

**ROCK COUNTY**  
**LAND INFORMATION COUNCIL**  
**MONDAY APRIL 27, 2020 - 2:00 P.M.**  
**CALL: 1-312-626-6799**  
**MEETING ID: 974 5663 5161**

Topic: Land Information Council

Time: April 27, 2020 02:00PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/97456635161?pwd=NTIUUXhBU2Z2cXBJQ2hDWWEVqNktnQT09>

Meeting ID: 974 5663 5161

Dial by your location

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- +1 669 900 6833 US (San Jose)

If you are interested in providing public comments on items on this agenda, you must submit your comments by 5pm on Friday, April 24, 2020. To submit a public comment use the following email: [realproperty@co.rock.wi.us](mailto:realproperty@co.rock.wi.us).

**Join from a telephone:**

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Please identify yourself by name
- Please mute your phone when you are not speaking to minimize background noises
- We are new at holding meetings this way, so please be patient

## AGENDA

1. Call to order.
2. Approval of Agenda.
3. Approval of Minutes of September 30, 2019
4. Communications and Announcements
5. **Action Item:** Election of Chair
6. **Action item:** Election of Vice Chair
7. **Information Item:** Update on Wisconsin Land Information Program
  - i. Strategic Initiative Grant Update
  - ii. Statewide Parcel Map Update
  - iii. 2019 WLIP Retained Fee/Grant Annual Report
8. **Information Item:** Ongoing Land Records Projects Update
  - i. 2020 Imagery & LiDAR Project
  - ii. GIS Server Upgrade
  - iii. COVID-19 Response/ESRI Disaster Response Program
9. Future Agenda Items.
10. Next Meeting Date.
11. Adjournment

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

**ROCK COUNTY**  
**LAND INFORMATION COUNCIL**  
**MONDAY SEPTEMBER 30, 2019 - 2:00 P.M.**  
**COURTHOUSE CONFERENCE CENTER**  
**ROCK COUNTY COURTHOUSE – 2ND FLOOR**

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: Property Lister Chair Michelle Schultz, Register of Deeds Vice Chair Sandy Disrud, County Treasurer Michelle Roettger, Kris Pehl, Jennifer Borlick, Brad Heuer, and Supervisor Mary Mawhinney  
Committee Members Absent: Deb Dewitt  
Staff present: Bryce Haupt
2. **Approval of Agenda:** Moved by Ms. Borlick, 2<sup>nd</sup> by Supervisor Mawhinney. Approved.
3. **Approval of Minutes** of May 6, 2019: Moved by Ms. Borlick, 2<sup>nd</sup> by Supervisor Mawhinney. There were 3 typographical errors corrected. Corrected minutes were approved.
4. **Communications and Announcements**  
  
Mr. Heuer introduced new staff member deputy surveyor Bryce Haupt.  
Ms. Pehl gave an update on Pictometry. They collected images in April and May 2019. Most of the photos had leaf coverage, so they are going to re-fly the whole thing next year. We can use the current pictures until the new ones are available.
5. **Information Item:** Update on Wisconsin Land Information Program
  - i. Strategic Initiative Grant Update: by Chair Schultz-  
2019 grant was approved with a waiver to apply it to our lidar/imagery project 2020. The 2<sup>nd</sup> half will be sent when it closes. The Surveyor is still using our 2018 grant for remonumentation of section corners. We will have to wait and see what the state has available for 2021 and future grants.
  - ii. Statewide Parcel Map Update: by Chair Schultz  
The data was submitted to the state on schedule. There was 1 error on the Observation Report. Addresses are required to be parsed out, but they were inadvertently sent joined together with the rest of the address. This will be double checked in future submissions.
6. **Action Item:** 2020 Wisconsin Land Information Program Grant Application  
Supervisor Mawhinney moved to open discussion, 2<sup>nd</sup> by Ms. Pehl. Chair Schultz explained that we are requesting a Waiver from having Benchmark 4 completed: (completion and Integration of PLSS) in favor of applying grant funds to acquire lidar imagery. This is allowed if Benchmarks 1 through 3 are completed.

The grant was reduced from 50,000 to 40,000 for 2020. Motion was approved to submit the 2020 Wisconsin Land Information Program Grant Application with Waiver to apply the 2020 grant to the Lidar project.

**7. Information Item: Ongoing Land Records Projects Update.**

- i. Web server & Security Certificate Update. Ms. Borlick stated the web server and Security Certificate have been updated. Some occasional performance issues are being experienced.
- ii. Census Data Update: Ms. Borlick stated the local update of Census addresses is on schedule. She confirmed information and sent it back to the Census Bureau. The next portion of the project is adding new construction. She will collaborate with IT to destroy the data when the project is finished.

