

**ROCK COUNTY  
LAND INFORMATION COUNCIL  
MONDAY MAY 6, 2019 - 2:00 P.M.  
COURTHOUSE CONFERENCE CENTER  
ROCK COUNTY COURTHOUSE – 2ND FLOOR**

AGENDA

1. Call to order.
2. Approval of Agenda.
3. Approval of Minutes of October 22, 2018
4. Communications and Announcements
5. **Information Item:** Update on Wisconsin Land Information Program
  - i. Strategic Initiative Grant Update
  - ii. Statewide Parcel Map Update
  - iii. 2018 Retained Fee/Grant Report
6. **Information Item:** Ongoing Land Records Projects Update
  - i. Database Migration
  - ii. Web Server & Security Certificate Update
  - iii. ArcGIS Online Update
  - iv. Census Data Update
7. **Action Item:** 2020 Budget Items
  - i. 2020 Orthoimagery and LiDAR Flight
8. Future Agenda Items.
9. Next Meeting Date.
10. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail [countyadmin@co.rock.wi.us](mailto:countyadmin@co.rock.wi.us) at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

**ROCK COUNTY  
LAND INFORMATION COUNCIL  
MONDAY OCTOBER 22, 2018 - 2:00 P.M.  
COURTHOUSE CONFERENCE CENTER  
ROCK COUNTY COURTHOUSE – 2ND FLOOR**

**AGENDA**

1. Call to order. Chair Schultz called the meeting to order at 2:00 p.m. in the Rock County Courthouse Conference Center.  
Committee Members Present: Chair Michelle Schultz, Vice Chair Sandy Disrud, Dara Mosely, Kris Pehl, Michelle Roettger, Jennifer Borlick, Brad Heuer, and Supervisor Mary Mawhinney  
Committee Members Absent: Deb Dewitt  
Staff Members Present: Colin Byrnes

2. Approval of Agenda: Moved by Ms. Borlick, 2<sup>nd</sup> by Supervisor Mawhinney. Adopted
3. Approval of Minutes of May 7, 2018: Moved by Ms. Borlick, 2<sup>nd</sup> Kris Pehl. Approved as presented.
4. Communications and Announcements

Ms. Schultz introduced Dara Mosely, Interim IT Director.

Ms. Borlick distributed Address Point & Street Centerline Data Standard Proposal and table drafted by the Wisconsin Land Information Association (WLIA). The purpose is to create an even exchange of data between the state and municipalities/counties and the National Emergency Number Association (NENA). It is not a mandate, but an effort to standardize data.

5. **Information Item:** Update on Wisconsin Land Information Program
  - i. Strategic Initiative Grant Update: Chair Schultz-The 2016 Grant was closed in May 2018 and received the 2<sup>nd</sup> half payment. The 2017 Grant should close out by the end of 2018. We will be asking for an extension of the 2018 Grant into 2019. We will be applying for a Waiver of the 2019 \$50,000 Grant to be used in addition to the 2020 Grant on the ortho imagery and elevation project. The amount of the grant may decrease to \$40,000 as a result of exhausting the overage fund and to match a decrease in recordings.
  - ii. Statewide Parcel Map Update: Chair Schultz- We received our Report Card on the submission of data for 2018. We did OK. There was 1 conversion error that has been noted. It has been requested that the City of Beloit change their data schema from having First Name & Last Name owner fields to be Owner 1 & Owner 2 to match our system. The next submission will be March 2019. The information is currently published on the Statewide Parcel Map site.

