

WOOD COUNTY LAND INFORMATION COUNCIL

AGENDA

DATE: Wednesday September 29, 2021
TIME: 9:00am
LOCATION: Room 105
Wood County Courthouse
400 Market Street, Wisconsin Rapids, WI 54494

1. Call meeting to order
2. Introductions
3. Declaration of Quorum
4. Public Comment
5. Approval of Previous Meeting (4/29/2021) Minutes
6. Addressing Sub-Committee Findings and Progress
7. Round Table Discussion on Land Information
8. Overview of 2022 – 2024 Land Information Plan
9. Suggestions for 2022 – 2024 Land Information Plan
10. Budget Update
11. Adjourn

Join by phone

+1-408-418-9388 United States Toll
Meeting number (access code): 2483 864 1821

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m1ef9dfae6c399e37114cc0bb7b00e4c7>
Meeting number (access code): 2483 864 1821
Meeting password: LIC2021

WOOD COUNTY LAND INFORMATION COUNCIL

MINUTES

Date: Thursday April 29, 2021 at 9:03 a.m.

Location: Via Webex Teleconference and in person room 114

Attendees: Ken Curry, Wood County Board District 11 Supervisor; Paul Bernard, Land Information Officer; Al Breu, Wood County Board District 6 Supervisor; Nancy Marti, Real Property Lister; Heather Gehrt, Treasurer; Tiffany Ringer, Register of Deeds; Lori Heideman, Dispatch Manager; Victoria Wilson, Planning & Zoning; Jason Grueneberg, Director-Planning & Zoning; Brian Spranger, First Weber; Bill Clendenning, Wood County Board District 15 Supervisor; Kevin Boyer-Wood County Surveyor; Bill Leichtnam-Wood County Board District 19 Supervisor;

1. Chairperson Curry called the meeting to order at 9:03 a.m.
2. Introductions.
3. Chairperson Curry declared a quorum.
4. Approval of previous meeting minutes (1/27/2021).

Chairperson Curry asked for any additions or corrections to the previous meeting minutes. Heather Gehrt indicated she wanted clarification regarding an email that had been sent after January's LIC meeting regarding the budget numbers and that some of Heather's numbers were not correct. She did not appreciate being called out in the email when in fact her budget numbers were correct. Having no further additions or corrections, motion by Ken Curry to approve. Second by Lori Heideman. Motion carried unanimously.

5. General Addressing Discussion with Emergency Management.
 - Mark explained that there are some municipalities (City of Marshfield, City of Wisconsin Rapids, Village of Port Edwards, Nekoosa and Grand Rapids) that do their own address determinations. Mark is the record keeper and those municipalities do run those addresses by Mark first. Further discussion took place regarding addresses. Lori Heideman expressed concern that a 911 call was received recently for an apartment complex in Port Edwards where the addresses were never provided to the dispatch center. This could be dangerous to residents. Communication between the municipalities and Wood County will need improvement. A suggestion was made for a sub-group to form and take a closer look at the way addressing is determined and communicated. Al Breu suggested putting together some information to present at the Towns Association Meeting. Mark indicated he could put some information together for a presentation. A report from the sub-group will be added to the agenda for the next meeting.
6. Role of Wood County Land Information Council.
 - Tiffany Ringer asked for this item to be on the agenda due to some concerns she had regarding the committee and the allocation of some of its budget funds. One concern was regarding the fact that Jason Grueneberg is not on the Land Information Committee. There was \$250 dollars, of the \$1000 budgeted, for the WLIA conference for Jason to attend in budget year 2020. Tiffany is questioning why Jason's attendance was covered when he is not a committee member. Jason provided clarification that in the past there was a policy where only Land Information Committee members could be sent to

conferences and trainings. There have been situations where individuals from the county that are not committee members have been sent to specific conferences and trainings. The LIC allocates \$500 of the \$1000 in funds for to the Register of Deeds office for conferences and training. Not all counties provide that funding.

- Tiffany Ringer wanted to reiterate to everyone that the Laredo software that the Register of Deeds office provides other departments to use, can only be used for county business and is not to be used for personal gain. There is an internal contract that each user needs to sign in order to use Laredo. If usage is deemed inappropriate, Tiffany can revoke usage at any time. Paul Bernard asked Tiffany what she considered inappropriate usage. Tiffany further explained that Paul Bernard informed her that he had used the Laredo software to complete his Master's Degree project. Paul Bernard clarified that he informed the council of his use of Laredo software for the Master's Degree project prior to completing it. Kevin Boyer shared feedback on how well Paul Bernard, is doing, the improvements he has brought to our county GIS and other programs, his appreciation for the use of Laredo software and his disdain for the question of Paul Bernard using the software inappropriately. Further discussion took place.
- Heather Gehrt expressed concern that the committee has not had the opportunity to address the policies, needs or prioritization of projects by the Land Information office. Paul Bernard explained that if a project is part of the foundational elements of the purpose of the Land Information office, those projects are given priority. Heather Gehrt asked how other departments are supposed to know if and when their project could be done. Paul Bernard expressed that he would like to see a proposal for projects other departments would like done so he can review the project and decide when funding and time would be able to be allocated to get that project completed. Further discussion followed.

7. 2019-2021 Land Information Plan Project Updates.

- Indexing of Non-Recorded Documents by Geography
Paul went over the items he is working on or which have been completed. The indexing process has been split into different categories, of these categories Plat of Surveys, Section Summaries, Tie Sheets, Surveying Field Notes and Railroad Right of Way have been indexed. Town Right of Way documents, Original PLSS Notes and Unrecorded DOT plats have not been indexed. DOT plats are a special case and may not be indexed by the end of the year as we are waiting on a request put into the DOT for digital copies of the plats.
- Hydrographic Layer Improvement.
Paul continues to work on improving the hydrographic layer on the GIS map. This layer will have greater detail when completed.
- Next Generation 911.
We are moving forward with this project without being able to secure any grant funding after several applications. This is possible because DATAMARK, a private contractor, was able to split the once very large project into smaller pieces. This was also possible because of the Collaboration between the Land Information Office and the Dispatch Center, both in cost-sharing and staff time. The first project executed is called the ACE comparison, which compares multiple different sources in order to establish the GIS as the "master database" including all addresses listed in any system. The sources compares as follows: GIS Site Address Points, ALI, Marshfield Utility List, Wisconsin Rapids Utility List, Info-USA Residential & Business (a database that pulls from the US Post Office).

- PLSS Monumentation/Perpetuation – Surveyors Update
This item was skipped.
8. Other Project Updates.
- Uniform Municipal Zoning maps and applications
Paul is helping the Health Department with the COVID Dashboard. David Strong from the Health Department would like to start tracking vaccinations. Paul will need to write a piece of custom software for David to help with tying down specific vaccinations to school district and municipality by address.
Paul has been working closely with County Planner Adam DeKleyn to clean up the zoning data. They have created an individual application for each town and village that is zoned that provides a great deal of information for the municipalities to utilize.
 - New GIS and Imagery Servers
We are getting two new servers, whereas in the past we only had one. One server will be for the general public and the other for internal users. This will be much more efficient than what we have now.
 - 2020 Census and Redistricting
We are currently in a holding pattern due to COVID. We are waiting for guidance from County Clerk Trent Miner and the Wisconsin Counties Association on this project.
 - Creation of 2022 – 2024 Land Information Plan
This plan is updated every three years to provide guidance to the Land Information office on what the large projects will be. The Department of Administration has released instructions on how to complete the plan. A draft of the plan is due by September 30, 2021. The final plan will be due December 31, 2021. Paul gave an overview of what he intends to include in the plan. Proposed projects were 2022 LiDAR acquisition and Historic Air Photo scanning, indexing, georeferencing and mosaicking.
9. Budget Update.
- Jason Grueneberg passed out information on the revenues received by the Land Information office this year. Expenses were included in the packet.
Jason discussed the email that was referenced by Heather Gehrt at the beginning of this meeting. Jason further clarified that neither Heather's nor Jason's budget numbers were incorrect, rather, Jason was working off of projected numbers and Heather was working off of actual numbers. Jason apologized to Heather for how the email was handled.
Jason provided further explanation on the revenues that have come in so far this year. Heather Gehrt asked that the expense and revenue reports be included in the packet at each quarterly meeting.
10. Public Comment. None (Move this to item #4 for next agenda)
11. Agenda Items for next meeting.
- Report from general addressing sub-group.
 - Financials
12. Adjourn. Chairman Curry declared the meeting adjourned at 10:39 a.m.

Minutes taken by Victoria Wilson, Planning and Zoning Department.

Wood County, Wisconsin



2022 - 2024 Land Information Plan

Wood County Land Information Office
400 Market Street
Wisconsin Rapids, WI 54494-4868
(715) 421-8469
www.co.wood.wi.us

Version: 2021-09-09

Approved & Adopted by Land Information Council on: 2021-**-**

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EXECUTIVE SUMMARY

About this Document. This document is a land information plan for Wood County prepared by the land information officer (LIO) and the Wood County land information council. Under state statute 59.72(3)(b), a “**countywide plan for land records modernization**” is required for participation in the Wisconsin Land Information Program (WLIP). The purpose of this document is twofold: 1) to meet WLIP funding eligibility requirements necessary for receiving grants and retaining fees for land information, and 2) to plan for county land records modernization in order to improve the efficiency of government and provide improved government services to businesses and county residents.

WLIP Background. The WLIP, administered by the Wisconsin Department of Administration, is funded by document recording fees collected by register of deeds at the county-level. In 2020, Wood County was awarded \$55,864 in WLIP grants and retained a total of \$110,904 in local register of deeds document recording fees for land information.

This plan lays out how funds from grants and retained fees will be prioritized. However, as county budgets are determined on an annual basis with county board approval, this plan provides estimated figures that are subject to change and are designed to serve planning purposes only.

Land Information in Wood County. Land information is central to county operations, as many essential services rely on accurate and up-to-date geospatial data and land records. A countywide land information system supports economic development, emergency planning and response, and a host of other citizen services. The Wood County land information system integrates and enables efficient access to information that describes the physical characteristics of land, as well as the property boundaries and rights attributable to landowners.

Mission of the Land Information Office. Eliminate or reduce redundancy through the coordination and modernization of existing services provided by and between departments and agencies participating in the program. Develop an efficient delivery system for products and services offered to the public, and improve the quality of products and services offered to the public.

Land Information Office Projects. To realize this mission, in the next three years, the county land information office will focus on the following projects:

Wood County Land Information Projects: 2022-2024	
Project #1	2022 LiDAR Flight and Additional Deliverables
Project #2	Historic Air Photo Scanning and Georeferencing
Project #3	Next Generation 911
Project #4	GCS Parcel to PLSS Location
Project #5	Research and Mapping of Right-of-Ways
Project #6	Recreation GIS Layers and Maps Development
Project #7	Parcel Fabric, Maintenance and Accuracy Improvements
Project #8	Website, Data Hosting Services, Software and Hardware Maintenance
Project #9	Maps and Applications to Support Fieldwork

The remainder of this document provides more details on Wood County and the WLIP, summarizes current and future land information projects, and reviews the county’s status in completion and maintenance of the map data layers known as Foundational Elements.

1 INTRODUCTION

In 1989, a public funding mechanism was created whereby a portion of county register of deeds document recording fees collected from real estate transactions would be devoted to land information through a new program called the Wisconsin Land Information Program (WLIP). The purpose of the land information plan is to meet WLIP requirements and aid in county planning for land records modernization.

The WLIP and the Land Information Plan Requirement

In order to participate in the WLIP, counties must meet certain requirements:

- Update the county's land information plan at least every three years
- Meet with the county land information council to review expenditures, policies, and priorities of the land information office at least once per year
- Report on expenditure activities each year
- Submit detailed applications for WLIP grants
- Complete the annual WLIP survey
- Subscribe to DOA's land information listserv
- Coordinate the sharing of parcel/tax roll data with the Department of Administration in a searchable format determined by DOA under s. 59.72(2)(a)

LAND INFORMATION

Any physical, legal, economic or environmental information or characteristics concerning land, water, groundwater, subsurface resources or air in this state.

'Land information' includes information relating to topography, soil, soil erosion, geology, minerals, vegetation, land cover, wildlife, associated natural resources, land ownership, land use, land use controls and restrictions, jurisdictional boundaries, tax assessment, land value, land survey records and references, geodetic control networks, aerial photographs, maps, planimetric data, remote sensing data, historic and prehistoric sites and economic projections.

– Wis. Stats. section 59.72(1)(a)

Any grants received and fees retained for land information through the WLIP must be spent consistent with the county land information plan.

Act 20 and the Statewide Parcel Map Initiative

A major development for the WLIP occurred in 2013 through the state budget bill, known as Act 20. It directed the Department of Administration (DOA) to create a statewide digital parcel map in coordination with counties.

Act 20 also provided more revenue for WLIP grants, specifically for the improvement of local parcel datasets. The WLIP is dedicated to helping counties meet the goals of Act 20 and has made funding available to counties in the form of Strategic Initiative grants to be prioritized for the purposes of parcel/tax roll dataset improvement.

For Strategic Initiative grant eligibility, counties are required to apply WLIP funding toward achieving certain statewide objectives, specified in the form of "benchmarks." Benchmarks for parcel data—standards or achievement levels on data quality or completeness—were determined through a participatory planning process. Current benchmarks are detailed in the WLIP grant application, as will be future benchmarks.

