

**DRAFT**

**LAND INFORMATION COMMITTEE MEETING  
February 12, 2016**

Members Present: Harold Johnson, Larry Bischoff, Ed Nelson, Larry Schraufnagel  
Also Present: Chris Planasch, Joyce Fiacco, Ted Dumke, Pete Thompson, Dianne Bell,  
Patti Hilker, Dale Schmidt  
Excused: Wayne Uttke

The Dodge County Land Information Committee meeting was called to order by Chairman Harold Johnson at 8:30 A.M., Room 3A, Dodge County Administration Building, 127 E. Oak Street, Juneau, Wisconsin. Roll call was taken and a quorum verified. It was confirmed that requirements of Wisconsin's Open Meetings law had been met.

No comments were received from the public regarding committee business.

Nelson motioned, second by Schraufnagel to approve minutes from the January 08, 2016 meeting. Motion carried.

There were no committee member reports for meetings attended outside of the regularly scheduled Land Information Committee meeting.

Planasch presented the Register of Deeds Revenue Report which included a monthly Summary of fees collected so far in 2016 which reports amounts returned to the State and amounts retained by the County in various revenue accounts. She noted the merger of the Public Access business unit (BU813) into the Land Information Office business unit (BU811). She also presented the Monthly Fees Summary Comparison from the previous month/last four (4) years with document recordings of 908, 979, 906, and 1685 for years 2016 back through 2013 respectively. No committee action was required.

Planasch presented the Register of Deeds Activity Report. Staff continues to index legal descriptions from documents recorded from March 17, 1999 back to April 1, 1987 in order to complete the index for these documents as currently, only grantor/grantees have been indexed (March 16, 1999 to January 21, 1999). Planasch reported that 40 volumes are ready to be imported pending a final review and completion of data conversion cleanup by Property Description Office. She anticipates completion of the project to compare birth records to the index (1877-1883) to be completed later in 2016. Removal of confidential information from the birth records (current records back to December 1975 and May, 1946 through July 1964) and marriage records (records back to 1977) continues. Staff is keeping up with new recordings with each having a project to work on as time permits. There are 12 subscriptions (no increase), 146 (increase of 1) escrow accounts, and 2355 self-registered accounts in LandShark. No committee action was required.

Fiacco presented the January Revenue Report for the Land Resources and Parks, Land Information Division business units noting the merger of business unit 813- Public Access into BU811-Land Information Office. No committee action was required.

Fiacco presented February estimate of the Department's 2015 Budget Summary for all business units in the Land Resources and Parks Department. Several business units previously anticipated to have shortfalls are now expected to return funds to the general fund. The Department will be returning approximately \$99,759 to the general fund primarily due to reduced expenses and increased revenues. The only business unit with an anticipated shortfall was Astico Park and it is expected to be less than \$1000. This amount can be reallocated between business units by the Finance Director as per county policies and procedures. Fiacco also confirmed Year 2015 to Year 2016 carryover requests of \$65,476 for park projects and \$60,000 to complete implementation of the integrated land information management system (LIMS) from GCS had been recommended by the Finance Committee February 9<sup>th</sup> for inclusion in a February 17<sup>th</sup> county board resolution. Fiacco also reported that she was working with Corporation Counsel, Finance Director and Parks and Trails Manager regarding a resolution from Planning, Development and Parks Committee to County Board in March to appropriate Astico Park insurance recovery funds from Year 2015 to Year 2016. No committee action was required.

Fiacco reported that the draft of the mandated three year update to the Dodge County Land Information Plan had been approved by the Department of Administration's (DOA) Wisconsin Land Information Program (WLIP) Grant Administrator. Additionally, the Dodge County Plan had been reviewed and approved by Manitowoc County's Land Information Officer (LIO) as part of the voluntary Land Information Officer (LIO) peer review process. She reported that Eau Claire County had also been assigned by the DOA to review the Dodge County Plan but when delivered to their LIO, she was informed that he had retired. She is awaiting word from their new LIO. Fiacco stated that she had completed reviews of Land Information Plans for both Manitowoc County and Eau Claire County. The DOA requires submission of documentation of Plan approval by the Dodge County Land Information Council and Dodge County Land Information Committee (LIC) along with the final Plan by March 31, 2016. The Plan document is to be reviewed by the Council shortly following this LIC meeting. The LIC determined to take time to review the Plan in greater detail before the March 11<sup>th</sup> meeting and consider the Land Information Council recommendation.

Fiacco reported that the 2016 Wisconsin Land Information Program (WLIP) \$1000 Training and Education Grant and \$50,000 Strategic Initiative Grant (SIG) applications had been approved by the DOA WLIP Grant Administrator. The bulk of the SIG will be directed towards acquisition of LiDAR to update the county's elevation data anticipated in 2017.

Fiacco presented an oral report regarding a January 2016 mandate from the WI Department of Public Instruction (DPI) to submit school district boundary data held in the county's assessment database as GIS polygons representing each school district in Dodge County by March 18, 2016 using the Legislative Technology Services Bureau's (LTSB) WISE (Wisconsin Shape Editor)-

Decade platform. WISE-Decade is a suite of mapping tools that assists counties comply legislative and legal requirements as required by WI state statutes. The request will help DPI meet criteria of the US Census Bureau, Geography Division, Boundary Quality Assessment and Reconciliation Project (BQARP) to correct Wisconsin's legal and administrative boundaries, expressly those for which DPI is responsible (i.e., school districts). DPI's goal is to use the uploaded geographic information from each county to validate and reconcile school district boundaries. Fiacco stated that Dodge County would meet the March 18<sup>th</sup> submittal deadline but has concerns that discrepancies can be resolved by the DPI's data delivery date to LTSB of late summer 2016. She stated that she would keep the committee informed of progress on the project.

Ted Dumke, Senior Land Surveyor, presented an oral report regarding a proposed \$450 annual access fee for use of the Wisconsin Continuously Operating Reference Station (WISCORS) network on which Dodge County survey equipment relies (Survey office and Highway Department). He stated that the system is used on a daily basis, allows for more efficient and accurate GPS data collection, and has eliminated the need for the County to maintain equipment for a second reference station. If established, the fee would become effective July 01, 2016. He and Fiacco will keep the committee informed as updates are received. This cost was not included in the 2016 budget as announcement of the proposal was not received until late 2015.

Fiacco presented the Activity Report for the Land Information Division of the Land Resources and Parks Department which includes GIS mapping, analysis and services, survey and tax parcel mapping activities, and Property Description operations. No committee action was required.

The meeting was adjourned at 9:22 A.M. by order of the Chair. The next regular meeting will be Friday, March, 11, 2016 at 8:30 A.M. in the Third Floor Conference Room, Room 3A, Dodge County Administration Building, 127 E. Oak Street, Juneau, Wisconsin.

Respectfully Submitted,

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Larry Schraufnagel, LIC Secretary  
LS: jjf

**Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.**

2016 REGISTER OF DEEDS MONTHLY SUMMARY FEES

	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>TOTAL</u>
State Portion of Transfer Tax	\$ 39,503.28	\$32,738.64						\$ 72,241.92
State Child Abuse Fund	1,141.00	1,561.00						\$ 2,702.00 *
State Vital Record Online Revenue	3,280.00	3,513.00						\$ 6,793.00 #
State Vital Record Online Expedite	-	-						\$ - %
WI Land Information Board	6,356.00	6,419.00						\$ 12,775.00 ***
Sales Tax	-							\$ -
								\$ -
<b>TOTAL STATE FUNDS COLLECTED</b>	<b>\$ 50,280.28</b>	<b>\$ 44,231.64</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 94,511.92</b>
								\$ -
County Portion of Transfer Tax	9,875.82	8,184.66						\$ 18,060.48
Real Estate Recording Fees	13,620.00	13,855.00						\$ 27,475.00
SSN Redaction	-	-						\$ -
Certified Copies (Births, Deaths, Marriages & Misc. Documents)	4,821.00	4,536.00						\$ 9,357.00
Misc. Copies of Recorded Documents	1,181.68	1,122.75						\$ 2,304.43
LandShark Copies	1,412.00	1,396.00						\$ 2,808.00
Document Images Non-Certified Copies	4,000.00	3,400.00						\$ 7,400.00 x
Rental Weatherization Stipulations	100.00	160.00						\$ 260.00 ****
FAX Charges	-							\$ -
Sub-Total	\$ 35,010.50	\$ 32,654.41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 67,664.91
								\$ -
County Land Information Office	7,264.00	7,336.00						\$ 14,600.00 ***
								\$ -
<b>TOTAL COUNTY FUNDS COLLECTED</b>	<b>\$ 42,274.50</b>	<b>\$ 39,990.41</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,264.91</b>
								\$ -
<b>TOTAL REVENUE COLLECTED</b>	<b>\$ 92,554.78</b>	<b>\$ 84,222.05</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 176,776.83</b>
<b>Document Count</b>	<b>908</b>	<b>917</b>						<b>1825</b>
Deposits to Escrow Accounts	\$ 3,439.00	\$ 5,799.00						\$ 9,238.00
Withdrawals from Escrow Accounts	\$ 5,894.00	\$ 4,599.00						\$ 10,493.00

\* \$7.00 of each first copy of a birth certificate issued by the Register of Deeds office

# \$8.00 of each first copy of a birth certificate & \$13.00 of each first copy of a death & marriage certificate issued by the Register of Deeds office

% \$10.00 expedite fee for each vital records request sent out by FedEx

\*\*\* Portion of each recording fee placed in separate state and county funds to be used for modernization of land records

\*\*\*\* \$20.00 Rental Weatherization Stipulation & Waiver validated by us

x Sale of non-certified copies of document images on disk or through LandShark Subscription Agreement