- iii. 2019-2021 Land Information Plan Update: Ms. Schultz -Everyone received a draft and reviewed the materials for their section. We did not receive any comments from peer review. One change since the draft version is Appendix B. The fee schedule has been amended to include hard copy cost of \$.15 per page per Administration. Ms. Borlick stated the time it takes to fulfill a data request has decreased a great deal therefore the fees have been re-evaluated. Many files can be downloaded from the website. Other costs for digital data are based on transfer time. If a file can be transferred in under 15 minutes, no charges will accrue. More than 15 minutes is \$50/hour. See Appendix B for details. Data "Sales" amount to less than \$1000 annually in the budget.
6. **Information Item:** Ongoing Land Records Projects Update.
- i. Address Project Update: Mr. Byrnes stated the Towns of Rock, Plymouth and Center are complete. Town of Janesville and Milton will be complete by the end of the year. This will complete replacing address signs that were non-compliant. The installation will be complete for all towns in Rock County except Town of Beloit.
  - ii. Census Data Update: Ms. Borlick submitted the local update of census addresses to the Census Bureau for review regarding the 2020 Census. There will be more steps in the process to prepare for the Census. She stated if people have general questions about the Census, refer them to the website. [www.census.gov](http://www.census.gov)
7. **Information Item:** Web Server & Security Certificate Update: Ms. Borlick stated the new Security Certificate is installed. She is in the process of updating all of the software, instructions and applications.
8. **Action Item:** Approval of Land Information Plan 2019-2021: a motion was made to approve the Land Information Plan 2019-2021 by Supervisor Mawhinney, 2<sup>nd</sup> by Ms. Borlick. The next step for the plan is the P&D Committee, then it will go to County Board in December. The motion was approved.
9. **Information Item:** Federal Geospatial Data Act Update: Ms. Borlick stated this was first introduced 2 years ago, and became law this year. In simple terms, the federal government must work together with the state and local governments to have updated and complete geodata.
10. **Information Item:** NATRF22 Update: Ms. Schultz stated that when comments were solicited in the spring, WLIA commented they would like NATRF22 to recognize the Wisconsin Coordinate System. The locals have more detailed maps than NATRF22 and should continue to use them.
11. **Information Item:** 2019 Budget Items
- iii. 2020 Orthoimagery and LiDAR Flight: We are looking to do an elevation and imagery flight in 2020. We had a presentation by a vendor that would facilitate the use of a USGS grant. This includes following USGS criteria and writing the grant. The elevation cost would be \$174,000 and half would be covered by the grant. The County portion would be \$87,000. The County would apply the

Strategic Initiative Grants that we are "saving". The imagery cost estimate is \$58,000. We are looking at options to share costs. The City of Janesville is interested in working with us. We have not had a response from the City of Beloit yet. Mr. Byrnes would like to compare the cost/benefit analysis for getting the 3" better quality data. We currently have 6" county wide. There are a number of offices that use the imagery. Some tasks can be completed using the photos instead of traveling into the field. We will get an estimate on the different options.

12. Future Agenda Items: none
13. The next meeting date will be May 6, 2019 at 2:00 p.m.
14. Adjournment at 2:50 p.m. Moved by Ms. Borlick, 2<sup>nd</sup> by Supervisor Mawhinney.  
Approved.

Submitted by Sandy Disrud

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### Wisconsin Land Information Program County Retained Fee/Grant Report

**Instructions:**

If your county has accepted a grant under s. 16.967(7) WIS STATS or retained any fees under s.59.72 (5) WIS STATS, submission of this report to the Wisconsin Department of Administration, Division of Intergovernmental Relations is required by June 30<sup>th</sup> of the following year in accordance with s. 59.72(2)(b) WIS STATS.

County <b>Rock</b>	County FIPS <b>105</b>	Recording Period: From <b>Jan. 1, 2018</b> To <b>Dec. 31, 2018</b>
Name of Land Information Officer <b>Michelle Schultz</b>		Email Address <b>schultz@co.rock.wi.us</b>
		Phone Number <b>608-757-5610</b>

1. Amount awarded in WLIP grants under s. 16.967(7) Wis. Stats. in the reporting period (Jan. 1 – Dec. 31, 2018)	<b>\$ 51,000.00</b>
2. Amount of document recording fees retained under s. 59.72(5) Wis. Stats. for land information in the reporting period at \$8 per document (Jan. 1 – Dec. 31, 2018)	<b>\$ 194,800.00</b>
3. Total amount of grants and retained fees provided through the WLIP in 2018	<b>\$ 245,800.00</b>

Brief narrative or bulleted summary of 2018 land information activities, including relevant web-links:

Rock County makes use of retained fees to support core Land Information activities such as parcel mapping and software / hardware maintenance. Retained fees are also used to partially support core Land Information functions such as ensuring WLIP compliance, maintenance and revision of the parcel layer as better information becomes available; updating the land use plan; updating building footprints, hydrology and other features.

