

# Survey Advisory Board (SAB) Meeting Minutes

Thursday, April 25, 2024

8:00 a.m. – 12:00 pm

**Meeting held at the Public Land Survey Office  
801 88th Ave SE, Tumwater, WA 98501  
and via Teams Conference**

## **SAB Members Physically Present:**

Gary Letzring, PLS, SAB Chair – **Urban Surveying**  
Gunnar Fridriksson, PE-PLS – **Multi-Discipline**  
Paul Galli, PLS – **Government**

## **SAB Members Present Via Teams:**

Bob Morse, PLS – **Education**  
Erielle Lamb, PLS – **Rural Surveying**

## **PLSO/DNR Staff Physically Present:**

David Icenhower, PLS – PLSO Manager  
Dennis Studeman – PLSO Staff  
Ann Alves, LSIT – PLSO Staff

## **Liaisons Physically Present:**

None

## **Liaisons Present Via Teams:**

Tom Barger, PLS – LSAW Liaison (Seattle City Parks)

## **Guests Present Via Teams:**

Ken Shipley, PLS – Core Design  
Kevin Gaunt, PLS – Sandis  
Larry Signani, PLS – NV5  
Ryan Tessier – PLSO staff  
Ken Swindaman, PLS – Kitsap County  
Vince Brown, PLS  
Brian Bronson, PLS – WSDOT HQ RW Plans Office  
Michael Embler, PLS – WSDOT HQ RW Plans Office  
Edward Ranck-Copher, PLS – City of Pullman  
Sean Simmons, PLS – WSDOT HQ R/W Plans and Support Manager  
Alex O. Sellman, PLS  
Sam Mutt, PLS – Snohomish County  
Brian Schulkin, PLS – Gray & Osborne, Inc.  
Tom Gray, PLS – Grays Harbor County

Bruce Dodds, PE/PLS – Dodds Consulting Engineers  
Michael Sjolin, PLS – American Surveying & Environmental  
Spencer Ryan – Thurston County Auditor Recording Office

## Call to Order

- Chairperson Gary Letzring called the meeting to order at 8:10 a.m.
- The Board members introduced themselves.
- Guests were asked to self-introduce.

## Brief Items and Reports

- **Approval of January 25, 2024, meeting minutes.** The minutes were approved as printed.
- **Monument Removal/Destruction Permits update (since January 25, 2024):**

Ann Alves reported:

- Processed **134** Permits to Remove or Destroy a Monument (55 in previous period)
- Processed **72** Completion Reports (229 in previous period)
- The new permit form roll-out is going well.

- **Report from Auditor's Recording Liaison from Washington State Association of County Auditor's (WSACA) to SAB:**

Kim Eisenbacher was not present, but Spencer Ryan reported:

- The quantity of maps recorded so far this year in Thurston County is down significantly from the previous year.

- **SAB Liaison to WSACA:**

Gary Letzring had no report to add.

- **Report from Land Surveyors' Association of Washington (LSAW) Liaison:**

Tom Barger had nothing to report at this time.

# DNR Reports

## Public Land Survey Office

- **02A Account**


David Icenhower reported for Pat Beehler:

DNR Finance and WA OFM provide monthly information on the 02A Fund balance. It helps us keep track of the critical funding for the Public Land Survey Office (PLSO).

This dedicated account is the only source of financial support for the PLSO. The surveys and maps fund has one primary revenue source, a \$100 surcharge on recording survey maps. That fee is collected by the several county recorders. PLSO expenses average \$71,980/month, map recording fees average \$86,814/month, a monthly surplus of \$14,800/month.

The current administrative average charges of \$16,200/month are eating away at the overall fund balance. With the March 2024 02A balance at \$307,000, and a monthly deficit averaging \$1,800, we project that the fund will only last 14 more years.

A plan is in place to improve the revenue stream, but it requires legislative action. We are encouraging DNR leadership to support our plan. We prepared and submitted a concept paper.

