TO 3 DAY FAIR	WENT TO 3 DAY FAIR	WENT TO 3 DAY FAIR	
Counted Gate	1853	534	969	2331	2202						
Total Gate	3793	1111	1420	4662	4404						
Parking Rev	\$ 4,460.00	\$ 2,400.00	\$ 2,580.00	\$ 5,220.00	\$ 5,035.00						
Gate Rev	\$ 8,843.00	\$ 3,608.00	\$ 4,185.00	\$ 9,698.00	\$ 9,178.00						
Food Rev	\$ 22,799.00	\$ 17,775.00	\$ 18,125.00	\$ 31,523.18	\$ 35,267.00						
Carnival Rev	\$ 13,717.00	\$ 15,641.00	\$ 18,168.00	\$ 25,059.00	\$ 28,642.00						
Beer Sales	\$ 8,714.00	\$ 3,156.00	\$ 3,106.00	\$ 9,202.00	\$ 7,780.00						
Total Sales	\$ 58,533.00	\$ 42,580.00	\$ 46,164.00	\$ 80,703.18	\$ 86,402.00						

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Difference
Thursday											
Pd Gate	1426	Kellie Pickler	John Michael	Sunny 82 Sarah Evans	Partly Sunny 77 Joe Nichols	COVID NO FAIR	Blue Oyster	Sunny 86 Sara Evans	Sunny 85 Clint Black	Sunny 88 Lonestar	
Counted Gate	2485	3160	3852	3288	2904						
Total Gate	3911	5462	6807	6576	6077						
Parking Rev	\$ 5,930.00	\$ 7,565.00	\$ 7,005.00	\$ 7,610.00	\$ 7,925.00						
Gate Rev	\$ 8,714.00	\$ 15,974.00	\$ 14,973.00	\$ 17,871.00	\$ 14,058.00						
Food Rev	\$ 31,996.00	\$ 45,422.00	\$ 44,697.00	\$ 46,511.29	\$ 44,260.00						
Carnival Rev	\$ 19,243.00	\$ 23,812.00	\$ 24,612.00	\$ 23,065.00	\$ 23,737.00						
Beer Sales	\$ 7,826.00	\$ 14,234.00	\$ 17,296.00	\$ 20,984.00	\$ 18,504.00						
Concert Revenue	\$ 73,709.00	\$ 107,007.00	\$ 108,583.00	\$ 116,041.29	\$ 108,484.00						
Total Sales	\$ 147,500.00	\$ 204,991.00	\$ 215,027.00	\$ 224,583.00	\$ 215,554.00						

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Difference
Friday											
Pd Gate	2734	ParmaLee	Journey	Sunny 80 Jefferson Star	Mostly Sunny 79 38 Special	COVID NO FAIR	Matt Steil	Sunny 83 Five For Fighting	Sunny 97 Smash Mouth	Sunny 89 LS of Rock	
Counted Gate	1128	2536	3788	3288	2904						
Total Gate	3862	5272	7576	6576	5978						
Parking Rev	\$ 6,995.00	\$ 6,765.00	\$ 6,495.00	\$ 6,494.00	\$ 7,305.00						
Gate Rev	\$ 16,009.00	\$ 17,014.00	\$ 19,842.00	\$ 17,213.00	\$ 19,711.00						
Food Rev	\$ 36,591.00	\$ 39,146.00	\$ 44,247.00	\$ 43,463.00	\$ 46,314.00						
Carnival Rev	\$ 20,751.00	\$ 27,664.00	\$ 32,049.00	\$ 30,764.00	\$ 29,738.00						
Beer Sales	\$ 11,519.00	\$ 14,402.00	\$ 23,225.00	\$ 15,380.00	\$ 23,455.00						
Concert Revenue	\$ 91,835.00	\$ 104,991.00	\$ 125,858.00	\$ 113,314.00	\$ 126,581.00						
Total Sales	\$ 174,440.00	\$ 204,991.00	\$ 235,816.00	\$ 216,781.00	\$ 235,406.00						