In 2018 we maintained the following web applications, and began upgrading them from FlexViewer to HTML:

Building Site Permit Plan App: <http://www.co.rock.wi.us/Rock/BuildingSitePermit/>  
 Airport Zoning App: <http://www.co.rock.wi.us/Rock/AirportZoning/>  
 Shoreland Zoning App: <http://www.co.rock.wi.us/Rock/ShorelandZoning/>  
 Floodplain Zoning App: <http://www.co.rock.wi.us/Rock/FloodplainZoning/>  
 Supervisory District Map: <http://www.co.rock.wi.us/Rock/SupervisoryDistricts/>  
 Zoning Jurisdiction Map: <http://www.co.rock.wi.us/Rock/CountywideZoning/>  
 Interactive Town Zoning App: <http://www.co.rock.wi.us/Rock/TownshipZoning/>

Lottery Credit  
 App: <http://rockcountylio.maps.arcgis.com/apps/View/index.html?appid=5d0db739250d40d7b1a5dc10ad01b514>

A Tax Lien Auction story map:  
<http://rockcountylio.maps.arcgis.com/apps/MapTour/index.html?appid=dc78207bdc254d49a44757273266e910>

An interactive map to assist Rock County Residents with connecting with their elected officials and determining their voting ward:  
<http://rockcountylio.maps.arcgis.com/apps/View/index.html?appid=623df514ae2446899ca3c029e76fc12b>

Brief narrative or bulleted summary of 2018 land information activities, including relevant web-links:

An interactive map to assist Rock County Residents with determining eligibility for Farmland Preservation Credits:

<http://rockcountylio.maps.arcgis.com/apps/View/index.html?appid=b555e7f27d1f4a02af93e83abb149f84>

The County Surveyors Office continues to scan and make available on their website plats of survey and tie sheets as they are filed in the office. <http://www.co.rock.wi.us/surveyor-available-records>  
Members of the Land Information Office continue to use training funds to stay current on software changes and industry best practices.

**Wisconsin Land Information Program  
County Retained Fee/Grant Report – Continued**

Land Info Spending Category	Project Title(s) Expand the height of rows if you have multiple projects in a spending category. Row height will automatically expand as you type. Do not delete rows. Add rows only for "Other."	Land Info Plan Citations Page number or section reference	Project Cost Note unit cost and project total for each project	Total Cost for Spending Category (ONE total per Spending Category)
Digital Parcel Mapping	70% Cartographers Annual Salary & Benefits. Project: To continually revise Rock County's GIS parcel layer as more accurate survey information becomes available. Core Land Information Function	Ongoing Cost Pg. 56	Total: \$51,930 \$37.85/hr  In-house	\$52,134
	Computer Supplies Project: Provides for hard copy output of parcel maps and Documents to Municipalities, Assessors and Public	Ongoing Cost Pg. 56	Total: \$204 24" roll paper 3 @ \$14/ea Large Format Ink 10 @ \$16/ea	
PLSS	Section Corner Remonumentation of County Boundary Cross charge to County Surveyor's Office 1 <sup>st</sup> & part of 2 <sup>nd</sup> Quarter 2018  SIG 2017	Project #11 Pg. 52	Total: \$17,651 \$53.74/hr  In-house	\$67,605
	Section Corner Materials used for Remonumentation of the County Boundary  SIG 2017	Project #11 Pg. 52	Total: \$3,021  Contracted	
	Upgrade of Carlson /Trimble Equipment for Section Corner Remonumentation Total Station, GPS & Data Collector (Partial Charge)  SIG 2017	Ongoing Cost Pg. 55	Total: \$22,755 Total Station: \$8,900 GPS & Data Collector: \$13,855 Contracted	
	Upgrade of Carlson /Trimble Equipment for Section Corner Remonumentation GPS & Data Collector (Partial Charge)  SIG 2018	Ongoing Cost Pg. 55	Total: \$5,826 GPS & Data Collector: \$5,826  Contracted	
	Section Corner Remonumentation of County Boundary Cross charge to County Surveyor's Office part of 2 <sup>nd</sup> Quarter, 3 <sup>rd</sup> & 4 <sup>th</sup> Quarter 2018  SIG 2018	Project #11 Pg. 52	Total: \$18,352 \$53.74/hr  In-house	
Other Parcel Work (e.g., ROD indexing)	Repair & Maintenance Register of Deeds Scanners Naviant	Ongoing Cost Pg. 55	Total: \$2,795  Contracted	\$2,795
LIDAR				0.00
Orthoimagery				0.00
Address Points				0.00

