

**ROCK COUNTY
LAND INFORMATION COUNCIL
MONDAY OCTOBER 28, 2013 - 9:00 A.M.
CONFERENCE ROOM – N2
ROCK COUNTY COURTHOUSE – 5TH FLOOR**

Minutes

1. Call to order.

The meeting was called to order at 9:00 am on Monday, October 28, 2013. Chair Schultz presided. In attendance were: Jennifer Borlick, Vicki Brown, Mickey Crittenden, Debra DeWitt, Jason Houle, Sandra Kraft, Randy Leyes and Kris Pehl. No members were absent.

2. Approval of Agenda.

Chair Schultz moved to amend agenda to read "Approval of Minutes of May, 6, 2013." Supervisor Kraft moved to adopt the agenda. Ms. Pehl seconded. ADOPTED as amended.

3. Approval of Minutes of May 6, 2013

Ms. Brown moved to adopt the minutes. Supervisor Kraft seconded. ADOPTED as presented.

4. Communications and Announcements

Chair Schultz introduced the two newest members of the Council: Jason Houle and Debra DeWitt. Introductions were made all around

Ms. Borlick announced that the Rock County GIS webmap is up and running. Also, there has been one "user focused" application created to help county residents see changes in floodplains due to FEMA preliminary Flood Insurance Rate Maps which is available

Ms. Borlick announced that there will be an open house on Wednesday (6:00 pm at Marshall Middle School) for residents to see the new preliminary floodplain maps. There are approximately 4,000 parcels that will have some sort of change to the floodplain maps; approximately 300 parcels coming in to the floodplains and 300 leaving the floodplains. The reason they are being updated is that the floods in 2008 didn't react the way it was anticipated to react as well as substantial changes to the elevations over the last several years.

5. Information Item: Update on Wisconsin Land Information Program

a. 2013 -2015 Biennial Budget Act 20 changes

Chair Schultz announced that the Department of Administration (DOA) has to create an implementation plan for statewide parcel map. Counties must coordinate with the DOA to provide underlying data. Stakeholder groups such as WLIP, Real Property Listers, Registers of Deeds will be involved. This legislation is tied to the "Deer Czar" report that stated that the data used by the Department of Natural Resources (DNR) does not have the best geospatial information for deer management. At this point we are unsure if the statewide data will be made available publicly. It will be used by state agencies to make decisions. There will be some type of update cycle. The Counties will still have the most

updated information. We are hoping for an electronic update to save time on our end. The DOA will need to develop a searchable format for information related to parcels that is to be posted on each County's website such as Property assessment data, improvements, total value, class, fair market value, property tax, property address, acreage and zoning. Chair Schultz is still waiting for clarification on zoning as we do not have county zoning. Rock County is responsible for shoreland zoning, airport zoning and floodplain zoning. The County already maintains most of this already, although we would need further clarification to determine if we meet all of these requirements.

b. Base Budget & Training Grants

As part of Act 20, there were increases to base budget and training grants. Base Budget Grants were increased from \$50,000 to \$100,000. Rock county records more than both amounts so we are not eligible for those grants. Training grants have been increased from a minimum of \$300 to at least \$1000. The goal of both grants is to help smaller counties get their monumentation and parcels completed. The designation of \$2.00 of each recording fee to be used on the internet has been removed which means it can be used for all land records modernization. In 2015 the \$5 redaction fee will expire. Instead the recording fee will increase to \$30 and \$5 will be sent to the state for possible statewide strategic initiative grants.

c. Statewide Parcel Map

Not related to Act 20, the Department of Revenue is re-writing the assessor's manual and is looking at implementing of 35 digit parcel manual. Stakeholders are trying to have input as to whether or not it will be mandatory and how it is implemented.

d. Update frequency for Land Information Plans

As a result of Act 20, the update frequency for the county Land Records Modernization Plan will move from every 5 years to every 3 years.

e. Penalties and Deadlines

As a result of Act 20, failure to meet the deadlines of the requirements of the Land Information Program will result in penalties that are listed in the statute. As an example: The searchable format must be implemented by 6/30/2017. If a county does not meet that deadline, they will lose grant eligibility and lose 25% of fees retained by the county.

6. Information Item: Ongoing Land Records Projects Recap

a. Redaction & Back Scanning - Register of Deeds

Mr. Leyes gave a brief history of the redaction program starting with the change of the recording fee from a per page fee to a flat fee in July of 2010. There was also a \$5 per recording fee that was specified for the redaction of Social Security numbers for documents served on the web. It is anticipated that Rock County will collect \$650,000 in collection fees. Fidlar scanned documents from 1935-1978. There were 430,000 documents scanned with 750,000 images created. These are being enhanced and will be placed in the Land Records system for redaction. These are anticipated to be an additional 190,000 images. Tracts and abstracts are being scanned as well. Mr. Crittenden stated that they are increasing additional storage capacity to meet Land Records needs.

b. Tie Sheet & Scanning – Surveyor

Mr. Houle distributed handouts of the new webpages. In the past if someone needed access to the tie sheets, they would need to come in to the office to look up the surveys. His department has made improvements to the system that have allowed easier access for users to find them online. He has received positive feedback from the users. Mr. Houle described how to access the information. He said his idea was driven by the needs he had as a surveyor in the private sector. He was able to help reduce foot traffic, copying costs and staff time. He floated the idea of a subscription based service.

7. Information Item: 2014 Land Records Projects

Chair Schultz distributed the land records budget overview for what Land Records in 2014. The three big ticket items were discussed.

a. Large format scanner.

Scans up to 36" wide for the Surveyors office. This would replace (?) the scanner in the Register of Deeds office purchased in 1995. The scanner would be housed in the surveyors office. It would be available to Register of Deeds and the Land Records department. This is a roller plotter and would not fit the needs for all maps in all departments. Those maps would need to be contracted out.

b. Server replacement

The server OS is not recommended for the new ArcGIS Server software. The old servers will be re-deployed.

c. GPS Unit for Land Conservation.

Will help to define CRP programs and easements. The unit is a Carlson unit and is the same unit as is in the Surveyors Office.

The rest of the budget is hardware for the Treasures Office and the Register of Deeds Office. The rest is standard software and maintenance for current programs.

Mr. Leyes left the meeting.

8. Information Item: Orthoimagery RFP Results

Chair Schultz gave an overview of the Wisconsin Orthoimagery Consortium. There were some questions and concerns by the Land Records Committee. There will be another flight in 2015 and they wanted Letters of Intent by November of this year. The Land Records Office worked with the Purchasing Office to develop an RFP. We learned that we are not saving very much money going with the WROC program. We are looking at going out on our own so we can get what we want without compromising our needs. We will submit another RFP in 2014 for 2015.

9. Future Agenda Items. There were no requests for future agenda items.

Next Meeting Date will be Monday, May 5 at 9:00 am

10. Adjournment

The meeting was adjourned at 10:08 am. Ms. Pehl moved to adjourn. Mr. Houle seconded.

Minutes by Jennifer Borlick

Minutes are not official until approved by the Land Information Council