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EXECUTIVE SUMMARY

About this Document. This document is a land information plan for Outagamie County prepared by the land information officer (LIO) and the Outagamie 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 2017, Outagamie County was awarded $51,000 in WLIP grants and retained a total of $238,000 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 Outagamie 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 Outagamie 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. In the next three years, Outagamie County’s Land Information Office strives to be recognized for its exceptional web mapping sites, gains in governmental efficiencies by broadening the utilization of GIS, integrations of GIS and land records with other County business systems, improvements in parcel mapping accuracy, and responsiveness to meeting the land records needs of residents and businesses.

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

| Project #1 | Implementation of enterprise permitting/licensing system |
| Project #2 | Conversion of cadastral data to ESRI parcel fabric |
| Project #3 | ROD software -TriMin expanded document import module |
| Project #4 | Consulting – TriMin and Transcendent integration |
| Project #5 | Large format printer replacement |
| Project #6 | Land records and GIS software maintenance |
| Project #7 | Orthoimagery acquisition |
| Project #8 | Staff development and training |
| Project #9 | PLSS maintenance with survey grade GPS coordinates |
| Project #10 | ROD document back indexing |
| Project #11 | ROD document image mover software |

The remainder of this document provides more details on Outagamie 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)

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 2016-2018 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 Outagamie County is meeting these benchmarks appears in the Foundational Elements section of this plan document.

**County Land Information System History and Context**

Since the establishment of the Outagamie County Land Information Office in 1990, the County has completed several Land Information Plans which have identified goals and objectives for the County. Below, you will find several of the most significant accomplishments the County has met since those goals were identified.

- PLSS remonumentation and digitization.
- Digitization and data conversion of cadastral data (parcel mapping).
- Address and street centerline digitization.
- Development of web mapping.
- Contour/LiDAR acquisition and mapping.
- Floodplain mapping.
- Orthoimagery data acquisitions.
- Scanning/Indexing of Register of Deeds recorded documents.
- Web access to recorded Register of Deeds recorded documents.
- Open data site where data is available for free public download.
- All surveys filed with County surveyor are available online.

Outagamie County has used a combination of funds retained by the Register of Deeds office and State and Federal grants to accomplish these and other projects identified in the Land Information Plans.

**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 2019-2021 plan, completed at the end of 2018, is the second post-Act 20 required update.

**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 Outagamie County Land Information Council, and others as listed below.
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Affiliation</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brad Bastian</td>
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<td>Outagamie County Development and Land Services</td>
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<td>920-832-5255</td>
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<td>Sarah Van Camp</td>
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<td>Outagamie County Register of Deeds</td>
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<td>Outagamie County Treasurer</td>
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<td>920-832-5067</td>
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<td>920-832-7684</td>
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<td>Project Coordinator</td>
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<td>920-832-5076</td>
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<td>Lead Chain of Title Recorder</td>
<td>Outagamie County Register of Deeds</td>
<td><a href="mailto:Mary.hammen@outagamie.org">Mary.hammen@outagamie.org</a></td>
<td>920-832-5114</td>
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<td>Real Property Lister</td>
<td>Outagamie County Development and Land Services</td>
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<td>920-832-5020</td>
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<td>Outagamie County Surveyor</td>
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<td>920-830-6185</td>
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<td>920-832-6060</td>
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<td>Highway Engineer</td>
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<td><a href="mailto:Andy.rowell@outagamie.org">Andy.rowell@outagamie.org</a></td>
<td>920-968-5756</td>
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<td>Realtor</td>
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</tr>
</tbody>
</table>

*Land Information Council Members designated by the plus symbol*
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 Element Name**

- **Layer Status**
  - List either “Maintenance phase” for dynamic layers that are complete but regularly updated, “Layer complete” for static layers that will not be updated, or give percentage of dataset that is complete, and elaborate. Special instructions are included in some cases, as some layers have additional required information. Layer status can also include: year of acquisition, format, resolution, coordinate system/datum, and any other relevant information.

- **Custodian**
  - Custodial responsibility – which office or position is responsible for the layer?

- **Maintenance**
  - Update cycle/frequency and plan to maintain currency for the dataset over time, as well as archival plans for historical copies of datasets where appropriate.

