

MILWAUKEE COUNTY LAND INFORMATION COUNCIL
Second Council Meeting

AGENDA

Date: December 7th 2016
Time: 9:00 a.m.
Place: Milwaukee Metropolitan Sewerage District
MMSD, Commission Room
260 W Seeboth St.
Milwaukee, WI. 53204

- I. Roll Call
- II. Minutes from the 1st Council meeting held June 7th, 2016
- III. 2017 Land Information Office Budget
- IV. 2017 Land Information Office Workplan
- V. **Reports**
 - A. **2016 Work Plan Status**
 - 1. Report on Parcel Currency
DAT.03 – Improve Property Record Currency
 - 2. Report on Data Portal and Educational Outreach
MOL.04 – Implement Data Portal
 - B. **Maintain Core Foundational Elements**
 - 1. Report regarding progress on 2015 Regional Orthophotography Project.
 - 2. Report regarding progress on 2015 Regional Elevation Data Project.
 - 3. Report regarding progress on 2016 Planimetric Update Project.
- VI. **Old Business**
 - 1. Review of the Horizontal Datum Update Project.
 - 2. Review of the 2017 Strategic Grant Initiative.
 - 3. County Surveyor Services
- VII. **New Business**
 - 1. Enterprise Asset Management Report
- VIII. **Date, time, and place of next meeting**
- IX. **Adjournment**

MINUTES OF THE 1st MEETING
LAND INFORMATION COUNCIL

Date: June 7, 2016
Time: 9:00 a.m.
Place: Milwaukee Metropolitan Sewerage District
MMSD
260 W Seeboth St.
Milwaukee, WI. 53204

Members Present

Rob Merry	Milwaukee County Surveyor
Emily Champagne	GIS Supervisor, Milwaukee Metropolitan Sewerage District
Nancy Olson, Chair	Chief Information Officer, City of Milwaukee
John LaFave	Milwaukee County Register of Deeds
Greg High, Vice-Chair	Director, Architecture, Engineering and Environmental Services Division
Dana Kahle	GIS Supervisor, representing Dawn Neuy, We Energies
Rex Queen	Milwaukee County Treasurer's Office
Christine Westrich	Director, Office of Emergency Management
Harrison Dovrios	Legislative Assistant, Representing Supervisor Jason Haas
Kevin Bruhn	Manager - LIO, Milwaukee County DAS/ECD-LIO

Guest and Staff Present

LaCricia McSwain	Business Analyst, Milwaukee County DAS
Kathy Bach	GIS Analyst, Milwaukee County Register of Deeds
Nicole Grams	GIS Analyst, Milwaukee County Land Information Office
Pamela Booth	GIS Project Leader, City of Milwaukee
Hardy Meihnsner	Consultant, Spatial Data Systems

I. ROLL CALL

Chair Olson called the first meeting of the Land Information Council (LIC), formerly the Milwaukee County Automated Mapping and Land Information System (MCAMLIS) Steering Committee, to order at 9:00 a.m. Roll Call was taken by circulating an attendance signature sheet and giving brief introductions, and a quorum was declared present.

II. MEETING MINUTES

CONSIDERATION OF THE MINUTES OF THE 101st STEERING COMMITTEE MEETING HELD MARCH 8, 2016

Chair Olson had one correction of the meeting minutes.

High: moved approval of the minutes

Champagne: second, motion carried unanimous

III. OPEN DISCUSSION: TRANSITION TO LAND INFORMATION COUNCIL

High: The foundation of MCAMLIS/LIC was and still is to maintain core datasets; Olson: as well as to stay up-to-date with current needs as data evolves. For several years MCAMLIS acted as LIC, until the County corporation council gave an opinion that the LIC should be formed formally. LaFave suggested the meetings become informal and occur 3 times per year, with additional meetings added only when necessary. Bruhn asked for consideration of aligning council meetings with budget cycles to best coordinate internal county efforts with regional projects. Olson suggests Bruhn has moved focus to county initiatives rather than the regional focus that intention of the committee originally. Champagne offers that there is no conflict as expanded County data will still benefit MMSD and utilities; Westrich adds that LIO has helped OEM have undertake an online mapping project with access for each county in regional HERC. Bruhn summarizes that county recognizes that the role of the LIO is increasing internally; the committee's job could be to ensure that LIO keeps sight of core functionality and regional vision. High suggests formality of meetings stay the same and reevaluate after one year. Several members nominate Olson to remain Chair and High to remain Vice-Chair. Olson proposes motion to continue formality, frequency, and leadership of committee for a year while new members acclimate and to reevaluate after one year; **LaFave moves, Champagne seconds, motion carried unanimous.**

IV. REPORTS

A. COUNTYWIDE INITIATIVES

1. REPORT BY MILWAUKEE COUNTY SURVEYOR ON THE STATUS OF 2015 SURVEYOR ACTIVITIES

Merry: We have replaced 50 monuments, 30 additional that will be destroyed due to construction. Leveled 15.5 miles to maintain vertical accuracy on section corners that have subsequently been destroyed due to construction. Have a DBE assisting in monuments.

B. FINANCIAL

1. REPORT BY MILWAUKEE COUNTY DAS STAFF ON MCAMLIS FISCAL STATUS

McSwain states that the DAS expense report needs to be updated because GIS Analyst position was not included. 2016 net income is \$34,728. Olson: are we on target with documents recorded? LaFave: barely on pace for recording revenue, possibly under. Olson states that the council has authorized a reserve fund in the past.

