

PUBLIC WORKS  
SURVEYOR DIVISION

COUNTY OF SANTA BARBARA  
BOARD OF SUPERVISORS MEETING  
APRIL 6, 2021

# Reasons for updating fees

## County Fee Policy

- Departments shall “ensure appropriate maximum reimbursement of...user fees that fully offset user costs...”
- Last fee update for County Surveyor was completed in March of 2010
- Fees should be reviewed and updated to reflect the impact of:
  - Inflation
  - Changes to service structure and delivery



# Fee Study

## Background

- Conducted by MGT of America, Inc., a consulting firm with expertise in local government fee analysis
- MGT comprehensively studied the Public Works Surveyor Division

## Goals of the fee study

- Analyze costs to determine whether they are being appropriately recovered
- Streamline and reorganize fee structure to mirror those adopted by Planning and Development in 2017



# Surveyor Division Fee Study Findings

- The results of the study identified that Surveyor Division is currently recovering costs by 37%. The proposed fees bring those figures to 78% and achieve full cost recovery to the extent allowed by law and due to unincorporated subsidiaries
- Updated fee structure to deposit-based fee vs fixed fee
  - Increases quality of submittals
- When pre-pandemic volume returns we anticipate an increase in annual revenue of up to \$207,000



# Record of Survey Subsidy

- Board currently subsidizes both unincorporated and incorporated areas of the County with County General Fund to encourage filing of Records of Survey
- Filing Records of Survey mainly benefit local jurisdiction where it is filed
- Department seeks Board's direction to:
  - Charge Full Cost Recovery in incorporated areas (Pilot Project until July 1, 2026) and continue subsidy for unincorporated area
  - At Board's direction inquire with the local agencies to enter into an Agreement to subsidize within their jurisdiction;
- Or, as an alternative:
  - Continue subsidizing Records of Survey conducted in all areas of the County by increasing the Department's annual County General Fund contribution by approximately \$78,000

## Record of Survey (RoS) Recommended Changes (map of a property boundary survey)

### TODAY

Subsidized Cost		Comments
Record of Survey Cost	\$3,931	Average Cost of Record of Survey Review
Board Subsidy	<u>(\$3,401)</u>	County General Fund Contribution for County or City RoS
<b>Subsidized Cost</b>	<b>\$530</b>	Charge for Record of Survey within County boundary

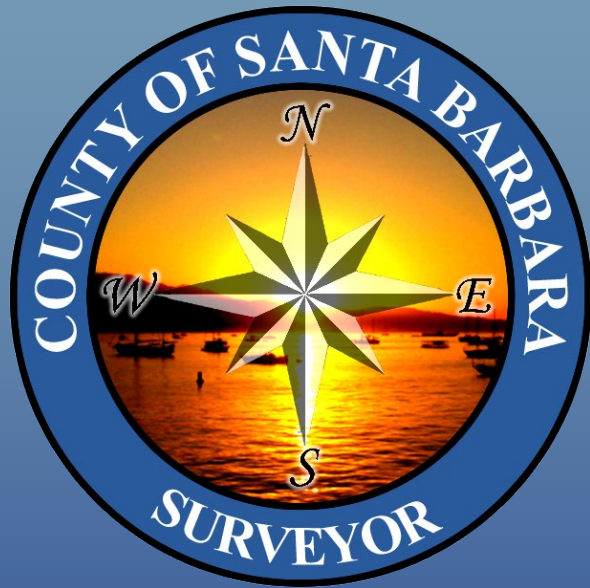
### PROPOSED FUTURE IF SURVEYOR FEE ORDINANCE IS APPROVED BY THE BOARD

		Comments
<b>Within Unincorporated County</b>		
Record of Survey Cost	\$3,400	Cost based on Fee Study from 2020
Board Subsidy	<u>(\$2,854)</u>	County General Fund Contribution
<b>Subsidized Cost</b>	<b>\$546</b>	Charge for Record of Survey within Unincorporated County
<b>Within City Limits</b>		
Record of Survey Cost	\$3,400	Cost based on Fee Study from 2020
City Subsidy (at their discretion)	<u>?</u>	Incorporated jurisdictions may choose to subsidize their residents
<b>Cost</b>	<b>\$546-\$3,400</b>	This cost will change based on amount cities subsidize

# SUMMARY OF RECORD OF SURVEY SUBSIDY

Average # of  
Records of

	Survey	Amount Charged (\$)	Actual Cost (\$)	Subsidy (\$)
<b>County Unincorporated</b>	22	11,660	86,483	(74,823)
City of Santa Maria	6	3,180	23,586	(20,406)
City of Santa Barbara	8	4,240	31,448	(27,208)
City of Buellton	1	530	3,931	(3,401)
City of Carpinteria	1	530	3,931	(3,401)
City of Lompoc	3	1,590	11,793	(10,203)
City of Solvang	1	530	3,931	(3,401)
City of Guadalupe	1	530	3,931	(3,401)
City of Goleta	2	1,060	7,862	(6,802)
<b>Total Subsidies</b>	<b>45</b>	<b>23,850</b>	<b>176,896</b>	<b>(153,046)</b>
<b>Total City RS Subsidies</b>				<b>78,223</b>



## ADOPTION TIMELINE

- APRIL 6, 2021– BOS HEARING (FIRST READING)
- APRIL 20, 2021 – BOS HEARING (SECOND READING)
- JULY 1, 2021- FEES GO INTO EFFECT



# RECOMMENDED ACTIONS

On April 6, 2021:

- a) Approve the introduction (first reading) of the proposed Ordinance amending fees for County Surveyor services;
- b) Read the title “An Ordinance Adopting a Schedule of Fees for Services Provided by the Department of Public Works, County Surveyor Division in Connection with the Review and Approval of Subdivision and Survey Related Documents and Maps within the Jurisdiction of Santa Barbara County,” and waive full reading of the selected Ordinance;
- c) Continue the hearing to the Administrative Agenda of April 20, 2021 to consider recommendations, as follows:



# RECOMMENDED ACTIONS, CONTINUED

On April 20, 2021:

- a) Consider and approve the adoption (second reading) of the Ordinance amending fees for County Surveyor services effective 60 days after adoption; and
- b) Find that the above-recommended actions are the establishment, modification, structuring, restricting, or approval of rates, tolls, fees, or other charges by public agencies which the public agency finds are for the purpose of meeting operating expenses and purchasing or leasing supplies, equipment, or materials and are therefore not subject to the California Environmental Quality Act (CEQA) under California Public Resources Code section 21080, subdivisions (b)(8)(A) and (B), and State CEQA Guidelines Section 15273, subdivisions (a)(1) and (a)(2), and are an administrative activity of the County, which will not result in direct or indirect physical changes in the environment and is therefore not a “project” as defined for purposes of the California Environmental Quality Act (CEQA) under State CEQA Guidelines and Section 15378, subdivisions (b)(4) and (b)(5).

THANK YOU