- **Standards**
  - List any standards the dataset adheres to. State whether and in what timeframe the county plans to meet any state, federal, professional, or other standards in the future.
<table>
<thead>
<tr>
<th>PLSS Layer Status</th>
<th>Status/Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of PLSS corners (selection, ¼, meander) set in original government survey that can be remonumented in your county</td>
<td>4030</td>
</tr>
<tr>
<td>Number and percent of PLSS corners capable of being remonumented in your county that have been remonumented</td>
<td>3974 or 98.6%</td>
</tr>
<tr>
<td>Number and percent of remonumented PLSS corners with survey grade coordinates (see below for definition)</td>
<td>3974 or 98.6% Survey grade</td>
</tr>
<tr>
<td>• 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</td>
<td></td>
</tr>
<tr>
<td>• SUB-METER – point precision of 1 meter or better</td>
<td></td>
</tr>
<tr>
<td>• APPROXIMATE – point precision within 5 meters or coordinates derived from public records or other relevant information</td>
<td></td>
</tr>
<tr>
<td>Number and percent of survey grade PLSS corners integrated into county digital parcel layer</td>
<td>3974 or 98.6%</td>
</tr>
<tr>
<td>Number and percent of non-survey grade PLSS corners integrated into county digital parcel layer</td>
<td>0 or 0%</td>
</tr>
<tr>
<td>Tie sheets available online?</td>
<td>Yes - PLSS Viewer</td>
</tr>
<tr>
<td>Percentage of remonumented PLSS corners that have tie sheets available online (whether or not they have corresponding coordinate values)</td>
<td>100%</td>
</tr>
<tr>
<td>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)</td>
<td>0%</td>
</tr>
<tr>
<td>PLSS corners believed to be remonumented based on filed tie-sheets or surveys, but do not have coordinate values</td>
<td>0</td>
</tr>
<tr>
<td>Approximate number of PLSS corners believed to be lost or obliterated</td>
<td>0</td>
</tr>
<tr>
<td>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)?</td>
<td>Wisconsin Corner Point Identification System (Romportl)</td>
</tr>
<tr>
<td>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?</td>
<td>We maintain private claims in the township of Oneida and along the Fox River.</td>
</tr>
<tr>
<td>Total number of PLSS corners along each bordering county</td>
<td>323</td>
</tr>
<tr>
<td>Number and percent of PLSS corners remonumented along each county boundary</td>
<td>Waupaca 76 – 100%; Shawano 61 – 100%; Brown 79 – 100%; Winnebago 61 – 100%; Calumet 45 – 100%</td>
</tr>
<tr>
<td>Number and percent of remonumented PLSS corners along each county boundary with survey grade coordinates</td>
<td>Waupaca 76 – 100%; Shawano 61 – 100%; Brown 79 – 100%; Winnebago 61 – 100%; Calumet 45 – 100%</td>
</tr>
<tr>
<td>In what ways does your county collaborate with or plan to collaborate with neighboring counties for PLSS updates on shared county borders?</td>
<td>Discuss with neighboring County surveyors</td>
</tr>
</tbody>
</table>
Custodian
- Outagamie County Development and Land Services – County Surveyor and GIS staff

Maintenance
- Outagamie County Development and Land Services – County Surveyor and GIS staff

Standards
- Statutory Standards for PLSS Corner Remonumentation
  - s. 59.74, Wis. Stats. Perpetuation of section corners, landmarks.
  - s. 60.84, Wis. Stats. Monuments.
  - 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
- The County only uses survey grade.

Other Geodetic Control and Control Networks

92 HARN Monuments

Layer Status
- These are Wisconsin Department of Transportation monuments used for the height modernization program. The data was originally collected in State Plane Coordinates and was converted to the Wisconsin County Coordinate System – Outagamie County.

Custodian
- WI DOT

Maintenance
- Static

Standards
- Contact WI DOT

Parcel Mapping

Parcel Geometries

Layer Status
- Progress toward completion/maintenance phase: County-wide parcel layer is in the maintenance phase. In Outagamie County, 100% of the county’s parcels are available in a commonly-used digital GIS format.
- Projection and coordinate system: Transverse Mercator projection and Wisconsin County Coordinate System – Outagamie County.
- Integration of tax data with parcel polygons:
  - The county does have a parcel polygon model that directly integrates tax/assessment data as parcel attributes.
- Esri Parcel Fabric/LGIM Data Model: The County does not use but plans to implement the Esri Parcel Fabric Data Model, and Esri’s Local Government Information Model.
- Online Parcel Viewer Software/App and Vendor name: WebGUIDE Xtreme (WGX) – from contractor/vendor Applied Data Consultants

Unique URL path for each parcel record?: Yes
http://ascent.co.outagamie.wi.us/LandRecords/PropertyListing/RealEstateTaxParcel/TaxBillFromParcelNumber?parcelNumber=040071202
• Tax Bill, Assessment, Recorded Document URL and parcel geometry can be accessed through this unique parcel URL. The URL is stable and can be exported.

Custodian
• Development and Land Services GIS Staff

Maintenance
• **Update Frequency/Cycle.** Parcel polygons are updated daily.

Standards
• **Data Dictionary:** The data dictionary has the metadata for the parcel feature class characteristics
  The data dictionary is not a separate document but instead is contained the dataset’s metadata. Field definitions are explained in the metadata. The County adheres to the North American Profile of ISO 19115 2003 standard but can be exported to other formats.