V. OLD BUSINESS

A. WLIP PROGRAM UPDATE 2016-2020

Bruhn provided a summary of the program for new members: State is moving forward with their plan and the council has opportunity to submit opinions on the direction of the state. From draft 1 to 2, the state is focusing more on core datasets and less on imagery/LiDAR. Champagne adds possible change to next draft: will not state a priority for different types of data required to apply for grants, will let the counties decide what is most important to them. Wisconsin is trying to catch up to neighboring states with regard to standardizing and sharing data.

VI. NEW BUSINESS

A. CONSIDERATION FOR THE 2015 PLANIMETRIC UPDATE

Bruhn provided a summary of the program for new members: Planimetric data is a core function of the LIO. Requested proposal from vendor that we have used in the past to do the update. LIO staff manually detected the areas of change as LiDAR data was not yet sufficient to accomplish this. Proposal cost broken down into parcel-based change, the additional change out to a ROW (versus buffered parcel as before which inflated cost), and any additional areas of change found during the project up to a \$5k cap.

Champagne inquires as to when the 2015 LiDAR will be available, and Merry answers that LAS classified and DTM are complete, SEWRPC is waiting on the redeliver of contours, expected this week. The data still abides by National Map Accuracy standards.

LaFave: moved approval; High: second, motion carried unanimous

VII. DATE, TIME, AND PLACE OF NEXT MEETING

Olson: Set the next regular meeting for September 20, 2016 @ 9:00 am, MMSD

VIII. ADJOURNMENT

Champagne: moved approval

High: second, Motion carried by consensus of the Committee

Respectfully submitted,
Kevin Bruhn

2017 Milwaukee County - Land Information Office Budget

	2014	2015	2016	2017	16-17 VAR
	ACTUAL BUDGET	ACTUAL BUDGET	ADOPTED BUDGET	ADOPTED BUDGET	VARIANCE
REVENUE					
Retained Fees-\$8 Portion	744,858	840,531	840,000	840,000	0
Other Misc Revenue	2,449	130	2,000	1,000	(1,000)
State Grants				51,000	51,000
County Property Tax Levy					
Total Revenues	747,307	840,661	842,000	892,000	50,000
EXPENSES					
Personal Services					
Direct Labor Charged	159,376	138,946			0
Offtime Charged	30,823	26,872			0
Fringe Benefits Charged	176,382	153,772			0
Indirect Overhead Charged		60			0
Direct Labor Applied	(159,376)	(137,848)			0
Offtime Applied	(30,823)	(26,660)			0
Fringe Benefits Applied	(176,382)	(152,557)		0	0
Potential Sal Adj-Budget					0
Salaries-Wages Budget	188,622	165,476	190,926	192,946	2,020
Overtime	100	154			0
Social Security Taxes	13,694	12,074	14,610	14,748	138
Adjustment -Social Security Taxes					0
Unemployment Compensation				0	0
Tool Allowance	29				0
Employee Health Care	42,498	29,642	33,992	35,059	1,067
Employee Pension	18,850	21,534	26,927	28,061	1,134
Legacy Healthcare	29,641	41,174	36,626	36,140	(486)
Legacy Pension	25,300	41,471	50,582	53,669	3,087
Adjustment - Legacy Healthcare				-	0
Personal Services	318,733	314,110	353,663	360,623	6,960
Commodities-Services					
Membership Dues		52	200	200	0
Contract Pers Serv-Short	28,222	4,050	5,000	5,000	0
Postage	16	38	500	100	(400)
Prof. Serv.-Data Process					0
Prof. Serv.-Recurring Oper	147,554	512,341	176,000	176,000	0
Prof. Serv.-Nonrecur Oper	87,348	134,547	51,239	158,473	107,234
Internet Expenses	374	99	1,000	1,000	0
Printing and Stationery	288	373	1,000	1,000	0
R/M Computer Equip	46,669				0

Auto Allowance			500	500	0
Meetings Other Auth Travl	6,236	7,549	4,500	6,000	1,500
Sundry Services	194	851			0
Office Supplies		1,289	1,130	1,130	0
Computer Software	3,180				0
DP Supplies	152				0
Commodities-Services	320,233	661,189	241,069	349,403	108,334

Crosscharges - Service Chgs

Technical Support & Infrastructure	2,571	2,938	3,428	3,426	(2)
Prof Serv Div Services			113,805	87,523	(26,282)
Risk Management Services	314	209	628	422	(206)
Prof. Serv. -Data Process Charges		22,942	20,000	20,000	0
DP Software Lease/Lcn Charges			42,700	45,700	3,000
DAS Services	8,472		16,362		(16,362)
R/M Computer Equip Charges		14,425			0
HOC Graphics		75	140	75	(65)
Application Chgs - Network	1,903	2,491	4,719	7,754	3,035
HRIS Allocation	1,481	1,813	1,436	1,484	48
Worker Comp Med and WC Pay	1,042	1,028	1,025	1,071	46
Insurance Services	264	404	81	377	296
Worker's Compensation Adm	125	135			0
Central Service Allocation	2,064	8,865	8,735	8,441	(294)
CH Complex Space Rental	50,647				0
IMSD Central Purchases			31,906	2,000	(29,906)
PC Charges	1,698	1,248	2,303	1,873	(430)
Crosscharges - Service Chgs	70,581	56,573	247,268	180,146	(67,122)