WLIP Benchmarks (For 2016-2021 Grant Years)

- Benchmark 1 & 2 – Parcel and Zoning Data Submission/Extended Parcel Attribute Set Submission
- Benchmark 3 – Completion of County Parcel Fabric
- Benchmark 4 – Completion and Integration of PLSS

More information on how Wood County is meeting these benchmarks appears in the Foundational

Elements section of this plan document.

County Land Information System History and Context

The Wood County Land Information Office was officially formed through County Board Resolution #90-8-8 on August 21, 1990. The Wood County Land Information Office was originally set up under the jurisdiction of the General Claims Committee, with the Wood County Register of Deeds named as the contact person. However with the passage of Resolution #92-6-8 on June 16, 1992, the Wood County Land Information Office was moved to the Wood County Planning and Zoning Office with the Planning and Zoning Committee as the oversight committee. Wood County Land Information Office has remained in the Wood County Planning and Zoning Office ever since.

The first seventeen years of the Land Records Modernization Program (1989 – 2006) focused on establishing the foundation on which much of the program’s future would be built off of. During this time the County purchased Geographic Information Systems (GIS) software, established the staff positions of the Land Information Officer, and the Geographic Information Systems Specialist, and began developing foundational GIS data layers. In the early years of the land records modernization much of the focus was on project prioritization, needs assessments and data creation. The end of this period had many quantifiable achievements that involved significant advances in the county geographic information system. Of particular note was 2005, which saw the “completion” of digital parcel mapping, the first digital aerial photography acquisition and the ArcIMS Interactive GIS Map and Property Tax Data application launched.

Since 2005, much of the focus of the land records modernization has been on maintaining and improving the quality of GIS information, acquiring new data, implementing digital imaging projects, and integrating/linking records from departments and agencies, and developing ways to improve public access to records through web applications.

From the inception of the Land Records Modernization Program, the goals have remained relatively the same, however the objectives have continually been updated as a means to achieve the goals. The objectives have changed from a focus on technical issues and data creating in the early years of the program to maintaining, sharing, publishing, and utilizing data for decision making in recent years.

County Land Information Plan Process

County land information plans were initially updated every five years. However, as a result of Act 20, counties must update and submit their plans to DOA for approval every three years. The 2022-2024 plan, completed at the end of 2021, is the third post-Act 20 required update.

County Land Information Plan Timeline

- DOA release of finalized instructions by March 31, 2021.
- April–September 2021: Counties work on land info plans.
- Draft plans due to DOA by September 30, 2021 (but sooner is advised).
- Final plans with county land info council approval due by December 31st, 2021.

Plan Participants and Contact Information

Another requirement for participation in the WLIP is the county land information council, established by legislation in 2010. The council is tasked with reviewing the priorities, needs, policies, and expenditures of a land information office and advising the county on matters affecting that office.

According to s. 59.72(3m), Wis. Stats., the county land information council is to include:

- Register of Deeds
- Treasurer
- Real Property Lister or designee
- Member of the county board
- Representative of the land information office

- A realtor or member of the Realtors Association employed within the county
- A public safety or emergency communications representative employed within the county
- County surveyor or a registered professional land surveyor employed within the county
- Other members of the board or public that the board designates

The land information council must have a role in the development of the county land information plan, and DOA requires county land information councils to approve final plans.

This plan was prepared by the county LIO, the Wood County Land Information Council, and others as listed below.

Wood County Land Information Council				
Name	Title	Affiliation	Email	Phone
Paul Bernard	Land Records Coordinator	Wood County Planning and Zoning	pbernard@co.wood.wi.us	715-421-8469
Kevin Boyer	County Surveyor	Wood County Surveyor	kboyer@co.wood.wi.us	715-421-8528
Nanci Marti	Real Property Lister	Wood County Treasurer's Office	nmarti@co.wood.wi.us	715-421-8479
Kenneth A Curry	County Board Member	Wood County Board	Wcdistrict11@co.wood.wi.us	715-459-3392
Tiffany Ringer	Register of Deeds	Wood County Register of Deeds Office	tringer@co.wood.wi.us	715-421-8455
Brian Spranger	Realtor	First Weber	sprangerb@firstweber.com	715-572-7117
Lori Heideman	Dispatch Manager	Wood County Dispatch Center	lheideman@co.wood.wi.us	715-421-8668
Heather Gehrt	Treasurer	Wood County Treasurer's Office	hgehart@co.wood.wi.us	715-421-8482
Allen Breu	Town of Marshfield Chair	Town of Marshfield	breutown@frontier.com	715-387-4222

* All of the above named people are members of the Wood County Land Information Council

2 FOUNDATIONAL ELEMENTS

Counties must have a land information plan that addresses development of specific datasets or map layer groupings historically referred to as the WLIP Foundational Elements. Foundational Elements incorporate nationally-recognized "Framework Data" elements, the major map data themes that serve as the backbone required to conduct most mapping and geospatial analysis.

In the past, Foundational Elements were selected by the former Wisconsin Land Information Board under the guiding idea that program success is dependent upon a focus for program activities. Thus, this plan places priority on certain elements, which must be addressed in order for a county land information plan to be approved. Beyond the county's use for planning purposes, Foundational Element information is of value to state agencies and the WLIP to understand progress in completion and maintenance of these key map data layers.

FOUNDATIONAL ELEMENTS

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

PLSS

Public Land Survey System Monuments

Layer Status

PLSS Layer Status

	Status/Comments
Number of PLSS corners (selection, ¼, meander) set in original government survey that can be remonumented in your county	• 2,615
Number of PLSS corners capable of being remonumented in your county that have been remonumented	• 2,615 (100%)
Number of remonumented PLSS corners with survey grade coordinates (see below for definition) <ul style="list-style-type: none"> • SURVEY GRADE – coordinates collected under the direction of a Professional Land Surveyor, in a coordinate system allowed by 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision • SUB-METER – point precision of 1 meter or better • APPROXIMATE – point precision within 5 meters or coordinates derived from public records or other relevant information 	• 2,615 (100%)
Number of survey grade PLSS corner coordinates integrated into county digital parcel layer	• 2,615 (100%)
Number of non-survey grade PLSS corner coordinates integrated into county digital parcel layer	• 0
Tie sheets available online?	• Yes https://gis.co.wood.wi.us/Land-Records-Viewer-001/
Percentage of remonumented PLSS corners that have tie sheets available online (whether or not they have corresponding coordinate values)	• 100%
Percentage of remonumented PLSS corners that have tie sheets available online (whether or not they have corresponding coordinate values) and a corresponding URL path/hyperlink value in the PLSS geodatabase	• 100%
PLSS corners believed to be remonumented based on filed tie-sheets or surveys, but do not have coordinate values	• 0
Approximate number of PLSS corners believed to be lost or obliterated	• 0
Which system(s) for corner point identification/ numbering does the county employ (e.g., the Romportl point numbering system known as Wisconsin Corner Point Identification System, the BLM Point ID Standard, or other corner point ID system)?	<ul style="list-style-type: none"> • Romportl numbering system also known as Wisconsin Corner Point Identification System • Bureau of Land Management (BLM) Point ID • Wood County Internal Numbering System
Does the county contain any non-PLSS areas (e.g., river frontage long lots, French land claims, private claims, farm lots, French long lots, etc.) or any special situations regarding PLSS data for tribal lands?	• No
Total number of PLSS corners along each bordering county	• 241
Number of PLSS corners remonumented along each county boundary	• 241 (100%)
Number of remonumented PLSS corners along each county boundary with survey grade coordinates	• 241 (100%)
In what ways does your county collaborate with or plan to collaborate with neighboring counties for PLSS updates on shared county borders?	• Yes, the Wood County Surveyor notifies surrounding counties with updated tie sheets and coordinates. All tie sheets are available on our Land Records Viewer

Custodian

- County Surveyor and Land Information Office

Maintenance

- Ongoing maintenance of the PLSS will be accomplished through a planned, long-term program with the goal of occupying each corner every ten to fifteen years, depending on location, condition, and other significant factors (such as road construction). There is also an annual contract to ensure that corners affected by road construction are occupied both before and after the road construction occurs. There is a bounty program that awards surveyors for submitting tie sheets and coordinates.

Standards

- Statutory Standards for PLSS Corner Remonumentation
 - s. 59.74, Wis. Stats. Perpetuation of section corners, landmarks.
 - s. 60.84, Wis. Stats. Monuments.
 - ch. A-E 7.08, Wis. Admin. Code, U.S. public land survey monument record.
 - ch. A-E 7.06, Wis. Admin. Code, Measurements.
 - s. 236.15, Wis. Stats. Surveying requirement.
- SURVEY GRADE standard from Wisconsin County Surveyor's Association:
 - **SURVEY GRADE** – coordinates collected under the direction of a Professional Land Surveyor, in a coordinate system allowed by 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision

Other Geodetic Control and Control Networks

High Accuracy Reference Network (HARN)

Layer Status

- Wood County completed a densification from stations within the Wisconsin High Accuracy Reference Network (HARN) in 1995 with the assistance of a WLIP grant. In total, 104 monuments are included in this network: 12 16" diameter x 5' deep concrete monuments built to DOT specifications, 5 NGS monuments that were already in existence, 75 6" diameter by 7' deep concrete and steel monuments designed by local surveyors, and 12 section corner monuments, all of which are Harrison or Waupaca Foundry cast iron.

Custodian

- County Surveyor and Land Information Office

Maintenance

- None

Standards

- The Wood County geodetic network was developed with three levels of accuracy, and complies with the WLIB Specifications and Guidelines to support Densification of the Wisconsin High Accuracy Reference Network (HARN) using GPS Technology.

Parcel Mapping

Parcel Geometries

Layer Status

- **Progress toward completion/maintenance phase:** 100% of the country's parcels are available in a commonly used digital GIS format.
- **Spatial Reference:** Parcels are edited in the following Projected & Geographic Coordinate System:
 - Projected Coordinate System: NAD 1983 HARN Wisconsin CRS Wood
 - Projection: Lambert Conformal Conic
 - Authority: EPSG
 - WKID: 8096
 - Geographic Coordinate System: NAD 1983 HARN
 - Authority: EPSG
 - WKID: 4152
- **Integration of tax data with parcel polygons:** Tax and assessment attributes are maintained by the Real Property Lister, these attributes are joined the Tax Parcel geometry during the publication process.
- **Online Parcel Viewer Software/App and Vendor name:** Wood County uses ESRI WebAppBuilder for ArcGIS Developer Edition to create and maintain the Online Parcel Viewer.
- **Unique URL path for each parcel record:**
 - GCS Land Records Management Software –
<https://propertytax.co.wood.wi.us/gcswebportal/search.aspx?parcelnumber=<value>>

- Land Records Viewer – <https://gis.co.wood.wi.us/Land-Records-Viewer-001/index.html?find=<value>>
- where <value> is the Parcel Identification Number (PIN)

Custodian

- Land Records Coordinator and Real Property Lister

Maintenance

- **Update Frequency/Cycle:** Parcel geometry and attributes are updated on a regular basis. The tax parcels are typically updated weekly.

Standards

- Wood County has worked very hard to adhere to the Statewide Parcel Map Initiative standard. In recent years thanks to the acquisition of GCS Land Records Management Software and improvements in our Site Address Point Data we have been able to regularly publish to the Statewide Parcel Map Initiative schema. This schema has become Wood County's schema with very few modifications. While there is some metadata present on the layer itself and on our Open Data page, the most complete metadata is actually one and the same of the Statewide Parcel Map Initiative which can be found here: <https://www.sco.wisc.edu/parcels/data/>

Assessment/Tax Roll Data

Layer Status

- **Progress toward completion/maintenance phase:** NA
- **Tax Roll Software/App and Vendor name:** GCS Land Records Management Software
- **Municipal Notes:** The City of Marshfield does their own Real Property Listing, but does use GCS just like Wood County.

Custodian

- County Treasurer and Real Property Lister

Maintenance

- **Maintenance of the Searchable Format standard:** To maintain the Searchable Format standard, the county will continue to support the export scripts needed to format tax roll attributes to the searchable format in a way that they can be joined to parcel polygons.
 - **Searchable Format Workflow:** The county maintains parcel/tax roll data in the Searchable Format or close enough to the Searchable Format that **little to no human labor is required** for the annual submission of parcel/tax roll data to DOA.

Standards

- Wisconsin Department of Revenue [Property Assessment Manual](#) and attendant DOR standards
- DOR XML format standard requested by DOR for assessment/tax roll data
- s. 73.03(2a), Wis. Stats. Department of Revenue (DOR) – Powers and duties defined. Department of Revenue Property Assessment Manual – Chapter 5 and DOR format standard requested by DOR for assessment/tax roll data
- S. 59.72(2)(a), Wis. Stats. Presence of all nine “Act 20” attributes
- S. 59.72(2)(a), Wis. Stats. Crosswalk of attributes

ROD Real Estate Document Indexing and Imaging

Layer Status

- **Grantor/Grantee Index:** In process of back indexing. Deeds and miscellaneous recorded are indexed to approximately 1930. Mortgages are back indexed to approximately 1976. All this relates to our computer system, i.e., iDoc via Fidar Technologies. We have paper grantor/grantee indexes from the beginning of Wood County (1856).
- **Tract Index:** PLSS based – Computer tract goes back to August 1, 1999. Paper tract available from 1856. Tract books are scanned into the computer system.
- **Imaging:** Not imaged are lis pendens, corporate records as well as 30+ year old mortgages.
- **ROD Software/App and Vendor Name:** Fidar Laredo/Tapestry

Custodian

- Register of Deeds

Maintenance

- New documents are recorded, scanned and indexed daily.

