

**Lead Agency:** Community Services  
**Program Offer Type:** Existing Operating  
**Related Programs:** 91011, 91013, 91016, 91017

**Program Contact:** Jim Clayton

**Program Characteristics:**

**Executive Summary**

The County Surveyor's Office provides services which include: maintenance and restoration of public land survey corners, the review and filing of surveys and land division plats, providing survey records to the public and providing surveying support to other county programs and local agencies.

**Program Description**

The County Surveyor's Office provides several services which are mandated by state law. These include maintenance and restoration of public land survey corner monuments under the Public Land Survey System; the review, filing and indexing of records of survey; the review and approval of land division plats (subdivisions, partitions, and condominiums); maintenance of the public survey records; and providing public access to these records (currently with online records retrieval capabilities.)

The County Surveyor's Office also provides surveying support for county roads, bridges, and other county departments and local agencies as requested, and also provides surveying expertise to the public and to county and local agencies.

The weak development and housing market continues to result in decreased revenues from survey and plat submittals and document recording fees, which in turn results in less revenue for all County Surveyor operations. This program offer reflects a reduction of 2 FTE's over the previous year's budget. This was achieved by eliminating two positions that were vacated by retirement.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY09-10)	Current Year Purchased (FY10-11)	Current Year Estimate (FY10-11)	Next Year Offer (FY11-12)
Output	Number of new Public Land Corner reports filed	218	100	150	150
Outcome	Percentage of plats reviewed within 21 days	100.0%	97.0%	100.0%	97.0%
Input	Number of plats received for approval	106	150	100	100
Efficiency	Number of Affidavits of Corrections filed for errors on plats	1	2	2	2

**Performance Measure - Description**

The County Surveyor's Office maintains and restores approximately 2000 public land survey corners. We file a detailed report after corner visits that require changes to monumentation.

The County Surveyor approves all land division plats (subdivisions, partitions, and condominiums) within the county, including within all cities. Our goal is to complete the initial review of plats within 21 calendar days of submittal of all required documentation. We also strive to be very accurate with our reviews. We measure this by the number of affidavits of correction that are filed to correct errors on recorded plats that were missed during our review.

## Legal/Contractual Obligation

The County Surveyor is a position mandated by state statute. The duties of the County Surveyor are mandated by ORS Chapter 209. Plat review and approval is mandated by ORS 92.100 and ORS 100.115. Certain work regarding county roads is mandated by ORS 368.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
<b>Program Expenses</b>	2011	2011	2012	2012
Personnel	\$0	\$1,247,684	\$0	\$1,017,337
Contracts	\$0	\$2,000	\$0	\$1,500
Materials & Supplies	\$0	\$35,200	\$0	\$34,200
Internal Services	\$0	\$564,452	\$0	\$235,553
Capital Outlay	\$0	\$0	\$0	\$12,500
Unappropriated & Contingency	\$0	\$416,676	\$0	\$417,910
Total GF/non-GF:	<b>\$0</b>	<b>\$2,266,012</b>	<b>\$0</b>	<b>\$1,719,000</b>
Program Total:	<b>\$2,266,012</b>		<b>\$1,719,000</b>	
Program FTE	0.00	12.00	0.00	10.00
<b>Program Revenues</b>				
Indirect for dep't Admin	\$39,471	\$0	\$27,192	\$0
Fees, Permits & Charges	\$0	\$1,446,012	\$0	\$966,500
Other / Miscellaneous	\$0	\$820,000	\$0	\$752,500
Total Revenue:	<b>\$39,471</b>	<b>\$2,266,012</b>	<b>\$27,192</b>	<b>\$1,719,000</b>

## Explanation of Revenues

Most revenues are from user fees or charges for services. Revenue estimates are as follows:

- Public Land Corner Preservation Fund – estimated 130,000 documents recorded at \$5 each = \$650,000.
- Plats and Surveys submitted for filing/recording - estimated 333 at \$300 each = \$100,000.
- Plat review and approval - actual cost incurred - estimated \$100,000.
- Survey support for county road and bridge projects, and other county departments and local agencies – estimated \$116,500.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #91012, County Surveyor's Office

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