REGISTER OF DEEDS  
FEBRUARY, 2016  
MONTHLY FEES SUMMARY COMPARISON

	<u>February</u> <u>2016</u>	<u>January</u> <u>2016</u>	<u>Comparison</u> <u>Feb '16 to Jan '16</u>	<u>February</u> <u>2016</u>	<u>February</u> <u>2015</u>	<u>February</u> <u>2014</u>	<u>February</u> <u>2013</u>
State Portion of Transfer Tax	\$32,738.64	\$ 39,503.28	\$ (6,764.64)	\$32,738.64	\$28,810.32	\$20,827.68	\$26,130.24
State Child Abuse Fund	1,561.00	1,141.00	\$ 420.00	1,561.00	994.00	1,106.00	1,190.00
State Vital Record Online Revenue	3,513.00	3,280.00	\$ 233.00	3,513.00	2,748.00	2,993.00	3,167.00
State Vital Record Online Expedite	-	-	\$ -	-	-	-	-
WI Land Information Board	6,419.00	6,356.00	\$ 63.00	6,419.00	6,377.00	1,602.00	2,448.00
Sales Tax	-	-	\$ -	-	-	0.16	0.32
			\$ -				
<b>TOTAL STATE FUNDS COLLECTED</b>	<b>\$ 44,231.64</b>	<b>\$ 50,280.28</b>	<b>\$ (6,048.64)</b>	<b>\$ 44,231.64</b>	<b>\$ 38,929.32</b>	<b>\$ 26,528.84</b>	<b>\$ 32,935.56</b>
			\$ -				
County Portion of Transfer Tax	8,184.66	9,875.82	\$ (1,691.16)	8,184.66	7,202.58	5,206.92	6,532.56
Real Estate Recording Fees	13,855.00	13,620.00	\$ 235.00	13,855.00	14,560.00	12,565.00	18,910.00
SSN Redaction	-	-	\$ -	-	-	4,100.00	6,230.00
Certified Copies (Births, Deaths, Marriages & Misc. Documents	4,536.00	4,821.00	\$ (285.00)	4,536.00	3,950.00	4,324.00	4,217.00
			\$ -				
Misc. Copies of Recorded Documents	1,122.75	1,181.68	\$ (58.93)	1,122.75	1,261.31	1,406.00	1,282.33
LandShark Copies	1,396.00	1,412.00	\$ (16.00)	1,396.00	887.00	1,097.00	982.00
Document Images Non-Certified Copies	3,400.00	4,000.00	\$ (600.00)	3,400.00	3,850.00	3,250.00	3,600.00
Rental Weatherization Stipulations	160.00	100.00	\$ 60.00	160.00	40.00	60.00	40.00
FAX Charges	-	-	\$ -	-	-	2.84	-
Sub-Total	\$ 32,654.41	\$ 35,010.50	\$ (2,356.09)	\$ 32,654.41	\$ 31,750.89	\$ 32,011.76	\$ 41,793.89
			\$ -				
County Land Information Office	7,336.00	7,264.00	\$ 72.00	7,336.00	5,466.00	4,806.00	7,344.00
Public Access-Housing (Co. LI Office)	-	-	\$ -	-	1,822.00	1,602.00	2,448.00
			\$ -				
<b>TOTAL COUNTY FUNDS COLLECTED</b>	<b>\$ 39,990.41</b>	<b>\$ 42,274.50</b>	<b>\$ (2,284.09)</b>	<b>\$ 39,990.41</b>	<b>\$ 39,038.89</b>	<b>\$ 38,419.76</b>	<b>\$ 51,585.89</b>
			\$ -				
<b>TOTAL REVENUE COLLECTED</b>	<b>\$ 84,222.05</b>	<b>\$ 92,554.78</b>	<b>\$ (8,332.73)</b>	<b>\$ 84,222.05</b>	<b>\$ 77,968.21</b>	<b>\$ 64,948.60</b>	<b>\$ 84,521.45</b>
<b>Document Count</b>	<b>917</b>	<b>908</b>	<b>9</b>	<b>917</b>	<b>911</b>	<b>801</b>	<b>1224</b>
Deposits to Escrow Accounts	\$ 5,799.00	\$ 3,439.00	\$ 2,360.00	\$ 5,799.00	\$ 5,637.00	\$ 6,318.00	\$ 1,780.50
Withdrawals from Escrow Accounts	\$ 4,599.00	\$ 5,894.00	\$ (1,295.00)	\$ 4,599.00	\$ 4,661.00	\$ 4,858.00	\$ 1,420.50

**REGISTER OF DEEDS OFFICE**  
**UPDATES, GOALS and PRIORITIES - March, 2016**

Imaging of Historical Real Estate Records: To date we have imaged 965 paper volumes of various real estate records (Deed, Mortgage, Record, CSM, Plat, Miscellaneous, Probate, Organization and Corporation Books and Grantor, Grantee, and Tract Index Books). We have converted 310 of the paper volumes (Vol. 413 thru 103) of mortgage records. All of the real estate microfilm volumes have been converted. To date 555 volumes (Vol. 448 thru Vol. 1020) have been converted to digital image. We have imported the images of the grantor indexes from 1947 thru 1987. We are back indexing the legal descriptions from documents recorded from March 17, 1999 back to April 1, 1987 to complete the index for these documents. Right now they only have the grantor/ees indexed. So far we have indexed from March 16, 1999 back to January 20, 1999.

We have also been verifying the imaging index for the paper documents from 1974 back to 1877. To date we have verified from Volume 448 back to Volume 307. The purpose for this is to create an abbreviated index in LandLink for these documents, so they will be available to customers retrieving documents online through LandShark. There have been 35 volumes (Volume 600 to 635) imported into LandLink to date.

Vital Records:

Vital records have been entered in our computer index as follows:

Births - Comparing records to index (1894 - 1915) - Completed with the exception of some cleanup of questions on incomplete records - Continuing

Births - Current records back to 1894 (Complete)

Deaths - Current records back to 1877 (Complete)

Marriages - Current records back to 1877 (Complete)

Out of Wedlock Births - All records are entered

Service Discharges - Current records back to 1919 (Complete)

Imaging of vital records are completed as follows:

Births - Current records back to December, 1975 and May, 1946 thru July, 1964

Deaths - Current records back to 1967

Marriages - Current records back to 1977

Out of Wedlock Births - All records are imaged

Service Discharges - All records are imaged

The removal of confidential information from the birth and marriage records is an ongoing project. These are the records that still have to have confidential information removed:

Births - Records from August, 1964 to December, 1975

Marriages - Records from 1967 to 1977

Grantor and Grantee Indexing:

Organizations & Corporations (consisting of 20 Paper Volumes) have been entered in our computer index as follows:

Volumes 1 thru 20 - October 1877 thru July 1975 have been entered and verified.

Entering August, 1975 thru March, 1987 - Letters A thru O have been entered (P thru Z remain).

LandShark Accounts

As of March 4, 2016 we have 12 subscription accounts and 147 escrow accounts established. We also have 2393 self-registered accounts that have access to the grantor/grantee/tract indexes online, but not the document images.

# Dodge County Land Resources and Parks Department

Dodge County Administration Building  
127 East Oak Street Juneau, WI 53039

Phone: 920-386-3960 Fax: 920-386-3979 E-mail: [jfiacco@co.dodge.wi.us](mailto:jfiacco@co.dodge.wi.us)

3/3/2016

## REVENUE REPORT | Land Information, Survey, Mapping and Property Description

February 01, 2016 through February 29, 2016

### LAND INFORMATION- BU 811 and 814

*February* none -

**Subtotal of sales** \$ -

*February* Real Estate Recording Fees- BU 811  
# documents= 917 \$ 7,336.00  
[Up 9 documents from 908 in Jan 2016: \$7,264]  
[Up 6 documents from 911 in Feb 2015]  
[2016 Total collected: \$14,600 Budgeted \$105,600 in 2016]  
[Left to collect- \$91,000]

*February* Copier/Scanner Account- BU 814 \$39.00  
[revenues from department charge-backs for supplies]

**TOTAL February Revenue- BU 811 and 814** \$ 7,375.00

### SURVEY and MAPPING- BU 1101 and 1104

*February* NA -

**TOTAL February Revenue- BU 1101 and 1104** \$ -

### PROPERTY DESCRIPTION OFFICE- BU 1004

*February* Municipal Maps  
Document Reproduction 1.25

**TOTAL February Revenue- BU 1004** \$ 1.25



United States Department of Agriculture

Farm and Foreign Agricultural Services  
Farm Service Agency



February 17, 2016

**Joyce Fiacco**  
**Land Resources & Parks**  
**127 E Oak St.**  
**Juneau, WI 53039**

**Subject:** Bridges to Opportunity

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An exciting new opportunity to enhance our service to the agricultural community is now available through the Farm Service Agency (FSA), and I would like to share it with you.

Our Wisconsin, Dodge County office has been selected to launch a new service entitled *Bridges to Opportunity*. The overall goal is to establish a process to connect customers with partner organizations, and the resources and services they offer, through FSA. Our vision is to establish a referral process that allows FSA employees to provide customers with greater access to agricultural resources that will help them be successful. We would like for your organization to partner with FSA and share your existing resources, educational materials, and if appropriate, some of your organizations' points of contact to better serve our customers. We realize that many local FSA employees already refer customers to various programs and services provided by our partner organizations; however, we want to expand and standardize the process for the benefit of our customers and partners.

The *Bridges to Opportunity* service relies on customized Web-based software technology that easily refers customers to our partners, and/or provide them with immediate guidance and available resources. Customers with relevant inquiries will be connected directly with your organizations' points of contact through a referral process.

By partnering with FSA, you play a part in helping us expand our reach by building on our existing resources to better serve the agricultural community. To become a Bridges partner, please complete the Bridges Partner Agreement attached with this letter.

Should you have any questions, please feel free to contact me at 920.386.9999 x 2. I want to thank you in advance for your participation.

*Bev*  
  
Dan Breene  
Acting County Executive Director





# Bridges to Opportunity

## FACT SHEET

January 2016

### Bridges to Opportunity

#### OVERVIEW

Bridges to Opportunity (Bridges) began October 2014 and was launched as a way to utilize the 2,100 Farm Service Agency (FSA) county offices nationwide to help connect farmers and ranchers to additional services beyond the traditional FSA programs and loans. Through the Bridges software application, FSA employees are able to provide farmers and ranchers with information on grants, courses, events and activities provided by nonfederal agricultural organizations that have partnered with U.S. Department of Agriculture (USDA). Instead of searching multiple locations, or performing numerous Internet searches, farmers meet with FSA representatives in the county office to get information on various topics (i.e. - disaster programs, nongovernmental grants, technical assistance or other opportunities), for which they may qualify from the partner organizations.

#### HOW BRIDGES TO OPPORTUNITY WORKS

USDA has partnered with thousands of local, state, regional and national agricultural organizations that offer programs, nongovernmental grants, technical assistance, financial advice and other information vital to today's farmers and ranchers. Information from these partners is entered into the Bridges software application. For example, a farmer or rancher may come into the county office seeking information on organic production. An FSA employee can enter "organics" in the Bridges software application and a list of all local, state, regional and national organizations offering resources and services on organic production will come up. The FSA employee can email or print the information for the farmers and ranchers and send an email to one or more of the partner organizations informing them that the producer has an interest in learning more about their service or program. The database will contain information on all subject matters that affect producers, such as drought relief, beginning farmer information and disaster assistance.

#### LOCATION

As a new service offered by the USDA, Bridges to Opportunity is rolling out in phases. Currently, the program is in phase two and available in 20 states and 194 county offices that service 308 counties. The following counties have access to Bridges to Opportunity:

STATES	COUNTIES
California	Butte, Colusa, Glenn, Lassen, Modoc, Plumas, Shasta, Sierra, Siskiyou, Tehama, Trinity
Colorado	Adams, Arapahoe, Boulder, Broomfield, Denver, Jefferson, Larimer, Logan, Morgan, Phillips, Sedgwick, Washington, Weld, Yuma
Connecticut	Fairfield, Hartford, Litchfield, Middlesex, New Haven, New London, Tolland, Windham
Florida	Broward, Charlotte, Collier, De Soto, Glades, Hardee, Hendry, Highlands, Indian River, Lee, Manatee, Martin, Miami-Dade, Monroe, Okeechobee, Palm Beach, Sarasota, St. Lucie
Illinois	Bond, Clinton, Fayette, Jefferson, Macoupin, Madison, Marion, Monroe, Montgomery, Perry, Randolph, St. Clair, Washington
Iowa	Buena Vista, Cherokee, Clay, Dickinson, Emmet, Humboldt, Kossuth, Lyon, O'Brien, Osceola, Palo Alto, Plymouth, Pocahontas, Sioux
Louisiana	Avoyelles, Catahoula, Concordia, East Carroll, Franklin, LaSalle, Madison, Tensas
Massachusetts	Barnstable, Berkshire, Bristol, Dukes, Essex, Franklin, Hampden, Hampshire, Middlesex, Nantucket, Norfolk, Plymouth, Suffolk, Worcester
Minnesota	Carlton, Carver, Clay, Cook, Cottonwood, East Polk, Faribault, Kanabec, Kittson, Lake, Martin, McLeod, Mower, Meeker, Morrison, Norman, North St. Louis, Pine, Red Lake, Rock, South St. Louis, Todd, Traverse, Watonwan