Standards

- s. 59.43, Wis. Stats. Register of deeds; duties, fees, deputies.
- ch. 706, Wis. Stats. Conveyances of real property; Recording; Titles.

LiDAR and Other Elevation Data

LiDAR

Layer Status

- **Most recent acquisition year:** 2015
- **Accuracy:** QL3
- **Nominal Pulse Spacing:** 1 meter
- **Contractor's standard, etc.:** A comparison of the ground survey versus LiDAR model values indicates a vertical root mean square error (RMSEz) of 0.399 feet. This is well within the FEMA specified vertical accuracy tolerance of 0.61 feet. RMSEz varies depending on land cover:
 - RMSEz – Urban 0.110 US Survey Feet
 - RMSEz – Low Grass 0.139 US Survey Feet
 - RMSEz – Tall Grass 0.319 US Survey Feet
 - RMSEz – Low Trees 0.322 US Survey Feet
 - RMSEz – Tall Trees 0.397 US Survey Feet
- **Next planned acquisition year:** 2022
- **QL1/QL2 acquisition plans:** leveraging funds from the 3DEP program we will have the opportunity to acquire QL1 LiDAR at a quarter of the cost.

Custodian

- Land Records Coordinator

Maintenance

- LiDAR data is not actively maintained or updated. The next project is planned for 2022.

Standards

- USGS Lidar Base Specification

LiDAR Derivatives

e.g., **Bare-Earth Digital Terrain Model (DTM), Bare-Earth Elevation Contours, Bare-Earth Digital Elevation Model (DEM), Digital Surface Model (DSM), Hydro-Enforced DEMs, etc.**

Layer Status

- LiDAR derivatives are listed below and are derived from the 2015 LiDAR flight:
 - 2 foot contours
 - Bare Earth LAS
 - Point Cloud LAS
 - Breaklines
 - Digital Elevation Model (DEM)
 - Digital Terrain Model (DTM)
 - Digital Surface Model (DSM)
 - Intensity Images

Custodian

- Land Records Coordinator

Maintenance

- LiDAR data is not actively maintained or updated. The next project is planned for 2022.

Standards

- USGS LiDAR Base Specification

Orthoimagery

Orthoimagery

Layer Status

- **Most recent acquisition year:** 2020
- **Resolution:** 6 Inch
- **Contractor's standard:** ASPRS Class II horizontal accuracy specifications at 1" = 100' map scale. The horizontal accuracy meets or exceeds 2.0 feet RMSE using the National Standards for Spatial Data Accuracy (NSSDA) standards.
- **Next planned acquisition year:** 2025

Custodian

- Land Records Coordinator

Maintenance

- New Orthoimagery is acquired every five years through the Wisconsin Regional Orthophotography Consortium (WROC) program. The next flight is planned for 2025.

Standards

- National Map Accuracy Standards

Historic Orthoimagery

Layer Status

Wood County, like most other counties has a wide variety of historic aerial imagery dating as far back as the mid-thirties. The most comprehensive list of historic aerial imagery can be found on the Wisconsin State Cartographer's Office (SCO) website. The website allows users to search any county in Wisconsin for imagery, and submit updates or revisions to the index if necessary. Most of the historic imagery for Wood County is not in a digital format that is usable in the GIS. Wood County does not have the original film or images for most of the historic aerial imagery because the county did not commission the acquisition of the imagery.

The first time that Wood County contracted to have the entire county flown was in 2005. This 18" black and white project was part of a consortium coordinated by the North Central Regional Planning Commission. Five years later the county acquired 18" color digital orthophotography through the Wisconsin Regional Orthophotography Consortium (WROC).

Custodian

- Land Records Coordinator

Other Types of Imagery

e.g., Oblique Imagery, Satellite Imagery, Infra-red, etc.

Layer Status

- Wood County has only contracted for traditional Imagery in the past. There has been thoughts of having drone imagery, satellite imagery or oblique imagery but it has been hard to justify or prioritize over other projects.

Address Points and Street Centerlines

Address Point Data

Layer Status

- Site address points exist for every known address in the county. There has been a considerable amount of effort spent in recent years to make sure our Site Address Point dataset includes every single address in the county, much of this effort was focused on reconciling the Tax Roll, InfoUSA, ALI and local utility company address lists.
- Wood County Emergency Management Agency is the county authority on addressing and it assigns new addresses for most municipalities. Several municipalities do their own addressing – the Town of Grand Rapids, Village of Biron, Village of Rudolph, Village of Milladore, Village of Port Edwards, City of Pittsville, City of Marshfield and City of Wisconsin Rapids.

Custodian

- Wood County Emergency Management Agency
- Land Records Coordinator
- Various Municipalities that do their own addressing

Maintenance

- Site address points are created or modified upon notification by an addressing authority.

Standards

- Wisconsin GIS NG9-1-1 Data Standard (working towards)
- Wisconsin Land Information Association Address Point Data Standard (working towards)
- Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

Building Footprints

Layer Status

- Following the 2020 Orthophotography flight, The Cities of Marshfield and Wisconsin Rapids both contracted out for various planimetrics including building footprints. Wood County then did a separate contract for digitizing building footprints that were not included in either cities contract. The combination of all three contracts has produced county-wide building footprints.

Custodian

- Land Records Coordinator

Maintenance

- Building footprints are based off of the most recent orthophotography. Wood County may work with the Cities of Marshfield and Wisconsin Rapids in 2025 following the next flight to update the Building Footprints.

Standards

- Internal Business Needs

Other Types of Address Information

Layer Status

- Following ESRI's Local Government information model, Wood County has developed a few enhancing features to aid in dispatching, emergency management and other business needs. These features are listed and briefly explained below:
 - Address Points – the theoretical point on the road centerline at which a given address has been assigned.
 - Address Entrance Points – the point at which a vehicle would gain access to a given address, typically a driveway entrance.
 - Point to Site Connection Lines – a line that connects the address point to the site address point.
- These address enhancing features are only available in rural areas.

Custodian

- Land Records Coordinator

Maintenance

- These address enhancing features are typically updated with each new orthophotography flight. We are currently looking into GPSing new features as addresses are assigned.

Standards

- ESRI Local Government Information Model

Street Centerlines

Layer Status

- All public and private street and highway centerlines are mapped for the county.
- Centerline data is very attribute rich supporting all business needs of the county.
- The road centerlines were re-digitized after the 2020 orthophotography flight which was a massive improvement over our previous road centerline dataset in terms of geometry.

Custodian

- Land Records Coordinator

Maintenance

- Data is updated when new roads are created, existing roads are vacated or if road names are changed and/or clarified.

Standards

- Wisconsin GIS NG9-1-1 Data Standard (working towards)
- Wisconsin Land Information Association Street Centerline Data Standard (working towards)
- Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

Rights of Way

Layer Status

- Approximate right-of-way is available for all of Wood County. A comprehensive determination of right-of-way ownership and transfers has not been completed.
- **How maintained:** The Right-of-Way is maintained as a subset of the Simultaneous Conveyance Division in the ESRI ArcGIS Pro Parcel Fabric. It is selected out as its own stand-alone layer during our publication process.

Custodian

- Land Records Coordinator

Maintenance

- Updated regularly in conjunction with our parcel mapping to reflect surveys, transportation plats and deeds.

Standards

- Internal Business Needs

Trails

Layer Status

- Recreation trail routes are maintained in the county parks as well as bicycle and pedestrian trails throughout the county. Snowmobile trails for the entire county are mapped, and ATV trails on county property are mapped. Public roads that are open to ATV traffic are mapped.

Custodian

- Land Records Coordinator

Maintenance

- New trail segments are GPS'd as they are added. Existing trails are GPS'd as time allows.

Standards

- Internal Business Needs

Land Use

Current Land Use

Layer Status

- Land use maps are available for all townships in Wood County and created using the Land Based Classification Standards. Land use mapping for cities and villages will be completed in the future on as-needed basis. Land use codes that are used in the tax parcel database are compliant with the Department of Revenue Land Use Classification System.

Custodian

- Planning and Zoning

Maintenance

- Land use maps are updated as projects require and based off of the most recent imagery available at that time. Most townships have not been remapped since the creation of the layer over 10 years ago.

Standards

- American Planning Association Land Based Classification Standards (LBCS)

Future Land Use

Layer Status

- Future Land Use was created as a product of the Wood County Comprehensive Plan that was completed in 2010. Future Land Use is based off of wetlands, floodplains, and water bodies that limit or prohibit future development.

Custodian

- Planning and Zoning

Maintenance

- Future Land Use maps would be updated along subsequent comprehensive plans.

Standards

- s. 66.1001, Wis. Stats. Comprehensive planning.

Zoning

County General Zoning

Layer Status

- Not administered by county.

Shoreland Zoning

Layer Status

- The county does maintain a GIS representation of county shoreland zoning boundaries. Shoreland areas were determined by buffering the hydrography layer as defined by the County Shoreland Zoning Ordinance. This layer is only a graphical representation and not an official boundary delineation.

Custodian

- Planning and Zoning
- Land Records Coordinator

Maintenance

- Shoreland Zoning buffers will be updated as hydrography layers are improved.

Standards

- Wood County Shoreland Zoning Ordinance

Farmland Preservation Zoning

Layer Status

- Not administered by county.

Floodplain Zoning

Layer Status

- The County does maintain a GIS representation of floodplain zoning boundaries.
- The county's floodplain zoning GIS data is the same as/identical to the [FEMA map](#).
- In 2010, Federal Emergency Agency (FEMA) initiated a floodplain mapping update. Although the mapping used the best available information, accurate LiDAR elevation data is now available and should be used to accurately delineate floodplains.

Custodian

- Federal Emergency Management Agency
- Land Records Coordinator

Maintenance

- Updated when FEMA updates their data.

Standards

- Standards set by Federal Emergency Management Agency

Airport Protection

Layer Status

- Not administered by county.

Municipal Zoning Information Maintained by the County

Layer Status

- There are many towns, cities and villages that are zoned in Wood County. With the exception of the City of Wisconsin Rapids and the City of Marshfield, Wood County works with each zoned municipality to create updated GIS layers for Municipal Zoning. These layers are then used in web applications specific to each municipality that Wood County hosts.
- Extra-Territorial Boundaries are maintained for the three municipalities that have the boundaries – Village of Port Edwards (1.5 miles), City of Marshfield (3 miles), City of Wisconsin Rapids (3 miles).

Custodian

- Planning and Zoning
- Land Records Coordinator

Maintenance

- Municipal Zoning is maintained on a regular basis but this does depend heavily on which municipality it is for as some municipalities are more expedient in notifying the county of updates.

Standards

- Internal Business Needs

Administrative Boundaries

Civil Division Boundaries

Layer Status

- The civil boundaries within Wood County were constructed using our parcel data, PLSS data and annexation documents.

Custodian

- Land Records Coordinator

Maintenance

- As needed to reflect annexations

Standards

- Consolidated Boundary Annexation Survey (CBAS)

School Districts

Layer Status

- **Progress toward completion/maintenance phase:** in Maintenance Phase
- **Relation to parcels:** School Districts is a field that is found in the tax database and is populated for every tax parcel record in Wood County
 - **Attributes linked to parcels:** the "SCHOOLDIST (School District)" and "SCHOOLDISTNO (School District Number)" fields that are found in our tax parcels are populated directly from the tax database.

Custodian

- Real Property Lister
- Land Records Coordinator

Maintenance

- As needed

Standards

- Consolidated Boundary Annexation Survey (CBAS)

Election Boundaries

e.g., Voting Districts, Precincts, Wards, Polling Places, etc.

Layer Status

- The county created municipal ward, aldermanic and supervisory districts during the 2020 redistricting.

Custodian

- County Clerk
- Land Records Coordinator

Maintenance

- As needed to reflect annexations and elections.

Standards

- Consolidated Boundary Annexation Survey (CBAS)

Emergency Service Boundary – Law/Fire/EMS

Layer Status

- **Law Enforcement:** Law Enforcement boundaries are fully integrated with the Emergency Service Boundaries and are extracted during our publication process.
- **Fire:** Fire boundaries are fully integrated with the Emergency Service Boundaries and are extracted during our publication process.
- **EMS:** EMS boundaries are fully integrated with the Emergency Service Boundaries and are extracted during our publication process.

Custodian

- Land Records Coordinator
- Dispatch Manager

Maintenance

- The Emergency Service Boundaries are updated as needed.

Standards

- Wisconsin GIS NG9-1-1 Data Standard (working towards)
- Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

Public Safety Answering Points (PSAP) Boundary

Layer Status

- **PSAP Boundary:** The PSAP Boundary is one and the same as the Wood County Boundary.

Custodian

- Land Records Coordinator
- Dispatch Manager

Maintenance

- Update as needed

Standards

- Wisconsin GIS NG9-1-1 Data Standard (working towards)
- *Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

Provisioning Boundary

Layer Status

- The Provisioning Boundary is one and the same as the Wood County Boundary.