Street Centerlines				0.00
Software	ESRI Software Annual Maintenance ArcInfo / Advanced - Floating	Ongoing Cost Pg. 55	<b>Total: \$16,800</b> 11 @ \$1,527 ea Contracted	\$84,418
	ESRI Software Annual Maintenance ArcEditor / Standard - Floating	Ongoing Cost Pg. 55	<b>Total: \$1,500</b> 1 @ \$1,500 Contracted	
	ESRI Software Annual Maintenance ArcView / Basic - Floating	Ongoing Cost Pg. 55	<b>Total: \$1,200</b> 2 @ \$600 ea Contracted	
	ESRI Software Annual Maintenance ArcView – Stand Alone	Ongoing Cost Pg. 55	<b>Total: \$7,800</b> 17 @ \$458 ea Contracted	
	ESRI Software Annual Maintenance Spatial Analyst - Floating	Ongoing Cost Pg. 55	<b>Total: \$700</b> 2 @ \$350 ea Contracted	
	ESRI Software Annual Maintenance 3D Analyst - Floating	Ongoing Cost Pg. 55	<b>Total: \$700</b> 2 @ \$350 ea Contracted	
	ESRI Software Annual Maintenance Network Analyst - Floating	Ongoing Cost Pg. 55	<b>Total: \$700</b> 3 @ \$233 ea Contracted	
	Fidlar Technologies Application Register of Deeds Life Cycle (Annual Maintenance)	Ongoing Cost Pg. 55	<b>Total: \$55,018</b> Annual charge based on # of documents recorded Contracted	
Hardware	Annual Maintenance of 13 Rock County Land Information Office PC's	Ongoing Cost Pg. 55	<b>Total: \$46,345</b> 13 @ \$3,565 ea In-house	\$58,212
	Service Agreement for Rock County Land Information Office Large Format Scanner	Ongoing Cost Pg. 55	<b>Total: \$1,845</b> Contracted	
	Service Agreement for Rock County Land Information Office MFP - Planning	Ongoing Cost Pg. 55	<b>Total: \$1,154</b> Contracted	
	Service Agreement for Rock County Land Information Office MFP – Land Conservation	Ongoing Cost Pg. 55	<b>Total: \$1,414</b> Contracted	
	Recommended Replacement of one RCLIO Level 1 printer		<b>Total: \$188</b> Contracted	



	Recommended Replacement of one RCLIO Large Format Plotter		<b>Total: \$2,309</b> Contracted	
	Recommended Replacement of three RCLIO Level 1 PC for public access terminals		<b>Total: \$1,613</b> 3 @ 538/ea Contracted	
	50% of Recommended Replacement of one RCLIO MFP – Planning Department		<b>Total: \$3,344</b> Contracted	
<b>Website Development/ Hosting Services</b>	35% County Surveyors Office Annual Salary. Project: Input Vector Data and Tabular Data from Plats of Survey into GIS database for viewing and retrieving of the Internet	Ongoing Cost Pg. 56	<b>Total: \$37,344</b> In-house	\$52,344
	ArcGIS Server Licenses for internal server & web server. Allows for SDE data (parcels etc.) to be viewed on the internet via ArcGIS Server web application & Additional licenses for web server to speed up user experience.	Ongoing Cost Pg. 55	<b>Total: \$10,000</b> 2 @ \$5,000/ea Contracted	
	ArcGIS Image Extension for Server License Allows for Image datasets to be easily viewed on the internet via ArcGIS Server web application	Ongoing Cost Pg. 55	<b>Total: \$5,000</b> Contracted	
<b>Administrative Activities and Management</b>	45% Land Information Officer Annual Salary & Benefits: File reports, insure compliance, approve vouchers, prepare annual Budget	Ongoing Cost Pg. 56	<b>Total: \$51,121</b> \$45.89/hr In-house	\$51,121
<b>Training and Education</b>	Training Activities and Educational Opportunities for Rock County Land Information Office	Ongoing Cost Pg. 55	<b>Total \$8,968</b> 5 - WLIA Conference \$2,808 1 - WLIA Spring Regional \$226 2 - ESRI User Conference CA \$3,297 2 - WLIA Fall Regional \$815 1 - EWUG Conference \$612 1-ESRI Online Class \$1,210	\$9,168
	Wisconsin Land Information Association Annual Dues Group Membership	Ongoing Cost Pg. 55	<b>Total: \$200</b>	
<b>Other (specify in second column)</b>	Charter Communications High Speed Fiber Line to provide access to Land Records data for Land Conservation	Ongoing Cost Pg. 55	<b>Total: \$7,975</b> \$665/mo Contracted	\$8,015
	Computer Supplies / Data Sharing Media. Project: Provides for hard copy output and data sharing / transfer via CD or DVD.	Ongoing Cost Pg. 55	<b>Total: \$40</b> 36" Roll Paper 2 @ \$20/ea Contracted	
<b>TOTAL</b>				<b>\$385,812</b>
Amount of retained fees and grants spent on land records modernization in the reporting period Total may be more or less than the amount of grants awarded and fees retained in 2018 (if carried over from year to year)				

Amount of retained fees and grants carried forward to calendar year 2019 from previous years

\$ 249,433