**Assessment/Tax Roll Data**

Layer Status
• **Progress toward completion/maintenance phase:** N/A
• **Tax Roll Software/App and Vendor name:** Ascent Land Records Suite
• **Municipal Notes:** City of Appleton does their own tax listing. City of Appleton is located in 3 counties and OC processes for the entire City.

Custodian
• Property Listing Staff

Maintenance
• Outagamie County maintains this data in the searchable format
• The County maintains parcel/tax roll data in the Searchable Format or close enough to the Searchable Format that requires a moderate amount of labor 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

**Non-Assessment/Tax Information Tied to Parcels**

Layer Status
• Outagamie County does not have Non-Assessment/Tax Information Tied to Parcels

**ROD Real Estate Document Indexing and Imaging**

Layer Status
• **Grantor/Grantee Index:** Grantor/Grantee index is complete through October 1, 1990. Staff continues to back key and add information to those indexes.
• **Tract Index:** The tract index, ColorTract was scanned in 2015 and can be accessed online.
• **Imaging:** The County has all real estate record books scanned and available via the County’s document imaging system, LaserFiche. Before 1990, a document number is the only way to find the document. After 1990, a name search can be used.
• **ROD Software/App and Vendor Name:** Landshark – from contractor/vendor Trimin

Custodian
• Register of Deeds Staff

Maintenance
• 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:** 2018
- **Accuracy:** 10cm
- **Post spacing:** 1 meter
- **Contractor’s standard, etc.:** USGS standards
- **Next planned acquisition year:** 2028-2030

Custodian
- Static

Maintenance
- Static

Standards
- FEMA (3DEP Q2)

LiDAR Derivatives

LiDAR Project Deliverables include:
- Hydro flattening breaklines, ESRI shapefile, polylineZ format.
- 1-ft contours, .shp format.
- Classified Point Cloud, LAS v1.4 format.
- HUC bare earth DEM mosaics
- Bare earth DEM, .flt format.
- Countywide DEM mosaic, .flt format.
- First-return DSM, .flt format.
- Intensity Imagery, GeoTIFF format.
- Bare earth point cloud tiles, .txt format.
- Model key point tiles, .txt format
- Bare earth point cloud for highway right-of-way, .txt format

Layer Status
- Expecting delivery end of year 2018

Custodian
- Land Conservation and Development and Land Services GIS Staff

Maintenance
- Static

Standards
- N/A

Other Types of Elevation Data

Layer Status
- Outagamie County does not have other types of Elevation Data
**Orthoimagery**

**Layer Status**
- **Most recent acquisition year:** 2018
- **Resolution:** 6”
- **Contractor’s standard:** Spring – Leaf off
- **Next planned acquisition year:** 2020
- **WROC participation in 2020:** Unsure – depending on funding

**Custodian**
- Static

**Maintenance**
- Static

**Standards**
- WROC – National Map Accuracy Standards

**Historic Orthoimagery**

**Layer Status**
- **Displayed at:** [https://gis.outagamie.org/maps/historicaerials/index.html](https://gis.outagamie.org/maps/historicaerials/index.html)

**Custodian**
- Development and Land Services GIS Staff

**Maintenance**
- Will add year after new acquisition is processed and available

**Standards**
- N/A

**Other Types of Imagery**

**Layer Status**
- Outagamie County does not have any other types of Imagery

---

**Address Points and Street Centerlines**

**Address Point Data**

**Layer Status**
- 99% complete

**Custodian**
- Development and Land Services GIS Staff

**Maintenance**
- Daily

**Standards**
- The numbering system is based on a grid that begins in the southeast corner of the County and then extends out to the north and west. The numbering system is based on a new address every 13.2 feet or 400 addresses per mile.
Building Footprints
Layer Status
- There are two sets, one from 2010 and another from 2014. This data was created based off the respective year’s orthoimagery.

Custodian
- Development and Land Services GIS Staff

Maintenance
- Static

Standards
- N/A

Other Types of Address Information
Address Ranges
Layer Status
- Address range data are attributed to our street centerline data. This was created in 2000 and has been continually enhanced.

Custodian
- Development and Land Services GIS Staff

Maintenance
- As needed

Standards
- The ranges are derived from the of the address point data which is based on a grid that begins in the southeast corner of the County and then extends out to the north and west. The numbering system is based on a new address every 13.2 feet or 400 addresses per mile.

Street Centerlines
Layer Status
- 100%

Custodian
- GIS Staff

Maintenance
- Daily

Standards
- Must meet software standard for Motorola and Spillman. Attribute information matches West MSAG naming conventions that is shared with neighboring Counties as well as local naming convention.