Custodian

- Land Records Coordinator
- Dispatch Manager

Maintenance

- Update as needed

Standards

- Wisconsin GIS NG9-1-1 Data Standard

- Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

Native American Lands

Layer Status

- All Native American lands are included in the County Tax Parcels and can be queried and mapped on request.

Custodian

- Real Property Lister
- Land Records Coordinator

Maintenance

- The Native American Lands are maintained in the tax parcel layer so that changes in ownership reflected in the tax database will be reflected in the tax parcels.

Standards

- Statewide Parcel Map Initiative Standards

Other Administrative Districts

Layer Status

- Wood County has 7 recreational parks, 38,000 acres of county forest land and 18,500 acres of Wood County State Wildlife area. All public lands are included in the County parcel mapping database. Additionally, public land amenities such as beaches, campgrounds, boat access, etc. are mapped to support map creation.

Custodian

- Parks and Forestry
- Land Records Coordinator

Maintenance

- Updated as needed.

Standards

- Internal Business needs

Other Layers

Hydrography Maintained by County or Value-Added

Layer Status

- Hydrography has been digitized off of the 2020 Air Photo.

Custodian

- Land Records Coordinator

Maintenance

- Hydrography layers are edited against aerial photography and LiDAR layers as time allows.

Standards

- Internal Business Needs
- USGS Elevation-Derived Hydrography Specifications

Cell Phone Towers

Layer Status

- Cell phone towers are mapped to support Dispatch.

Custodian

- Land Records Coordinator

Maintenance

- Updated as needed

Standards

- Computer Aided Dispatch vendor (Computer Information Systems) specific requirements

Bridges and Culverts

Layer Status

- Wood County does not currently have a layer for Bridges, we have been using the GIS data for bridges from the Wisconsin Department of Transportation that has been sufficient for our business needs.
- The Wood County Highway Department has started a culvert inventory that covers County Highways.

Custodian

- Highway Department
- Land Records Coordinator

Maintenance

- The Wood County Highway Department continues to build and maintain their culvert inventory. We are currently looking into getting a LiDAR derived culvert inventory which would result in a much more complete dataset in terms of geometry.

Standards

- Internal Business Needs

Non-Metallic Mining

Layer Status

- The Non-Metallic Mining layer is actively maintained by the Wood County Conservation department. Mining sites are visited periodically and acreages are tracked on each site.

Custodian

- Land and Water Conservation

Maintenance

- Maintenance is ongoing and sites are periodically visited.

Standards

- Internal Business Needs

Railroads

Layer Status

- Railroad centerlines were digitized off of the 2020 aerial photography.

Custodian

- Land Records Coordinator

Maintenance

- Updated as needed.

Standards

- Internal business needs

3 LAND INFORMATION SYSTEM

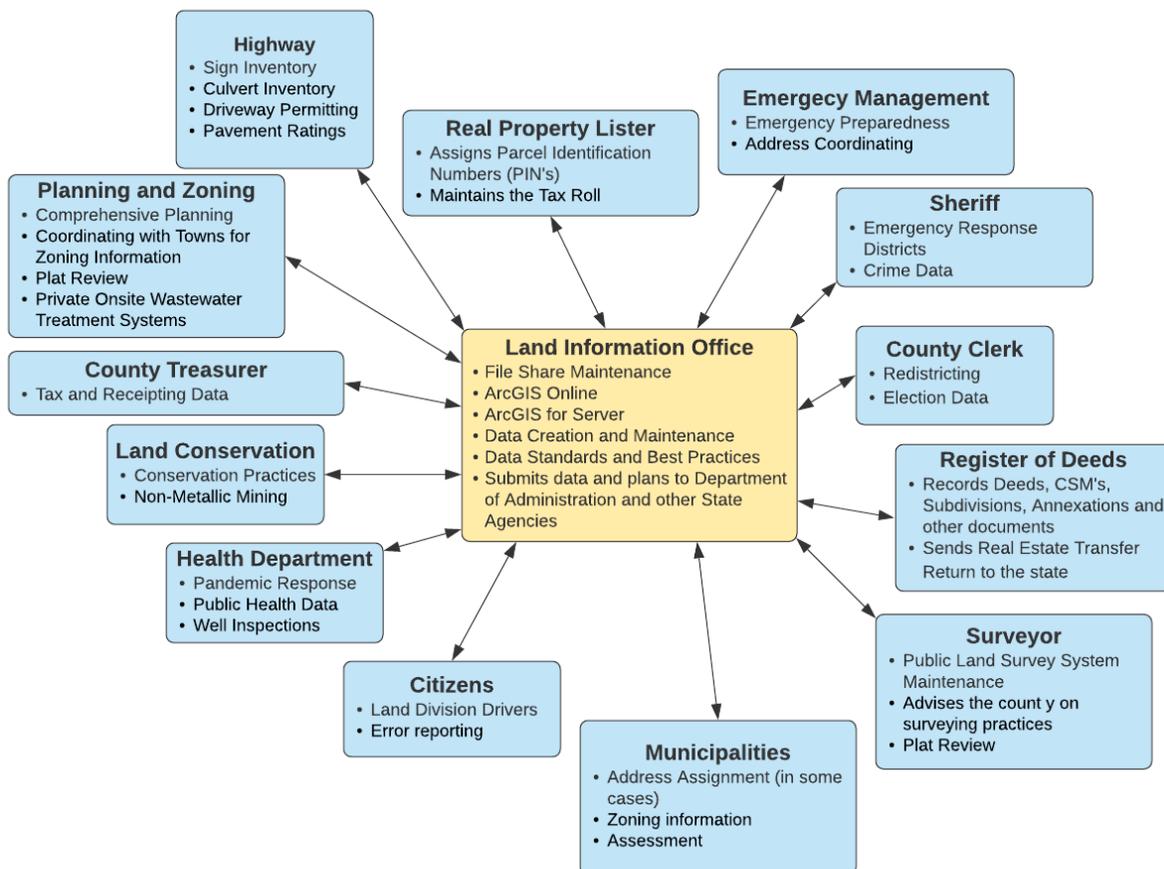
The WLIP seeks to enable land information systems that are both modernized and integrated. Integration entails the coordination of land records to ensure that land information can be shared, distributed, and used within and between government at all levels, the private sector, and citizens.

One integration requirement is listed under s. 16.967(7)(a)(1), Wis. Stats., which states that counties may apply for grants for:

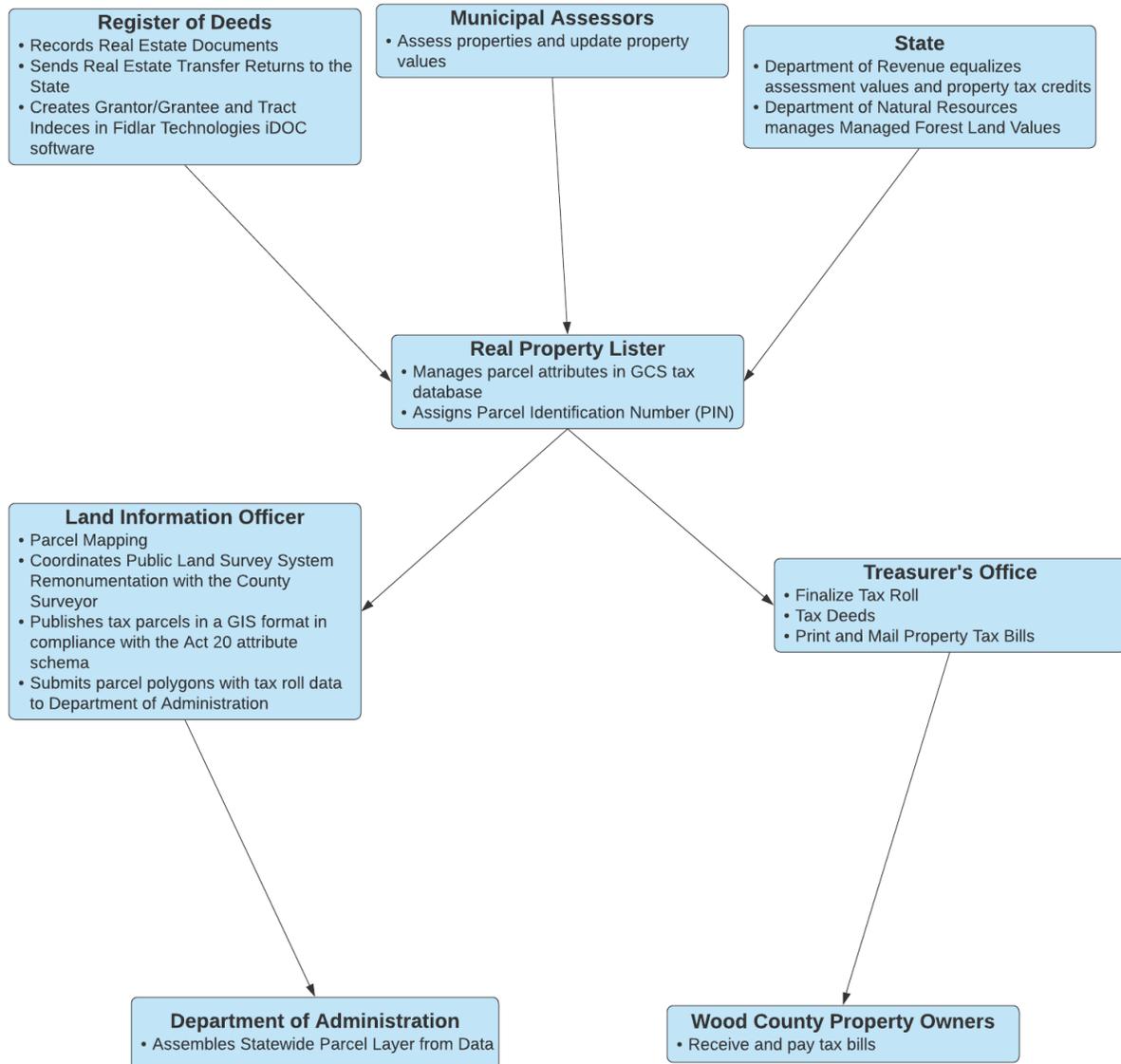
The design, development, and implementation of a land information system that contains and integrates, at a minimum, property and ownership records with boundary information, including a parcel identifier referenced to the U.S. public land survey; tax and assessment information; soil surveys, if available; wetlands identified by the department of natural resources; a modern geodetic reference system; current zoning restrictions; and restrictive covenants.

This chapter describes the design of the county land information system, with focus on how data related to land features and data describing land rights are integrated and made publicly available.

Current Land Information System Diagram of County Land Information System



County Parcel Data Workflow Diagram



Technology Architecture and Database Design

This section refers to the hardware, software, and systems that the county uses to develop and operate computer systems and communication networks for the transmission of land information data.

The Wood County Land Information System runs on Wood County's local area network and is supported by the Information Systems (IS) Department. The IS Department is committed to supporting all activities of the Land Records Modernization Program and has been a reliable contributor to system development and support.

Wood County Land Information uses two Windows Server 2019 virtual machines (DB-GIS20 and WEB-GIS), Amazon Web Services and ArcGIS Online. DB-GIS is the file server, WEB-GIS is the web server. Both of these machines run on ArcGIS Server Standard Workgroup to support data editing and publishing web services. Amazon Web Services and ArcGIS Online are employed to decrease demand on WEB-GIS, data backups and document storage.

Hardware

- DB-GIS20 Windows Server 2019 virtual server
- WEB-GIS Windows Server 2019 virtual server
- Trimble Geo 7x GPS Unit
- Trimble R1 GPS Unit

Software

- ArcGIS for Server
- ArcGIS Desktop
- **County currently uses ArcGIS Pro:** Yes
- **County plans to upgrade to ArcGIS Pro:** Yes – Already upgraded

Website Development/Hosting

- All website development is done in-house, ArcGIS Online or Amazon Web Services (AWS).
- Web Applications are developed using ArcGIS Online and ArcGIS Web AppBuilder Developer Edition.

Metadata and Data Dictionary Practices

Metadata Creation

- **Metadata creation and maintenance process:** Metadata is created and maintained for Wood County GIS layers that are shared in our open data portal. It is a long term goal to have solid metadata on all Wood County GIS layers.

Metadata Software

- **Metadata software:**
 - The software does generate metadata consistent with the FGDC Content Standard for Digital Geospatial Metadata, and ISO geographic metadata standard 19115.
 - ArcCatalog is used for Metadata creation.
- **Metadata fields manually populated:** Summary, Abstract, Use Limitations and occasionally data layer fields are manually populated.

Municipal Data Integration Process

- The cities of Marshfield and Wisconsin Rapids are the only two municipalities with in-house GIS staff. Of those two, Marshfield edits their own parcel data in GIS. Marshfield shares parcels, addresses, roads etc. to incorporate in countywide datasets. Wisconsin Rapids accesses county parcel and other base layers through an ArcGIS Server Geodata Service.
- In the past, the Land Information Office has provided data to any contractors that are working on projects for municipalities. In fact, some contractors even incorporate county web services via REST into municipal projects.