**FACT SHEET**  
**BRIDGES TO OPPORTUNITY**

January 2016

STATES	COUNTIES
Missouri	Boone, Callaway, Cole, Franklin, Gasconade, Howard, Jefferson, Lincoln, Maries, Miller, Montgomery, Osage, Pike, St. Charles, St. Louis, Warren
Nebraska	Chase, Dawson, Dundy, Frontier, Furnas, Gosper, Hayes, Hitchcock, Lincoln, Logan, McPherson, Perkins, Phelps, Red Willow
Nevada	Carson City, Douglas, Esmeralda, Humboldt, Lander, Lyon, Mineral
New York	Albany, Chautauqua, Cortland, Genesee, Jefferson, Oneida, Ontario, Orange, Saratoga, Schenectady, Schoharie, St. Lawrence, Steuben, Tompkins, Warren, Washington, Yates
North Carolina	Alleghany, Ashe, Cumberland, Durham, Halifax, Hoke, Orange, Person, Robeson, Scotland, Wilkes
Ohio	Athens, Hocking, Licking, Wayne
Oregon	Clatsop, Columbia, Crook, Deschutes, Hood River, Jefferson, Malheur, Marion, Polk, Tillamook, Umatilla, Wasco, Washington
Texas	Anderson, Austin, Bexar, Cameron, Comanche, Cottle, Delta, Hale, Hopkins, Houston, Knox, Leon, Madison, Motley, Rains, Washington, Wood, Young
Virginia	Alleghany, Bath, Charles City, Henrico, James City, King George, New Kent, Rockbridge, Spotsylvania, Stafford, York

STATES	COUNTIES
West Virginia	Barbour, Berkeley, Boone, Braxton, Brooke, Cabell, Calhoun, Clay, Doddridge, Fayette, Gilmer, Grant, Greenbrier, Hampshire, Hancock, Hardy, Harrison, Jackson, Jefferson, Kanawha, Lewis, Lincoln, Logan, Marion, Marshall, Mason, McDowell, Mercer, Mineral, Mingo, Monongalia, Monroe, Morgan, Nicholas, Ohio, Pendleton, Pleasants, Pocahontas, Preston, Putnam, Randolph, Raleigh, Ritchie, Roane, Summers, Taylor, Tucker, Tyler, Upshur, Wayne, Webster, Wetzell, Wirt, Wood, Wyoming
Wisconsin	Adams, Columbia, Dane, Dodge, Green, Jefferson, Juneau, Kenosha, Marquette, Milwaukee, Ozaukee, Racine, Rock, Sauk, Walworth, Washington, Waukesha, Waushara

**FOR MORE INFORMATION**

For more information about Bridges to Opportunity, visit the website at [www.fsa.usda.gov/programs-and-services/outreach-and-education/Bridges](http://www.fsa.usda.gov/programs-and-services/outreach-and-education/Bridges) or contact a county offices where Bridges to Opportunity is offered. To find a county office visit <http://offices.sc.gov.usda.gov/>.

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*If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov).*

*Individuals who are deaf, hard of hearing or have speech disabilities and you wish to file either an EEO or program complaint please contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (in Spanish). USDA is an equal opportunity provider and employer.*

**United States Department of Agriculture (USDA)  
Farm Service Agency (FSA)**

**Bridges to Opportunity Participation Agreement**  
(12-1-2015)

**I. Purpose**

This agreement formalizes a relationship between:

\_\_\_\_\_, hereinafter referred to as the “Bridges Partner,”  
Official Name of Organization

and,

USDA’s Farm Service Agency, hereinafter referred to as “FSA,”

to participate in the Bridges to Opportunity service through FSA.

**II. Definitions**

Definitions pertaining to this agreement and participation in Bridges to Opportunity include:

Bridges Partner An organization or individual that agrees to participate in the Bridges to Opportunity.

Resources Free information that FSA is able to provide directly to its customers regarding agriculture, agribusiness, or a related subject matter or industry, including but not limited to educational material, and/or technical services pertaining to agriculture or general information that is otherwise useful to FSA customers.

**III. Objective**

The objective of Bridges to Opportunity is to make FSA customers aware of available agricultural resources without providing any endorsement of guarantees with respect to such resources.

**IV. Bridges Partner Responsibilities**

The Bridges Partner agrees to participate in Bridges to Opportunity by providing and maintaining up-to-date resources and contact information to be made available by FSA to its customers and not representing that FSA in any way endorses the Bridges Partner’s product or service.

**V. FSA Responsibilities**

As provider of the Bridges to Opportunity service, FSA agrees to provide a means of distributing information about the Bridges Partner to customers.

**Bridges to Opportunity Participation Agreement (Continued)**

**VI. Term, Scope, & Review**

This agreement:

- A. Becomes effective on the date when both the Bridges Partner and FSA representatives have signed it, and remains in effect until revoked by either party;
- B. May be revoked by either party with a 15 calendar day written notification to the other party;
- C. Applies to the Bridges Partner staff and offices within the following geographic/service area or region:  
\_\_\_\_\_ ; and,
- D. Shall be reviewed at least annually through a meeting of designated representatives for both parties.

**VII. Obligations**

By signing this agreement, both parties understand that:

- A. FSA and the government of the United States are not promoting or endorsing the Bridges Partner, its employees or agents, products, or services;
- B. The Bridges Partner may not represent that its status as a Bridges Partner in anyway is an endorsement by FSA or the government of the United States of the organization or its products and service;
- C. Nothing in this agreement shall obligate either party to obligate or transfer any funds; and,
- D. It is not intended to, and does not create, any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity, by a party against the United States, its agencies, its officers, or any person.

**VIII. Signatories**

By signing this agreement the signatories indicate that they are authorized to act in a representative capacity for their respective organization as it relates to the intent of this agreement.

**Bridges Partner:**

\_\_\_\_\_  
Name of Bridges Partner Signatory

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Farm Service Agency:**

\_\_\_\_\_  
Name of FSA Signatory

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Draft**

# WLIP Program Plan: 2016-2020

Updated February 8, 2016

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# 1 INTRODUCTION

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## 1.1 Purpose

Since it was created in 1989, the Wisconsin Land Information Program (WLIP), now administered by the Division of Intergovernmental Relations within the Wisconsin Department of Administration (DOA), has provided public funding to Wisconsin counties for the modernization of local land records. The purpose of this document is to give strategic direction for the Wisconsin Land Information Program for 2016-2020, in a manner similar to the county land information plans mandated by s. 59.72(3)(b). The plan includes recommendations for WLIP grant funding priorities, as well as initiatives to be led by the WLIP.<sup>1</sup>

This plan conservatively assumes the last two-year revenue trend will continue, which amounts to \$6.3 million in annual revenue for the Land Information Fund. As such, this plan lays out a proposal to continue to fund county Base Budget, Training & Education, and Strategic Initiative grants, amounting to 90% of revenue from the Land Information Fund being awarded to local governments. The remaining 10% is for statewide projects, such as further development of the statewide parcel layer, facilitation of access to data, administration of the Program, and other related activities.

The key proposals comprising this program plan could be implemented within the bounds of the current statutory and administrative authority of the program, determined by s. 16.967 and Administrative Rule Adm 47. In other words, this plan was designed such that the state legislature would not need to give additional authorization for DOA to implement this program plan.

## 1.2 Key Proposals

- *Every county is eligible for a \$50k Strategic Initiative grant in both 2016 and 2017, for the purposes of achieving benchmarks for parcel data formatting, completeness, and accuracy (\$3.6 million)*
- *Every county that retains less than \$100k in a year will continue to be eligible for an annual Base Budget grant to reach the \$100k threshold (~\$2.7 million)*
- *Every county will continue to be eligible for at least a \$1,000 Training & Education grant (\$72,000)*
- *Beginning in 2018, every county would be eligible for a Strategic Initiative grant every three years, in an amount covering the acquisition of a 6" resolution base aerial imagery product (~\$1.5 million)*
- *Beginning in 2018, counties without lidar or with lidar that is at least 10 years old would be eligible for a Strategic Initiative grant amounting to \$137.50 per square mile for lidar base products that include Quality Level II point cloud, digital elevation model, breaklines, and contour mapping (~\$0.8 million)*
- *Beginning in 2018, each county not receiving an aerial imagery or lidar grant would be eligible for a \$5-25k grant to work on parcel data development and PLSS (~\$260k-\$860k), or more if Land Information Fund revenue increases*
- *DOA will continue to carry out the duties of the department under s. 16.967(3), including administering WLIP grants and management of statewide projects (\$400k)*
- *DOA will continue to contract with an outside agency to further develop the statewide parcel map, including formulating additional benchmarks and creating a statewide PLSS layer (~\$125k)*
- *DOA will work toward greater access for parcels, zoning, lidar, aerial imagery, and other county GIS data (~\$105k)*

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<sup>1</sup> These are the rough outlines of one *possible* path the program could take in the next three years. This program plan document is being made available for the purposes of discussion and stakeholder feedback. No final decisions have been made on the allocation of WLIP funds beyond 2017. This document includes a budget scenario that may change.

### 1.3 Program Plan Timeline

The development of the WLIP program plan is expected to progress according to the following timeline:

Date	Milestone
2/10/2016	1 <sup>st</sup> draft plan reviewed and discussed by WLIC
4/13/2016	2 <sup>nd</sup> draft plan reviewed and discussed by WLIC
4/27/2016	3 <sup>rd</sup> draft plan distributed for public comment
6/08/2016	WLIC discusses public comments
6/22/2016	4 <sup>th</sup> draft plan voted on by WLIC
6/30/2016	Plan finalized

### 1.4 Program Background

The WLIP dates back to the Wisconsin Land Records Committee, created in 1985 and charged with making policy recommendations to improve land information in the state. Based on the work of that committee, the WLIP was created through 1989 Wisconsin Acts 31 and 339. That legislation also created the Wisconsin Land Information Board and gave it the authority to implement the Program. In addition, the original legislation contained a provision that required each county to establish a land information office in order to fully participate in the Program.

A key activity of the WLIP is planning for land records modernization. In 1991, the first instructions for completing plans for county-wide land records modernization were released, highlighting the Program's focus:

The objective of the Program is to facilitate the development of land information systems in the State of Wisconsin that are integrated vertically and horizontally. This is not to suggest the creation of a single, centralized land information system. Rather, the intent is the development of a decentralized confederation of systems where those with existing land records responsibilities would continue to collect, maintain and keep custody of land information . . . . The primary objective of the program is the organization and sharing of Land Information.<sup>2</sup>

The 1991 document went on to explain other components of the Program, including the retained recording fees funding mechanism that provides funding to both counties and the state, and the grant process.

In addition, the instructions listed the original eight Foundational Elements (Geographic frameworks, Parcels, Wetlands Mapping, Soils mapping, Zoning mapping, Institutional arrangements, Communications, Education and training, and Public access arrangements). The Foundational Elements incorporate nationally-recognized "Framework Data" elements, the major map data themes that serve as the backbone required by users to conduct most mapping and geospatial analysis. Since the Foundational Elements were originally defined, they have evolved over the years. They were most recently updated in the 2015 *Uniform Instructions for County Land Information Plans*.