Capital Outlay	0	0	0	0	0
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Total Expenditures	709,547	1,031,872	842,000	890,172	48,172
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Reserve Contribution	(37,760)	191,211	0	(1,828)	(1,828)
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2016 LIO YTD			
		YTD	YE Projected
REVENUES - 2016 YTD			
2016 Actual Revenue		\$746,195	\$853,796.79
2015 Encumbrances Carried Over		\$164,228	\$164,228
2016 Grants		\$26,000	\$26,000
2016 Misc Revenue		\$2,200	\$2,200
	TOTAL	<u>\$938,623</u>	<u>\$1,046,225</u>
OPERATING EXPENSES - 2016 YTD			
2016 Actual Expenditures		\$632,533	\$723,744.56
2016 Encumbrances		\$120,352	\$120,352
2016 ROD GIS Analyst		\$77,987	\$92,670
	TOTAL	<u>\$830,872</u>	<u>\$936,767</u>
2016 Est. Net Income (Loss)		<u>\$107,751</u>	<u>\$109,458</u>

Fund Balance:		YTD	YE Projected
2015 Year-End Fund Balance*		\$1,316,199	\$1,316,199
2016 Operating Revenues (Shown Above)	+	\$938,623	\$1,046,225
2016 Exp + Enc for \$8 Fee Projects	-	\$830,872	\$936,767
2016 Est Fund Balance**		\$1,423,950	\$1,425,657
2015 Reserve Revenue @ 10%		\$0	\$0
2016 Est Fund Balance YTD - Unrestricted		\$1,423,950	\$1,425,657
2016 Est Fund Balance YTD - Restricted		\$0	\$0

*2015 YE Fund Balance represents the current amount in reserve as of 2015 YE close.

**2016 Est YTD Fund Balance represents the 2015 YE reserve netted against the actual 2016 expenditures and revenues. This figure will change throughout the year as additional 2016 expenditures and revenues are realized.

NOTE: 2016 expenditures, revenues, and resulting fund balance are year-to-date ONLY. The figures represented in this report are not intended to project a year-end balance for the LIO budget. The purpose of the report is to provide committee members a "financial snapshot" of LIO activities within a specific point in time.

2017 Workplan

Mission The Milwaukee County Enterprise GIS Program provides leadership, expertise, communication, coordination, and relevant services to support the core business functions of the County in an effort to increase operational effectiveness, by ensuring GIS data integrity, and overseeing the distribution and alignment of reliable, accurate, high-quality, and accessible GIS data and products for the needs of our constituents.

Goal #1 Optimization: The Land Information Office's resources are consumed Countywide and are used to provide expertise and consultation to a broad business base. Maximization of services is critical, therefore continuous improvements and assessments of the GIS Office's function and services using best practices are necessary. Avenues for input on improving services are welcomed by the GIS Office staff.

Goal #2 Innovation: The Land Information Office provides guidance and direction in solution selection for planned and Countywide initiatives. These solutions are focused on a maximum and overall benefit to the County by using innovative solutions to accomplish the business missions of local governments and individual departments. When appropriate, the Land Information Office will present new technologies and solutions for business issues and decisions across the county.

	Initiative	Start Date	Completion date	% complete	Responsible	Budget	Source	Prior Workplan
1	Datum Modernization - Horizontal	1/1/2017	6/30/2017	0%	Contract With SEWRPC	\$63,000.00	2016-2017 Grant	MCAMLIS\LIO
2	Data Currency	1/1/2017	6/1/2017	10%	LIO	\$0.00		MCAMLIS\LIO
3	GIS Training Program	1/1/2017	12/31/2017	10%	LIO	\$5,000.00	Recording fees	
4	Cityworks - Enterprise Asset Management	1/1/2017	6/30/2018	20%	LIO - IMSD - Facilities Management	\$145,000.00	County Capital	
5	Project Reporting Software	1/1/2017	2/28/2017	0%	LIO	\$5,000.00	Recording fees	
6	Migration to Cloud Based GIS - One Neck	3/1/2017	9/31/2017	0%	LIO - IMSD	\$20,000.00	Cross charge from IMSD	MCAMLIS
7	Emergency Management- NG911	6/1/2017	12/31/2018	0%	LIO - Office Emergency Management	Unknown at this time	Unknown at this time	MCAMLIS - 2018
8	Orthophoto RFP	7/1/2017	12/31/2017	0%	LIO	\$150,000.00	Recording fees	MCAMLIS\LIO
9	Data Transformation to New Datum - Rasters	8/1/2017	12/31/2017	0%	LIO	\$37,600.00	2016-2017 Grant	MCAMLIS\LIO
10	Parcel Fabric Pilot	9/1/2017	3/31/2018	0%	LIO - Consultant	\$20,000.00	Recording fees	
11	Implement Document Management System - Onbase	9/1/2017	6/31/2018	0%	LIO- IMSD	\$5,000.00	Cross charge from IMSD	MCAMLIS
						\$450,600.00		

1. Datum Modernization – Horizontal

Project to convert the Survey control network from a 1927 vintage to a 1988 vintage. The survey monuments are the positions that all property (parcel) changes are controlled from. This project will only be for the horizontal or flat surface area control. The vertical or elevation control will be completed as a 7 County, (SEWRPC area), after the horizontal is completed. SEWRPC will be performing the work in house and will supply Milwaukee County with updated data and documentation of the work performed.