Public Access and Website Information

Public Access and Website Information (URLs)

Public Access and Website Information

GIS Webmapping Application(s)

Link - URL	GIS Download Link – URL	Real Property Lister Link - URL	Register of Deeds Link - URL
https://gis.co.wood.wi.us/	https://opendata.woodcogis.com/	https://propertytax.co.wood.wi.us/gcwebportal/search.aspx	https://www.co.wood.wi.us/departments/rod/landrecords.aspx

Single Landing Page/Portal for All Land Records Data

URL

<https://www.co.wood.wi.us/departments/pz/landrecords.aspx>

Web Services/REST End Points

URL

<https://gis.co.wood.wi.us/gis/rest/services>

Municipal Website Information

Municipal Website	Municipal Website URL
City of Wisconsin Rapids	https://www.wirapids.org/maps-gis.html
City of Marshfield	https://comgis.ci.marshfield.wi.us/mpv/

Data Sharing

Data Availability to Public

Wood County makes land records information available according to the requirements of the Wisconsin Open Records Law. The public has free, both in terms of cost and barriers, access to land records through the county interactive land records viewer map, The Land Records Portal and Open Data Portal. Even costly data like orthophotography and LiDAR are available for free.

Data Sharing Restrictions and Government-to-Government Data Sharing

Data Sharing Restrictions

- Wood County imposes no use restrictions. Users are free to share and adapt the data for any purpose, even commercially. We do ask that users give appropriate attribution of our source data.

Government-to-Government Data Sharing

- Data sharing is encouraged because of the resulting cost savings and efficiencies. The county has used both formal and informal agreements to share data when necessary. Wood County does not require agreements for Government-to-Government data sharing.

Training and Education

The Land Information Office has offered GIS training sessions that were open to other governmental agencies and the general public. We support training opportunities offered by the Wisconsin Land Information Association (WLIA) and ESRI Wisconsin User Group (EWUG) because they are effective ways of providing information on timely topics at a reasonable price.

All county staff have internet access to online training or coursework, and participation in training sessions is encouraged. On occasion, educational sessions and demonstrations are presented to staff, elected officials and the general public.

WLIP Training and Education funds are used to supplement the cost of sending staff to training at conferences and workshops.

4 CURRENT & FUTURE PROJECTS

This chapter lists the current and future land information projects the county is currently undertaking or intends to pursue over its planning horizon. A project is defined as a temporary effort that is carefully planned to achieve a particular aim. Projects can be thought of as the means to achieving the county's mission for its land information system.

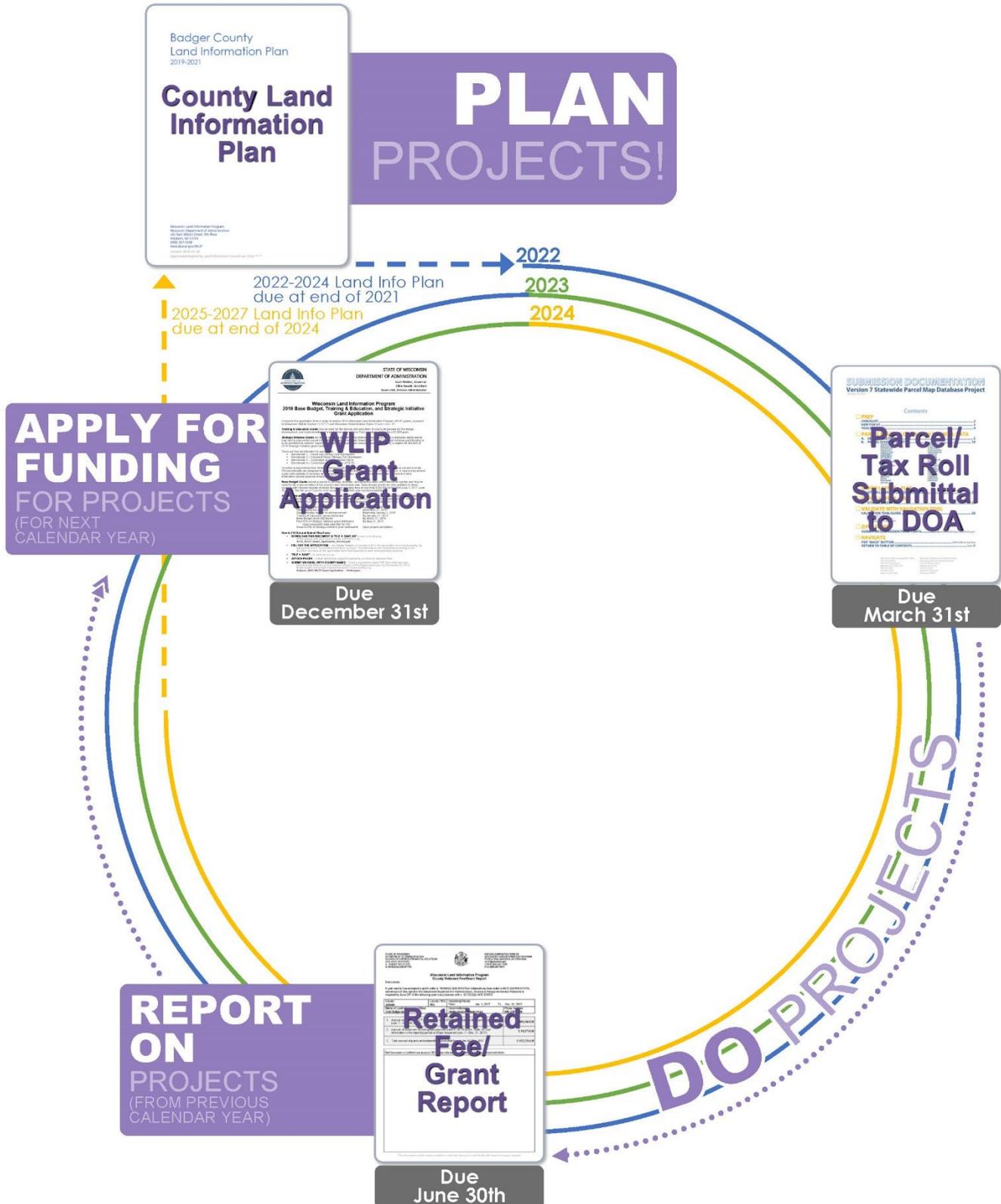


Figure 1. The WLIP Land Information Plan/Grant Project Cycle

Project Plan to Maintain Searchable Format (Benchmarks 1 & 2)

Project Title: Project Plan to Maintain Searchable Format (Benchmarks 1 & 2)

Project Description/Goal

How Searchable Format Will Be Maintained

- Wood County will continue to support the export scripts needed to format tax roll attributes to the searchable format in a way that they can be joined to parcel polygons.

Business Drivers

- The Project Plan to Maintain Searchable Format for Benchmarks 1 & 2 is a requirement for those counties who utilize Strategic Initiative funds for parcel/tax roll formatting to prepare the data submission to DOA.

Objectives/Measure of Success

- The objective is to continue to meet the Searchable Format for Benchmarks 1 & 2 (Parcel and Zoning Data Submission, Extended Parcel Attribute Set Submission).

Project Timeframes

- Maintenance of the Searchable format is an ongoing effort and data is submitted to the Department of Administration by March 31st annually.

Responsible Parties

- Land Records Coordinator
- Real Property Lister

Estimated Budget Information

- Staff time should be minimal barring any extensive change to the Searchable Format.
- Since our publication routines publish to the Searchable Format on a regular basis, the cost of Benchmarks 1 & 2 maintenance has been placed in Project #7 – Parcel Fabric Maintenance and Accuracy Improvements.

Project Plan for PLSS (Benchmark 4)

Project Title: Project Plan for PLSS (Benchmark 4)

Project Description/Goal

Planned Approach

- Since 2018, Wood County has enjoyed 100% PLSS monumentation with survey grade coordinates. PLSS maintenance will be accomplished through:
 - Monumentation projects which will ensure that each corner is visited every 10-15 years as well as ensuring that PLSS corners effected by road construction are visited before and after construction.
 - Bounty Program that awards surveyors for submitting tie sheets and survey-grade coordinates

Current Status

- **Tally of the total number of corners:** 2615
- **Remonumentation status:** 2615
- **Coordinate status (accuracy class) if known:** Survey-Grade

Goals

- **Number of corners to be remonumented and/or rediscovered:** Around 300
- **Number to have new coordinates established:** Around 300
- **Accuracy class for these new coordinates:** Survey-Grade
- **Way in which these points will be integrated into the parcel fabric:** New corners are imported into PLSS layers which are used as the basis for the parcel fabric.

Missing Corner Notes

- **Documentation for any missing corner data:** None

County Boundary Collaboration

- The Wood County Surveyor notifies surrounding counties with updated tie sheets and coordinates.

Business Drivers

- The Project Plan for PLSS is a requirement for those counties who utilize Strategic Initiative funds for work related to PLSS completion and integration.
- Wood County has spent considerable resources to ensure that every monument has been visited, continuous maintenance is necessary to stay at this high standard.
- PLSS monuments are the fundamental building blocks for land descriptions and property ownership.
- Surveyors, engineers, realtors and other professionals rely on accurate land information.
- Parcel Mapping improvements

Objectives/Measure of Success

- 100% PLSS monumentation with Survey-Grade coordinates
- Every monument has a recent tie sheet online
- Monuments are maintained before and after road construction

Project Timeframes

- PLSS monumentation is an ongoing effort and will run the entire plan period.

Responsible Parties

- County Surveyor
- Contracted Surveyors
- Land Records Coordinator

Estimated Budget Information

- \$ 30,000

Project #1: 2022 LiDAR Flight and Additional Deliverables

Project Description/Goal

- Obtain countywide QL1 LiDAR in 2022.
- **Land Info Spending Category:** LiDAR

Business Drivers

- LiDAR has become one of the most important foundational elements, it supports all sorts of applications that are important for many county operations.
- Conservation, Highway, Planning and Zoning and other departments are able to save a ton of time in field work as LiDAR data of this accuracy can accurately depict ground conditions.
- The acquisition of additional deliverables such as a county wide culvert inventory is much more feasible with the support of LiDAR as opposed to more traditional means.
- Through the 3D Elevation Program (3DEP) we have the unprecedented opportunity to have 75% of the project funded.
- The LiDAR data will be available to the public once it has been delivered.
- The QL1 LiDAR is much more dense than our current LiDAR from 2015.

Objectives/Measure of Success

- Delivery of LiDAR meeting all project specifications

Project Timeframes

Timeline – Project #1 Title		
Milestone	Duration	Date
Project planning, getting project partners and contracts signed.	-	2021-2022
LiDAR Flight	-	Spring 2022
Base Deliverables Delivered	-	Late 2022
Additional Deliverables Delivered	-	2023

Responsible Parties

- Land Records Coordinator
- 3DEP Contractor
- Ayres Contractor

Estimated Budget Information

- \$ 90,000 for base deliverables
- \$ 50,000 for additional deliverables

Project #2: Historic Air Photo Scanning and Georeferencing

Project Description/Goal

- Wood County has contracted to do a new air photo flight every 5 years since 2005. There are many air photo flights that have taken place before then dating back to the 1930's.
- Many of the previous flights are not available in a digital format and none are georeferenced to a standard where we could use them as a basemap.
- There are around 15 historic flights that would be of interest to Wood County.
- **Land Info Spending Category:** Orthoimagery

Business Drivers

- See historic land use and development
- See where roads and railroads had been previously laid out
- Once hard-to-access information would be integrated seamlessly into online and public-facing applications.
- Wisconsin Society of Land Surveyors (WSLS) has expressed interest in the 1938 Air Photos.

Objectives/Measure of Success

- Scan, index and georeferenced historic air photos for Wood County, producing base maps that are suitable for use in our online applications.

Project Timeframes

- The main goal is to set up a workflow where we can start scanning, indexing and georeferencing historic air photo flights at the rate of about 1 every year.

Responsible Parties

- Land Records Coordinator

Estimated Budget Information

- Since we do not plan to contract any work for this project out, the project cost has been made a part of "Ongoing Costs Not Associated With a Specific Project".

Project #3: Next Generation 911

Project Description/Goal

- The Wisconsin Department of Military Affairs (DMA) in collaboration with the Wisconsin Land Information Association (WLIA) has developed a Standards and Best Practices for Road Centerlines,

Site/Structure Address Points, PSAP Boundaries, Emergency Service Boundaries and Provisioning Boundaries. Wood County continues to work at getting data ready for Next Generation 911 implementation in accordance with this standard.

- **Land Info Spending Category:** Address Points, Street Centerlines

Business Drivers

- State government is preparing for Next Generation 911 implementation
- Improve existing data for Site Address Points and Street Centerlines that support dispatch and many other county functions.

Objectives/Measure of Success

- County GIS data is NG911 compliant

Project Timeframes

- Wood County will continue to work towards Next Generation 911 compliance throughout this planning period.

Responsible Parties

- Land Records Coordinator
- Dispatch Manager
- Possible Consultant

Estimated Budget Information

- \$100,000

Project #4: GCS Parcel to PLSS Location

Project Description/Goal

- Our GCS tax software has fields for tracking what PLSS location a tax parcel is in, but this field had never been accurately populated or maintained.
- We would like to accurately populate and maintain this field in GCS.
- **Land Info Spending Category:** Other Parcel Work

Business Drivers

- Contractors have requested a breakdown of parcels and what PLSS locations they are in
- The fields for PLSS location show up in our GCS land records portal but are often empty

Objectives/Measure of Success

- The PLSS location fields in the GCS tax database are accurately populated, verified and maintained.

