

**Department Mission:**

To provide the citizens an organized facility to research the surveying records and to provide for the safe keeping of the public records filed in the Klamath County Surveyor's Office. Perform the surveying services required by state statute in a professional, efficient and timely matter.

**Mandated Services:**

The County Surveyor is required by Oregon Revised Statutes to provide 24 different mandated services to the public. In summary, he must conduct surveys of county land and roads when a court orders so. The County Surveyor is required to review, approve and file survey maps, subdivision, partition and condominium plats. Index all maps, plats, road records and preserve them as permanent records and make them available to the public. Establish or reestablish all public land survey corners. I have user fees in place to cover all the mandated services.

**Department Overview:**

The Klamath County Surveyor's Office serves the public by:

- Checking private survey maps for compliance with Oregon statutes and file them in the Surveyor's Office as public records.
- Assist the public and other county departments with interpreting legal descriptions, road right of ways records and general surveying research.
- Review subdivision, partition and condominium plats for compliance with Oregon statutes and the Klamath County Development Code. Index and file exact copies of the plats for public record.
- Recover, restore and preserve original Public Land Survey System (PLSS) corners.

**Successes and Challenges:**

Each year we are scanning more survey related information and making it available online for the public to use in research of their property.

With being a part time surveyor and utilizing the local surveyors, we are averaging reestablishing 50 corners per year with our Public Land Survey System (PLSS) program. PLSS corners are section corners, ¼ corners, meander corners or any other corner established by the Government Land Office (GLO).

**Budget Overview:**

The County Surveyor is an elected, part time position (0.3 FTE). It is funded 100% by user fees.

The **761-SURVEYOR** (mandated services portion of my budget) is funded by the revenue generated from checking and recording survey maps, partition plats and subdivision plats. I average 120 survey maps, 45 partition plats and 5 subdivision plats a year. Last year we were

down 35% on revenue from survey maps, 75% down on revenue from partition plats and 100% down on subdivision plats from the average.

The **762-PUBLIC LAND CORNER PRESERVATION FUND** is funded by a \$5.00 fee collected for each deed or recorded document that is related to land transactions which are recorded in the Clerk's Office. **ORS 203.148** allows counties to establish this dedicated fund for the corner work, and Klamath County established our fund in 1988. By statute, the fee collected can only be used in the establishment, re-establishment and maintenance of PLSS (Public Land Survey System) corners.

Klamath County is +/-6130 square miles and consists of 181 Townships with approximately 135 corners per Township for a grand total of 24,000 corners. I do the work in house and also contract out some of the work to the local surveyors. The work is perpetual because of the maintenance required to preserve the corners.

**Significant Changes:**

**No overall budget changes** – Surveyor salary is split 75/25 between the two budgets. Anticipate less revenue from user fees until the economy picks back up.

**Key issues:**

Per Oregon Revised Statute, the County Surveyor's compensation is to be paid out of the county treasury. A fee may be charged to reimburse the cost of the mandated work being performed by the County Surveyor.

Four years ago the County Surveyor's budget was removed from the general fund and set up to operate using 100% user fees. The long range plan is to have enough net working capital within the next 2-3 years to manage the surveyor's office consistently and efficiency even with any future economic downturns. This would be a huge benefit to the public using the Surveyor's Office.