A datum is the position on the earth that measurements are taken from in surveying. It is important that these measurements are highly accurate to limit the amount of error that surveyors experience when they record these measurements that affect property ownership.

“Datum Modernization” is in support of the Land Information Office’s Land Records Modernization plan as required by Wis. Statute [59.72 \(3\)\(b\)](#). This project is also required as part of the [2016 Wisconsin Land Information Program Strategic Initiative – Benchmark 4 \(Completion and Integration of the Public Survey System, PLSS\)](#).

2. Property Ownership Currency

The LIO currently utilizes the annual property ownership information from the assessors software GCS. This is provided to the State of Wisconsin once a year for tax collection purposes. It is the intent of this project to identify an alternative source of data to utilize and update this information. The goal of this project is to be able to update the owner information on the same quarterly cycle that we update the parcel changes.

3. GIS Training Program

The Land Information Office has started to create a training program with the assistance from the Milwaukee County Human Resources Department. HR assisted with an introductory training session utilizing the County’s new Learning Management System, LMS. This session is directed around the GIS interactive website. This initiative is to address the growing need for a whole ‘What is GIS’ and ‘What data is available’ training program.

The direct intent of the “GIS Training Program” is to help educate Milwaukee County employees as to how to utilize the resources of the Land Information Office, but the training is also intended to be public-facing and in support of the coordinating role described in Wis. Statute 59.72 (3)(a).

4. Cityworks – Enterprise Asset Management

A Milwaukee County-wide effort is underway to manage all assets from County-owned buildings and land to the internal assets in the House of Correction, Facilities, Parks,

Fleet, Transit, Economic Development, and the Zoo. In a supporting role to the County-wide implementation of Cityworks, the Land Information Office is creating the GIS inventory and structure for the asset management program to utilize. Current funding for staff time to support this effort is secured from the capital project that is supporting the overall program through the County's IMSD.

5. Project Management Software

This effort is to identify a project management reporting software to manage the Land Information Council meeting materials. The LIC is in need for a more efficient and effective way to communicate and distribute materials. The current process is to rewrite the materials for each meeting. This loses the historical information due to the size of the information packet each meeting. The ideal solution will make the initiatives easy to understand and the overall information packet easy to navigate through.

6. Migration to Cloud Based GIS – One Neck

Milwaukee County is currently migrating the entire County-wide IT infrastructure to an offsite location. As part of this migration, the LIO has some GIS dependencies that will need to be upgraded, i.e. website coding and server development. It is not completely known the full extent of what will be needed. It is estimated that there will be some additional charges for items like storage fees, load-balancing, and redundancy, etc.

7. Emergency Management – Next Generation 911 (NG911)

The need for a reliable NG911 GIS dataset is a growing necessity that will support the public-safety answering points, PSAP, and other emergency services. The current project is to stay informed and participate in meetings and learning sessions as these efforts move into more of a task oriented process. This initiative is very early in the planning stages of what is needed or direction. Scope of work may be identified by mid-2017.

8. 2018 Aerial Photography RFP

Milwaukee County is not currently under a contract to acquire the next flight of aerial imagery. The last contractual agreement with the vendor, Pictometry, was met with the flight from 2015. The LIO must submit a request for proposal for the next flight scheduled for 2018. This is one of the most useful products that the LIO produces for the region at a current interval of twice per five years.

Aerial Photography updates serve a dual role for the Land Information Office in modernizing land records within the County and providing a service that is shared between the County and municipalities as described in Wis. Statute 59.72(3).

9. Data Transformation to New Datum – Rasters

This project is to move or migrate the GIS raster data to the new datum. The Land Information Office currently has 47 raster datasets. The intent of this project is to process these files by either purchasing the needed software to complete this project in house or contract with a qualified contractor. The LIO will host both sets of rasters for a transitional time so municipalities and other vendors that utilize the raster services have time to migrate to the new datasets.

“Data Transformation” is in support of the Land Information Office’s role in coordinating projects between the County and local governments, as described in Wis. Statute [59.72 \(3\)\(a\)](#).

10. Parcel Fabric Pilot

The current Milwaukee County parcel data is not directly tied to the survey control network that is the origin of these updates. This project is to start a pilot project to examine the process that will be needed to migrate our cadastral dataset to a more intelligent system. The new system that integrates these datasets is called the parcel fabric. Due to the early beginnings of the parcel network in Milwaukee County, some areas are over 120 years old, challenges are expected when migrating to a more advanced system. A pilot will help identify those challenges before a full project is undertaken.

11. Implementation of Document Management System

The LIO currently utilizes a local solution for the management of its plat documents and other documents that are made available to the internet. Milwaukee County utilizes the Document Management System called Onbase. The purpose of this project is the migration, organization, and version management of all of the files that the LIO makes available to the public reside on an enterprise solution.