**8. Information Item: 2020 Budget Items**

i. 2020 Orthoimagery and Lidar(Elevation)

Chair Schultz had the land records budget meeting with Administration. The City of Janesville will be doing their own elevation and imagery project with 3 inch imagery. The City of Beloit is also doing 3 inch but the county will be acting as their fiscal agent. An MOA will be necessary with the City of Beloit. If the county purchases an Add-on of 19 sq. miles of 3 inch imagery between the 2 cities then it would make a continuous coverage area and increase the overall area resulting in a reduced price per square mile for all 3 jurisdictions. The county would have 3 inch imagery information in the area between the 2 cities, which would be beneficial to enforcement. The Add-on also provides a benefit to the City of Beloit and the City of Janesville from the Land Records program. The remainder of the county will have 6 inch elevation data. The cost was too high to include the whole county. All data will be shared between the county and the cities.

In the budget we have these grants:

2019 WLIP Strategic Initiative \$50,000

2020 WLIP Strategic Initiative \$40,000

The Vendor is applying for a USGS grant

Land Records budget requested a sales tax use in the meantime if we don't receive grants. If the grants are received, the sales tax use will not be necessary. The balance would come from the land records fund balance.

Cost of the Project \$196,623

Cost to the County \$23,140 Elevation

\$58,080 Imagery

\$6,650 Add-on for 3 inch

Sales tax request \$82,112 if the USGS grant is not approved.

Ms. Borlick noted the price has went down. In the year 2000 this was a million dollar project.

ii. Database Migration

Ms. Borlick stated in 2020 IT would like to hire a vendor for the database migration, instead of doing it in house. This would take less time and include support. Servers will need to be updated again.

iii. ArcGIS Online Update

The vendor would also be used for this update.

Budgets go to committees for review in October.

9. Future Agenda Items.

10. Next meeting date

April 27, 2020 2:00 pm.

11. Adjournment 2:41 p.m. moved by Ms. Pehl 2<sup>nd</sup> by Supervisor Mawhinney.  
Approved.

Submitted by Sandy Disrud



### 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, 2019</b> To <b>Dec. 31, 2019</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, 2019)	<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, 2019)	<b>\$ 203,368.00</b>
3. Total amount of grants and retained fees provided through the WLIP in 2019	<b>\$ 254,368.00</b>

Brief narrative or bulleted summary of 2019 land information activities:

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 2019 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: <https://arcg.is/0m0Cb>  
 Rock County Supervisory Districts: <http://www.co.rock.wi.us/Rock/SupervisoryDistricts/>  
 Zoning Jurisdiction Map: <https://arcg.is/0qiGrblInteractiveTownZoningApp>:  
<https://rockcountylio.maps.arcgis.com/apps/webappviewer/index.html?id=1322dbee85524566818e6c2c2af3bc5e>  
 Lottery Credit App:  
<http://rockcountylio.maps.arcgis.com/apps/View/index.html?appid=5d0db739250d40d7b1a5dc10ad01b514>  
 Elected Officials:  
<http://rockcountylio.maps.arcgis.com/apps/View/index.html?appid=623df514ae2446899ca3c029e76fc12b>  
 Drainage District App: <https://arcg.is/H4ivP0>  
 Farmland Preservation Plan Eligibility: <https://arcg.is/0abnzq>

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 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. 52	<b>Total: \$48,192</b> \$37.96/hr	48,882
	Computer Supplies Project: Provides for hard copy output of parcel maps and documents to Municipalities, Assessors and Public	Ongoing cost Pg. 52	<b>Total: \$690</b> 24" roll paper 8 @ \$14 / ea 36" roll paper 2 @ \$31 / ea Large Format Ink 8 @ \$627 / ea	
PLSS	Section Corner Remonumentation Cross charge to County Surveyors Office 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> & 4 <sup>th</sup> Quarters 2019 SIG 2018	Project Plan for PLSS Pg. 43	<b>Total: \$17,873</b> \$50.63/hr	20,194
	Berntsen International 200 Plastic Rebar Caps SIG 2018	Project Plan for PLSS Pg. 43	<b>Total: \$114</b> 200 @ .57 / ea	
	Berntsen International 100 5' Fiberglass Orange Posts & Freight Charges SIG 2018	Project Plan for PLSS Pg. 43	<b>Total: \$1,827</b> 100 @ \$18 / ea	
	American Industrial Steel Rebar 200 ct 3/4" x 24" SIG 2018	Project Plan for PLSS Pg. 43	<b>Total: \$380</b> \$2 / ea	
Other Parcel Work (e.g., ROD indexing)	Repair & Maintenance Register of Deeds Scanners Navient	Ongoing cost Pg. 52	<b>Total: \$1,195</b> Annual Charge  Contracted	1,195
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. 52	<b>Total: \$16,800</b> 11 @ \$1,527 ea  Contracted	96,113