#### FOUNDATIONAL ELEMENTS

PLSS  
Parcel Mapping  
LiDAR and Other Elevation Data  
Orthoimagery  
Address Points and Street Centerlines  
Land Use  
Zoning  
Administrative Boundaries  
Other Layers

### 1.5 Program Goals

Goals of the WLIP are informed by the duties of the Department of Administration listed by s. 16.967, the grant and retained fee priorities listed by s. 16.967, s. 59.72, and Administrative Rule Adm 47, and the program policy laid forth in the instructions for county land information plans. These goals include:

- Enable every county to develop, maintain, and operate at least a basic land information system
- Coordinate the modernization of land records and land information systems

<sup>2</sup> Wisconsin Land Information Board, *Recommendations and Requirements for County-Wide Plans for Land Records Modernization*, January 1991.

- Create a statewide digital parcel map by aggregating local parcel data
- Meet the searchable format standard for local parcel data
- Facilitate online access to GIS data stewarded by both local governments and state agencies
- Provide technical assistance and advice to state agencies and local governments with land information responsibilities
- Complete county Foundational Element layer coverage, foremost parcels

### 1.6 Act 20 and the Statewide Parcel Map Initiative

In a 2012 report on statewide deer herd management, Deer Trustee Dr. James Kroll wrote, "It is our opinion, Wisconsin once was viewed as an innovator for geospatial information services, but has fallen behind" (p. 17). Dr. Kroll identified Wisconsin's GIS deficiencies for deer herd management, as well as other purposes like economic development and forestry, leading to recommendations to adequately fund the development of geographic information systems (GIS) in Wisconsin.

In order to implement the Deer Trustee's recommendations, the Governor included an initiative to create a statewide digital parcel map, update the state's land cover map, and increase revenue for the Wisconsin Land Information Program in the 2013-15 biennial budget. As part of Omnibus Motion #249, the Joint Committee on Finance added details to this proposal that included the directive to target the new Land Information Fund revenue towards county land information systems, a guiding factor in the design of this program plan.

As enacted July 1, 2013, Act 20 had significant implications for the WLIP:

- It created the *Land Information Fund*, a segregated appropriation for state program revenue with statutory direction not to lapse funds from this appropriation
- Added a statutory directive to fund WLIP Base Budget grant eligibility up to the \$100k threshold
- Increased WLIP Training & Education grant eligibility from \$300 to \$1,000 per county
- Directed DOA to create a statewide digital parcel map in coordination with counties
- Directed counties to meet a searchable format standard for parcel information

The Statewide Parcel Map Initiative was born from Act 20, a land information initiative important for improving the quality of real estate information, economic development, emergency planning and response, and other necessary citizen services.

### 1.7 The WLIC

The Wisconsin Land Information Council (WLIC) was created by DOA through administrative action in June of 2015. The purpose of the council is to advise DOA on matters relating to the WLIP in the Division of Intergovernmental Relations, such as the allocation of grant funds, efficacy of grant projects, guidelines to coordinate land records modernization, legislative changes, and obtaining new sources of funding. The 12-member council is made up of private sector, local government, and state government stakeholder group representatives appointed by the DOA Secretary for three-year terms.

Organization/Trade Association	WLIC Member
Land Information Officers Network	Don Dittmar – Chair
Wisconsin Land Information Association	Adam Derringer – Vice Chair
Wisconsin Real Property Listers Association	Al Brokmeier
Wisconsin County Surveyors Association	Daniel Frick
Wisconsin Emergency Management Association	Maria Holl
Wisconsin Realtors Association	Cori Lamont
Wisconsin Department of Revenue	Mark Paulat
Wisconsin Land Title Association	Kris Pelot
Wisconsin Utility Association	Tim Statz
Wisconsin Society of Land Surveyors	Nathan Vaughn
State Cartographer's Office	Howard Veregin
Wisconsin Register of Deeds Association	Cindy Wisinski



# 2 PROGRAM FUNDING

WLIP funding for county land records modernization takes the form of register of deeds document recording fees retained at the county level and WLIP grants awarded. Counties may retain \$8 of the \$30 for land information and must submit \$7 of every \$30 register of deeds fee to the Land Information Fund, which funds WLIP grants. In order to be eligible to retain fees or receive grants, counties must meet program requirements, including utilizing funding consistent with a county land information plan approved by a county land information council and submitting annual reports on expenditures.

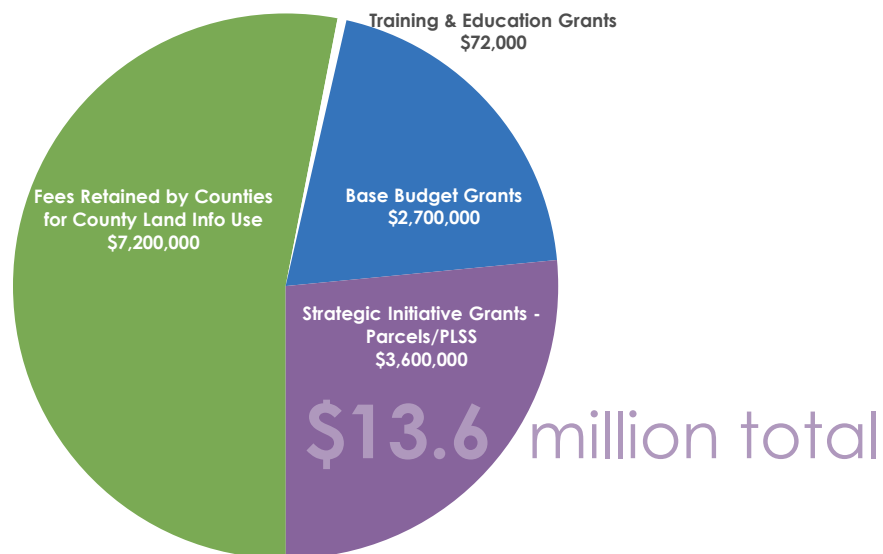
### ROD Document Recording Fee and the Land Information Fund

\$15	County Undesignated
\$8	County Retained for Land Information
\$7	State Land Information Fund
\$30	

DOA has awarded \$6.4 million in WLIP grants for 2016 and fees retained by counties for land information are projected to total \$7.2 million statewide, based on recent years' document recording levels.

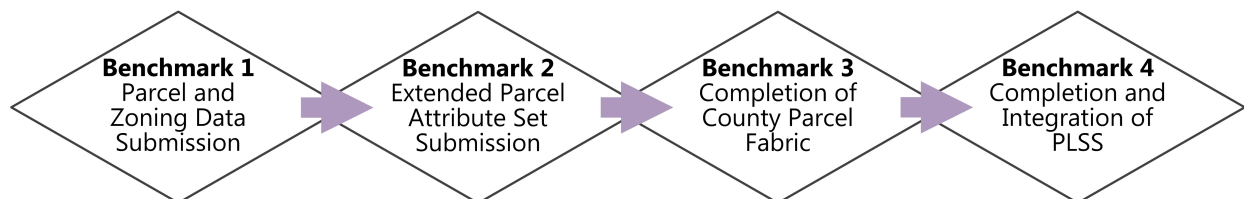
## 2.1 Current Distribution of Funding to Counties

Figure 1 shows the approximate amount of WLIP funding to counties statewide by funding category—retained fees, and three types of grants (Training & Education, Base Budget, and Strategic Initiative).



**Figure 1. 2016 County land information funding – Retained fees and grants**

Training & Education grants provide funding to enable county staff to stay current with rapid innovations in land records and GIS technology. Strategic Initiative grants are employed to meet statewide objectives for land information, specifically, the four benchmarks laid out in the 2016 WLIP grant application (Figure 2). Base Budget grants WLIP grants have mitigated large disparities in retained fee funding by ensuring that every county has at least \$151k in land information funding. Figure 3 on page 6 shows the current distribution of WLIP funding to counties.



**Figure 2. The four benchmarks for parcel dataset development from the 2016 WLIP grant application**

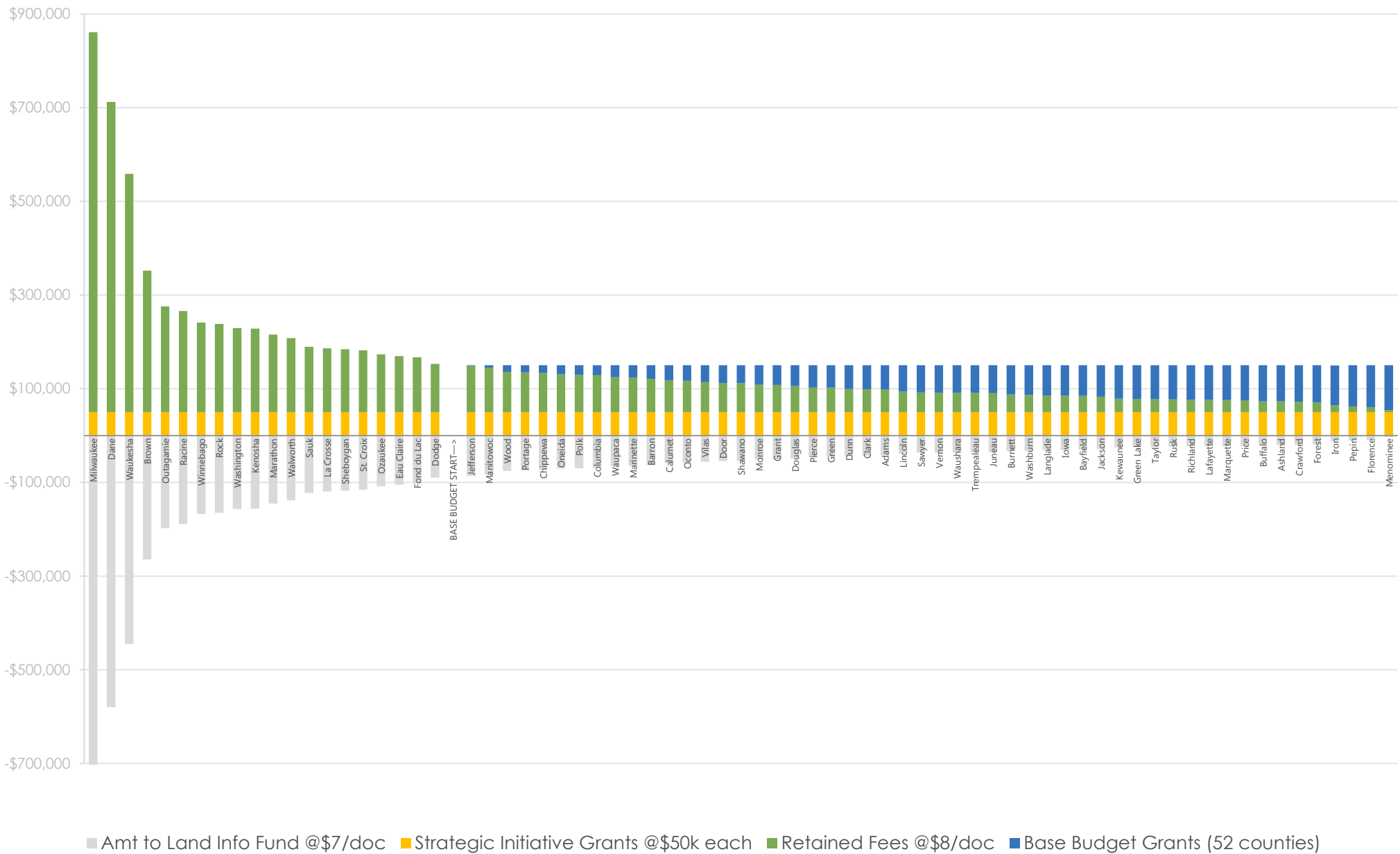
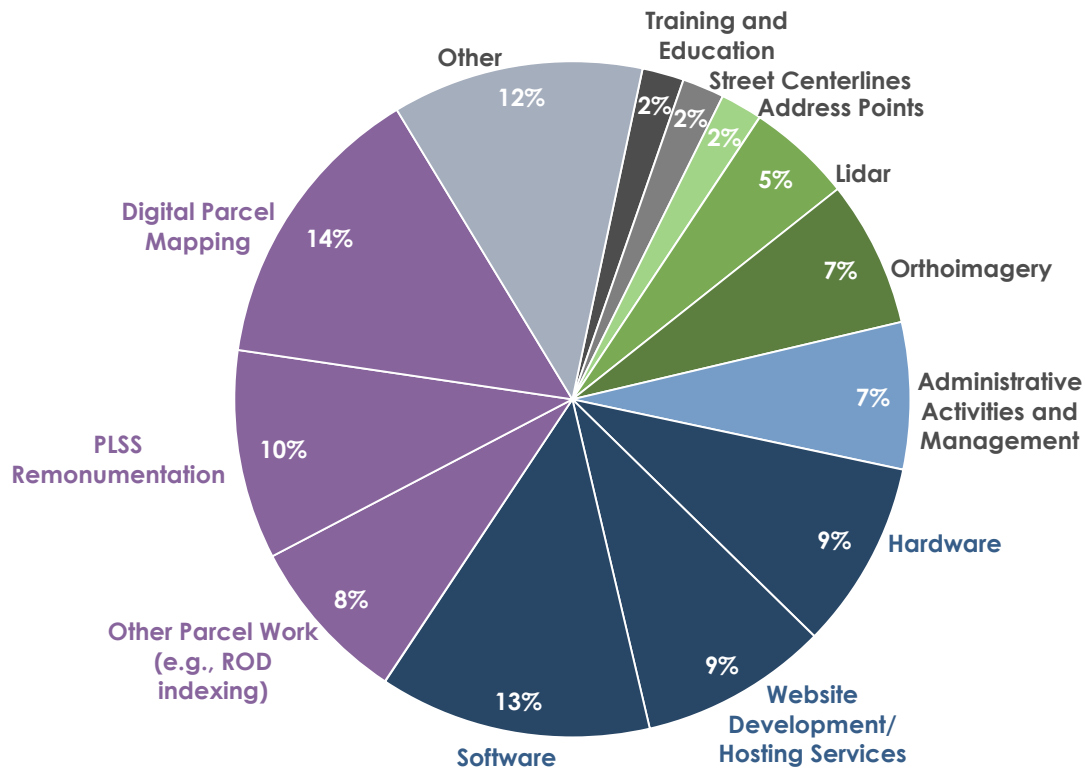