Rights of Way
Layer Status
- Right of way polygons are a separate layer in the parcel dataset

Custodian
- Development and Land Services GIS Staff

Maintenance
- Maintained daily along with the parcel data

Standards
- Must follow Development and Land Services topology rules
Trails
  Recreational Trails
Layer Status
  • Outagamie County owned and maintained trails
Custodian
  • Development and Land Services GIS Staff
Maintenance
  • As needed
Standards
  • Edited this layer based on current orthoimagery

Land Use
  Current Land Use
Layer Status
  • Land use based off of 2014 orthophotography
Custodian
  • East Central Regional Planning Commission
Maintenance
  • Static
Standards
  • Contact ECWRPC

Future Land Use
Layer Status
  • 100% complete – based on Municipalities 2005 comprehensive plans
Custodian
  • Development and Land Services
Maintenance
  • As needed
Standards
  • s. 66.1001, Wis. Stats. Comprehensive planning.

Zoning
  County General Zoning
Layer Status
  • The County does maintain a GIS representation of county general zoning boundaries.
  • Includes Towns of Bovina, Center, Cicero, Dale, Deer Creek, Ellington, Freedom, Greenville, Grand Chute, Liberty, Maple Creek, Oneida, Osborn, Seymour and Vandenbroek. General zoning is not parcel based.
Custodian
  • Development and Land Services GIS staff
Maintenance
  • As needed
Standards
  • Must follow legal description and County zoning ordinance
Shoreland Zoning

Layer Status
- The County does maintain a GIS representation of county shoreland zoning boundaries.

Custodian
- Development and Land Services GIS staff

Maintenance
- As needed

Standards
- See County Zoning ordinances.

Farmland Preservation Zoning

Layer Status
- The County does maintain a GIS representation of county farmland preservation zoning boundaries
- **Year of certification:** 2012

Custodian
- Development and Land Services

Maintenance
- As needed

Standards
- DATCP

Floodplain Zoning

Layer Status
- The county’s floodplain zoning GIS data is **not** the same as/identical to the FEMA map. Outagamie County has a more restrictive ordinance than FEMA’s map depict, however this is currently not mapped in GIS.
- The county’s floodplain zoning GIS data is the same as/identical to the FEMA map
- **Letters of Maps Change** – FEMA Flood Insurance Rate Maps (FIRMs) can be changed through “Letters of Maps Change,” which is comprised of a few things: Letters of Map Amendment, Letters of Map Revision, and Letters of Map Revision Based on Fill. These are documents issued by FEMA that officially remove a property and/or structure from the floodplain. They are collectively called Letters of Map Change.

Custodian
- FEMA/Development and Land Services GIS Staff

Maintenance
- As needed

Standards
- FEMA
Airport Protection

Layer Status
- The County does maintain a GIS representation of airport protection zoning boundaries.
- **Airport protection zoning map depicts:**
  - Height limitation restrictions
  - General zoning overlay for airport protection

Custodian
- Development and Land Services GIS staff and Bureau of Aeronautics

Maintenance
- As needed

Standards
- Zoning ordinance

Municipal Zoning Information Maintained by the County

Layer Status
- Town of Grand Chute, Greenville, Hortonia, Buchanan and Black Creek have their own zoning that we maintain. Town of Maine has no zoning. Town of Kaukauna has their own zoning and we do not receive their updates.

Custodian
- Development and Land Services GIS Staff

Maintenance
- As needed

Standards
- Zoning data follows legal description.

Administrative Boundaries

Civil Division Boundaries

Layer Status
- 100% Complete Town, City, and Village municipality layer

Custodian
- Development and Land Services GIS Staff

Maintenance
- As needed

Standards
- Boundaries changed based on recorded legal documents

School Districts

Layer Status
- **Progress toward completion/maintenance phase:** 100% complete school district layer
- **Relation to parcels:** Created and based off of the tax roll data
  - **Attributes linked to parcels:** Parcel layer with school district name as an attribute

Custodian
- Development and Land Services GIS Staff

Maintenance
- Updated once a year after the data freeze of the current tax year
Standards
  • Follow parcel boundaries

**Election Boundaries**
**Voting Districts, Precincts, Wards, Polling Places, etc.**

**Layer Status**
  • The layers listed above are 100% complete
  • Ward boundaries were created from 2010 redistricting process and edited due to any annexations reported to County Clerk after April 2010
  • Voting precincts are based off the ward data
  • Polling place locations are provided by County Clerk

**Custodian**
  • Development and Land Services GIS Staff

**Maintenance**
  • As needed

**Standards**
  • Ward data is changed due to recorded municipal annexations via legal description

**Utility Districts**
**Gas and Electric Service Areas**

**Layer Status**
  • Received data from the Wisconsin Public Service Commission

**Custodian**
  • Wisconsin Public Service Commission

**Maintenance**
  • Static

**Standards**
  • Contact Wisconsin Public Service Commission

**Public Safety**
**Police/Fire/Ems and Ambulance public safety district boundaries**

**Layer Status**
  • 100% complete

**Custodian**
  • Development and Land Services GIS staff

**Maintenance**
  • As needed

**Standards**
  • The County uses a localized topology standard that is compatible with Spillman Flex and Motorola P1 911 systems.

