

Council Business Meeting

August 4, 2020

Agenda Item	Resolution No. 2020-16 Relating to the City Surveyor and Repealing Resolution No. 89-50, "A Resolution Designating the City Surveyor to Serve In Lieu of the County Surveyor in the Approval of Subdivisions and Partitions within the City Limits Pursuant to ORS 92.100"	
From	Scott Fleury PE	Interim Public Works Director
Contact	Scott.fleury@ashland.or.us	541-552-2412

SUMMARY

Before the Council is Resolution No. 2020-16 related to the duties of the City surveyor. It would repeal resolution No. 89-50 which, pursuant to ORS 92.100, established the City surveyor as the party with approval authority over subdivision and partition plats that cover land within the City Ashland in lieu of the County surveyor. By repealing Resolution No. 89-50, all subdivision and partition plat reviews and approvals would again be performed by the County surveyor.

POLICIES, PLANS & GOALS SUPPORTED

Goal 1: Develop current and long-term budgetary resilience.

- Continue to improve the budget process: transparency, rigor, innovation, community involvement, and collaboration

Goal 2: Analyze City departments/programs to gain efficiencies, reduce costs and improve services.

- Implement a cost recovery plan and analysis for each department that coincides with the annual review of fees and charges and revenues

Goal 3: Enhance and improve transparency and communication.

- Develop a robust program to engage with Ashland citizens about City priorities and our progress on those priorities, public input opportunities and processes, how individual citizens can help meet City goals, budgeting and decision-making processes, etc.

PREVIOUS COUNCIL ACTION

On December 19, 1989, the Council adopted Resolution No. 89-50 which designated the City surveyor to serve in lieu of the County surveyor in the approval of subdivision and partition plats.

BACKGROUND AND ADDITIONAL INFORMATION

The City has had an acting City surveyor perform partition and subdivision plat reviews since Resolution No. 89-50 was adopted in 1989. The City surveyor position also performed multiple other tasks as an employee of the Engineering Division within the Public Works Department. These tasks were formerly performed by the Engineering Services Manager. These additional job duties included personnel supervision, long-term planning, commission staffing, budget development, capital improvement program development and project management.

The employee who was fulfilling the City Surveyor/Project Manager role formally retired in March 2020. Public Works did pursue the option of having a private surveyor under contract perform the City surveyor duties, but in the end determined the best course of action would be to repeal Resolution No. 89-50 and re-establish the County surveyor as the authority to review subdivisions and partitions within Ashland City limits. The additional duties borne by the City surveyor position will be re-allocated across the existing project management and support staff within the Public Works Department.

At any time in the future, if the determination is made that a City surveyor is needed, the City can work through the process of adopting a new resolution related to plat approvals as allowed by ORS 92.100.

FISCAL IMPACTS

The direct fiscal impact is related to wage and benefit savings from not replacing the City surveyor position. The Engineering Division also collects a fee for the review, and this fee will need to be adjusted with the miscellaneous fees to account for County review and approval of subdivision and partition plats. The Planning Department will continue to collect its review fees as it needs to review the documents to ensure that the prescribed development conditions of approval are accounted for appropriately on the survey maps. The fees associated with plat review and approval by the County surveyor will be paid directly to Jackson County.

STAFF RECOMMENDATION

Staff recommends adoption Resolution No. 2020-16.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

I move to adopt Resolution No. 2020-16 repealing Resolution No. 89-50 designating the City surveyor to serve in lieu of the County surveyor in the approval of subdivision and partition plats within the City limits pursuant to ORS 92.100.

REFERENCES & ATTACHMENTS

Attachment 1: Resolution No. 2020-16

Attachment 2: Resolution No. 89-50 a resolution designating the City Surveyor to serve in lieu of the County Surveyor in the approval of subdivisions and partitions within the City limits pursuant to ORS 92.100

1 **RESOLUTION NO. 2020-16**

2 A RESOLUTION RELATING TO THE CITY SURVEYOR; REPEALING RESOLUTION
3 NO. 89-50

4 **RECITALS:**

5 A. Pursuant to Oregon Revised Statutes (ORS) 92.100, the City Council of the City of Ashland
6 adopted Resolution No. 89-50 to designate the city surveyor to serve in lieu of the county
7 surveyor in the approval of subdivision and partition plats that cover land located within the
8 corporate limits of the City of Ashland; and

9 B. The City of Ashland’s surveyor retired in March of 2020, and this staff position will not be
10 filled in the foreseeable future; and

11 C. Pursuant to ORS 92.100, a subdivision plat or partition plat that covers land located within
12 the corporate limits of a city must be approved by the county surveyor or the city surveyor before
13 it may be recorded; and

14 D. Repealing Resolution No. 89-50 will allow the county surveyor to resume approval authority
15 of subdivision plats and partition plats that cover land located within the corporate limits of the
16 City of Ashland.

17 **NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ASHLAND, OREGON,**
18 **RESOLVES AS FOLLOWS:**

19 SECTION 1. The City Council of the City of Ashland, Oregon, deems it necessary to repeal
20 Resolution No. 89-50 designating the city surveyor to serve in lieu of the county surveyor in the
21 approval of subdivision plats and partition plats that cover land located within the corporate
22 limits of the City of Ashland.

23 SECTION 2. Resolution No. 89-50 is hereby repealed, and approval authority for subdivision
24 plats and partition plats that cover land located within the corporate limits of the City of Ashland
25 hereby reverts to the County Surveyor for Jackson County, Oregon.

26 SECTION 3. The City Recorder is hereby directed to forward a copy of this Resolution No.
27 2020-16 to the County Surveyor for Jackson County, Oregon.

28 SECTION 4. This resolution is effective upon adoption.

29 ADOPTED by the City Council this _____ day of _____, 2020.
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ATTEST:

Melissa Huhtala, City Recorder

SIGNED and APPROVED this _____ day of _____, 2020.

John Stromberg, Mayor

Reviewed as to form:

David H. Lohman, City Attorney

RESOLUTION NO. 89-50

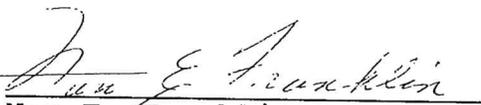
A RESOLUTION DESIGNATING THE CITY SURVEYOR TO SERVE IN LIEU OF THE COUNTY SURVEYOR IN THE APPROVAL OF SUBDIVISIONS AND PARTITIONS WITHIN THE CITY LIMITS PURSUANT TO ORS 92.100.

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL AS FOLLOWS:

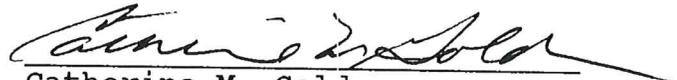
SECTION 1. Pursuant to ORS 92.100, the City Surveyor is hereby empowered to approve subdivisions, minor land partitions and lot line adjustments within the corporate limits of the City of Ashland, in lieu of the County Surveyor.

SECTION 2. The City Recorder is hereby directed to forward copies of this Resolution to the County Surveyor of Jackson County.

The foregoing Resolution was READ and DULY ADOPTED at a regular meeting of the City Council of the City of Ashland, Oregon, on the 19th day of December, 1989.


Nan E. Franklin
City Recorder

SIGNED and APPROVED this 30th day of December, 1989.


Catherine M. Golden
Mayor