Klamath County, Oregon  
2013-2014 Budget Financial Presentation  
760 Surveyor

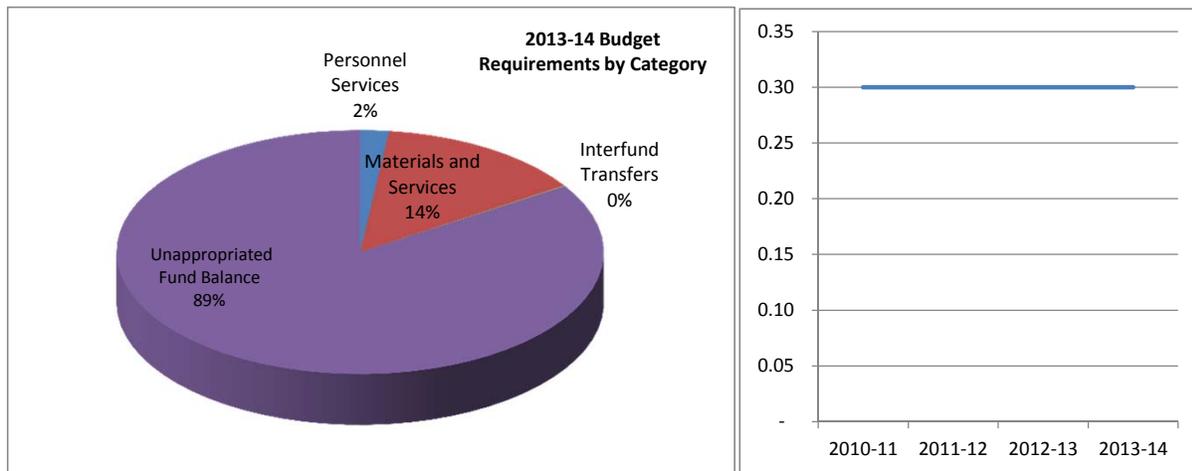
	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Budget
<b>Requirements by Budgetary Category</b>				
Personnel Services	21,123	21,153	21,835	22,725
Materials and Services	24,740	41,626	112,367	165,310
Interfund Transfers	4,035	3,577	3,250	1,000
<b>Subtotal Current Expenditures</b>	<b>49,898</b>	<b>66,356</b>	<b>137,452</b>	<b>189,035</b>
Unappropriated Fund Balance	1,103,187	1,105,323	1,061,348	1,000,000
<b>Subtotal Noncurrent Expenditures</b>	<b>1,103,187</b>	<b>1,105,323</b>	<b>1,061,348</b>	<b>1,000,000</b>
<b>Total Requirements by Budgetary Category</b>	<b>1,153,086</b>	<b>1,171,679</b>	<b>1,198,800</b>	<b>1,189,035</b>

<b>Requirements by Fund</b>				
Surveyor (437)	1,153,086	1,171,679	1,198,800	1,189,035
<b>Total Requirements by Fund</b>	<b>1,153,086</b>	<b>1,171,679</b>	<b>1,198,800</b>	<b>1,189,035</b>

<b>Resources by Budgetary Category</b>				
Licenses, Fees and Permits	61,011	59,330	61,000	61,375
Investment Earnings	10,221	6,095	11,250	5,600
Contributions and Donations	190	66	50	-
Interfund Transfers	6,000	3,000	-	1,000
Miscellaneous	-	-	-	60
Beginning Fund Balance	1,075,664	1,103,187	1,126,500	1,121,000
<b>Total Resources by Budgetary Category</b>	<b>1,153,086</b>	<b>1,171,679</b>	<b>1,198,800</b>	<b>1,189,035</b>

<b>Full-Time Employee Equivalents</b>	0.30	0.30	0.30	0.30
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<b>Mandate</b>	<b>Total Cost</b>	<b>Personnel Services</b>	<b>FTE</b>
Surveyor	8,435	5,680	0.08
Corner Restoration	1,180,600	17,045	0.22
<b>Total Mandates</b>	<b>1,189,035</b>	<b>22,725</b>	<b>0.30</b>



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Department	Title	GL Account	FTE	Union	Current Grade	Current Step	Cell Phone	Wages w/out COLA	Unemployment	FICA	Medicare	KCWC-WCOMP	WC	Medical CAP	Life Insurance	STD	Retirement/PERS Amount	Grand Total w/Benefits
							63990		63980	63930	63930	63941	63940	63950	63951	63952	63960/63970	
Surveyor	Surveyor	43776076160100	0.2500	Non-Union	SU01	1	\$0.00	\$4,496.25	\$0.00	\$278.77	\$65.20	\$103.41	\$2.38	\$0.00	\$16.31	\$0.00	\$719.40	\$5,681.71
Surveyor	Surveyor	43776076260100	0.7500	Non-Union	SU01	1	\$0.00	\$13,488.75	\$0.00	\$836.30	\$195.59	\$310.24	\$7.13	\$0.00	\$48.93	\$0.00	\$2,158.20	\$17,045.14
			<b>1.0000</b>				<b>\$0.00</b>	<b>\$17,985.00</b>	<b>\$0.00</b>	<b>\$1,115.07</b>	<b>\$260.78</b>	<b>\$413.66</b>	<b>\$9.50</b>	<b>\$0.00</b>	<b>\$65.24</b>	<b>\$0.00</b>	<b>\$2,877.60</b>	<b>\$22,726.85</b>

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**LIVE Klamath County LIVE  
Budget Worksheet Report**

Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2014 Proposed	Change	Percentage Change
<b>Fund: 437 - Surveyor</b>							
<u>Revenues</u>							
LP - Licenses, Fees and Permits							
32165	Fees - Condominium Plat	35.00	0.00	0.00	0.00	0.00	N/A
32166	Fees - Survey Filing	3,291.00	3,225.00	3,500.00	3,750.00	250.00	7%
32167	Fees - Partition	3,910.00	2,620.00	2,500.00	2,625.00	125.00	5%
34060	Fees - Subdivision Plat	0.00	0.00	0.00	0.00	0.00	N/A
35050	Public Land Corn Pres	53,774.75	53,485.25	55,000.00	55,000.00	0.00	0%
<b>Account Classification Total: LP - Licenses, Fees and Permits</b>		<b>\$61,010.75</b>	<b>\$59,330.25</b>	<b>\$61,000.00</b>	<b>\$61,375.00</b>	<b>\$375.00</b>	<b>1%</b>
IN - Interest							
39150	Investments - Interest On	10,221.23	6,095.21	11,250.00	5,600.00	(5,650.00)	-50%
<b>Account Classification Total: IN - Interest</b>		<b>\$10,221.23</b>	<b>\$6,095.21</b>	<b>\$11,250.00</b>	<b>\$5,600.00</b>	<b>(\$5,650.00)</b>	<b>-50%</b>
MI - Miscellaneous							
36100	Miscellaneous	190.00	66.00	50.00	60.00	10.00	20%
<b>Account Classification Total: MI - Miscellaneous</b>		<b>\$190.00</b>	<b>\$66.00</b>	<b>\$50.00</b>	<b>\$60.00</b>	<b>\$10.00</b>	<b>20%</b>
TI - Interfund Transfers							
36440	Trans - Property WCF	6,000.00	3,000.00	0.00	0.00	0.00	N/A
39033	Trans - Equipment Rent	0.00	0.00	0.00	1,000.00	1,000.00	N/A
<b>Account Classification Total: TI - Interfund Transfers</b>		<b>\$6,000.00</b>	<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	
FB - Fund Balances							
31001	Beginning Fund Balance	1,075,663.53	1,103,187.45	1,126,500.00	1,121,000.00	(5,500.00)	0%
<b>Account Classification Total: FB - Fund Balances</b>		<b>\$1,075,663.53</b>	<b>\$1,103,187.45</b>	<b>\$1,126,500.00</b>	<b>\$1,121,000.00</b>	<b>(\$5,500.00)</b>	<b>0%</b>
<b>Revenues Total</b>		<b>\$1,153,085.51</b>	<b>\$1,171,678.91</b>	<b>\$1,198,800.00</b>	<b>\$1,189,035.00</b>	<b>(\$9,765.00)</b>	<b>-1%</b>

Expenditures

PS - Personnel Services

60100	Surveyor	17,985.11	17,985.12	17,985.00	17,985.00	0.00	0%
63930	FICA	1,312.60	1,359.04	1,376.00	1,376.00	0.00	0%
63940	Workmans Compensation Tax	0.00	0.00	11.00	9.00	(2.00)	-18%
63941	Workmans Compensation	0.00	14.68	413.00	413.00	0.00	0%