**Lake Districts**

**Layer Status**
  • Outagamie County does not have a lake district boundary
Native American Lands

Layer Status
- Outagamie County property related information describing land owned by the Oneida Tribe of Indians and land held in USA Trust for Oneida Tribal members. Created based off of the tax roll data.

Custodian
- Development and Land Services GIS Staff

Maintenance
- Annually

Standards
- Follows parcel standards

Other Administrative Districts

Forest land, parks and open space

Layer Status
- 100% complete and updated in 2013

Custodian
- Development and Land Services GIS Staff

Maintenance
- As needed

Standards
- Created from orthoimagery and parcel data

Other Layers

Hydrography Maintained by County or Value-Added

E.g., Hydrography maintained separately from DNR or value-added, such as adjusted to orthoimagery

Layer Status
- Navigable/Non-navigable streams and 300’ buffers of navigable streams are 100% complete.

Custodian
- Development and Land Services GIS Staff

Maintenance
- As needed

Standards
- Must be determined navigable by Wisconsin DNR or Development and Land Services Staff

Cell Phone Towers

Layer Status
- Created layer in 2008 of all existing cell towers

Custodian
- Sheriff – Communication Center

Maintenance
- Stopped maintaining 2010

Standards
- N/A
Bridges and Culverts

Layer Status
- Bridges are 100% complete. Highway culverts have been 100% identified but not completely attributed. Driveway culverts are 40% inventoried.

Custodian
- Highway and Land Conservation Departments

Maintenance
- Annually (Summer)

Standards
- Data is created and maintained using data integrity standard template that was created by Highway and Land Conservation Departments.

Other
e.g., Pipelines, Railroads, Non-Metallic Mining, Sinkholes, Manure Storage Facilities, etc.

Layer Status
- The U.S. Department of Transportation (U.S. DOT), Pipeline and Hazardous Materials Safety Administration (PHMSA) is working with other federal and state agencies and the pipeline industry to create a National Pipeline Mapping System (NPMS). The NPMS is a full-featured geographic information system (GIS) containing the location and selected attributes of the major gas transmission and hazardous liquid transmission pipelines operating in United States and other offshore entities. The NPMS also contains the location of Liquefied Natural Gas (LNG) plants and some breakout tanks. Michael Baker Jr., Inc. (Baker), as the primary contractor assumes all responsibilities of the NPMS National Repository regarding NPMS database updates, synchronization, and maintenance. Source data is contributed annually by pipeline operators to the National Repository. This metadata is for the entire national dataset. Distribution of NPMS data is handled for PHMSA by the National and repository and is limited to pipeline operators and local, state, and federal government officials. Neither the United States Government nor any party involved in the creation and compilation of NPMS data and maps guarantees the accuracy or completeness of the products. NPMS data has a target accuracy of +/- 500 feet and resides in geographic coordinates. NPMS data must never be used as a substitute for contacting the appropriate local one-call center prior to digging.

Custodian
- US DOT

Maintenance
- Static

Standards
- Contact US DOT
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 Treasurer
- Generates tax bills
- Maintains tax auction info

GIS
- Spatial data maintenance
- Website development
- Map production
- Data Analysis

Real Property Lister
- Combines legal descriptions, ownership, and values
- Prepares and maintains ownership and description info for all parcels

Surveyor
- Maintains PLSS and other geodetic control
- Maintains plats and survey files
- Conducts surveys for County owned property

Register of Deeds
- Deeds
- Certified survey maps
- Subdivisions, condominiums
- Sends real estate transfer returns to the state

Land Conservation
- Conservation practices
- Erosion control/storm water permitting

Development & Land Services
- Administers county land use regulations
- Comprehensive planning
- Park and open space planning
- Farmland preservation planning
- POWTS
- Land use planning

Sheriff/911
- Crime Data
- GIS/911 System
- Emergency Response Districts

Municipalities
- Conducts board of review
- Submit statement of assessment values

County Clerk
- County redistricting
- Municipal wards
- Polling information for voting
- Real time election results

GIS/IT
- SQL Server/SDE
- ArcGIS for server
- Web servers
- Networking
- File servers
- Standards
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.

Hardware
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. Outagamie County utilizes two production ArcGIS servers, two database servers and hosts web applications internally as well as in ArcGIS Online. The County uses a virtual environment with an offsite backup data center.

Costs associated with ongoing technology expenditures or projected expenditures can optionally be listed in Chapter 4. As a reminder, the annual "County Retained Fee/Grant Report" due to DOA at the end of the state fiscal year on June 30th provides detailed information on expenditures.

Software
Software used is the ArcGIS, AutoDesk and Microsoft suite of products as well as a number of third party add on tools that integrate with these systems. Treasurer’s office uses the Ascent Land Records system. Register of Deeds uses TriMIN products. The County uses LaserFiche for the document management system.