Project Timeframes

- To Be Determined

Responsible Parties

- Land Records Coordinator
- Real Property Lister

Estimated Budget Information

- Since we do not plan to contract any work for this project out, the project cost has been made a part of "Ongoing Costs Not Associated With a Specific Project".

Project #5: Research and Mapping of Right-of-Ways

Project Description/Goal

- There are many locations along Wood County's roadways where right-of-way information could be clarified with a survey.
- **Land Info Spending Category:** Digital Parcel Mapping, Other Parcel Work

Business Drivers

- Many road records exist in the form of Transportation Project Plats, Right-of-Way Plats and town road records. While these are great reference points, there are still some areas that lack enough information to accurately map or locate where the right-of-way should be.
- Most questions in the Surveyor's Office are about Right-of-Way issues.
- Better Right-of-Way information for the parcel mapping.

Objectives/Measure of Success

- Surveys performed on road Right-of-Ways.
- Integration of better survey information into the parcel mapping.

Project Timeframes

- To Be Determined

Responsible Parties

- Land Records Coordinator
- County Surveyor
- County Highway Department
- Contracted Surveyor

Estimated Budget Information

- \$150,000

Project #6: Recreation GIS Layers and Maps Development

Project Description/Goal

- Create and improve GIS layers that support recreation mapping.
- **Land Info Spending Category:** Other (Recreation Mapping)

Business Drivers

- There has been an increased interest in recreational activities, particularly with ATV trails and routes development.
- The County Parks system is improving and we would like to have good maps and applications that can enhance visitors' experiences.

Objectives/Measure of Success

- Creating of Web Applications focused on recreation.
- Good quality paper maps created for each County Park and Recreational Area, as well as an overall recreation map for the whole county.

Project Timeframes

- This project will be worked on throughout this plan period.

Responsible Parties

- Land Records Coordinator
- Parks and Forestry

Estimated Budget Information

- Since we do not plan to contract any work for this project out, the project cost has been made a part of "Ongoing Costs Not Associated With a Specific Project".

Project #7: Parcel Fabric, Maintenance and Accuracy Improvements

Project Description/Goal

- Wood County migrated to the ArcGIS Pro Parcel Fabric in 2020. While parcel mapping has improved steadily since the initial implementation in 2005, there will have to be some pretty focused effort spent to get the most out of ESRI's parcel fabric. This may include remapping of whole areas to snap to our survey control, and accurately delineate all "Parcels" in the parcel fabric to include Tax Parcels, Subdivisions, Subdivision Lots, Subdivision Blocks etc.
- **Land Info Spending Category:** Digital Parcel Mapping

Business Drivers

- Parcel data is one of the most important Foundational Elements and is used by many people.
- Surveyors, engineers, realtors, other professionals and citizens rely on accurate parcel boundaries.

Objectives/Measure of Success

- Keep parcel mapping current
- Integrate Survey-Grade PLSS Coordinates into the parcel mapping.
- Accurately depict not only tax parcels but Subdivisions, Lots and Blocks as well.

Project Timeframes

- Ongoing

Responsible Parties

- Land Records Coordinator

Estimated Budget Information

- Since we do not plan to contract any work for this project out, the project cost has been made a part of "Ongoing Costs Not Associated With a Specific Project".

Project #8: Website, Data Hosting Services, Software and Hardware Maintenance

Project Description/Goal

- Maintain and expand online mapping and data distribution capabilities
- **Land Info Spending Category:** Software, Hardware, Website Development/Hosting Services

Business Drivers

- Public demand for online land records
- Technology advancements have made distributing maps and data easier
- Technology is constantly changing and updating – we must do the same

Objectives/Measure of Success

- Online GIS applications and data are available to the public
- Hardware and software required is up to date and reliable

Project Timeframes

- Ongoing

Responsible Parties

- Land Records Coordinator
- Information Systems

Estimated Budget Information

- \$ 15,000 annually

Project #9: Maps and Applications to Support Fieldwork

Project Description/Goal

- The creating on maps and applications that allows county employees and other outside professionals such as town officials or emergency personnel to collect and edit GIS data.
- **Land Info Spending Category:** Administrative Activities and Management

Business Drivers

- There are many willing individuals who regularly work in the field and visit assets that would be beneficial for the county (culverts, signs, driveways, POWTS, etc) who do not currently collect any GIS information during their field visits.
- Collecting data out in the field would improve many workflows and allow for more GIS data creating and maintaining that does not have to directly involve the Land Records Coordinator.

Objectives/Measure of Success

- County Employees and other professionals are given the tools they need to perform field work and collect GIS data.

Project Timeframes

- This project will be worked on throughout this plan period.

Responsible Parties

- Land Records Coordinator
- Highway Department
- Conservation
- Health Department
- Planning and Zoning

Estimated Budget Information

- Since we do not plan to contract any work for this project out, the project cost has been made a part of "Ongoing Costs Not Associated With a Specific Project".

Ongoing Costs Not Associated With a Specific Project

Funding for the Land Records Coordinator Position

Since it began in 1990, the Land Information Program has been funded entirely through retained fees, contribution-based grants, strategic initiative grants, and education and training grants. The biggest recurring investment on an annual basis is funding the cost of employing a Land Records Coordinator to work towards the goals of land records modernization in the county.

The cost for Salary, Taxes, Benefits as well as office costs for the Land Records Coordinator is approximately \$85,000 a year.

Estimated Budget Information (All Projects)

Estimated Budget Information				
Project Title	Item	Unit Cost/Cost	Land Info Plan	Project Total
			Citations Page # or section ref.	
Project Plan to Maintain Searchable Format (Benchmarks 1 & 2)	Land Records Coord		Page 30	See "Ongoing Costs Not Associated With a Specific Project"
Project Plan for PLSS (Benchmark 4)	Land Records Coord	5% of 30k = \$1.5k	Page 31	
	County Surveyor	5% of 30k = \$1.5k	Page 31	
	Contracted Surveyor	90% of 30k = \$275	Page 31	\$30,000
#1 LiDAR Flight and Additional Deliverables	Contractor	100% of 140k = \$140k	Page 32	\$140,000
#2 Historic Air Photo Scanning and Georeferencing	Land Records Coord		Page 32	See "Ongoing Costs Not Associated With a Specific Project"
#3 Next Generation 911	Land Records Coord	80% of 100k = \$80k	Page 33	
	Dispatch Manager	10% of 100k = \$10k	Page 33	
	Contractor	10% of 100k = \$10k	Page 33	\$100,000
#4 GCS to PLSS Location	Land Records Coord		Page 33	
	Real Property Lister		Page 33	See "Ongoing Costs Not Associated With a Specific Project"
#5 Research and Mapping of Right-of-Ways	Land Records Coord	5% of 150k = \$7.5k	Page 34	
	County Surveyor	5% of 150k = \$7.5k	Page 34	
	Highway Department	10% of 150k = \$15k	Page 34	
	Contracted Surveyor	80% of 150k = \$120k	Page 34	\$150,000
#6 Recreation GIS Layers and Maps Development	Land Records Coord		Page 34	
	Parks & Forestry Dept		Page 34	See "Ongoing Costs Not Associated With a Specific Project"
#7 Parcel Fabric, Maintenance and Accuracy Improvements	Land Records Coord		Page 35	See "Ongoing Costs Not Associated With a Specific Project"
#8 Website, Data Hosting Services, Software and Hardware Maintenance	Land Records Coord	95% of 45k = \$42.75k	Page 35	
	Information Systems	5% of 45k = \$2.25k	Page 35	\$45,000
#9 Maps and Applications to Support Fieldwork	Land Records Coord		Page 35	
	Highway Department		Page 35	
	Conservation		Page 35	
	Parks & Forestry Dept		Page 35	
	Health Department		Page 35	
	Planning & Zoning		Page 35	See "Ongoing Costs Not Associated With a Specific Project"
Ongoing Costs Not Associated With a Specific Project	Land Records Coord	100% of 255k = \$255k	Page 36	\$255,000
GRAND TOTAL				720,000

Note. These estimates are provided for planning purposes only. Budget is subject to change.

Ranges: From: To:
 Date 1/1/2021 12/31/2021
 Account 261-2202-56320-000-001 261-2202-56320-000-999

Sorted By: DEPARTMENT Subtotal By: No Subtotals
 Include: Posting

^ Inactive Account

Account	Trx Date	Jrnl No.	Voucher#	Beginning Balance	A/C Description	Debit	Credit	Trx Description	Net Change	Ending Balance
261-2202-56320-000-101				\$0.00	Land Records Wages					
	1/1/2021	285,253			GJ		\$630.27	Reverse YE Accrued Wages		
	1/14/2021	285,106			GJ	\$1,575.68		GL Payroll Integration		
	1/28/2021	285,850			GJ	\$1,969.60		GL Payroll Integration		
	2/11/2021	286,617			GJ	\$1,920.36		GL Payroll Integration		
	2/25/2021	287,310			GJ	\$1,969.60		GL Payroll Integration		
	3/11/2021	287,971			GJ	\$1,969.60		GL Payroll Integration		
	3/25/2021	288,616			GJ	\$1,969.60		GL Payroll Integration		
	4/8/2021	289,196			GJ	\$1,575.68		GL Payroll Integration		
	4/22/2021	289,787			GJ	\$1,969.60		GL Payroll Integration		
	5/6/2021	290,399			GJ	\$1,772.64		GL Payroll Integration		
	5/20/2021	290,992			GJ	\$1,920.36		GL Payroll Integration		
	6/3/2021	291,840			GJ	\$1,920.36		GL Payroll Integration		
	6/17/2021	292,672			GJ	\$1,772.64		GL Payroll Integration		
	7/1/2021	293,337			GJ	\$1,920.36		GL Payroll Integration		
	7/15/2021	293,972			GJ	\$1,841.76		GL Payroll Integration		
	7/29/2021	294,568			GJ	\$2,084.80		GL Payroll Integration		
	8/12/2021	295,167			GJ	\$2,032.68		GL Payroll Integration		
	8/26/2021	295,881			GJ	\$2,084.80		GL Payroll Integration		
	9/9/2021	296,453			GJ	\$2,084.80		GL Payroll Integration		
				Totals:		\$34,354.92	\$630.27		\$33,724.65	\$33,724.65
261-2202-56320-000-107				\$0.00	Land Records Sick					
	2/11/2021	286,617			GJ	\$49.24		GL Payroll Integration		
	4/8/2021	289,196			GJ	\$196.96		GL Payroll Integration		
	5/6/2021	290,399			GJ	\$196.96		GL Payroll Integration		
	5/20/2021	290,992			GJ	\$49.24		GL Payroll Integration		
	6/3/2021	291,840			GJ	\$49.24		GL Payroll Integration		
	7/1/2021	293,337			GJ	\$49.24		GL Payroll Integration		
	8/12/2021	295,167			GJ	\$52.12		GL Payroll Integration		
				Totals:		\$643.00	\$0.00		\$643.00	\$643.00
261-2202-56320-000-109				\$0.00	Land Records Holiday					
	1/1/2021	285,253			GJ		\$157.57	Reverse YE Accrued Wages		
	1/14/2021	285,106			GJ	\$393.92		GL Payroll Integration		
	4/8/2021	289,196			GJ	\$196.96		GL Payroll Integration		
	6/17/2021	292,672			GJ	\$196.96		GL Payroll Integration		
	7/15/2021	293,972			GJ	\$208.48		GL Payroll Integration		
				Totals:		\$996.32	\$157.57		\$838.75	\$838.75
261-2202-56320-000-120				\$0.00	Land Records FICA					
	1/1/2021	285,253			GJ		\$57.07	Reverse YE Accrued Wages		
	1/14/2021	285,106			GJ	\$142.67		GL Payroll Integration		
	1/28/2021	285,850			GJ	\$142.67		GL Payroll Integration		
	2/11/2021	286,617			GJ	\$142.67		GL Payroll Integration		
	2/25/2021	287,310			GJ	\$142.67		GL Payroll Integration		

