

Department: Community Services

Program Contact: Jim Clayton

Program Offer Type: Operating

Program Offer Stage: Proposed

Related Programs:
Program Characteristics:

Executive Summary

The County Surveyor's Office serves fundamental community needs by maintaining and restoring public land survey corners, reviewing and filing surveys and land division plats, providing survey records to the public, and providing survey support to other County programs and local agencies. These services ensure the integrity of property boundaries thereby promoting harmony between neighbors and between built and natural environments. These services also provide efficient and timely processing of land divisions including middle housing and other urban infill projects thereby contributing to solutions to housing inequities which disproportionately affect our most vulnerable constituents.

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, including many middle housing and other urban infill projects) within the entire County are performed by our office to ensure accuracy and compliance with state statutes and local ordinances. We work closely with local planning jurisdictions (cities and county), developers, property owners and land development professionals on project reviews. Our reviews are conducted in an efficient and timely manner, which contribute to solutions to the current housing crisis.
- 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. We make these records easily accessible by all of our constituents.

> 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	Performance Measure	FY23 Actual	FY24 Budgeted	FY24 Estimate	FY25 Target
Output	Number of public land corner visits performed	157	100	130	100
Outcome	Percent of plats reviewed within 21 days	96%	95%	97%	95%
Output	Number of plats reviewed for approval	174	150	200	150
Output	Number of images added to SAIL website	1,180	1,000	1,050	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	2024	2024	2025	2025
Personnel	\$0	\$1,562,801	\$0	\$1,615,047
Contractual Services	\$0	\$50,000	\$0	\$50,000
Materials & Supplies	\$0	\$60,980	\$0	\$61,480
Internal Services	\$0	\$571,601	\$0	\$517,281
Capital Outlay	\$0	\$150,000	\$0	\$0
Unappropriated & Contingency	\$0	\$2,665,986	\$0	\$2,043,192
Total GF/non-GF	\$0	\$5,061,368	\$0	\$4,287,000
Program Total:	\$5,061,368		\$4,287,000	
Program FTE	0.00	10.00	0.00	10.00

Program Revenues				
Other / Miscellaneous	\$0	\$1,050,000	\$0	\$1,020,000
Interest	\$0	\$48,000	\$0	\$89,000
Beginning Working Capital	\$0	\$3,533,368	\$0	\$2,748,000
Service Charges	\$0	\$430,000	\$0	\$430,000
Total Revenue	\$0	\$5,061,368	\$0	\$4,287,000

Explanation of Revenues

This program generates \$232,083 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 \$2.75M. 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 2025 work.

Significant Program Changes

Last Year this program was: FY 2024: 90012 County Surveyor's Office