

**ROCK COUNTY
LAND INFORMATION COUNCIL
MONDAY May 7, 2012 - 9:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE - EAST**

MINUTES

1. Call to order.
The meeting was called to order at 9:33 am on Monday, May, 7, 2012. Chair Schultz presided. In attendance were: Jennifer Borlick, Vicki Brown, Mickey Crittenden, Don Barnes, Sandra Kraft, Randy Leyes, Kris Pehl. Absent was: Neal Kerwin
2. Approval of Agenda.
Ms. Brown moved to adopt the agenda. Mr. Crittenden seconded. ADOPTED as presented.
3. Approval of Minutes of October 24, 2011
Supervisor Kraft moved to adopt the minutes. Ms. Pehl seconded. ADOPTED as presented.
4. Communications and Announcements
There were no communications or announcements
5. **Information Item:** Update on Wisconsin Land Information Program
 - i. AB 303 Comprehensive Planning
Chair Schultz stated that the Bill did not pass out of committee. This Bill was important to the Land Records community as it would lapse funding out of the Land Records program.
 - ii. Lapse of 2012 Grant Monies
As part of the budget process the Land Records budget was lapsed; however, funding is available for training grants and Base Budget Grants are being awarded out of funding from next year's budget. Rock County does not qualify for Base Budget Grants.
 - iii. Letter from WLIA Founders
Ms. Borlick summarized the letter that was distributed to committee members.
 - iv. SCO Virtual Data Integration Research Project
Chair Schultz discussed the research project proposal from a Federal Grant to discover the feasibility of creating a webservice that supports and streams to one website. Chair Schultz has sent our information as requested. She is hoping to hear an answer by the end of the year.

6. Information Item: 2011 Final Report

i. Retained Fee Report

Chair Schultz presented a draft copy of the Land Records Report that will be submitted to the Department of Administration that details Rock County's activities and monies retained and spent in 2011. Ms. Schultz stated that the carryover from 2010 contained fees from revenues generated from Register of Deeds Laredo requests while the carryover from 2011 does not. Ms. Schultz is still gathering information for parts of the report. Mr. Leyes stated that activity is starting to pick up and document filings are higher than anticipated.

ii. Land Use Inventory - Planning

Ms. Borlick reported that the student intern hired to work on the Land Use Inventory completed the work more quickly than in past years due to the increase in technology. In the past the inventory was completed once every ten years. The Planning department is putting procedures in place to keep the inventory current. The other change with the inventory is that if there was more than land use on one parcel that the parcel was split to more accurately reflect the land use change.

7. Information Item: Update on LiDAR Project

Ms. Schultz stated that the quote to have the gaps flown by Ayers and Associates was \$12,500. The funds are coming out of the Rock County Land Information funds and we are actively seeking grant funding to pay for reimbursement. The data has been acquired and is being processed.

8. Information Item: 2012 Land Records Projects Update

i. Redaction - Register of Deeds

Mr. Leyes distributed and summarized the Executive Summary for the Scanning and Indexing project. He stated that he anticipates that it will take until the January 1, 2015 deadline to scan, redact and index all of the documents back to 1935. Fidlir won the contract and will start scanning in the next month. The documents will be scanned in the courthouse and then indexing will be completed.

ii. Tie Sheet – Surveyor

Mr. Barnes stated that he has obtained the services of a worker through a disabilities training program. Ms. Schultz also stated that there is some time set aside through the Land Records intern in the event that the project is not completed.

iii. GIS Website Upgrade – LIO

Ms. Schultz stated that internal staff haven't been able to devote the time to complete the website. We are waiting for proposal from an esri business partner to help tie up things

to switch over to website. There is a budgeted amount of \$5,000. The goal is to develop a basic website and create custom map applications for different departments. Ms. Borlick stated that the internal website was beta tasted in the County Clerk's office.

- iv. Scanning of Historic Real Property Maps – Real Property Lister
Ms. Schultz stated that she is working on an RFP. She is hoping to have the project completed by September 2012. Hard copy maps will be offered to the historical society.
- v. Other Projects
 - 1. Mr. Leyes stated that he is looking to scan all of the documents back to the 1800's.

9. Action Item: Update of Hard Copy Map Pricing

Mr. Barnes moved to adopt the pricing. Mr. Leyes seconded.

Ms. Schultz distributed an updated fee schedule. Ms. Schultz stated that prices were adjusted to more accurately reflect actual costs that can be better determined with the new technology of the printer and plotter. ADOPTED by acclamation.

10. Action Item: Pricing of LIDAR Point Cloud

Mr. Crittenden moved to adopt the pricing. Ms. Pehl seconded.

Ms. Schultz stated that now that we have had the data and have worked with it, it is possible to estimate the costs of some of the data transfer. ADOPTED by acclamation.

11. Action Item: Land Records Committee Policy for ESRI User Group Conference Accommodations

Mr. Leyes moved to adopt the policy. Mr. Barnes seconded.

Ms. Schultz distributed and summarized the policy for acquiring accommodations for the annual esri User Conference. The procedures to obtain a room for the conference are unique and not covered under County Policy. ADOPTED by acclamation.

12. Future Agenda Items.

- i. Mr. Leyes inquired as to the status of the Realtor member. Chair Schultz will evaluate the length of term for that position and enquire as to whether or not we will ask to have a new member appointed.

13. Next Meeting Date.

The next meeting will be November 5, 2012.

14. Adjournment

The meeting was adjourned at 11:00 am.

Ms. Pehl moved to adjourn. Ms. Brown seconded.