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Difference
Saturday											
Pd Gate	2932	Partly Sunny 75 Foghat	Wynonna	Sunny 81 Lonestar	Sunny 87 Maddie & Tae	COVID NO FAIR	Tyler Fair	Overcast 79 Sawyer Brown	Sunny 97 Granger Smith	Overcast 84 Chris Lane	
Counted Gate	1056	3390	4156	4035	3692						
Total Gate	3988	5760	8312	8130	7384						
Parking Rev	\$ 10,105.00	\$ 11,425.00	\$ 10,740.00	\$ 10,005.00	\$ 9,810.00						
Gate Rev	\$ 17,967.00	\$ 18,680.00	\$ 22,412.00	\$ 21,379.00	\$ 20,502.00						
Food Rev	\$ 45,101.00	\$ 53,624.00	\$ 63,941.00	\$ 59,901.99	\$ 63,346.50						
Carnival Rev	\$ 32,738.00	\$ 43,696.00	\$ 52,742.00	\$ 49,942.00	\$ 48,323.00						
Beer Sales	\$ 16,739.00	\$ 15,519.00	\$ 21,031.00	\$ 26,321.00	\$ 23,447.00						
Concert Revenue	\$ 122,670.00	\$ 142,944.00	\$ 170,866.00	\$ 166,548.99	\$ 165,428.50						
Total Sales	\$ 236,050.00	\$ 264,538.00	\$ 325,885.00	\$ 306,732.98	\$ 304,933.50						

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	Difference
TOTALS											
Pd Gate	9032	7722	12077	12990	11125						
Counted Gate	6522	9629	12688	11782	14350						
Total Gate	15554	17351	24765	24772	25475						
Parking Rev	\$ 27,490.00	\$ 28,175.00	\$ 26,820.00	\$ 29,329.00	\$ 30,075.00						
Gate Rev	\$ 51,553.00	\$ 55,276.00	\$ 61,412.00	\$ 66,152.00	\$ 64,009.00						
Food Rev	\$ 136,457.00	\$ 155,967.00	\$ 171,010.00	\$ 160,399.46	\$ 189,187.50						
Carnival Rev	\$ 86,449.00	\$ 110,813.00	\$ 127,571.00	\$ 128,830.00	\$ 130,440.00						
Beer Sales	\$ 44,798.00	\$ 47,311.00	\$ 64,658.00	\$ 71,867.00	\$ 73,184.00						
Concert Revenue	\$ 346,747.00	\$ 397,522.00	\$ 451,471.00	\$ 476,607.46	\$ 486,895.50						
Total Sales	\$ 648,841.00	\$ 742,685.00	\$ 843,389.00	\$ 853,790.96	\$ 866,786.50						

**FAIR DAY  
WEDNESDAY**

TREND

2012 2013 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024

	2015 Sunny 85 CCR	2016 Sunny 81 Cloverdale	2017 Sunny 88 Kristie Lee Cook	2018 Sunny 89 Eric Paslay	2019 Cloudy 75 Artimus Pyle	2020 NO FAIR	2021	2022	2023	2024
Paid Gate	1940	534	969	2331	2202	2202				
Pass Gate	1853	577	1171	1420	1463	1463				
Total Gate	3796	1111	2140	3751	3695	3695				
Gate Revenue	\$ 8,843.00	\$ 3,608.00	\$ 4,185.00	\$ 9,699.00	\$ 9,678.00	\$ 9,678.00				
Parking Revenue	\$ 4,460.00	\$ 2,400.00	\$ 2,580.00	\$ 5,220.00	\$ 5,035.00	\$ 5,035.00				
Food Revenue	\$ 22,799.00	\$ 17,775.00	\$ 18,125.00	\$ 31,523.00	\$ 35,267.00	\$ 35,267.00				
Bar Revenue	\$ 8,714.00	\$ 3,156.00	\$ 3,105.00	\$ 9,202.00	\$ 7,780.00	\$ 7,780.00				
Carnival Revenue	\$ 13,717.00	\$ 15,641.00	\$ 18,168.00	\$ 25,059.00	\$ 28,642.00	\$ 28,642.00				
Concert Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
<b>TOTAL SALES</b>	\$ 58,533.00	\$ 42,580.00	\$ 46,164.00	\$ 80,703.00	\$ 86,402.00	\$ 86,402.00				