Figure 3. Distribution of all funding to counties for 2016

## 2.2 Expenditure of County Retained Fees and Grants

Counties submit annual expenditure reports on how WLIP retained fees and grants were utilized in the previous year and categorize their expenditures in a *Retained Fee/Grant Report*, in keeping with s. 59.72(2)(b). In 2014 (the most recent year for which there is reported expenditures), WLIP retained fees and grants—totaling \$8.0 million—were devoted to the areas depicted in Figure 4.



**Figure 4. County 2014 expenditures reported of \$8 million total**

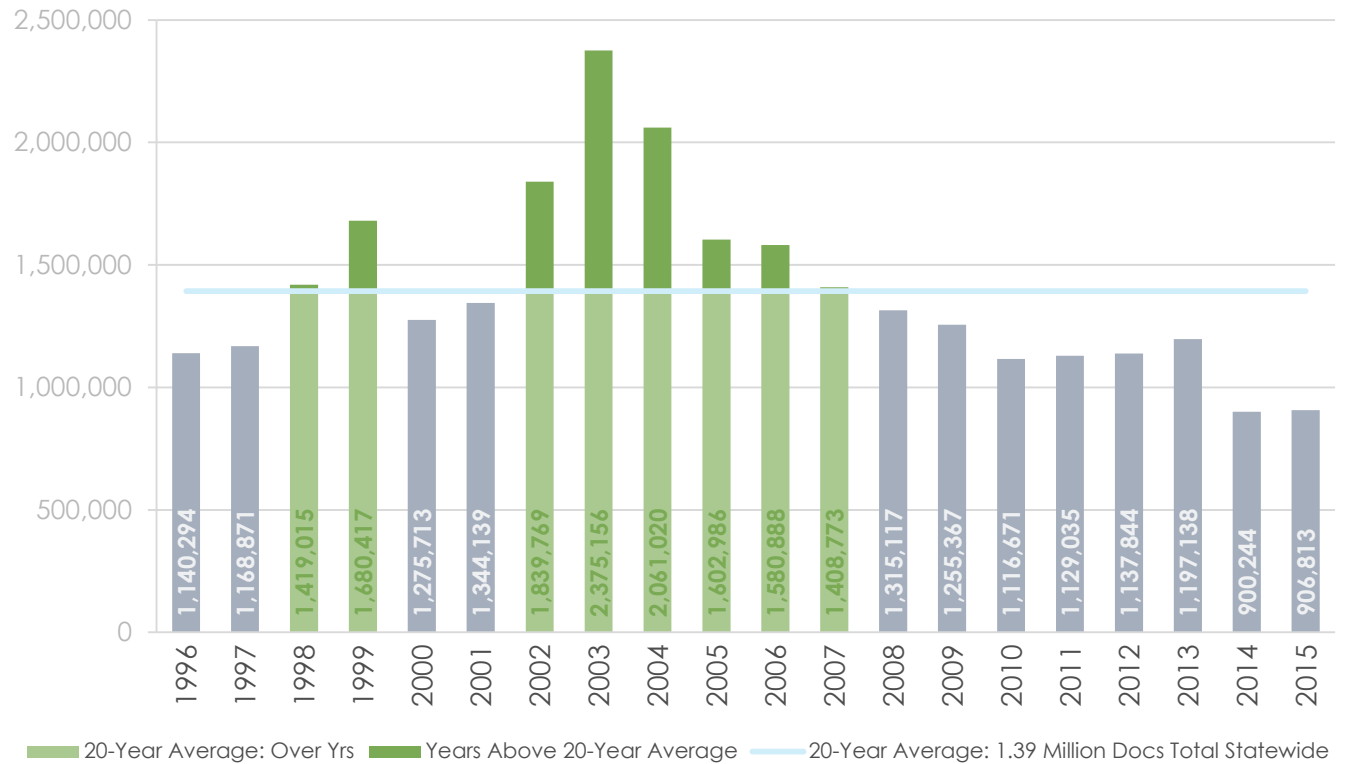
As is consistent with previous years, Figure 4 illustrates that about one-third of WLIP funding was used for the development and maintenance of county parcel datasets, including Public Land Survey System remonumentation and other parcel work. (PLSS expenditures for 2016 are summarized in Figure 5.) About another third of funding was used for computer hardware, software, and website development and hosting. These expenditures help to provide convenient access to land records through searchable databases, online interactive maps, and various types of mapping applications. The remaining third of WLIP funding supported a diverse range of activities, including the acquisition of LiDAR and aerial imagery, as well as the development of address points and street centerlines.



**Figure 5. Total PLSS Spending for 2016**

### 2.3 Revenue Trend

The number of documents recorded varies from year to year. For each of the last two years, the annual total has equaled about 900,000 documents. However, the last two-year average is well below historic averages, as represented in Figure 6.



**Figure 6. Number of register of deeds documents recorded statewide under s. 59,43(2)(ag)1 or e**

The last five-year average is 1,054,215 documents recorded, which would correspond to \$7.4 million in Land Information Fund revenue (at \$7 submitted per document recorded). Again, this program plan is built around the \$6.3 million revenue projection, based on the last two-year average of 900,000 documents recorded statewide.

# 3 CURRENT PROJECTS

The Land Information Fund is divided so that the overwhelming majority of funds—more than 90%—go to local governments for county land information projects. Currently, less than 10% goes to program administration and statewide projects coordinated by DOA. This chapter describes the county projects funded by the WLIP, DOA program administration and services, and statewide parcel projects for 2016-2017.

## 3.1 County Projects

With regard to the WLIP, county land information projects can be funded by:

- Retained fees
- Base Budget grants
- Training & Education grants
- Strategic Initiative grants

Current county projects are detailed in individual county land information plans, available in draft form at [www.doa.state.wi.us/WLIP](http://www.doa.state.wi.us/WLIP). These plans were last updated in 2015, and are due for county land information council approval and finalization by March 31, 2016. The plans detail the status of county Foundational Element completion and maintenance, the process of integration of land records into a county land information system, and current and future county projects.

### 3.1.1 Retained Fees

The WLIP enables a portion document recording fees to be retained, totaling \$7.2 million for 2015. Counties may retain \$8 of the \$30 of the register of deeds document recording fee under s. 59.43(2)(ag)1 or (e). This funding must be spent to implement a county land information plan, according to s. 59.72(5).

### 3.1.2 Base Budget Grants

The WLIP will award Base Budget grants to a sum of \$2.7 million in 2016. Every county that retains less than \$100k in a year is eligible for a Base Budget grant to reach the \$100k threshold. Because counties with modest real estate market activity do not generate substantial land information office revenue, Base Budget grants are provided in order to enable eligible counties to develop, maintain, and operate a basic land information system and develop and maintain Foundational Elements.

Counties that retain less than \$100k in retained fees for land information are eligible for a Base Budget grant according to the following formula:

<b>WLIP Base Budget Grant Eligibility Formula</b>	
<b><u>\$100k – ROD document recording fees @ \$8 per document recorded</u></b>	
Example:	County records 5,000 documents
	\$100k – (5,000 x \$8)
	<u>\$100k – (\$40k)</u>
	\$ 60k = Base Budget grant eligibility

In the first two years in which the Base Budget grants were fully funded to the \$100k threshold (2015 and 2016), Base Budget grants totaled about \$2.7 million statewide. For program planning purposes, it is worth noting that if in the future the number of documents recorded returns to a historical average, the total amount of Base Budget funding awarded may decline, as county retained fee revenue increases.

### 3.1.3 Training & Education Grants

The WLIP funds \$1,000 Training & Education grants, totaling \$72k million per year. Training & Education grants may be used for the training and education of county employees for the design, development, and implementation of a land information system.

## 3.2 Current Strategic Initiative Grants: Parcels/PLSS

### 3.2.1 Strategic Initiative Grants 2016-2017



**Every county is eligible for a \$50k Strategic Initiative grant in both 2016 and 2017, for the purposes of achieving benchmarks for parcel data formatting, completeness, and accuracy (\$3.6 million)**

The WLIP funds Strategic Initiative grants amounting to \$3.6 million for 2016. Strategic Initiative grants awarded in 2016 and 2017 are for the purposes of funding county achievement of the four benchmarks laid out in the 2016 WLIP grant application, focused on goals of parcel quality and completeness. Counties must prioritize their Strategic Initiative grant activities toward achieving the benchmarks in numerical order, beginning with Benchmark 1, proceeding to Benchmark 2, and so forth.