2015-2019 MCAMLIS Workplan

Project	Task ID	Task Description	FY2015	FY2016	FY2017	FY2018	FY2019
VWR	01	Improve the MCLIO Interactive Mapping Service	100 % Complete				
	1.1	System Architecture Design Consulting	100 % Complete				
	02	Implement Initial MCAMLIS Data Extract Service	100 % Complete				
MBL	01	Deploy Mobile Property Locator Application	100 % Complete				
	02	Develop MCAMLIS Feature Data Service for Parcels	100 % Complete				
	03	Prototype Services for Mobile Applications	100 % Complete				
COL	01	Invest in LBDT/Collaboration Education and Training		25%			
	02	Formalize Partner Input in MCAMLIS Business Planning	100 % Complete				
	03	Improve MMGUG Forums	Ongoing				
	04	Facilitate Business-Driven LBDT Collaboration Project	Ongoing				
	05	Clarify Partner Opportunities in MCAMLIS	Ongoing				
MOL	01	Make Initial Website Improvements	100 % Complete				
	02	Determine MCAMLIS Portal Architecture	100 % Complete				
	03	Establish and Market the New MCAMLIS	Now the Land Information Office				
	04	Implement MCAMLIS Portal	100 % Complete				
	05	Finish MCAMLIS Program Management Content	100 % Complete				
	06	Develop Partner Data Sharing Repository				Ongoing	
	07	Implement Cloud-Based GIS for MCAMLIS (AGOL)	100 % Complete				
DAT	01	Make MCAMLIS Non-Vector Data Improvements	Ongoing				
	01.1	Create Historical Aerials	100 % Complete				
	01.2	Implement ESRI Image Extension for Server	100 % Complete				
	01.3	Evaluate DMS for MCAMLIS (OnBase)			0%		
	01.4	Implement Dedicated Server for Images				Will revisit if needed	
	02	Make MCAMLIS Vector Data Improvements	Ongoing				
	02.1	Create/Deploy Remaining Planimetric Polygons	100 % Complete				
	02.2	Energize EAS/SCL Data Update				0%	
	03	Improve Property Record Currency		10%			
	04	Support New Datum Needs		0%			
	05	Make MCAMLIS Metadata Improvements	Ongoing				
06	Acquire Cadastral Data from Outside Milwaukee Co.	Ongoing					

2016 -2018 Land Information Plan
(State Requirement every 3 years)

Project	Percent Complete
1. HTML5 GIS Website	100%
2. Mobile parcel viewer	100%
3. Prototype Mobile Services	100%
4. Implement the MCAMLIS Portal	100%
5. Make MCAMLIS Vector Data Improvements	60%
6. Improve Property Record Currency	10%
7. Support New Datum Requirements	0%
8. Make MCAMLIS Non-Vector Data Improvements	2015 - 100%
9. Implement Cloud Based GIS for MCAMLIS	0%
10. Survey Control Modernization	0%
11. Plat of Survey Indexing	Ongoing
12. Enterprise Addressing System Maintenance	Ongoing
13. Street Centerline Maintenance	Ongoing



**DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF ECONOMIC DEVELOPMENT
MILWAUKEE COUNTY LAND INFORMATION OFFICE**

633 West Wisconsin Avenue, Suite 903, Milwaukee, WI 53203 (414) 278-3927

MEMORANDUM

TO: Land Information Council
FROM: Kevin Bruhn, Land Information Officer
DATE: November 29, 2016
SUBJECT: Property Record Currency

BACKGROUND

This task will improve the processes that collect, process, and publish property record data. The result will be access to more current property ownership records and associated parcel data. The initiative would include communicating the details of the information by posting the currency of the property record information to the Land Information Office website.

ACTIVITIES THIS PERIOD: 6/16 – 12/16

The software that the Register of Deeds utilizes to record and index their documents, Fidlar, recently introduced Monarch, a web service that provides access to document-related information that is relevant toward keeping a parcel information system up-to-date, such as deed grantor and grantee information for tracking owner name changes.

Document information can be accessed as soon as a recorded document has entered Fidlar's system, thereby greatly enhancing MCLIO's ability to keep its parcel information fresh (in contrast to the annual update that is currently possible).

MCLIO is nearing completion on an application developed to fully automate the task of requesting, parsing, and loading document data from Monarch into the MCLIO GIS database where it can then be accessed via MCLIO's web mapping services and applications.

NEXT

- Continue to develop an integration into this data source to improve the data currency of property ownership.
- Work with the Register of Deeds to perform quality control on the updated information. Some recorded documents have contingencies placed on the change of ownership that need to be examined, i.e., upon death the estate shall...

Attached:

Sample data from the Register of Deeds Monarch software system.