**LIVE Klamath County LIVE  
Budget Worksheet Report**

Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2014 Proposed	Change	Percentage Change
<b>Fund: 437 - Surveyor</b>							
63951	Life Insurance	43.00	16.38	66.00	65.00	(1.00)	-2%
63952	Short Term Disability	3.96	3.83	5.00	0.00	(5.00)	-100%
63960	Retirement - General	1,778.82	1,774.16	1,979.00	2,877.00	898.00	45%
<b>Account Classification Total: PS - Personnel Services</b>		<b>\$21,123.49</b>	<b>\$21,153.21</b>	<b>\$21,835.00</b>	<b>\$22,725.00</b>	<b>\$890.00</b>	<b>4%</b>
<b>MS - Material and Services</b>							
44010	Mgmt Travel & Training	739.26	0.00	1,005.00	1,000.00	(5.00)	0%
44080	Office Machine Repairs	0.00	0.00	300.00	300.00	0.00	0%
44100	Supplies - Office	90.60	25.15	1,100.00	1,100.00	0.00	0%
44109	Supplies - Field	657.18	0.00	2,000.00	2,000.00	0.00	0%
44200	Dues / Fees	396.00	279.00	600.00	1,000.00	400.00	67%
44210	Publ Land Cor Restore	17,512.21	35,121.36	100,000.00	133,804.00	33,804.00	34%
44640	Telephone	283.14	291.57	0.00	168.00	168.00	N/A
44700	Postage	8.18	0.44	50.00	25.00	(25.00)	-50%
44755	Electronic File Conversion	0.00	0.00	0.00	1,000.00	1,000.00	N/A
45020	Contract Services	0.00	0.00	477.00	187.00	(290.00)	-61%
99755	Risk Management	0.00	0.00	381.00	533.00	152.00	40%
99760	Insurance/Liability	81.00	81.00	621.00	998.00	377.00	61%
99765	Insurance/Workmans Compensation	22.00	7.32	0.00	0.00	0.00	N/A
99770	Internal Services	3,609.00	3,609.00	3,609.00	20,098.00	16,489.00	457%
99780	Space Rent	891.00	1,761.00	1,774.00	1,792.00	18.00	1%
99781	Steering Committee Hardware Charge	450.00	450.00	450.00	750.00	300.00	67%
99782	Steering Committee User Charge	0.00	0.00	0.00	555.00	555.00	N/A
<b>Account Classification Total: MS - Material and Services</b>		<b>\$24,739.57</b>	<b>\$41,625.84</b>	<b>\$112,367.00</b>	<b>\$165,310.00</b>	<b>\$52,943.00</b>	<b>47%</b>
<b>IF - Interfund Transfers</b>							
99012	Trans - Clerk	0.00	0.00	2,750.00	0.00	(2,750.00)	-100%
99040	Trans - General Fund	3,000.00	3,000.00	0.00	0.00	0.00	N/A
99460	Trans - Equip Rent & Revolving	535.00	0.00	0.00	0.00	0.00	N/A
99783	Trans - Phones	0.00	77.00	0.00	0.00	0.00	N/A
99830	Trans - Vehicle Reserve	500.00	500.00	500.00	1,000.00	500.00	100%
<b>Account Classification Total: IF - Interfund Transfers</b>		<b>\$4,035.00</b>	<b>\$3,577.00</b>	<b>\$3,250.00</b>	<b>\$1,000.00</b>	<b>(\$2,250.00)</b>	<b>-69%</b>

FB - Fund Balance & Reserves



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**LIVE Klamath County LIVE  
Budget Worksheet Report**

Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2014 Proposed	Change	Percentage Change
<b>Fund: 437 - Surveyor</b>							
<b>Department: 760 - Surveyor</b>							
<b>Sub Department: 761 - Surveyor</b>							
<u>Revenues</u>							
LP - Licenses, Fees and Permits							
32165	Fees - Condominium Plat	35.00	0.00	0.00	0.00	0.00	N/A
32166	Fees - Survey Filing	3,291.00	3,225.00	3,500.00	3,750.00	250.00	7%
32167	Fees - Partition	3,910.00	2,620.00	2,500.00	2,625.00	125.00	5%
<b>Account Classification Total: LP - Licenses, Fees and Permits</b>		<b>\$7,236.00</b>	<b>\$5,845.00</b>	<b>\$6,000.00</b>	<b>\$6,375.00</b>	<b>\$375.00</b>	<b>6%</b>
MI - Miscellaneous							
36100	Miscellaneous	190.00	66.00	50.00	60.00	10.00	20%
<b>Account Classification Total: MI - Miscellaneous</b>		<b>\$190.00</b>	<b>\$66.00</b>	<b>\$50.00</b>	<b>\$60.00</b>	<b>\$10.00</b>	<b>20%</b>
TI - Interfund Transfers							
36440	Trans - Property WCF	6,000.00	3,000.00	0.00	0.00	0.00	N/A
39033	Trans - Equipment Rent	0.00	0.00	0.00	1,000.00	1,000.00	N/A
<b>Account Classification Total: TI - Interfund Transfers</b>		<b>\$6,000.00</b>	<b>\$3,000.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	
FB - Fund Balances							
31001	Beginning Fund Balance	4,617.09	5,671.03	1,500.00	1,000.00	(500.00)	-33%
<b>Account Classification Total: FB - Fund Balances</b>		<b>\$4,617.09</b>	<b>\$5,671.03</b>	<b>\$1,500.00</b>	<b>\$1,000.00</b>	<b>(\$500.00)</b>	<b>-33%</b>
<b>Sub Department Total: 761 - Surveyor</b>		<b>\$18,043.09</b>	<b>\$14,582.03</b>	<b>\$7,550.00</b>	<b>\$8,435.00</b>	<b>\$885.00</b>	<b>12%</b>
<u>Expenditures</u>							
PS - Personnel Services							
60100	Surveyor	8,992.58	8,992.56	4,496.00	4,496.00	0.00	0%
63930	FICA	655.77	679.01	344.00	344.00	0.00	0%
63940	Workmans Compensation Tax	0.00	0.00	3.00	2.00	(1.00)	-33%
63941	Workmans Compensation	0.00	0.00	103.00	103.00	0.00	0%
63951	Life Insurance	21.50	8.17	33.00	16.00	(17.00)	-52%
63952	Short Term Disability	1.97	1.93	5.00	0.00	(5.00)	-100%
63960	Retirement - General	889.49	887.16	495.00	719.00	224.00	45%
<b>Account Classification Total: PS - Personnel Services</b>		<b>\$10,561.31</b>	<b>\$10,568.83</b>	<b>\$5,479.00</b>	<b>\$5,680.00</b>	<b>\$201.00</b>	<b>4%</b>