Account	Beginning Balance		A/C Description	Debit	Credit	Trx Description	Net Change	Ending Balance
Trx Date	Jrnl No.	Voucher#	Source Doc	Vendor				
3/11/2021	287,971		GJ		\$142.67	GL Payroll Integration		
3/25/2021	288,616		GJ		\$142.67	GL Payroll Integration		
4/8/2021	289,196		GJ		\$142.67	GL Payroll Integration		
4/22/2021	289,787		GJ		\$142.67	GL Payroll Integration		
5/6/2021	290,399		GJ		\$142.67	GL Payroll Integration		
5/20/2021	290,992		GJ		\$142.67	GL Payroll Integration		
6/3/2021	291,840		GJ		\$142.67	GL Payroll Integration		
6/17/2021	292,672		GJ		\$142.67	GL Payroll Integration		
7/1/2021	293,337		GJ		\$142.67	GL Payroll Integration		
7/15/2021	293,972		GJ		\$148.84	GL Payroll Integration		
7/29/2021	294,568		GJ		\$151.48	GL Payroll Integration		
8/12/2021	295,167		GJ		\$151.48	GL Payroll Integration		
8/26/2021	295,881		GJ		\$151.48	GL Payroll Integration		
9/9/2021	296,453		GJ		\$151.48	GL Payroll Integration		
				Totals:	\$2,609.47	\$57.07	\$2,552.40	\$2,552.40
261-2202-56320-000-130			\$0.00	Land Records Health Insurance				
1/14/2021	284,844		GJ		\$611.08	2021 Health Insurance		
1/28/2021	284,844		GJ		\$611.08	2021 Health Insurance		
2/11/2021	284,844		GJ		\$611.08	2021 Health Insurance		
2/25/2021	284,844		GJ		\$611.08	2021 Health Insurance		
3/11/2021	284,844		GJ		\$611.08	2021 Health Insurance		
3/25/2021	284,844		GJ		\$611.08	2021 Health Insurance		
4/8/2021	284,844		GJ		\$611.08	2021 Health Insurance		
4/22/2021	284,844		GJ		\$611.08	2021 Health Insurance		
5/6/2021	284,844		GJ		\$611.08	2021 Health Insurance		
5/20/2021	284,844		GJ		\$611.08	2021 Health Insurance		
6/3/2021	284,844		GJ		\$611.08	2021 Health Insurance		
6/17/2021	284,844		GJ		\$611.08	2021 Health Insurance		
7/1/2021	284,844		GJ		\$611.08	2021 Health Insurance		
7/15/2021	284,844		GJ		\$611.08	2021 Health Insurance		
7/29/2021	284,844		GJ		\$611.08	2021 Health Insurance		
8/12/2021	284,844		GJ		\$611.08	2021 Health Insurance		
8/26/2021	284,844		GJ		\$611.08	2021 Health Insurance		
9/9/2021	284,844		GJ		\$611.08	2021 Health Insurance		
				Totals:	\$10,999.44	\$0.00	\$10,999.44	\$10,999.44
261-2202-56320-000-133			\$0.00	Land Records Visioin Insurance				
1/14/2021	285,106		GJ		\$3.37	GL Payroll Integration		
1/28/2021	285,850		GJ		\$3.37	GL Payroll Integration		
2/11/2021	286,617		GJ		\$3.37	GL Payroll Integration		
2/25/2021	287,310		GJ		\$3.37	GL Payroll Integration		
3/11/2021	287,971		GJ		\$3.37	GL Payroll Integration		
3/25/2021	288,616		GJ		\$3.37	GL Payroll Integration		
4/8/2021	289,196		GJ		\$3.37	GL Payroll Integration		
4/22/2021	289,787		GJ		\$3.37	GL Payroll Integration		
5/6/2021	290,399		GJ		\$3.37	GL Payroll Integration		
5/20/2021	290,992		GJ		\$3.37	GL Payroll Integration		
6/3/2021	291,840		GJ		\$3.37	GL Payroll Integration		
6/17/2021	292,672		GJ		\$3.37	GL Payroll Integration		
7/1/2021	293,337		GJ		\$3.37	GL Payroll Integration		
7/15/2021	293,972		GJ		\$3.37	GL Payroll Integration		
7/29/2021	294,568		GJ		\$3.37	GL Payroll Integration		
8/12/2021	295,167		GJ		\$3.37	GL Payroll Integration		
8/26/2021	295,881		GJ		\$3.37	GL Payroll Integration		
9/9/2021	296,453		GJ		\$3.37	GL Payroll Integration		
				Totals:	\$60.66	\$0.00	\$60.66	\$60.66

Account	Trx Date	Jrnl No.	Voucher#	Beginning Balance	A/C Description	Debit	Credit	Trx Description	Net Change	Ending Balance
261-2202-56320-000-140				\$0.00	Land Records Life Insurance					
	1/14/2021	285,106			GJ	\$0.58		GL Payroll Integration		
	1/28/2021	285,850			GJ	\$0.58		GL Payroll Integration		
	2/11/2021	286,617			GJ	\$0.58		GL Payroll Integration		
	2/25/2021	287,310			GJ	\$0.58		GL Payroll Integration		
	3/11/2021	287,971			GJ	\$0.58		GL Payroll Integration		
	3/25/2021	288,616			GJ	\$0.58		GL Payroll Integration		
	4/8/2021	289,196			GJ	\$0.58		GL Payroll Integration		
	4/22/2021	289,787			GJ	\$0.58		GL Payroll Integration		
	5/6/2021	290,399			GJ	\$0.58		GL Payroll Integration		
	5/20/2021	290,992			GJ	\$0.58		GL Payroll Integration		
	6/3/2021	291,840			GJ	\$0.58		GL Payroll Integration		
	6/17/2021	292,672			GJ	\$0.58		GL Payroll Integration		
	7/1/2021	293,337			GJ	\$0.58		GL Payroll Integration		
	7/15/2021	293,972			GJ	\$0.58		GL Payroll Integration		
	7/29/2021	294,568			GJ	\$0.58		GL Payroll Integration		
	8/12/2021	295,167			GJ	\$0.58		GL Payroll Integration		
	8/26/2021	295,881			GJ	\$0.58		GL Payroll Integration		
	9/9/2021	296,453			GJ	\$0.58		GL Payroll Integration		
					Totals:	\$10.44	\$0.00		\$10.44	\$10.44
261-2202-56320-000-151				\$0.00	Land Records Retirement					
	1/1/2021	285,253			GJ		\$53.18	Reverse YE Accrued Wages		
	1/14/2021	285,106			GJ	\$132.95		GL Payroll Integration		
	1/28/2021	285,850			GJ	\$132.95		GL Payroll Integration		
	2/11/2021	286,617			GJ	\$132.95		GL Payroll Integration		
	2/25/2021	287,310			GJ	\$132.95		GL Payroll Integration		
	3/11/2021	287,971			GJ	\$132.95		GL Payroll Integration		
	3/25/2021	288,616			GJ	\$132.95		GL Payroll Integration		
	4/8/2021	289,196			GJ	\$132.95		GL Payroll Integration		
	4/22/2021	289,787			GJ	\$132.95		GL Payroll Integration		
	5/6/2021	290,399			GJ	\$132.95		GL Payroll Integration		
	5/20/2021	290,992			GJ	\$132.95		GL Payroll Integration		
	6/3/2021	291,840			GJ	\$132.95		GL Payroll Integration		
	6/17/2021	292,672			GJ	\$132.95		GL Payroll Integration		
	7/1/2021	293,337			GJ	\$132.95		GL Payroll Integration		
	7/15/2021	293,972			GJ	\$138.39		GL Payroll Integration		
	7/29/2021	294,568			GJ	\$140.72		GL Payroll Integration		
	8/12/2021	295,167			GJ	\$140.72		GL Payroll Integration		
	8/26/2021	295,881			GJ	\$140.72		GL Payroll Integration		
	9/9/2021	296,453			GJ	\$140.72		GL Payroll Integration		
					Totals:	\$2,429.62	\$53.18		\$2,376.44	\$2,376.44
261-2202-56320-000-160				\$0.00	Land Records Workers Compensation					
	1/1/2021	285,253			GJ		\$3.31	Reverse YE Accrued Wages		
	1/14/2021	285,106			GJ	\$8.27		GL Payroll Integration		
	1/14/2021	289,248			GJ		\$4.14	Fix 011421 Worker's Comp Exp		
	1/28/2021	285,850			GJ	\$8.27		GL Payroll Integration		
	1/28/2021	288,907			GJ		\$4.14	fix 1/28 worker's comp expense		
	2/11/2021	286,617			GJ	\$8.27		GL Payroll Integration		
	2/11/2021	288,908			GJ		\$4.14	Fix 2/11 Worker's Comp Exps		
	2/25/2021	287,310			GJ	\$8.27		GL Payroll Integration		
	2/25/2021	288,909			GJ		\$4.14	Fix 02/25 Worker's Comp Exps		
	3/11/2021	287,971			GJ	\$8.27		GL Payroll Integration		
	3/11/2021	288,910			GJ		\$4.14	Fix 03/11 Worker's Comp Exps		
	3/25/2021	288,616			GJ	\$6.40		GL Payroll Integration		
	4/8/2021	289,196			GJ	\$6.39		GL Payroll Integration		
	4/22/2021	289,787			GJ	\$6.40		GL Payroll Integration		

Account	Beginning Balance		A/C Description	Debit	Credit	Trx Description	Net Change	Ending Balance
Trx Date	Jrnl No.	Voucher#	Source Doc	Vendor				
5/6/2021	290,399		GJ		\$6.40	GL Payroll Integration		
5/20/2021	290,992		GJ		\$6.40	GL Payroll Integration		
6/3/2021	291,840		GJ		\$6.40	GL Payroll Integration		
6/17/2021	292,672		GJ		\$6.40	GL Payroll Integration		
7/1/2021	293,337		GJ		\$6.40	GL Payroll Integration		
7/15/2021	293,972		GJ		\$6.67	GL Payroll Integration		
7/29/2021	294,568		GJ		\$6.78	GL Payroll Integration		
8/12/2021	295,167		GJ		\$6.78	GL Payroll Integration		
8/26/2021	295,881		GJ		\$6.78	GL Payroll Integration		
9/9/2021	296,453		GJ		\$6.78	GL Payroll Integration		
Totals:					\$126.33	\$24.01	\$102.32	\$102.32
261-2202-56320-000-172			\$0.00 Land Records Conferences/Training/Seminars					
1/7/2021	284,772		GJ		\$500.00	2021 Budget Agreement		
2/10/2021	286,428	22210016	PMTRX	WLI001 WLIA	\$125.00	LR-WLIA Spring Conference		
Totals:					\$625.00	\$0.00	\$625.00	\$625.00
261-2202-56320-000-219			\$0.00 Land Records Other Professional Services					
2/10/2021	286,428	22210014	PMTRX	CLO005-CLOUDPOINT GEOSPATI	\$3,790.00	LR-Building Footprints		
2/17/2021	286,891	22210023	PMTRX	USB002 US BANK	\$22.95	Credit Card Charges		
3/17/2021	288,217	22210035	PMTRX	USB002 US BANK	\$22.48	Credit Card Charges		
4/14/2021	289,309	22210044	PMTRX	CLO005-CLOUDPOINT GEOSPATI	\$5,685.00	LR-Bldg Footprints 50% Complet		
4/21/2021	289,626	22210048	PMTRX	USB002 US BANK	\$39.31	Credit Card Charges		
5/12/2021	290,569	22210054	PMTRX	CLO005-CLOUDPOINT GEOSPATI	\$1,895.00	LR-Bldg Footprint 60% Complete		
5/19/2021	290,850	22210058	PMTRX	USB002 US BANK	\$22.20	Credit Card Charges		
5/26/2021	291,279	22210061	PMTRX	MIC033-MICHAEL BAKER INTER	\$17,000.00	LR-Datamark Address Evaluation		
6/2/2021	291,867		GJ			\$8,500.00	DATAMARK ADDRESS COMP & EVAL	
6/9/2021	291,997	22210066	PMTRX	CLO005-CLOUDPOINT GEOSPATI	\$5,685.00	LR-Bldg Footprints 90% Complet		
6/23/2021	292,866	22210069	PMTRX	USB002 US BANK	\$21.20	Credit Card Charges		
7/14/2021	293,793	22210074	PMTRX	CLO005-CLOUDPOINT GEOSPATI	\$1,895.00	LR-Bldg Footprint 100% Comp		
7/20/2021	294,118	22210077	PMTRX	USB002 US BANK	\$21.22	Credit Card Charges		
8/17/2021	295,385	22210085	PMTRX	USB002 US BANK	\$24.02	LR-Credit Card Charges		
Totals:					\$36,123.38	\$8,500.00	\$27,623.38	\$27,623.38
261-2202-56320-000-221			\$0.00 Land Records Cellphone/Telephone					
1/31/2021	286,264		GJ		\$22.21	GL PHONE INTEGRATION		
2/28/2021	287,881		GJ		\$34.86	GL PHONE INTEGRATION		
3/31/2021	289,657		GJ		\$19.78	GL PHONE INTEGRATION		
4/30/2021	290,557		GJ		\$22.69	GL PHONE INTEGRATION		
5/31/2021	293,038		GJ		\$22.39	GL PHONE INTEGRATION		
6/30/2021	293,740		GJ		\$20.18	GL PHONE INTEGRATION		
7/12/2021	293,739		GJ		\$20.18	GL PHONE INTEGRATION		
7/12/2021	294,652		GJ			\$20.18	Back Out Journal Entry 293739	
7/31/2021	295,681		GJ		\$21.64	GL PHONE INTEGRATION		
Totals:					\$183.93	\$20.18	\$163.75	\$163.75
261-2202-56320-000-230			\$0.00 Land Records PC Replacement					
1/1/2021	284,699		GJ		\$41.25	2021 PC Replacement		
2/1/2021	284,699		GJ		\$41.25	2021 PC Replacement		
3/1/2021	284,699		GJ		\$41.25	2021 PC Replacement		
4/1/2021	284,699		GJ		\$41.25	2021 PC Replacement		
5/1/2021	284,699		GJ		\$41.25	2021 PC Replacement		
6/1/2021	284,699		GJ		\$41.25	2021 PC Replacement		
7/1/2021	284,699		GJ		\$41.25	2021 PC Replacement		
8/1/2021	284,699		GJ		\$41.25	2021 PC Replacement		