Note that there is a waiver on Benchmark 4 to allow counties to use Strategic Initiative grant funding to acquire lidar. This exception to the benchmark requirement was created so that counties would not pass up federal funding opportunities requiring a county match, such as the United States Geological Survey (USGS) 3DEP Program. If a county meets all of the benchmarks, it may use the remaining balance of the Strategic Initiative grant to fund county-level strategic initiatives.

## 3.3 Statewide Projects and Program Administration

### 3.3.1 DOA Administration and Services

Services provided by the Program and administration costs total \$400k for 2016. WLIP staff currently carry out the duties of the department under s. 16.967(3) for administration of the WLIP by engaging in activities including but not limited to:

- Awarding and administering WLIP grants to counties, with development of the annual grant application and attendant benchmarks and standards
- Recording annual county retained fee and grant expenditures, and reporting summary statewide statistics in annual report
- Recording monthly county retained fee revenues and number of documents recorded
- Creating, administering, and reporting on the annual WLIP survey of counties
- Producing an annual program report, project reports, and other documentation of Program activities
- Reviewing and approving three-year county land information plans and amendments
- Preparing guidelines to coordinate the modernization of land records, currently by instituting benchmarks for county parcel datasets and updated instructions for three-year county land information plans
- Through the geographic information officer, providing technical assistance and advice to state agencies with land information responsibilities
- Maintaining statewide land information officer list and regularly communicating with land information officers on matters relating to the Program
- Maintaining and distributing an inventory of land information available for the state, through the provision of county and state land information plans online, which inventory land information resources and access points
- Making Program materials available to the public online
- Identifying additional sources of funding (e.g., coordinating county applications for lidar through the USGS 3 DEP Program)
- Coordinating and staffing the Wisconsin Land Information Council
- Meeting, communicating, and coordinating with county land information officers, register of deeds, surveyors, real property listers, treasurers, public safety officials, realtors, state agency GIS personnel, Department of Revenue, vendors of land records software, and other stakeholders
- Coordinating with the GIS units of Wisconsin's state agencies, primarily through the State Agency Geospatial Information Council
- Coordinating with SCO to maximize efficiencies between the statutory duties of SCO and DOA
- Engaging in program planning and budgeting, including the engagement of stakeholders in participatory planning process and other strategic planning and implementation tasks.
- Analysis of legislation affecting land information and drafting of fiscal impact statements
- Researching best practices, current technology, industry developments, and standards
- Managing the Statewide Parcel Map Initiative

- Devising submission documentation with SCO
- Data request
- Data acquisition oversight
- Data sharing logistics
- Tracking of benchmark achievement with SCO
- Arranging for technology for distribution and access to the statewide database
- Collection of user feedback for assessment purposes
- Outreach and community engagement

### **WLIP Staff Budget**

WLIP staff within the Division of Intergovernmental Relations in the Department of Administration includes:

- Program Manager (0.35 position)
- Geographic Information Officer
- Grant Administrator
- Project Coordinator and Communications Analyst

<b>2016 WLIP Staff Budget</b>	
Salaries	\$242,536
Benefits	\$ 92,746
Supplies and Overhead	\$ 55,000
Travel	\$ 10,000
<b>Total</b>	<b>\$400,282</b>

### **3.3.2 Parcel Project Contractor**

The WLIP currently funds the parcel project contractor for approximately \$115k per year, which includes the cost of software. In order to define a collaboration between the State Cartographer’ Office (SCO) and DOA on the Statewide Parcel Map Initiative, an MOU has been signed for each phase of the project through the end of 2018. The MOUs define the scope of work and SCO responsibilities in creating each iteration of the statewide parcel layer and can be found at [www.doa.state.wi.us/WLIP](http://www.doa.state.wi.us/WLIP).

<b>MOU</b>	<b>Duration</b>	<b>Years</b>	<b>Amount</b>	<b>Annual Cost</b>
V1	July 1, 2014–September 30, 2015	1.25	\$121,765	\$ 97,412
V2	October 1, 2015–December 31, 2016	1.25	\$136,951	\$109,561

The primary project objectives successfully achieved by the V1 Project were:

- Establishing a statewide parcel GIS map layer by integrating county-level datasets
- Recommending a searchable format for parcel attributes for V2 and beyond
- Making recommendations on WLIP Strategic Initiative grants for parcel mapping activities in the form of benchmarks for parcel dataset development

The SCO-DOA Project Team is currently working on the V2 Statewide Parcel Map Database Project (V2 Project). As with V1, SCO is going well beyond aggregating county parcel datasets. SCO activities include but are not limited to:

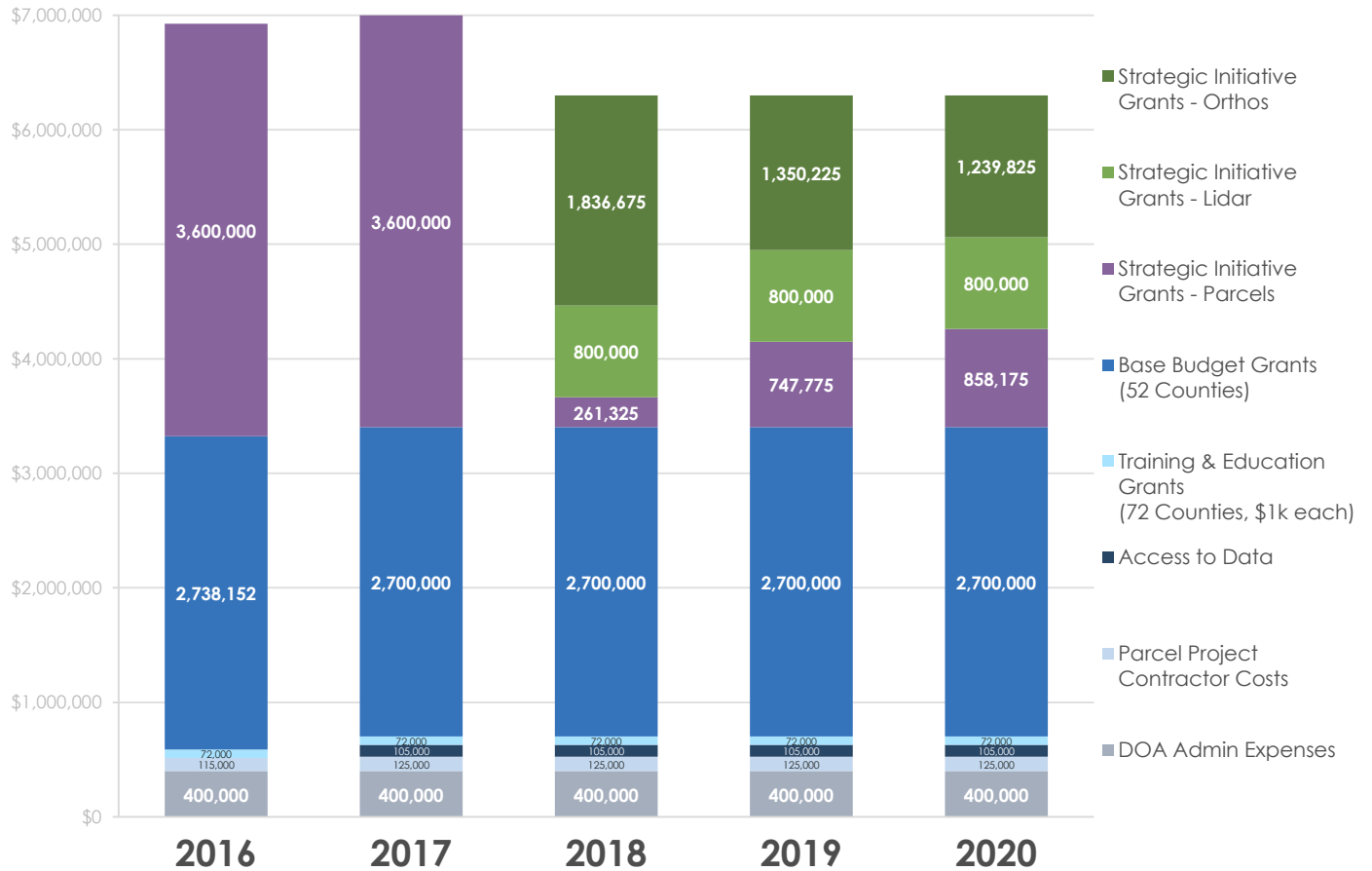
- Preparation and ingest of 72 county datasets
  - Data/metadata assessment
  - Parcel gap assessment
  - Staging data for processing
  - Attribute schema development
  - Field mapping documentation
- Local-level processing
  - Processing and joining auxiliary tables
  - Parsing, concatenating, and transposing

- Other processing as needed
- Aggregation
  - Configuring and mapping fields
  - Aggregating datasets
- State-level processing
  - Aggregating state-level data
  - QA/QC
  - Standardization
- Creating geoprocessing and other tools to assist counties in formatting data to meet parcel Benchmarks 1 and 2
- Developing and prototyping a process to update the statewide parcel layer to facilitate asynchronous updates on a county-by-county basis
- Developing a prototype solution to display zoning data
- Evaluation of county progress in in meeting parcel benchmarks
- Preparing a report to the legislature on progress in developing the statewide digital parcel map as required by s. 16.967(6)(b)

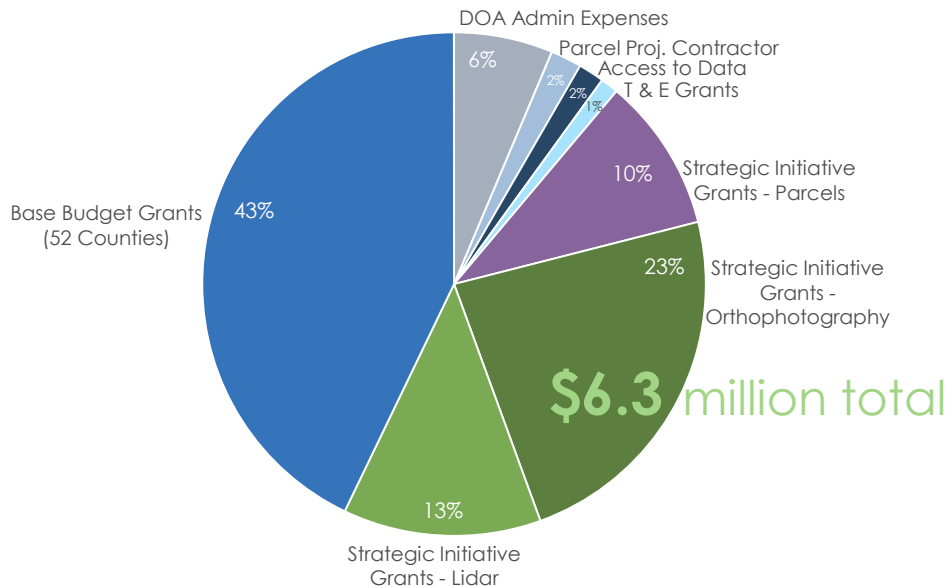


# 4 FUTURE PROJECTS: 2016-2020

This plan proposes future projects assuming that the last two-year revenue trend will continue, which equals \$6.3 million in Land Information Fund revenue per year. At least 90% of Land Information Funding would continue to be devoted to counties in the form of grants. Should document recording levels rise again, the additional funding could increase the size of some Strategic Initiative grants discussed in this chapter.