**FAIR DAY  
THURSDAY**

TREND

2012 2013 2015 2016 2017 2018 2019 2020 2021 2022 2023 2024

	2012 Sunny 85 Eddie Money	2013 Sunny 90 Kansas	2015 Sunny 88 Dennis DeYoung	2016 Sunny 82 Kellie Pickler	2017 Sunny 77 John Michael	2018 Sunny 82 Sarah Evans	2019 Part Sunny 77 Joe Nichols	2020 NO FAIR	2021 Sunny 82 Blue Oyster Cult	2022 Sunny 86 Sara Evans	2023 Sunny 85 Clint Black	2024 Sunny 88 Lonestar
Paid Gate	2696	2297	1426	2282	2955	3336	2327	2327	3762	2709	6221	5326
Pass Gate	4652	5937	2485	3180	3852	3422	3750	3750	4683	5326	2603	1560
Total Gate	7334	8234	3911	5462	6807	6758	6077	6077	8445	8035	8824	6886
Gate Revenue	\$ 14,825.00	\$ 16,079.00	\$ 8,714.00	\$ 15,974.00	\$ 14,973.00	\$ 17,871.00	\$ 14,058.00	\$ 14,058.00	\$ 27,368.00	\$ 19,155.00	\$ 24,657.00	\$ 22,468.00
Parking Revenue	\$ 7,930.00	\$ 7,716.00	\$ 5,930.00	\$ 7,565.00	\$ 7,005.00	\$ 7,610.00	\$ 7,925.00	\$ 7,925.00	\$ 10,764.00	\$ 9,170.00	\$ 10,998.00	\$ 7,560.00
Food Revenue	\$ 39,121.00	\$ 42,551.00	\$ 31,996.00	\$ 45,422.00	\$ 44,697.00	\$ 46,511.00	\$ 44,260.00	\$ 44,260.00	\$ 71,200.00	\$ 78,686.00	\$ 92,762.00	\$ 86,400.00
Bar Revenue	\$ 13,759.00	\$ 14,352.00	\$ 7,826.00	\$ 14,234.00	\$ 17,296.00	\$ 20,984.00	\$ 18,504.00	\$ 18,504.00	\$ 35,573.00	\$ 35,389.00	\$ 49,515.00	\$ 36,926.00
Carnival Revenue	\$ 19,000.00	\$ 24,492.00	\$ 19,243.00	\$ 23,812.00	\$ 24,612.00	\$ 23,065.00	\$ 23,737.00	\$ 23,737.00	\$ 70,122.00	\$ 45,283.00	\$ 47,321.00	\$ 48,075.00
Concert Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL SALES</b>	\$ 94,635.00	\$ 105,190.00	\$ 73,709.00	\$ 107,007.00	\$ 108,583.00	\$ 116,041.00	\$ 108,484.00	\$ 108,484.00	\$ 215,027.00	\$ 197,193.00	\$ 242,583.00	\$ 215,554.00






**Linn County Parks & Recreation**  
3010 Ferry St. SW  
Albany, OR 97322  
Phone: 541-967-3917 Fax: 541-924-6915  
www.co.linn.or.us

# MEMO

Date: August 23, 2024

To: Linn County Board of Commissioners

From: Stacey Whaley, Parks and Recreation Director 

Re: ITB 2024-250 Sweet Home RV Dump Recommendation

After reviewing the bids publicly opened on August 20, 2024, the Linn County Parks and Recreation Department would like to recommend that Linn County enter into a contract with the lowest bidder, Knife River Corporation- Northwest, to build the Linn County Parks Sweet Home RV Dump facility on 24<sup>th</sup> Street. The Knife River bid was the lowest bid by \$4871 at \$690,791.