**LIVE Klamath County LIVE  
Budget Worksheet Report**

Account Number	Description	2011 Actual Amount	2012 Actual Amount	2013 Amended Budget	2014 Proposed	Change	Percentage Change
<b>Fund: 437 - Surveyor</b>							
<b>Department: 760 - Surveyor</b>							
<b>Sub Department: 762 - Corner Restoration</b>							
<u>Revenues</u>							
LP - Licenses, Fees and Permits							
35050	Public Land Corn Pres	53,774.75	53,485.25	55,000.00	55,000.00	0.00	0%
<b>Account Classification Total: LP - Licenses, Fees and Permits</b>		<b>\$53,774.75</b>	<b>\$53,485.25</b>	<b>\$55,000.00</b>	<b>\$55,000.00</b>	<b>\$0.00</b>	<b>0%</b>
IN - Interest							
39150	Investments - Interest On	10,221.23	6,095.21	11,250.00	5,600.00	(5,650.00)	-50%
<b>Account Classification Total: IN - Interest</b>		<b>\$10,221.23</b>	<b>\$6,095.21</b>	<b>\$11,250.00</b>	<b>\$5,600.00</b>	<b>(\$5,650.00)</b>	<b>-50%</b>
FB - Fund Balances							
31001	Beginning Fund Balance	1,071,046.44	1,097,516.42	1,125,000.00	1,120,000.00	(5,000.00)	0%
<b>Account Classification Total: FB - Fund Balances</b>		<b>\$1,071,046.44</b>	<b>\$1,097,516.42</b>	<b>\$1,125,000.00</b>	<b>\$1,120,000.00</b>	<b>(\$5,000.00)</b>	<b>0%</b>
<b>Sub Department Total: 762 - Corner Restoration</b>		<b>\$1,135,042.42</b>	<b>\$1,157,096.88</b>	<b>\$1,191,250.00</b>	<b>\$1,180,600.00</b>	<b>(\$10,650.00)</b>	<b>-1%</b>
<u>Expenditures</u>							
PS - Personnel Services							
60100	Surveyor	8,992.53	8,992.56	13,489.00	13,489.00	0.00	0%
63930	FICA	656.83	680.03	1,032.00	1,032.00	0.00	0%
63940	Workmans Compensation Tax	0.00	0.00	8.00	7.00	(1.00)	-13%
63941	Workmans Compensation	0.00	14.68	310.00	310.00	0.00	0%
63951	Life Insurance	21.50	8.21	33.00	49.00	16.00	48%
63952	Short Term Disability	1.99	1.90	0.00	0.00	0.00	N/A
63960	Retirement - General	889.33	887.00	1,484.00	2,158.00	674.00	45%
<b>Account Classification Total: PS - Personnel Services</b>		<b>\$10,562.18</b>	<b>\$10,584.38</b>	<b>\$16,356.00</b>	<b>\$17,045.00</b>	<b>\$689.00</b>	<b>4%</b>
MS - Material and Services							
44010	Mgmt Travel & Training	369.63	0.00	755.00	750.00	(5.00)	-1%
44080	Office Machine Repairs	0.00	0.00	300.00	300.00	0.00	0%
44100	Supplies - Office	9.80	0.00	1,000.00	1,000.00	0.00	0%
44109	Supplies - Field	657.18	0.00	2,000.00	2,000.00	0.00	0%
44200	Dues / Fees	223.00	229.00	300.00	750.00	450.00	150%

