

**Department:** Community Services

**Program Contact:** Jim Clayton

**Program Offer Type:** Existing

**Program Offer Stage:** Proposed

**Related Programs:**
**Program Characteristics:**
**Executive Summary**

The County Surveyor's Office maintains and restores public land survey corners, reviews and files surveys and land division plats, provides survey records to the public, and provides survey support to other County programs and local agencies.

**Program Description**

The County Surveyor's Office provides several services, some of which are mandated by state law.

> Mandated functions (required by state statute) include:

- The maintenance and restoration of public land survey corner monuments under the Public Land Survey System is critical in ensuring the integrity of property boundaries within the county because all property descriptions within the state are either directly or indirectly tied to public land survey corners.
- All surveys that set permanent monuments (property corners, etc.) within Multnomah County are required to be filed with our office. State statutes require that we review, file and index these surveys in the County Survey Records.
- Comprehensive reviews of all land division plats, (subdivisions, partitions, and condominiums) within the entire County are performed by our office to ensure accuracy and compliance with state statutes and local ordinances. Work closely with local planning jurisdictions (cities and county), developers, property owners and land development professionals on project reviews.
- We maintain a robust online records retrieval system that is widely used by the public and is essential for providing information required by land surveyors, developers, the title industry, planning jurisdictions and others.

> Other functions include:

- Provide surveying support for capital improvement projects on county roads and bridges.
- Provide surveying support for County departments and local agencies. The program provides ongoing support to Road and Bridge Engineering and Road Maintenance for various projects (other than CIP).
- Provide surveying expertise to County and local agencies. Answer questions and provide assistance to the public regarding property boundaries and other property related issues.

**Performance Measures**

Measure Type	Primary Measure	FY22 Actual	FY23 Budgeted	FY23 Estimate	FY24 Offer
Output	Number of public land corner visits performed	115	100	150	100
Outcome	Percent of plats reviewed within 21 days	97.6%	95%	95%	95%
Output	Number of plats reviewed for approval	147	150	150	150
Output	Number of images added to SAIL website	1,072	1,000	1,000	1,000

**Performance Measures Descriptions**

The Surveyor's Office performs regular maintenance on over 1,000 public land survey corners on a 10-year cycle, addressing other work on these corners as needed, and approves all land division plats in the county. Our goal to review plats within 21 days of submission represents an ambitious timeline allowing projects to move forward quickly. The Surveyor's Office makes survey-related records available to the public on our SAIL website, adding new images weekly.

## Legal / Contractual Obligation

The County Surveyor position is mandated by state statute. The duties of the County Surveyor are mandated by ORS Chapter 209, including those related to Public Land Corners. Plat review and approval are mandated by ORS 92.100 and ORS 100.115. Certain work regarding county roads is mandated by ORS 368.

## Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Proposed General Fund	Proposed Other Funds
Program Expenses	2023	2023	2024	2024
Personnel	\$0	\$1,478,944	\$0	\$1,562,801
Contractual Services	\$0	\$50,000	\$0	\$50,000
Materials & Supplies	\$0	\$84,460	\$0	\$60,980
Internal Services	\$0	\$563,267	\$0	\$571,601
Capital Outlay	\$0	\$0	\$0	\$150,000
Unappropriated & Contingency	\$0	\$3,123,768	\$0	\$2,665,986
<b>Total GF/non-GF</b>	<b>\$0</b>	<b>\$5,300,439</b>	<b>\$0</b>	<b>\$5,061,368</b>
<b>Program Total:</b>	<b>\$5,300,439</b>		<b>\$5,061,368</b>	
<b>Program FTE</b>	0.00	10.00	0.00	10.00

Program Revenues				
Other / Miscellaneous	\$0	\$1,368,777	\$0	\$1,050,000
Interest	\$0	\$30,000	\$0	\$48,000
Beginning Working Capital	\$0	\$3,461,662	\$0	\$3,533,368
Service Charges	\$0	\$440,000	\$0	\$430,000
<b>Total Revenue</b>	<b>\$0</b>	<b>\$5,300,439</b>	<b>\$0</b>	<b>\$5,061,368</b>

## Explanation of Revenues

This program generates \$273,176 in indirect revenues.

The County Surveyor's Office is self-supporting. All revenues are from user fees or charges for services. Maintenance and restoration of Public Land Corners make up the largest part of our program. Other/Misc Revenue consists of a fixed filing fee of \$475 per map filed in the survey records, a fixed recording fee of \$10 per recording of a property-related deed document, and Offset Project Overhead Revenue collected from working for Transportation Capital projects. The year to year drop in the Other/Misc Revenue is largely due to fewer property related documents being recorded due to increased interest rates. Interest is an estimate of interest revenue earned on the BWC of \$3.5M. Service Charges reflect funds collected for the review of Condominium, Partition, and Subdivision plats, which are based on actual costs incurred and are estimated based on previous years and projection for FY 2024 work.

## Significant Program Changes

Last Year this program was: FY 2023: 90012 County Surveyor's Office

No significant changes for FY 2024.