	ESRI Software Annual Maintenance ArcEditor / Standard Floating	Ongoing cost Pg. 52	<b>Total: \$1,500</b> 1 @ \$1,500  Contracted	
	ESRI Software Annual Maintenance ArcView / Basic Floating	Ongoing cost Pg. 52	<b>Total: \$1,200</b> 2 @ \$600 ea  Contracted	
	ESRI Software Annual Maintenance ArcView / Basic Single Use	Ongoing cost Pg. 52	<b>Total: \$7,600</b> 16 @ \$458 ea.  Contracted	
	ESRI Software Annual Maintenance Spatial Analyst Floating	Ongoing cost Pg. 52	<b>Total: \$700</b> 1 @ \$700  Contracted	
	ESRI Software Annual Maintenance 3D Analyst Floating	Ongoing cost Pg. 52	<b>Total: \$700</b> 1 @ \$700  Contracted	
	ESRI Software Annual Maintenance Network Analyst Floating	Ongoing cost Pg. 52	<b>Total: \$700</b> 1 @ \$700  Contracted	
	Fidlar Technologies Application Register of Deeds Life Cycle (Annual Maintenance)	Ongoing cost Pg. 52	<b>Total: \$62,313</b> Annual Charge Based on # of Documents recorded  Contracted	
	Fidlar Technologies Password maintenance Jan. & Feb. 2020 Register of Deeds	Ongoing cost Pg. 52	<b>Total: \$3,400</b> \$1,700/mo.  Contracted	
	Leica Smartnet License Subscription for County Surveyor	Ongoing cost Pg. 52	<b>Total: \$1,200</b> Annual Charge  Contracted	
<b>Hardware</b>	Annual Maintenance of 13 Land Information Office Computers	Ongoing cost Pg. 52	<b>Total: \$46,345</b> \$3,565/ea.  Contracted	61,411
	Service Agreement for Rock County Land Information Office Large Format Scanner	Ongoing cost Pg. 52	<b>Total: \$1,845</b> Annual Charge  Contracted	
	Service Agreement for Rock County Land Information Office MFP - Planning	Ongoing cost Pg. 52	<b>Total: \$1,122</b>   Contracted	
	Service Agreement for Rock County Land Information Office MFP – Land Conservation	Ongoing cost Pg. 52	<b>Total: \$1,906</b>   Contracted	
	Avid Implementation Register of Deeds 8 Epson Scanner USB Cables	Project #7 Pg. 50	<b>Total: \$572</b> \$72 / ea  Contracted	



	Avid Implementation Register of Deeds 8 Epson Scanner USB Interface Cards	Project #7 Pg. 50	<b>Total: \$560</b> \$70 / ea  Contracted	
	Avid Implementation Register of Deeds 2 Epson Power Adapters	Project #7 Pg. 50	<b>Total: \$60</b> \$30 / ea  Contracted	
	Avid Implementation Register of Deeds 8 - 6' extension cables	Project #7 Pg. 50	<b>Total: \$17</b> \$2 / ea Contracted	
	Avid Implementation Register of Deeds 5 - Label Writers	Project #7 Pg. 50	<b>Total: \$372</b> \$74 / ea  Contracted	
	Avid Implementation Register of Deeds 2 - Fingerprint readers	Project #7 Pg. 50	<b>Total: \$173</b> \$37 / ea  Contracted	
	Avid Implementation Register of Deeds 5 - Barcode Scanners with Stand	Project #7 Pg. 50	<b>Total: \$743</b> \$149 / ea  Contracted	
	Avid Implementation Register of Deeds 5 - Level 1 Scanners with Maintenance	Project #7 Pg. 50	<b>Total: \$5,528</b> \$2,764/ea.	
	Recommended Replacement of Rock County Land Information Office Level 2 Laptop		<b>Total: \$2,168</b>	
<b>Website Development/ Hosting Services</b>	40% County Surveyors Office Annual Salary. Project: Input Vector and Tabular Data from Plats of Survey into GIS database for viewing and retrieving on the Internet.	Ongoing cost Pg. 52	<b>Total: \$29,989</b> \$44.36/hr	44,989
	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	Ongoing cost Pg. 52	<b>Total: \$10,000</b> \$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. 52	<b>Total: \$5,000</b> Annual Charge  Contracted	
<b>Administrative Activities and Management</b>	45% Land Information Officers Annual Salary & Benefits: File Reports, ensure compliance, approve vouchers, prepare an annual budget, prepare data for Statewide Parcel Project submission	Ongoing cost Pg. 52	<b>Total: \$47,708</b> \$45.84/hr	47,708
<b>Training and Education</b>	Training Activities and Educational Opportunities for Rock County Land Information Office	Ongoing cost Pg. 52	<b>Total \$5,749</b> 2 - WLIA Conference \$1,861 2 - WLIA Spring Regional \$1,192 1 - ESRI User Conference CA \$1,857 1 - WLIA Fall Regional \$783 WI DOR Assessor School \$56	5,949

	Wisconsin Land Information Association Annual Membership Dues for Rock County Land Information Office	Ongoing cost Pg. 52	<b>Total: \$200</b>  Annual Charge	
<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. 52	<b>Total: \$ 8,567</b> \$714 / mo  Contracted	8,567
<b>TOTAL</b>				<b>\$ 335,008</b>
Amount of retained fees and grants <b>spent</b> on land records modernization in the reporting period				
<small>Note: Total may be more or less than the amount of grants awarded and fees retained in 2019, because some funds may be carried over from year to year.</small>				