Website Development/Hosting
- The County uses both and internal development environment as well as an Amazon AWS EC2 development environment

Metadata and Data Dictionary Practices
Metadata Creation
- Metadata creation and maintenance process: We use Arc Catalog to create and maintain the feature dataset and feature class metadata. The metadata is consistent with the FGDC Content Standard for Digital Geospatial Metadata. The metadata is included with each feature class on our data download website.

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.
- Metadata fields manually populated: The County does not manually populate any metadata fields.

Metadata Policy
- Metadata Policy: Our organization does not have any policies for metadata creation, however we do make every effort in supplying the minimum FGDC requirements.

Municipal Data Integration Process
- City of Appleton and Outagamie County have a memorandum of understanding for Outagamie County to host Appleton’s parcel, street centerline and address data within our ArcGIS environment.
- Outagamie County is in the process of drafting a memorandum of understanding with Calumet and Winnebago County to jointly maintain the critical layers of the 911 GIS dataset.
### Public Access and Website Information

#### Public Access and Website Information (URLs)

<table>
<thead>
<tr>
<th>GIS Webmapping Application(s)</th>
<th>GIS Download Link - URL</th>
<th>Real Property Lister Link - URL</th>
<th>Register of Deeds Link - URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>GIS Webmapping Application(s)</td>
<td>GIS Download Link - URL</td>
<td>Real Property Lister Link - URL</td>
<td>Register of Deeds Link - URL</td>
</tr>
<tr>
<td><a href="http://ocgis.maps.arcgis.com/apps/webappviewer/index.html?id=13f555139a64462187226bd4356ecf5b">http://ocgis.maps.arcgis.com/apps/webappviewer/index.html?id=13f555139a64462187226bd4356ecf5b</a></td>
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<td><a href="http://www.outagamie.org/government/n-through-z/sheriff/foreclosures-sheriff-sales">http://www.outagamie.org/government/n-through-z/sheriff/foreclosures-sheriff-sales</a></td>
<td></td>
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</tr>
<tr>
<td><a href="https://gis.outagamie.org/maps/historicairaerials/index.html">https://gis.outagamie.org/maps/historicairaerials/index.html</a></td>
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</tr>
<tr>
<td><a href="http://gis.outagamie.org/maps/MailingLabels/index.html">http://gis.outagamie.org/maps/MailingLabels/index.html</a></td>
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</tr>
<tr>
<td><a href="http://ocgis.maps.arcgis.com/apps/webappviewer/index.html?id=f6a8d84e4e9a4b98e0b2166d3202a42">http://ocgis.maps.arcgis.com/apps/webappviewer/index.html?id=f6a8d84e4e9a4b98e0b2166d3202a42</a></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Single Landing Page/Portal for All Land Records Data

**URL**

Data Sharing

Data Availability to Public

Data Sharing Policy

- Data is updated weekly and shared by map services, web applications and a free data download site. (see above table)

Open Records Compliance

- We have policies and procedures in place to comply with WI Status 19.31 – 19.39. All of the County’s GIS data has been available free of charge for nearly a decade. If an open records request is made staff consults with corporation counsel and DOJ guidebook to ensure it is fulfilled accordingly.

Data Sharing Restrictions and Government-to-Government Data Sharing

Data Sharing Restrictions

- Outagamie County does not have any restrictions on data distribution or download.

Training and Education

- During the budget planning process training and education is a high priority. The GIS staff is encouraged to attend national conferences on a rotational basis. GIS staff also attends Wisconsin Land Information and EWUG sponsored events.
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.

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**Project Timeframes**

- **Due December 31st**: 2019-2021 Land Info Plan due at end of 2018
- **Due March 31st**: 2022-2024 Land Info Plan due at end of 2021
- **Due June 30th**: Retained Fee/Grant Report
- **Due December 31st**: WLIP Grant Application

**Figure 1. The WLIP Land Information Plan/Grant Project Cycle**
Project Plan for PLSS (Benchmark 4)

Project Title: Project Plan for PLSS (Benchmark 4)

Project Description/Goal

Planned Approach

- Continue to utilize the strategic initiative grants to complete the PLSS layer as identified in the original government survey

Current Status

- **Tally of the total number of corners:** 4030
- **Remonumentation status:** 98.6% or 3974
- **Coordinate status (accuracy class) if known:** Survey Grade

Goals

- **Number of corners to be remonumented and/or rediscovered:** 56
- **Number to have new coordinates established:** 56
- **Accuracy class for these new coordinates:** Survey Grade
- **Way in which these points will be integrated into the parcel fabric:** They will be used to improve the cadastre accuracy

Missing Corner Notes

- **Documentation for any missing corner data:** The County is missing 56 meander corners but plans to identify those in 2019/2020.

County Boundary Collaboration

- Discuss with neighboring County surveyors

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.
- All land information related departments will be affected as the remonumentation of these corners will improve the accuracy of the parcel data.