PLSO Budget = \$72,421/Month		
YTD Total	Average	(9 Months)
\$ 651,787	\$ 72,421	Budget
\$ 647,822	\$ 71,980	Expense
\$ 3,965	\$ 441	Budget Variance
		
FY24 TOTALS		9 Months
Total	Average	(PLSO Stand Alone)
\$ 781,327	\$ 86,814	PLSO Revenue
\$ 642,822	\$ 71,980	PLSO Expense
\$ 133,505	\$ 14,834	PLSO revenue - expense
\$ 133,505	\$ 14,834	PLSO 02A YTD ±
Total	Average	(DNR Exec Included)
\$ 781,328	\$ 86,814	OFM Revenue Report
\$ 647,822	\$ 71,980	PLSO Expenses
\$ 145,941	\$ 16,216	Admin & Other Expenses
\$ 797,474	\$ 88,608	OFM Expense Report
\$ (16,146)	\$ (1,794)	OFM revenue - expense
	\$ 305,969	OFM Fund 02A Balance
	\$ (16,147)	BTD Balance change
	-4.67%	BTD Percent Change

- **Record Indexes**

Dennis Studeman reported that since the January 25, the PLSO added the following quantities of indexes into WebXtender:

- 6881 Total Indexes
- 2672 Current Surveys Indexed
- 4134 Historic Surveys Indexed
- 75 LCRs (267 in previous period)

- **Donated Records**

David Icenhower reported:

- Record collections waiting to be donated:
  - Larry Signani - WH Pacific, Bothell
    - Larry is assessing information.
  - Richard Norris (collection of others) – Shelton
    - Ann plans to pick up collection soon.
  - Tacoma Power – Hydro projects & transmission line right of ways in the 1900's
    - Date of pick up to be determined.
  - DNR Northeast Region (collections of Thomas Carlson and Wes Thomas) – Colville
    - Date of pick up to be determined.

- **Outreach/Training**

- **WSACA** – Recorder's Webinar, February 14th. David and Dennis gave a presentation on survey map recordings.
- **LSAW**
  - **Conference**, February 28<sup>th</sup> – March 2<sup>nd</sup>
    - David and Dennis presented on the PLSO.
    - Dennis and Ann staffed a booth, handed out information, and answered questions.

- **NW Chapter, LSAW – April 2<sup>nd</sup>**
  - David presented on Monument Preservation
- **City of Bellingham Public Works – April 2<sup>nd</sup>**
  - Met with Bob Morse, the Deputy Director of PW, and Engineering staff.
  - Discussed monument preservation.
- **News and information sent via Mail Chimp**
- **NGS Webinar Series:**
  - a. Progress Toward a Modernized NSRS
  - b. Tying It All Together: NGS Field Operations
  - c. How Do Absolute Gravity Meters Work, And How Do We Know They Work?
- **Outreach Concerning Monument Destruction**
  - Paul Galli reported that the Board of Registration (BRPELS) printed an article written by himself on a “best practice” for monument perpetuation. The article was directed at Engineers because they are typically project managers for projects that often destroy monuments.
  - Ken Swindaman reported that he is working to have 811 perform utility locating for design purposes, not just for active construction.

## **Active Items**

- **Update of GNSS Guidebook**
  - Bob Morse reported that he has received 9 questionnaires regarding how people are using GPS. Work continues behind the scenes.

## **New Items**

- Proposed revisions to WAC 332-130-050

- David Icenhower requested that the SAB and WSACA review the recording checklist and have a committee provide input.
- Dennis proposed a meeting with Casey Kaul, Kim Eisenbacher, Gary Letzring, David Icenhower, himself, and possibly others to discuss specific potential revisions.
- David Icenhower asked the SAB to consider creating a WAC to replace the existing SAB bylaws.
  - Gunnar expressed concern that a WAC is more difficult to amend than the bylaws.

## **Good of the Order**

- David Icenhower reported on Chip Seal report to County Road Administration Board (CRAB).
  - 11 counties have not signed Memorandum of Understanding (MOU).
  - 15 counties did not submit Completion Report for 2023 season.
  - 19 counties did not submit a plan for 2024.
- David and Tom Gray reported that the Washington Council of County Surveyors (WCCS) has recently voted to change their name to the Washington Council of Government Surveyors (WCGS). Information has been sent out to known government surveyors and there is a need to spread the word about this change.
- Tom Barger announced that there is a low distortion projection committee meeting being held once a month by WSDOT which he is attending along with Gavin Schrock.

## **Future Meetings**

- July 25, 2024 – PLSO, Tumwater
- October 24, 2024 – location to be determined.
- January 23, 2025 - location to be determined.

## **Adjournment**

- Gary Letzring adjourned the meeting at 9:27 a.m.