**Figure 7. (Above) Projected Land Information Program budget with proposed projects through 2020 and (Below) Projected average annual Program budget with proposed projects for 2018-2020**



Readers should note that these figures do not indicate a pre-commitment to spending. The Program is mindful that utilization of Land Information Fund revenue must be consistent with statutory spending authority, as described by s. 16.967, and should be for well-defined activities with statewide benefits.

This plan proposes to continue to fund county Base Budget, Training & Education, and Strategic Initiative grants with 90% of Land Information Fund revenue. As the Parcel Initiative matures and every county achieves the searchable format for their parcel and zoning dataset, this plan suggests the expansion of Strategic Initiative grant funding priorities.

Beginning in 2018, Strategic Initiative grant priorities will expand to encompass aerial imagery and the topographic mapping products of lidar.

#### 4.1 Future County Projects

##### 4.1.1 Future Retained Fees

For 2018 and beyond, counties may continue to retain \$8 of the \$30 of the register of deeds document recording fee under s. 59.43(2)(ag)1.or (e). This funding must be used to implement a county land information plan, according to s. 59.72(5).

##### 4.1.2 Future Base Budget Grants



**Every county that retains less than \$100k in a year will continue to be eligible for an annual Base Budget grant to reach the \$100k threshold (~\$2.7 million)**

Base Budget funding will continue with the same formula described in the previous chapter on Base Budget grants. However, beginning in 2018, if a county has yet to complete its digital parcel fabric, the county's Base Budget grant funding must be devoted to completing the fabric. Counties may continue using a "PLSS-first" methodology for parcel fabric completion.

##### 4.1.3 Future Training & Education Grants



**Every county will continue to be eligible for at least a \$1,000 Training & Education grant (\$72,000)**

#### 4.2 Future Strategic Initiative Grants: Aerial Imagery, Lidar, and Parcels

Beginning in 2018, Strategic Initiative grants will be prioritized to fund aerial imagery, lidar, and parcels. A basis for this is the self-reported priorities of counties from the annual WLIP survey. Aerial imagery and lidar were the most common selections listed as priorities for additional funding beyond parcels in the 2014 WLIP survey (Figure 8), as well as by state agencies and private companies. Please note that the prioritization of PLSS may be understated because it was addressed in another 2014 WLIP survey question.

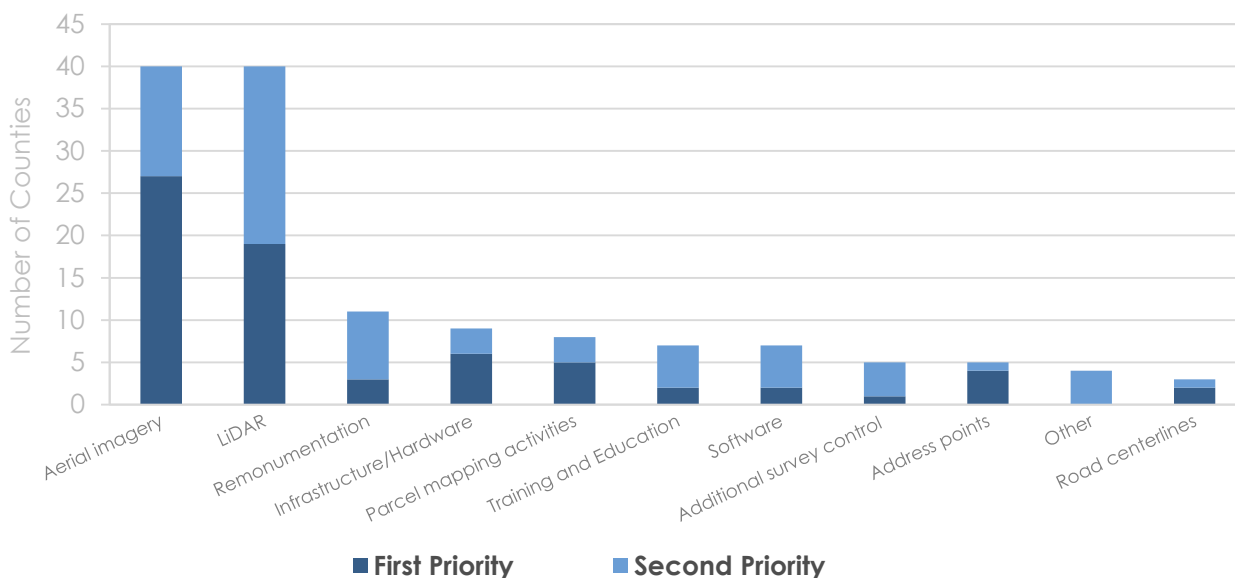


Figure 8. County priorities for additional funding beyond parcels from 2014 annual survey

With Strategic Initiative resources, it is important to continue to develop local parcel datasets to meet the parcel benchmarks laid out in the 2016 grant application and the V2 call for data submission documentation (available at [www.sco.wisc.edu](http://www.sco.wisc.edu)), as well as achieve *additional* benchmarks to be defined by 2018.

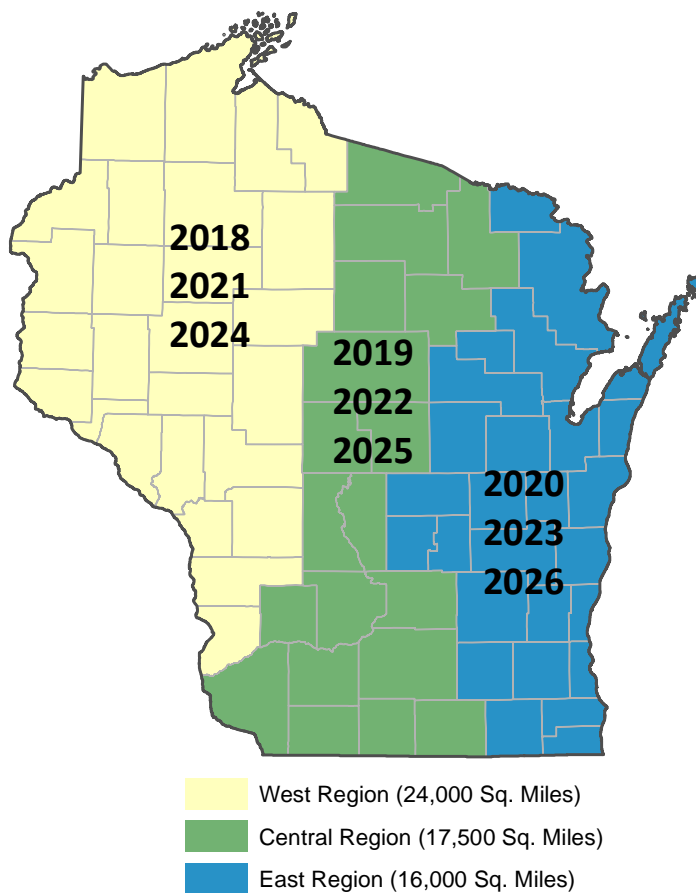
#### 4.2.1 Aerial Imagery



**Beginning in 2018, every county would be eligible for a Strategic Initiative grant every three years, in an amount covering the acquisition of a 6" resolution base aerial imagery product (~\$1.5 million)**

Grants for aerial imagery would be a part of a program that builds on the past success of the Wisconsin Regional Orthophotography Consortium (WROC) and generally follows the implementation recommendations of a publication produced by the State Cartographer's Office in 2014 called *Wisconsin Aerial Imagery: A Blueprint for Moving the State Forward*.

1. All counties receive full funding every three years to acquire base product via Strategic Initiative grants.
2. Establish a standardized three-year collection schedule, and collection regions that divide the state into three north-south zones which follow Regional Planning Commission boundaries (Figure 9).
3. Establish a minimum base product standard—spring “leaf-off” collection, 6” spatial resolution, four spectral bands, ASPRS Class II accuracy or better.
4. Develop a master imagery contract to be renewed every three years or simply specify standards to be met in grant agreements with counties. This issue should be examined with a recommendation to be made by the end of 2016.
5. Allow for local government “buy-ups” (upgrades) to higher resolution imagery, and additional products, such as lidar and planimetrics.
6. Aerial imagery will be made available in the public domain in Wisconsin Transverse Mercator, as well as to counties in another desired coordinate system.



**Figure 9. Proposed aerial imagery collection regions**

#### 4.2.2 Lidar



**Beginning in 2018, counties without lidar or with lidar that is at least 10 years old would be eligible for a Strategic Initiative grant amounting to \$137.50 per square mile for lidar base products that include Quality Level II point cloud, digital elevation model, breaklines, and contour mapping (~\$0.8 million)**

- This amount would provide the 50% local match minimum necessary for a USGS 3DEP lidar project
- The WLIP Strategic Initiative grant would not be dependent on a successful USGS 3 DEP grant application
- One Strategic Initiative lidar grant would span two years of Strategic Initiative grant eligibility

DOA will continue to coordinate the applications for federal funding through the USGS 3DEP program that may cover up to 50% of lidar acquisition and processing costs. It will also work toward providing publically funded lidar datasets, products in the public domain, and possibly additional lidar training.

#### 4.2.3 Parcels



**Beginning in 2018, each county not receiving an aerial imagery or lidar grant would be eligible for a \$5-25k grant to work on parcel data development and PLSS (~\$260k-\$860k), or more if Land Information Fund revenue increases**

Strategic Initiative Grants for parcel dataset development could range from \$5k to \$25k, depending on the amount of funding consumed by aerial imagery and lidar grants that year. If there are fewer lidar grant applications than anticipated or document recording levels return to the previous five-year (2011-2015) average, grants could total as much as \$50k per county.

As the Parcel Initiative evolves, there will likely continue to be a need for Strategic Initiative grant funding to address additional priorities for parcel completion and standardization. Standards are essential because they enable the sharing and efficient transfer of spatial data between producers and users. As the key to interoperability, standards allow organizations to effectively share and use geospatial data and technology, and thus will continue to be a central part of Strategic Initiative grant priorities.

Additional benchmarks for parcel data development would be defined as part of the V2-V4 Parcel Projects and could grow to include categories like:

- Public lands classification for parcels
- Right of ways tied to parcels
- Land use mapping for parcels
- Municipal zoning and other key land use regulations related to parcels
- Additional housing and real estate information for parcels
- Others parcel benchmarks TBD

All counties are scheduled to be complete with parcel Benchmarks 1 and 2 by March 31, 2018. A few counties will still be working on the original parcel Benchmarks 3 (Parcel Fabric Completion) and several counties will be working toward Benchmark 4 (Completion and Integration of PLSS). In order to hasten progress towards achievement of these two benchmarks, additional requirements will apply beginning in 2018:

- If a county has not met Benchmark 3 (Parcel Fabric Completion) by March 31, 2018, then it must devote both its Base Budget and any Strategic Initiative grant funds for parcel data development to this activity. Counties may continue with a "PLSS first" methodology for parcel fabric completion.
- Beginning in 2018, to be eligible for a Strategic Initiative grant funds to work on parcel Benchmark 4 (Completion and Integration of PLSS), the county must fund at least 50% of the proposed PLSS project with any sort of funding other than Strategic Initiative grant dollars.