The Parks Department is confident that Knife River Corporation-Northwest is capable of completing the project within the construction window on the invitation to bid and will have the work completed by the March 15, 2025 deadline. Knife River is a large corporation, but has a Linn County presence, operating out of their site in Tangent, and has taken on previous projects for the County. Knife River has also been involved with prior projects on their former site, where the RV dump project is located.

I have attached a summary of the bids received for your review.

Enc. Bid Summary



# Linn County Sweet Home RV Dump Project Bid Summary

## ITB 2024-250

<u>Company Name</u>	<u>Total Project Cost Quoted</u>
Riverbend Construction	\$817,000.00
Jesse Rodriguez Construction	\$1,292,425.00
Wildish Construction	\$722,000.00
Pacific Excavation	\$942,000.00
Conway Construction	\$958,660.00
<b>Knife River</b>	<b>\$690,791.00</b>
North Santiam Paving	\$798,300.00
JBX	\$695,662.00



## LINN COUNTY GENERAL SERVICES

330 Third Avenue SW Albany, Oregon 97321

☎ (541) 967-3880 ✉ [gsfront@co.linn.or.us](mailto:gsfront@co.linn.or.us)

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

**To:** Board of Commissioners

**From:** Russ Williams, Director of General Services

*RW 8/27/2024*

**Date:** August 27, 2024

**Subject:** Resolution & Order #2024-303 Request Approval to Award Roofing Contractor

Resolution & Order 2024-303 requests the Board's approval to award the ITB to re-roof the 7th Avenue building. The selected contractor met all ITB requirements and also submitted the most competitive bid. This contractor has no outstanding issues with the Construction Contractors Board and no restrictions on bidding for public contracts.

Our roofing consultant, A-Tech/Northwest Roof Consulting, LLC has extensive experience with the selected contractor and has unequivocally recommended them based on their track record and successful project completion history. Attached is a summary of the bids received and a recommendation letter from A-Tech/Northwest Roof Consulting, LLC that fully supports awarding the contract to this contractor.

I am confident in the consultant's recommendation. A-Tech/Northwest Roof Consulting, LLC, our roofing consultant, has thoroughly examined the existing roof. They have successfully orchestrated over eight of our major re-roofing projects in recent years. Over the last 19 years under my leadership, General Services has consistently delivered successful and within-budget projects, and I am fully committed to ensuring the same for this critical endeavor.

We appreciate your prompt attention and approval of this request. Thank you for your time and consideration in this matter. We are working within a time installation window before winter rains return to the valley.

Encl. Letter from A-Tech/Northwest, Bid Summary



August 20, 2024

Russ Williams  
General Services Director  
**LINN COUNTY GENERAL SERVICES**  
330 3<sup>rd</sup> Avenue SW  
Albany, OR 97321

**RE: LINN COUNTY – 7<sup>TH</sup> STREET BUILDING REROOF  
- Bid Review/Recommendation - ITB 2024-259**

Russ:

Attached is the Linn County – 7<sup>th</sup> Street Building summary spreadsheet of the bids for the 2024 Single-ply Reroof project on this facility. Thirteen (13) roofing contractors attended the pre-bid meeting and eight (8) contractors submitted quotes. The attached spreadsheet indicates the contractor's bids, as well as breaks out the key categories that are on the Pricing Submittal Form documents.

The attached spreadsheet breaks out the key categories on the Bid Form. Our recommendation to award the project to Roof Toppers is based on the quality of their workmanship on other reroof projects and their history of running projects without numerous change order requests. It is our opinion that they can complete the specified work in a professional and acceptable manner within the quoted price.

**Based on this review of the bids, our recommendation is to award the work to the low bidder Roof Toppers based on their Base Bid #-1 at \$ 244,685.00.** This includes the cost of the performance & payment bonds.