Account	Trx Date	Jrnl No.	Voucher#	Beginning Balance	A/C Description	Debit	Credit	Trx Description	Net Change	Ending Balance
	9/1/2021	284,699	GJ			\$41.25		2021 PC Replacement		
				Totals:		\$371.25	\$0.00	\$371.25		\$371.25
				261-2202-56320-000-311	\$0.00 Land Records Office Supplies					
	2/16/2021	286,779	27210060	PMTRX	CDW001 CDW GOVERNMENT INC	\$9.00		KOFAX POWER PDF MAINT RENEWAL		
	3/10/2021	287,776	22210032	PMTRX	STA098 STAPLES ADVANTAGE	\$72.29		LR-Office Supplies		
	3/17/2021	288,217	22210033	PMTRX	STA098 STAPLES ADVANTAGE	\$293.79		LR-Office Supplies		
	6/7/2021	291,893	603997.00	CMTRX	GENERALPLANNING & ZONING		\$293.79	STAPLES HP DSGNJT PRNTHD RET		
				Totals:		\$375.08	\$293.79	\$81.29		\$81.29
				261-2202-56320-000-313	\$0.00 Land Records Postage					
	4/30/2021	290,491	GJ			\$1.91		Postage Expense		
				Totals:		\$1.91	\$0.00	\$1.91		\$1.91
				261-2202-56320-000-328	\$0.00 Land Record Dues					
	2/10/2021	286,428	22210015	PMTRX	WLI001 WLIA	\$200.00		LR-2021 WLIA Membership		
				Totals:		\$200.00	\$0.00	\$200.00		\$200.00
				261-2202-56320-000-329	\$0.00 Land Records Other Publications, Subscrip & Dues					
	6/8/2021	291,952	GJ				\$600.00	ESRI ARCGIS LICENSING - EM		
	6/9/2021	291,959	GJ				\$900.00	ESRI ArcGIS Basic License		
	6/9/2021	291,997	22210067	PMTRX	CLO005-CLOUDPOINT GEOSPATI	\$15,100.00		LR-ArcGIS Annual Mtce		
	6/9/2021	292,015	22210067	PMVVR	CLO005-CLOUDPOINT GEOSPATI		\$15,100.00	Void Open Trx		
	6/9/2021	292,021	22210067R	PMTRX	ESR002 ESRI INC	\$15,100.00		LR-ArcGIS Annual Mtce		
	6/9/2021	292,027	GJ				\$600.00	ESRI ArcGIS Licensing		
	6/11/2021	292,264	GJ				\$300.00	ESRI ArcGIS License-1 yr		
	7/20/2021	294,118	22210077	PMTRX	USB002 US BANK	\$494.00		Credit Card Charges		
				Totals:		\$30,694.00	\$17,500.00	\$13,194.00		\$13,194.00
				261-2202-56320-000-511	\$0.00 Land Records Insurance					
	1/1/2021	284,700	GJ			\$43.33		2021 Property Liability Ins		
	2/1/2021	284,700	GJ			\$43.33		2021 Property Liability Ins		
	3/1/2021	284,700	GJ			\$43.33		2021 Property Liability Ins		
	4/1/2021	284,700	GJ			\$43.33		2021 Property Liability Ins		
	5/1/2021	284,700	GJ			\$43.33		2021 Property Liability Ins		
	6/1/2021	284,700	GJ			\$43.33		2021 Property Liability Ins		
	7/1/2021	284,700	GJ			\$43.33		2021 Property Liability Ins		
	8/1/2021	284,700	GJ			\$43.33		2021 Property Liability Ins		
	9/1/2021	284,700	GJ			\$43.33		2021 Property Liability Ins		
				Totals:		\$389.97	\$0.00	\$389.97		\$389.97
				261-2202-56320-000-531	\$0.00 Land Records Interdepartment Rent					
	1/1/2021	284,698	GJ			\$86.00		2021 RENT		
	2/1/2021	284,698	GJ			\$86.00		2021 RENT		
	3/1/2021	284,698	GJ			\$86.00		2021 RENT		
	4/1/2021	284,698	GJ			\$86.00		2021 RENT		
	5/1/2021	284,698	GJ			\$86.00		2021 RENT		
	6/1/2021	284,698	GJ			\$86.00		2021 RENT		
	7/1/2021	284,698	GJ			\$86.00		2021 RENT		
	8/1/2021	284,698	GJ			\$86.00		2021 RENT		
	9/1/2021	284,698	GJ			\$86.00		2021 RENT		

Account		Beginning Balance		A/C Description	Debit	Credit	Trx Description	Ending Balance
Trx Date	Jrnl No. Voucher#	Source Doc	Vendor				Net Change	
Totals:					\$774.00	\$0.00	\$774.00	\$774.00
261-2202-56320-000-819				\$0.00 Land Record --Other Equipment				
5/26/2021	291,279 22210060	PMTRX MAS005	MASTER GRAPHICS		\$6,077.90		LR-HP DesignJet Printer	
Totals:					\$6,077.90	\$0.00	\$6,077.90	\$6,077.90
Grand Totals:			\$0.00		\$128,046.62	\$27,236.07	\$100,810.55	\$100,810.55
Total Accounts:		20						

Ranges: From: To:
 Date 1/1/2021 12/31/2021
 Account 261-2202-40000-000-000 261-2202-49999-000-000

Sorted By: DEPARTMENT Subtotal By: No Subtotals
 Include: Posting

^ Inactive Account

Account	Trx Date	Jrnl No.	Voucher#	Beginning Balance	A/C Description	Debit	Credit	Trx Description	Net Change	Ending Balance
261-2202-43516-000-000				\$0.00	State Aid-Modernization Grants					
	2/2/2021	285,974	597006.00	CMTRX	GENERALPLANNING & ZONING		\$1,000.00	PLANNING & ZONING		
	2/23/2021	287,109	598370.00	CMTRX	GENERALPLANNING & ZONING		\$20,000.00	PLANNING & ZONING		
	4/9/2021	289,202	600878.00	CMTRX	GENERALPLANNING & ZONING		\$1,552.00	RECEIPTS 04/07/2021-04/08/2021		
	5/4/2021	290,183	601889.00	CMTRX	GENERALSTATE OF WISCONSIN		\$25,000.00	P&Z 2021 SI GRANT #1		
	5/4/2021	290,184	601890.00	CMTRX	GENERALSTATE OF WISCONSIN		\$25,000.00	P&Z 2019 SI GRANT #2		
				Totals:		\$0.00	\$72,552.00	(\$72,552.00)		(\$72,552.00)
261-2202-46135-000-000				\$0.00	Public Charges-Land Record Fees					
	2/2/2021	286,034	597022.00	CMTRX	GENERALREGISTER OF DEEDS		\$9,376.00	JANUARY TRANSACTION REPORT		
	3/1/2021	287,398	598666.00	CMTRX	GENERALREGISTER OF DEEDS		\$8,664.00	FEBRUARY TRANSACTION REPORT		
	4/7/2021	289,053	600466.00	CMTRX	GENERALREGISTER OF DEEDS		\$10,112.00	MARCH TRANSACTION REPORT		
	5/5/2021	290,306	601959.00	CMTRX	GENERALREGISTER OF DEEDS		\$10,272.00	APRIL TRANSACTION REPORT		
	6/7/2021	291,905	603998.00	CMTRX	GENERALREGISTER OF DEEDS		\$10,168.00	MAY TRANSACTION REPORT		
	7/7/2021	293,578	605994.00	CMTRX	GENERALREGISTER OF DEEDS		\$16.00	CORRECTION OF FEB TRANS REPORT		
	7/7/2021	293,579	605995.00	CMTRX	GENERALREGISTER OF DEEDS		\$11,368.00	JUNE TRANSACTION REPORT		
	8/5/2021	294,886	607993.00	CMTRX	GENERALREGISTER OF DEEDS		\$10,616.00	JULY TRANSACTION REPORT		
	9/7/2021	296,277	609486.00	CMTRX	GENERALREGISTER OF DEEDS		\$10,688.00	AUGUST TRANSACTION REPORT		
				Totals:		\$0.00	\$81,280.00	(\$81,280.00)		(\$81,280.00)
261-2202-46195-000-000				\$0.00	Public Charges-Map & Data Sales					
	9/14/2021	296,496	609979.00	CMTRX	GENERALPLANNING & ZONING		\$10.00	PLANNING & ZONING		
				Totals:		\$0.00	\$10.00	(\$10.00)		(\$10.00)
261-2202-48900-000-000				\$0.00	Miscellaneous Revenues - Land Records					
	5/27/2021	291,358	603464.00	CMTRX	GENERALPLANNING & ZONING		\$21,503.00	PLANNING & ZONING		
	5/27/2021	291,359	603464.00	CMTRX	GENERALPLANNING & ZONING	\$21,503.00		PLANNING & ZONING		
	5/27/2021	291,360	603465.00	CMTRX	GENERALPLANNING & ZONING		\$21,503.00	AERIAL PHOTOGRAPHY COST SHARE		
	9/14/2021	296,496	609979.00	CMTRX	GENERALPLANNING & ZONING		\$6.00	PLANNING & ZONING		
				Totals:		\$21,503.00	\$43,012.00	(\$21,509.00)		(\$21,509.00)
Grand Totals:				\$0.00		\$21,503.00	\$196,854.00	(\$175,351.00)		(\$175,351.00)

Total Accounts: 4



Department Operating Budget Narrative

Account Number	Description	2022 Requested	2021 Budget	Difference		Change Justification 10% or greater change
				Amount	%	
22 - Planning & Zoning						
2202 - Planning & Zoning-Land Records						
<u>Revenue / Funding Source</u>						
2202-43516 - State Aid-Modernization Grants						
261-2202-43516-???-000	43-000 - Intergovernmental Revenues	48,000	48,120	(120)	-0.25%	
2202-46135 - Public Charges-Land Rec Fees						
261-2202-46135-???-000	46-000 - Public Charges for Services	92,880	92,880	0	0.00%	
2202-46195 - Public Chrgs-Map & Data Sales						
261-2202-46195-???-000	46-000 - Public Charges for Services	100	100	0	0.00%	
2202-47351 - Local Gov Charges-Planning						
261-2202-47351-???-000	47-000 - Intergovernmental Charges for Services	0	0	0	0.00%	
2202-48900 - Miscellaneous Revenues - Land						
261-2202-48900-???-000	48-000 - Miscellaneous Revenues	0	0	0	0.00%	
<u>Expense / Expenditure</u>						
2202-56320 - Land Record						
261-2202-56320-???-101	101 - Wages-Permanent	50,091	46,207	3,884	+8.41%	
261-2202-56320-???-107	107 - Sick Leave	2,652	2,446	206	+8.41%	
261-2202-56320-???-108	108 - Vacation	2,198	2,027	170	+8.41%	
261-2202-56320-???-109	109 - Holiday	2,198	2,027	170	+8.41%	
261-2202-56320-???-120	120 - FICA	4,371	4,032	339	+8.41%	
261-2202-56320-???-130	130 - Health Insurance	16,050	15,888	162	+1.02%	
261-2202-56320-???-132	132 - Post Employment Benefits	0	1,054	(1,054)	-100.00%	Discontinued effective 1/01/2019
261-2202-56320-???-133	133 - Vision Insurance	88	88	0	0.00%	
261-2202-56320-???-140	140 - Life Insurance	15	15	0	0.00%	
261-2202-56320-???-151	151 - Retirement	3,714	3,558	156	+4.39%	
261-2202-56320-???-160	160 - Worker's Compensation	87	50	37	+73.45%	Inc from pandemic rate reduction
261-2202-56320-???-172	172 - Training / Conference / CPE	3,000	3,000	0	0.00%	
261-2202-56320-???-219	219 - Prof Serv-Other	75,000	60,000	15,000	+25.00%	LIDAR Acquisition
261-2202-56320-???-221	221 - Utility Service-Cellphone / Telephone	250	250	0	0.00%	
261-2202-56320-???-230	230 - R/M Serv-PC Replacement	530	495	35	+7.07%	Increase cost
261-2202-56320-???-233	233 - R/M Serv-Equipment	350	350	0	0.00%	
261-2202-56320-???-311	311 - Office Supplies	750	750	0	0.00%	
261-2202-56320-???-312	312 - Copy Expense	100	100	0	0.00%	
261-2202-56320-???-313	313 - Postage	45	45	0	0.00%	
261-2202-56320-???-328	328 - Dues	200	200	0	0.00%	
261-2202-56320-???-329	329 - Other Pubs, Subs & Dues	15,000	15,000	0	0.00%	
261-2202-56320-???-331	331 - Mileage	700	700	0	0.00%	
261-2202-56320-???-332	332 - Meals	380	380	0	0.00%	
261-2202-56320-???-333	333 - Lodging / Hotels	1,000	1,000	0	0.00%	
261-2202-56320-???-336	336 - Parking	50	50	0	0.00%	
261-2202-56320-???-340	340 - Operating Supplies & Expense	32,801	32,801	0	0.00%	
261-2202-56320-???-511	511 - Insurance-Liability	556	520	36	+6.90%	



Department Operating Budget Narrative

261-2202-56320-???-531	531 - Rent-Interdepartment	1,032	1,032	0	0.00%	
261-2202-56320-???-815	815 - Computer Software	0	25,000	(25,000)	-100.00%	Aerial Photography Deletion
261-2202-56320-???-819	819 - Other Equipment	10,000	10,000	0	0.00%	