

MISSION

The County Surveyor is responsible for providing information to the public on the complex issues of property ownership and for the timely review of all parcel maps, subdivision maps, records of survey, lot line adjustments, certificates of compliance, street names and addresses, Abandonment of Public Easements and Irrevocable Offers of Dedication to facilitate development and serve the public, County departments, and outside agencies.

The County Surveyor is also responsible for the Geographic Information System (GIS) including operation, maintenance and enhancements. The system is used to manage a variety of project and permitting databases and to interpret data in conjunction with location to create maps providing responsive service to the public, County departments and outside agencies.

DEPARTMENT BUDGET SUMMARY

DEPT : 30 SURVEYOR

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Service Charges	116,128	131,639	94,388	(37,251)
Total Revenue	116,128	131,639	94,388	(37,251)
Salaries & Benefits	1,514,274	1,602,190	1,703,032	100,842
Services & Supplies	56,691	124,393	113,632	(10,761)
Other Charges	185	200	1,500	1,300
Intrafund Transfers	20,160	17,211	27,366	10,155
Intrafund Abatement	(26,501)	(8,000)	(16,000)	(8,000)
Total Appropriations	1,564,810	1,735,994	1,829,530	93,536
FUND 1000 GENERAL FUND TOTAL	1,448,682	1,604,355	1,735,142	130,787

MAJOR BUDGET CHANGES

Revenues

(\$37,251) Decrease in Service Charges revenue, primarily due to parcel map inspection fee revenue (\$37,251) based on decreasing trend in the current year.

Appropriations

Salaries and Benefits

\$62,736 Increase in salaries due to funding 100% of a GIS Analyst position, which was reduced to 8.5 months in the current year budget, along with natural salary increases.

\$41,712 Increased Retirement costs (\$23,970) and increased benefits due to higher benefit elections (\$17,742).

Surveyor

RECOMMENDED BUDGET • FY 2021-22

(\$3,606) Decrease in Workers' Compensation premium charge to \$0 to bring the program funding level to an acceptable confidence level, as provided by the Risk Management Division.

Services and Supplies

(\$10,761) Decrease in overall Services and Supplies primarily due to a decrease in Computer Equipment due to reduced computer equipment purchases (\$20,800) and a decrease in Professional and Specialized Services due to the partial completion of the fee study for the Department (\$11,750) in the current year, offset by an increase in computer system software for the GIS Esri HUB software (\$13,990) and General liability Insurance (\$5,362), as well as other adjustments across line items to align with actuals (\$2,437).

Intra-fund Transfers

\$10,155 Increase due primarily to an increase in Central Fiscal administrative charges based on current-year staff time.

PROGRAM SUMMARIES

Addressing/Road Name Services

The State-mandated functions applicable to the California Business and Professions, Resources, and Government Codes including structure and suite addressing for building permits, and collaboration with emergency services.

Administration

Administration provides oversight, direction, and support for the Department, including Services and Supplies and Fixed Asset line items, and is responsible for administrative and business support functions including budgeting, accounting, payroll, personnel, purchasing and contract coordination, computer services and support, and clerical operations.

Geographic Information Services

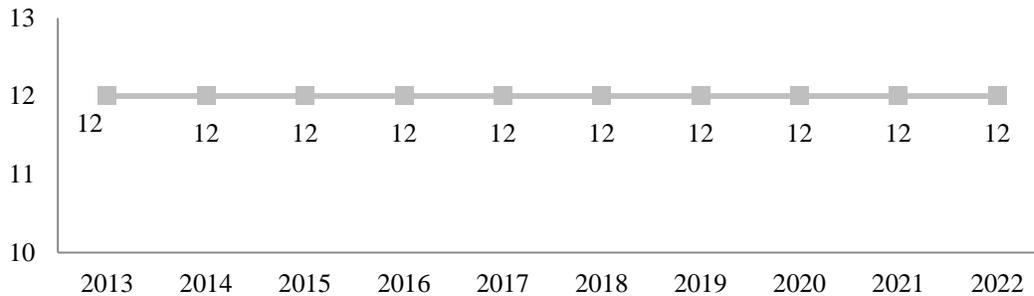
The GIS Program manages hundreds of GIS layers and datasets that support addressing, permitting, property tax, Economic Development, Planning activities, Public Health and Safety, Census and Elections planning, and Transportation operations and planning. The GIS team provides data, mapping, application, integration, and consulting services to County departments, external agencies, and the public. The GIS team integrates data from and to various systems (TRAKiT, Megabyte, and ESRI) to provide an effective and efficient information resource for all County departments, outside agencies, and the public.

Surveyor Services

Licensed Surveyors in the Office perform state mandated functions applicable to the California Business and Professions, Resources, and Government Codes, including Map Checking and Certificate of Compliance issues.

STAFFING TREND

The Surveyor’s Office has maintained 12 FTEs for the past 10-year period. There is no change in staffing recommended for FY 2021-22.



RECOMMENDED BUDGET

The Budget is recommended at \$1,829,530, which is an increase of \$93,536 (5.4%) compared to the Fiscal Year 2020-21 Adopted Budget. The General Fund provides 94.8% of the funding for the Department and is increasing by \$130,787 (8.2%).

The Recommended Budget represents an overall decrease of \$37,251 (28.3%) in revenue due to decreases in parcel map inspection fees and GIS mapping services charges. A Fee Study for the Department being conducted as of the writing of this Budget will likely produce recommendations for increases to fees in order that fees for services provided by the Surveyor are more closely aligned with costs in the future.

Sources & Uses of Funds

The budget for the Surveyor is funded in part by fees for services, primarily funded with discretionary General Fund revenue.

CAO Adjustments

The budget request for the Surveyor included \$34,500 for aerial mapping. Generally, this is updated every two to five years, but the County has not updated the imagery base since 2011. The budget request included contributions from several departments that also utilize this imagery, including the Assessor, Planning and Building, Agriculture, Environmental Management, Transportation, and the Sheriff’s Office. Although this purchase is not recommended at this time, it is recommended that it be considered following the close of the 2020-21 fiscal year, and/or following the completion of the Department’s Fee Study. Available fund balance will be determined and these requests will be evaluated for potential funding.