Objectives/Measure of Success

- The objective is to meet Benchmark 4 (Completion and Integration of PLSS) by 3/31/2020

Project Timeframes

<table>
<thead>
<tr>
<th>Timeline – Project Plan for PLSS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Milestone</strong></td>
</tr>
<tr>
<td>Project start</td>
</tr>
<tr>
<td>Hire contractor</td>
</tr>
<tr>
<td>Contractor remonumentation</td>
</tr>
<tr>
<td>Project complete</td>
</tr>
</tbody>
</table>

Responsible Parties

- Contractor (95%), County Surveyor and GIS staff (5%)

Estimated Budget Information

- See table at the end of this chapter.
**Project #1: Permitting and Licensing System**

**Project Description/Goal**
- Outagamie County intends to complete the implementation and rollout of the County wide permitting and licensing system in 2019
- **Land Info Spending Category:** Software

**Business Drivers**
- Improve eGovernment offerings
- Provide automated tools to support business processes
- Increase reporting functions and analysis
- Redesign outdated business processes
- Provide a browser based interface
- Automate workflow
- Reduce duplicate data entry
- Provide mobile access to field staff
- Improve access to training
- 27/7 availability of government services
- Improve confidence in information

**Objectives/Measure of Success**
- Infrastructure Review
- Data collection/mapping
- System configuration
- Integrations
- Validation
- User acceptance testing
- End user training
- Go live

**Project Timeframes**

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Duration</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project #1 start</td>
<td>2 weeks</td>
<td>January, 2017</td>
</tr>
<tr>
<td>Infrastructure Review</td>
<td>3 months</td>
<td>Jan 2017 – March, 2017</td>
</tr>
<tr>
<td>Data collection/mapping</td>
<td>7 months</td>
<td>March–Sept 2017</td>
</tr>
<tr>
<td>Configuration</td>
<td>7 months</td>
<td>Sept–March, 2018</td>
</tr>
<tr>
<td>Validation</td>
<td>8 months</td>
<td>March–present</td>
</tr>
<tr>
<td>User acceptance testing</td>
<td>1 month</td>
<td>n/a</td>
</tr>
<tr>
<td>End User Training</td>
<td>1 month</td>
<td>n/a</td>
</tr>
<tr>
<td>Go live</td>
<td>2 weeks</td>
<td>n/a</td>
</tr>
</tbody>
</table>

**Responsible Parties**
- Development and Land Services
- Land Conservation
- Highway
- Information Technology
- CityView
- BerryDunn

**Estimated Budget Information**
- See table at end of this chapter.
Project #2: Parcel Fabric Conversion

Project Description/Goal
- County intends to convert current parcel mapping data to the ESRI parcel fabric
- **Land Info Spending Category:** Digital parcel mapping

Business Drivers
- The ESRI parcel fabric offers a more efficient way to maintain not just parcels, but the entire cadastre dataset.
- The ESRI parcel fabric is a maintenance component of ESRI’s complete solution to Land Records Management, therefore allowing the County to use complete, robust set of tools to keep track and store important information.

Objectives/Measure of Success
- Improve efficiency for cadastre data maintenance

Project Timeframes
- 2019

Responsible Parties
- Development and Land Services GIS staff 25%– Hired Contractor for conversion 75%

Estimated Budget Information
- See table at the end of this chapter.

Project #3: TriMin Expanded Import Module

Project Description/Goal
- This software is necessary to complete back indexing before 1990.
- **Land Info Spending Category:** Software

Business Drivers
- It will allow greater search flexibility, therefore freeing up staff time in various County departments.

Objectives/Measure of Success
- This will allow customers/public to access these records with search by name capability.

Project Timeframes
- 2019

Responsible Parties
- Register of Deeds and TriMin

Estimated Budget Information
- See table at the end of this chapter.
Project #4: TriMin/Transcendent Integration

Project Description/Goal
- This will enhance the workflow of recorded documents between Register of Deeds and Property Listing software.
- **Land Info Spending Category**: Software

Business Drivers
- Continual improvements by software vendors allows more efficient workflows.

Objectives/Measure of Success
- Near real time transfer of ownership documents

Project Timeframes
- 2019

Responsible Parties
- TriMin and Transcendent and County staff

Estimated Budget Information
- See table at the end of this chapter.

Project #5: Plotter Replacement

Project Description/Goal
- Replace Development and Land Services large format Plotter
- **Land Info Spending Category**: Hardware

Business Drivers
- Existing plotter is at end of life and is used by multiple County departments.

Objectives/Measure of Success
- New plotter

Project Timeframes
- 1st quarter 2019

Responsible Parties
- Development and Land Services GIS staff

Estimated Budget Information
- See table at the end of this chapter.

Project #6: GIS and Land Records Software Maintenance

Project Description/Goal
- Annual maintenance of land records and GIS software
- **Land Info Spending Category**: Software

Business Drivers
- Critical to stay current as technology changes

Objectives/Measure of Success
- Stay current with industry trends and integration

Project Timeframes
- Annual

Responsible Parties
- Development and Land Services, Register of Deeds, Land Conservation, IT, Highway
**Estimated Budget Information**
- See table at the end of this chapter.