DOC_ID	GRANTOR	GRANTEE	RECORDEDATETIME	DOCSTATE
10618605	WELLS FARGO BANK NA	ODELL ROY LLC	10/31/2016 14:53	A
10618600	WELLS FARGO BANK NA	HUD	10/31/2016 14:27	A
10618597	MANSKE, GREGORY J	FRANECKI, DANIEL	10/31/2016 14:27	A
10618595	MECHA, MICHAEL G	GILBERTSON, KENNETH G II	10/31/2016 14:24	A
10618590	COSTELLO, MATTHEW R	FALSETTI, MARIO D	10/31/2016 14:15	A
10618586	FOWLER, SHARON	ON TIME INVESTMENT LLC	10/31/2016 14:14	A
10618587	ON TIME INVESTMENT LLC	MORRIS, ERIC	10/31/2016 14:14	A
10618560	SENGER, ARTHUR J	COLBURN, BRIAN	10/31/2016 14:12	A
10618556	KRAMP, ROGER W	RASHADA, STEPHANIE A	10/31/2016 14:10	A
10618532	JANUSZEWSKI, BRENT R	2834-36 N 50TH STREET LLC	10/31/2016 13:43	A
10618530	HAHN, CANDACE FKA	LEWANDOWSKI, AMBER	10/31/2016 13:42	A
10618525	GEMEINHARDT, MARY L FKA	HUBACZ, ARTHUR G	10/31/2016 13:26	A
10618515	FLAGSTAR BANK FSB	HUD	10/31/2016 13:02	A
10618513	CRISEY IRREV FAM DISCLAIMER TR	GRUENEBERG, JAIMIE	10/31/2016 13:02	A
10618507	SUAREZ, PATRICIA A	SETZER, DYLAN LEE	10/31/2016 12:55	A
10618505	OSELL, CHRISTIAN E	GRAMZA, KARLY C	10/31/2016 12:54	A
10618500	TORZALA, JEFFREY A	BERNS, AUSTIN A	10/31/2016 12:33	A
10618495	BRUCE, JACKSON M JR	HOKE, CHARLES P	10/31/2016 12:18	A
10618477	JANUSZEWSKI, BRENT	2862-64 N 48TH STREET LLC	10/31/2016 12:10	A
10618475	GALLO, ANTHONY	KREITER, NATHAN	10/31/2016 12:09	A
10618473	DONALD, JAMIE L	MARTIN, GERALD	10/31/2016 11:57	A
10618468	PRESTON, RICHARD J	SCHERBARTH, MATTHEW	10/31/2016 11:51	A
10618460	FANNIE MAE AKA	WELCOME HOME HOLDINGS LLC	10/31/2016 11:38	A
10618458	BRAUN, RONDI S	SCHULTZ, LAURA S	10/31/2016 11:38	A
10618453	CORNISH, GLORIA J	REAL ESTATE INVESTING 180 LLC	10/31/2016 11:34	A
10618454	REAL ESTATE INVESTING 180 LLC	KIMBERLY AVE LLC	10/31/2016 11:34	A

PARCEL_NBR	DOC_ID
231-0055	10618605
676-0014	10618600
330-0608	10618597
959-0016	10618595
406-0330	10618590
193-0449	10618587
193-0449-700	10618587
193-0449	10618586
193-0449-700	10618586
302-0327	10618560
292-1031	10618556
307-0341	10618532
489-0296	10618530
702-0096	10618525
962-0076	10618515
833-0005	10618513
085-0003	10618507
293-0846	10618505
691-9917	10618500
020-9980-005	10618495
020-9980-008	10618495
307-0278	10618477
827-0094	10618475
442-0027	10618473
407-0212-100	10618468
304-9981	10618460
304-0426-200	10618458
227-0186	10618455
227-0186	10618454
227-0186	10618453

* * * * *



DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF ECONOMIC DEVELOPMENT
MILWAUKEE COUNTY LAND INFORMATION OFFICE

633 West Wisconsin Avenue, Suite 903, Milwaukee, WI 53203 (414) 278-3927

MEMORANDUM

TO: Land Information Council
FROM: Kevin Bruhn, Land Information Officer
DATE: November 29, 2016
SUBJECT: LIO Data Portal and Educational Outreach

BACKGROUND

The MCAMLIS Program Goals and Objectives included in the Land Information Strategic Assessment for 2013–2016 identified the need for MCAMLIS Staff to develop and promote MCAMLIS products and services to MCAMLIS partners and participants. The following describes MCAMLIS Staff activities under this objective for the preceding period:

ACTIVITIES THIS PERIOD – 6/16 – 12/16

1. Meetings and Presentations
 - Presented the yearly Land Information Office budget to the Milwaukee County Board of Supervisors 10/13/16
 - Presented *'Utilizing GIS for Asset Management and 3D Building Extrusion'* and *'Mapping Invasive Species with the Collector App'* GIS Day located at the University of Wisconsin Milwaukee 11/16/16
 - Presented *'Now that we have a terabyte of Lidar Data, what do we do?'* at the ESRI Wisconsin Users Group 11/17/16
2. The LIO has partnered with the Milwaukee County Learning Management System (LMS) to create a training module for the updated HTML5 Interactive Mapping Service. The training will be guided, interactive, and narrated and presented for use both for county employees via the LMS and externally via the LIO website.
3. The Data Download Portal (<http://gis.mclio.opendata.arcgis.com>) is now linked via the LIO website (data tab) and within an announcement made on November 7, 2016. This Esri-based website offers all of the data we have published as ArcGIS web services in a searchable, filterable and downloadable format so that end-users do not have to submit requests via email and wait for them to be delivered. In addition, the Data Download Portal also provides easy access to all of the data formerly only-accessible via the Data Request Form. In the future, this modern and flexible portal could replace the entirety of the county-based LIO website.

NEXT

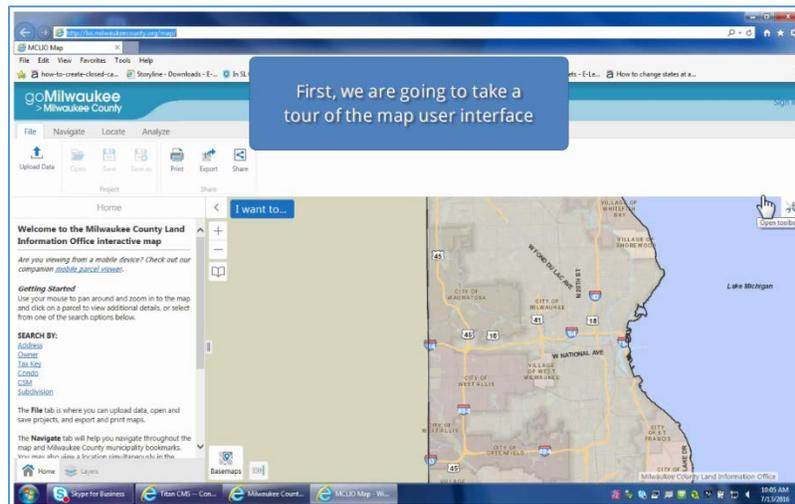
- Continue MCLIO website training, data distribution and product enhancements
- Presenting *'Python Powered CAD Conversion for Facilities Inventory and Asset Management'* the Annual WLIA meeting 2/17
- Continue to work with member participants to further their GIS goals