We highly recommend awarding the project to Roof Toppers as we do not anticipate any change orders on the project. If an unknown arises, Roof Toppers' ten (10) percent cost plus rate is an acceptable rate and ten (10) percent lower than the next closest bid.

If you agree with our recommendation, please advise us ASAP as to which option, if other than the base bid, you want to proceed with. Upon award of contract, we will expedite the submittal approval process and schedule the pre-construction (*pre-job*) meeting, etc.

Sincerely,

**A-Tech/Northwest, Inc.**

*David Anderson* (electronic)

David Anderson, IIBEC  
President

Encl: Bid Summary Spreadsheet; Bid documents



**Linn County - General Services**  
**LINN COUNTY - 7TH STREET BUILDING -- (Albany, Oregon)**  
 Reroof Project -- Bid Review  
 (ITB 2024-259 / 24026)

... COMPANY	Bid #1 --- (Roofs A, B, C & D) Total Cost - Single-ply PVC Reroof	Single-ply System - Mfg & System	Cost Plus %	Base Wage Rate	Sub-Contractor Markup	
Roof Toppers, Inc.	\$ 244,685.00	Carlisle	10%	\$ 126.00	10%	<i>Recommend Award</i>
Axiom Roofing Oregon, LLC	\$ 267,696.00	Carlisle	20%	\$ 85.00	5%	
Umpqua Roofing Company, Inc.	\$ 272,700.00	Carlisle	10%	\$ 67.52	5%	
McDonald & Wette, Inc.	\$ 279,000.00	Sarnafil	15%	\$ 95.95	5%	
Evergreen Roofing of Oregon	\$ 295,818.00	Sarnafil	\$130.00	\$ 65.00	30%	<i>Cost plus not listed as a %</i>
ABC Roofing, a Tecta America Company, LLC	\$ 398,402.00	Sika-Sarnafil	10%	\$ 160.00	10%	
Green Pointe Design & Construction	\$ 461,198.25	Mule-hide	30%	\$ 85.00	30%	
West Coast Roofing & Building	\$ 523,850.00	Versico	10%	\$ 165.00	10%	

**A-Tech/Northwest Roof Consulting, LLC**

**Linn County - General Services**  
**LINN COUNTY - 7TH STREET BUILDING -- (Albany, Oregon)**  
 Reroof Project -- Bid Review  
 (ITB 2024-259 / 24026)

Carlson Roofing						<i>Attended Pre-Bid Meeting; Did not submit bid</i>
LP Metal Works						<i>Attended Pre-Bid Meeting; Did not submit bid</i>
McKenzie Roofing						<i>Attended Pre-Bid Meeting; Did not submit bid</i>
NW Quality Roofing						<i>Attended Pre-Bid Meeting; Did not submit bid</i>
Tru-North Construction, LLC						<i>Attended Pre-Bid Meeting; Did not submit bid</i>



# Linn County Road Department

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

## *Memorandum*

**Date:** 8/22/2024

**To:** Linn County Board of Commissioners

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

**RE:** Background Information for Agenda Items – 8/27/2024

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The Road Department has the following items on the Board of Commissioners agenda for the weekly meeting on August 27, 2024. The following is a brief description of the items.

**Resolution & Order 2024-301 – Delegation of Authority, Chassis Mounted Roadside Sprayer**

This is a Resolution & Order to approve a delegation of authority to Wayne E. Mink, Roadmaster, for the purchase of a Chassis Mounted Roadside Sprayer from Norstar Industries in the amount of \$131,741.

**Resolution & Order 2024-302 – Delegation of Authority, Isuzu NRR Cab Chassis**

This is a Resolution & Order to approve a delegation of authority to Wayne E. Mink, Roadmaster, for the purchase of an Isuzu NRR Cab Chassis from Medford Isuzu Trucks in the amount of \$69,577.53.

We request your approval.