**Project #7: Orthoimagery**

**Project Description/Goal**
- Acquire high resolution orthophotography
- **Land Info Spending Category:** Orthoimagery
  - Continue UAS program in support of imagery acquisition

**Business Drivers**
- Land use planning
- Zoning violations
- Changing landscape
- Reduce field verification

**Objectives/Measure of Success**
- Accurate orthophotography tied to PLSS
- Clear, minimal distortion and building lean

**Project Timeframes**
- 2020

**Responsible Parties**
- Outside vendor and County GIS staff

**Estimated Budget Information**
- See table at the end of this chapter.

**Project #8: Staff Development and Training**

**Project Description/Goal**
- Educate and network with other professionals on changing and emerging technology
- **Land Info Spending Category:** Training and Education

**Business Drivers**
- Changing and emerging technology
- Efficiencies
- Improve communication and cooperation
- Transparency to the public

**Objectives/Measure of Success**
- High quality and easily obtainable GIS and Land Records data

**Project Timeframes**
- Ongoing

**Responsible Parties**
- Development and Land Services, Register of Deeds, Land Conservation, Highway, Sheriff

**Estimated Budget Information**
- See table at the end of this chapter.
Project #9: PLSS Maintenance

Project Description/Goal
- Continually maintain survey grade PLSS
- **Land Info Spending Category:** PLSS

Business Drivers
- To maintain survey grade accurate PLSS monuments

Objectives/Measure of Success
- Retain and maintain survey grade PLSS monuments rotationally so the data is readily available to anyone that needs it.

Project Timeframes
- Two townships per year

Responsible Parties
- County Surveyor and Development and Land Services

Estimated Budget Information
- See table at the end of this chapter.

Project #10: Back Indexing ROD documents

Project Description/Goal
- This work is necessary to complete back indexing before 1990.
- **Land Info Spending Category:** Consulting

Business Drivers
- It will allow greater search flexibility, therefore freeing up staff time in various County departments.

Objectives/Measure of Success
- This will allow customers/public to access these records with search by name capability.

Project Timeframes
- 2020

Responsible Parties
- Register of Deeds and TriMin

Estimated Budget Information
- See table at the end of this chapter.
Project #11: Document Image Mover Software

Project Description/Goal
- This software will allow the public to purchase groups of documents and watermark them so they cannot be resold.
- **Land Info Spending Category:** Software

Business Drivers
- It will prevent the resale of recorded documents.

Objectives/Measure of Success
- To provide those documents to the customer without any revenue risk to the County.

Project Timeframes
- 2019

Responsible Parties
- Register of Deeds and TriMin

Estimated Budget Information
- See table at the end of this chapter.
## Estimated Budget Information (All Projects)

<table>
<thead>
<tr>
<th>Project Title</th>
<th>Item</th>
<th>Unit Cost/Cost</th>
<th>Land Info Plan Citations</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Permitting and Licensing System</td>
<td>CityView Software</td>
<td>$150,000</td>
<td>Page 28</td>
</tr>
<tr>
<td>2) Parcel Fabric Conversion</td>
<td>Parcel Conversion to Fabric - Consulting</td>
<td>$40,000</td>
<td>Page 28</td>
</tr>
<tr>
<td>3) TriMin Expanded Import Module</td>
<td>Software</td>
<td>$20,000</td>
<td>Page 28</td>
</tr>
<tr>
<td>4) TriMin/Transcendent Integration</td>
<td>Consulting</td>
<td>$5,000</td>
<td>Page 29</td>
</tr>
<tr>
<td>5) Plotter Replacement</td>
<td>Large Format Plotter</td>
<td>$15,000</td>
<td>Page 29</td>
</tr>
<tr>
<td>6) GIS and Land Records Maintenance</td>
<td>Software Maintenance</td>
<td>$100,000</td>
<td>Page 29</td>
</tr>
<tr>
<td>7) Orthoimagery</td>
<td>High Resolution Orthoimagery</td>
<td>$60,000</td>
<td>Page 30</td>
</tr>
<tr>
<td>8) Staff Development and Training</td>
<td>Training/Conferences</td>
<td>$15,000</td>
<td>Page 30</td>
</tr>
<tr>
<td>9) PLSS Maintenance</td>
<td>Surveyor Contract</td>
<td>$30,000</td>
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</tr>
<tr>
<td>10) ROD Back Indexing</td>
<td>Consulting</td>
<td>$100,000</td>
<td>Page 31</td>
</tr>
<tr>
<td>11) Document Image Mover</td>
<td>Software</td>
<td>$4,000</td>
<td>Page 32</td>
</tr>
</tbody>
</table>

|                               |                                     |                |                          |
|                               | GRAND TOTAL                         | $829,000       |

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