Attached:

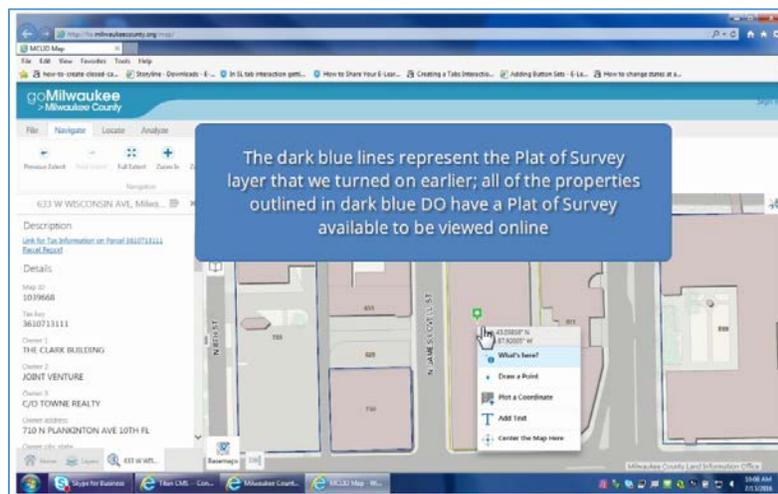
Screenshots of the Learning Management System session for the GIS Interactive Map.
Homepage of the LIO Open Data Site.



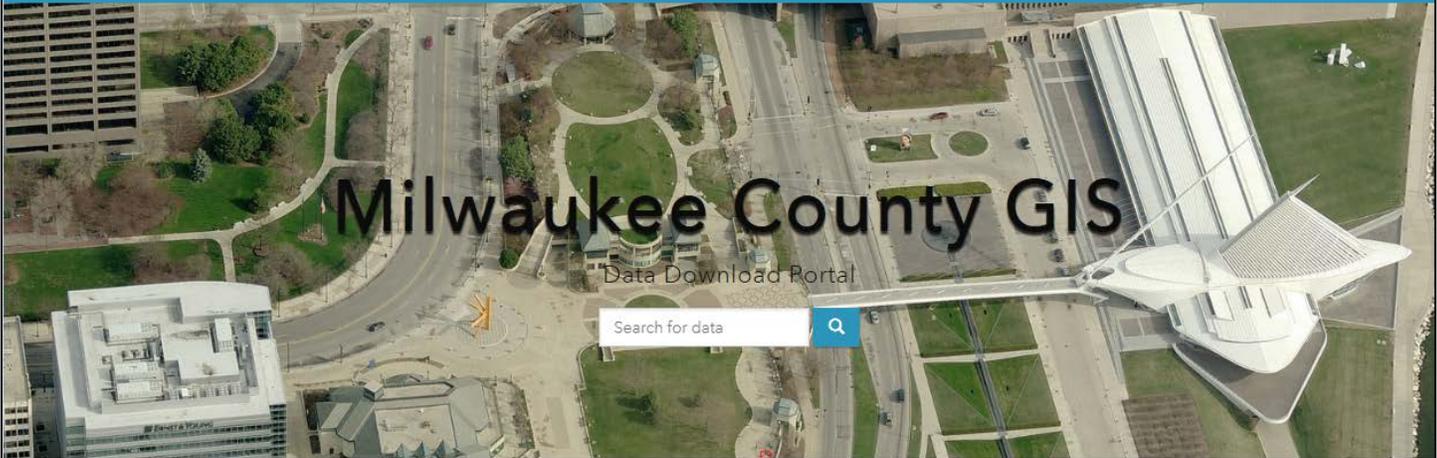
The training will auto play once selected.



This session is also narrated for the user to follow along to.



After the narration, the session becomes interactive. Prompts are given, and after the user successfully completes the task, the narration will move on to the next item.



The purpose of the Open Data website is to provide the public with access to the geographic data available through the Milwaukee County Land Information Office (MCLIO). Users may use this site to access and/or download geographic data and the associated metadata. Users who wish to access or download data agree to understand and abide by the terms and conditions of the MCLIO Data Requisition Guidelines.

Available Data Layers

- + Choose a category below to find all data layers tagged in that group
- + Download data as a shapefile, geodatabase, KML, spreadsheet, or web service
- + Select county-wide data or retrieve a subset of data by attribute or location
- + View all available data from the MCLIO [vector](#) and [raster](#) data catalogs



Aerial Photography



Boundaries



Parks



Parcels



Transportation

gis.mclio.opendata.arcgis.com



**DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF ECONOMIC DEVELOPMENT
MILWAUKEE COUNTY LAND INFORMATION OFFICE**

633 West Wisconsin Avenue, Suite 903, Milwaukee, WI 53203 (414) 278-3927

MEMORANDUM

TO: Land Information Council
FROM: Kevin Bruhn, Land Information Officer
DATE: November 29, 2016

SUBJECT: 2015 Orthophotography Project

BACKGROUND

At its meeting held September 23, 2014, the MCAMLIS Steering Committee approved a staff recommendation to proceed with the acquisition of Pictometry International Inc AccuPLUS certified orthophotography.