### 4.3 Future Statewide Projects and Program Administration

#### 4.3.1 Future DOA Administration and Services



**DOA will continue to carry out the duties of the department under s. 16.967(3), including administering WLIP grants and management of statewide projects (\$400k)**

WLIP staff will seek to accomplish the tasks listed in the previous chapter, as well as further tasks:

- Defining additional benchmarks for parcel mapping
- Creating a PLSS layer as a metadata enhancement to the statewide parcel map
- Further developing standards for land records modernization
- Aerial imagery planning and coordination
- Providing access to lidar and aerial imagery in the public domain
- Providing access to other county data created with WLIP funding
- Examining providing access to other data created by state agencies
- Addressing other needs as identified

#### 4.3.2 Future WLIP Staff Budget

WLIP staff within the Division of Intergovernmental Relations in the Department of Administration includes:

- Program Manager (0.35 position)
- Geographic Information Officer
- Grant Administrator
- Project Coordinator and Communications Analyst

Future WLIP Staff Budget	
Salaries	\$242,536
Benefits	\$ 92,746
Supplies and Overhead	\$ 55,000
Travel	\$ 10,000
Total	\$400,282

#### 4.3.3 Future Parcel Project Contractor



**DOA will continue to contract with an outside agency to further develop the statewide parcel map, including formulating additional benchmarks and creating a statewide PLSS layer (~\$125k)**

V3 and V4 will be created in 2017 and 2018. In order to achieve the goals of the development of authoritative, automated, asynchronous aggregation of parcel data into the statewide parcel database, an additional MOU with SCO for the V3 and V4 parcel projects has been executed. This gives a framework for the development of the Parcel Initiative through 2018, minus some foreseeable small additional costs for project software and hardware.

MOU	Duration	Years	Amount	Annual Cost
V3-V4	January 1, 2016–December 31, 2018	2	\$234,244	\$117,122

After V4 is completed in 2018, there exists the possibility of a request for proposals (RFP) or other means of selecting a contractor for the statewide parcel layer. SCO’s role may or may not continue as is. It is expected that the costs for actual aggregation of common parcel attributes listed in the schema for parcel Benchmarks 1 and 2 would decline because the process of creating a statewide parcel map would be more automated. However, there will still be costs associated with creation, maintenance, and updates to the statewide parcel map, including the need for oversight, troubleshooting the parcel map aggregator, and providing technical assistance to counties.

While the V2-V4 projects will set a course for the Parcel Initiative to address other aspects of parcel data completion and standardization, it will take additional coordination work to implement and achieve these additional benchmarks statewide. Such work could enable statewide derivative layers from these parcel attributes or descriptors.

- Public lands classification for parcels
- Right of ways tied to parcels
- Land use mapping for parcels
- Municipal zoning and other key land use regulations related to parcels
- Additional housing and real estate information for parcels
- Others parcel benchmarks TBD

#### **Future Parcel Sub-Project – Statewide PLSS Layer**

Because the Public Land Survey System is the geodetic basis for parcels, an aggregated statewide PLSS layer could serve as a metadata layer to the parcel layer. It would benefit the statewide parcel map by displaying parcel fabric areas in need of improvements to positional line accuracy. This is of particular importance along county and state boundaries and for the development of a seamless statewide parcel map.

The creation of a statewide PLSS layer would especially benefit state agencies as a new and improved version of DNR’s “Landnet,” which is a statewide PLSS layer developed in the mid-1990s and still in use today. DNR relies on statewide PLSS data to manage over 48,000 parcels scattered throughout Wisconsin.

Since the 1990s, millions of WLIP dollars have gone into updating county PLSS. In order to track progress and judge the efficacy of this major category of WLIP expenditure activity, it is important to have a statewide PLSS layer.

#### 4.3.4 Future Access to GIS Data



#### **DOA will work toward greater access for parcels, zoning, lidar, aerial imagery, and other county GIS data (~\$105k)**

The land information community continues to move in the direction of greater access to data. As every iteration of the instructions for county land information plan has stated, a primary objective of the Program is the *sharing* of land information. Open data, or sharing without fees and license agreements, has many benefits:

- By openly sharing geospatial data, organizations reduce staff costs in responding to data requests and creating data sharing agreements.
- Open data reduces the cost, time, and hassle for people to actually use data, which leads to data being more widely used, meaning public funding for data has greater public benefit. This can create more demand for investments in land information, such as WLIP grants to counties.
- Convenient access to current, authoritative data results in fewer errors and inaccuracies, because users are using the best-sourced data.
- Public data quality increases as use of the data increases, because data users provide feedback and report errors.

For both the LinkWISCONSIN Address Point and Parcel Mapping Project and the V1 Project, 100% of counties and cities participated, resulting in address point and parcel layers with all known local data collected and aggregated. The Program seeks to encourage and facilitate this trend, not only for county data but also state agency data and municipal data.

Because the WLIP funds the creation and maintenance of county datasets, this is the natural starting point for the Program to enhance access to GIS data. As such, the Program will build on its success with parcels, by first working to make other county datasets available in the public domain. At the same time, DOA will also examine issues of access to state agency and municipal data.

#### **Future Requests for County Data**

A major future WLIP project will be collecting county GIS data beyond parcels. The 2016 data request ([www.sco.wisc.edu](http://www.sco.wisc.edu)) is for the purposes of creating the V2 statewide parcel map and zoning layers, with some additional layers requested for parcel data analysis.

In 2017, DOA seeks to expand the call for data to other common county datasets for the purposes of sharing these county datasets in the public domain. If the most current county datasets are not made available via a state hosting platform, links to county contacts and websites would be provided to ensure that users have access to the most current data.

County GIS Data Layers to Be Requested		
2016	2017	2018, 2019, and 2010
Parcels	Parcels	Parcels
County Zoning	County Zoning	County Zoning
Hydrography	Hydrography	Hydrography
Right-of-Ways	Right-of-Ways	Right-of-Ways
Street Centerlines	Street Centerlines	Street Centerlines
	+ Lidar	Lidar
	+ Road Centerlines	Road Centerlines
	+ Land Use	Land Use
	+ Building Footprints	Building Footprints
	+ Other Layers TBD	+ Aerial Imagery
		+ Address Points
		+ Other Layers TBD

### ***Facilitation of Access to County Data***

#### ***Access to County Parcels and Zoning Data***

For public access to parcels in V1, DOA is utilizing ArcGIS Online, with hosting by the Legislative Technology Services Bureau. Subsequent versions have the potential to be migrated to another platform. By 2018, there will need to be a system for the “Four As”—authoritative, automated, asynchronous aggregation—which would allow counties to continually update their parcels in the statewide layer.

Part of DOA’s role in the V1/V2 project is to collect, translate, standardize, and aggregate data from local contributors—what is considered an “aggregator” role. The aggregator role is relatively expensive and time consuming when compared to its alternative, the “steward” role. The Parcel Initiative was designed to phase out the aggregator role over successive cycles of development, with DOA moving to the role of a steward, which will be less costly and time consuming. The key to achieving this transition lies in the successful implementation of benchmarks and standards for V2, V3, and V4.

Continuing to provide support solutions, such as tools to aid counties, will be beneficial in assisting counties to meet the standards and formats required for successful submission under the contributor model. In addition, as technology changes, new solutions should be considered and developed as appropriate. The contributor model offers benefits of sustainability, efficiency, and longevity, but it depends on the willingness and ability of counties to standardize and make data available.

#### ***Access to County Lidar and Aerial Imagery***

In 2017, the Program will seek to provide convenient access to lidar and aerial imagery datasets in the public domain. The Program may first facilitate access to aerial imagery and lidar products simply as files for download, while considering possible cloud services which would enable use without download. It will be examined what state agency needs can be met in this way and how the Program can assist. While DOA may have a strong role to play in meeting state agency needs for aerial imagery, the leadership of other state agencies on this issue will likely be needed.

WisconsinView currently hosts aerial imagery and lidar datasets and expanding this role should be considered. There are lidar data and derived datasets available for 24 counties in the WisconsinView data repository. The WisconsinView remote sensing repository also makes available most of the public ortho-imagery collections of the state.

#### ***Access to Other GIS Data***

During 2016, DOA will evaluate the best place to host other common county datasets in 2017, such as by building on current successful efforts. Some potential agencies or platforms for hosting include:

- Legislative Technical Services Bureau
- UW-Madison Robinson Map Library
- ArcGIS Online and ArcGIS Open Data

Hosting and display of datasets would require establishing some governance and metadata practices. The Program would seek to apply lessons learned from other states, the Legislative Technical Services Bureau’s WISE-Decade platform, and from the Robinson Map Library’s metadata protocols for its collection of county data for use by the UW-System. The Program would coordinate with any potential hosting agency to examine whether state agency and municipal datasets could also be accommodated.

#### ***Community Coordination and Lean Government***

As part of the effort to increase access to GIS data, in the future DOA will also coordinate in order to identify Wisconsin’s geographic information needs and priorities, and provide leadership and coordination amongst the geospatial community to meet those needs. This includes engaging in statewide strategic GIS coordination, planning, and related budgeting responsibilities, while meeting the objectives of the Governor’s “Lean Government” initiative. The Program will strive to make state government operate more efficiently by engaging in coordination, not only among state agencies, but also between state agencies and local governments.

## **4.4 Out of Scope**

This plan is intended to give strategic direction for only the WLIP, with the implication that more detailed planning is to follow, and some uncertainty is inevitable. This plan intentionally excludes some tasks and is limited in scope, as the Program seeks to follow a realistic strategy for what is achievable by 2020. As objectives of the plan are accomplished, the plan could be updated with an expanded scope of work. To keep a realistic and manageable scope, the current plan document does not address several points.

### **4.4.1 Geospatial Strategic Plan for Everything GIS in Wisconsin**

The Wisconsin Land Information Program is a big player in Wisconsin's efforts to modernize land records and develop GIS, but there are many other public and private agencies hard at work on similar efforts. It is beyond the scope of this document to plan for anything beyond what can be funded with the Land Information Fund. This 2016-2020 plan is not meant to be a plan for everything GIS in Wisconsin.

### **4.4.2 Expanding Spending Authority**

According to s. 20.505(1)(ub), DOA is enabled to spend Land Information Fund revenue on the WLIP as governed by s. 16.967 up to a limit of \$7,673,300. Legislative changes could expand or limit duties of the department for the WLIP described by s. 16.967. For example, a new statutory directive could hypothetically authorize the Program to expanding purchasing power on a statewide level, on behalf of counties. This program plan intentionally avoids the need for legislative changes, in order to focus WLIC attention, staff efforts, and land information community engagement on goals and objectives that could be accomplished within the existing structure put in place by statute and administrative rule.

### **4.4.3 Use of Land Information Fund Revenue for Other Activities**

According to s. 20.505(1)(ub) and (ud), Land Information Fund revenue could be used to fund comprehensive planning grants or DOA review of municipal incorporations and annexations. However, comprehensive planning grants have not been funded since 2010 and are not likely to occur in the future. Also, Land Information Revenue has not been used to fund municipal incorporations and annexations in recent years. Both comprehensive planning grants and review of municipal incorporations and annexations are considered outside the scope of this plan and WLIP budget.

### **4.4.4 Budgeting for Other Possible Funding Sources**

While DOA seeks to capture or leverage additional sources of funding to achieve land information goals, whether it be from federal agencies, other state agencies, local governments, or the private sector, this plan does not budget for funding other than the recording fees collected through the Land Information Fund. Political strategizing to capture additional funding is not within the scope of this plan and is left to other entities, such as organizations representing sector interests. An example of another source of potential county land information funding is the cell phone fee for police and fire, which amounts to about \$20 million in annual revenue. This revenue was in part previously used for E911 address point and other sorts of mapping, but is beyond the scope of this plan to address.