Since the 2005 Regional Orthophotography Project, Milwaukee County has acquired digital orthophotography every two or three years. The most recent orthophotography covering Milwaukee County occurred in the spring of 2015. This digital orthophotography acquired for Milwaukee County was partially funded by SEWRPC in its support of regional planning efforts.

STATUS:

The 2016 updated tiles have been delivered and processed into the 2015 countywide flight.

ACTIVITIES THIS PERIOD: 6/16 – 12/16

- All orthophotography has been processed and published. The data is available via web service and in half-township compressed format.

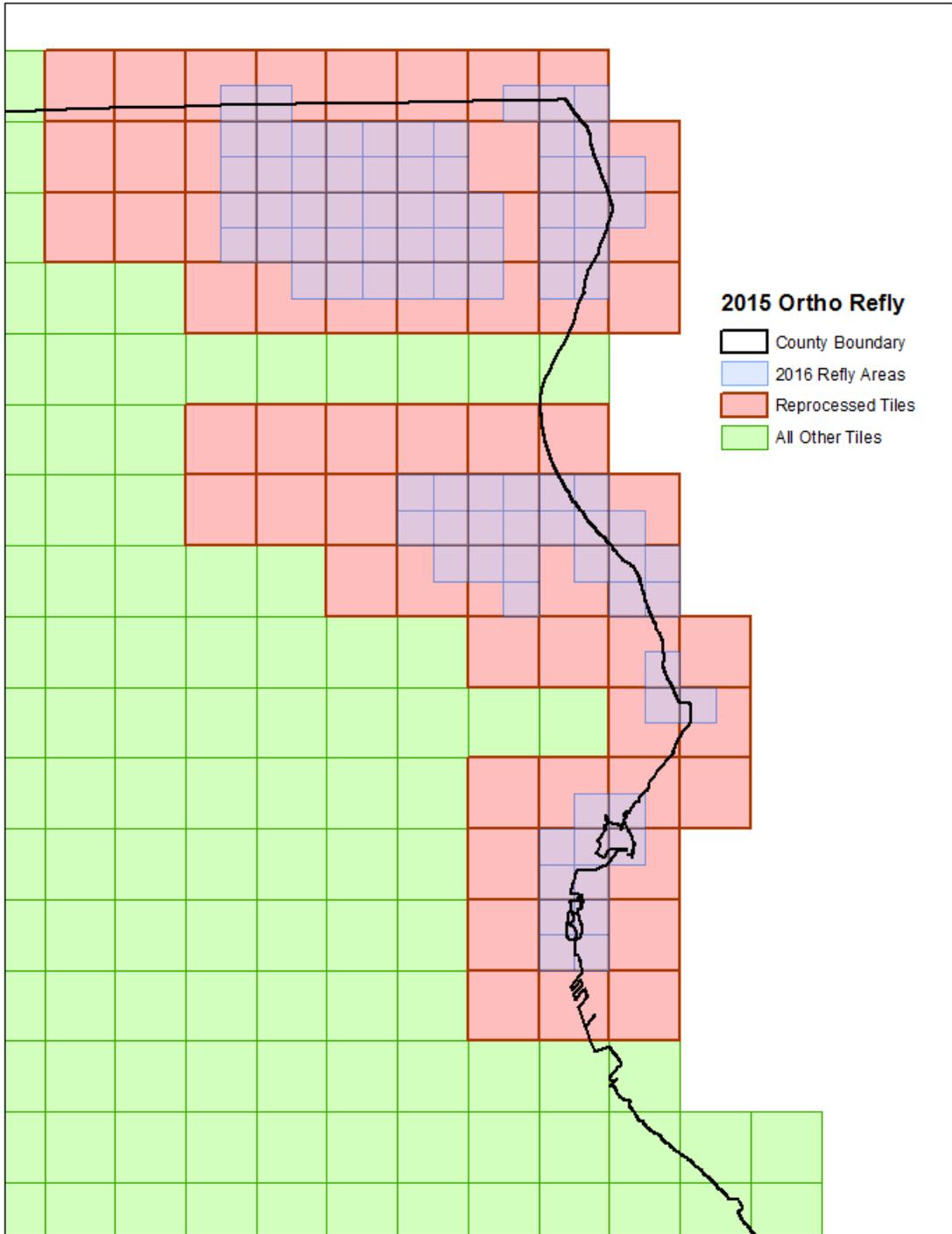
NEXT

- The 2015\2016 project is completed.
- The 2018 flight will need to be prepared and planned for in 2017.

Attached:

Updated Exhibit of 2015\2016 AccuPlus Photography areas that have been updated.

Samples of updated photography.





* * * * *



**DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF ECONOMIC DEVELOPMENT
MILWAUKEE COUNTY LAND INFORMATION OFFICE**

633 West Wisconsin Avenue, Suite 903, Milwaukee, WI 53203 (414) 278-3927

MEMORANDUM

TO: Land Information Council
FROM: Kevin Bruhn, Land Information Officer
DATE: November 29, 2016

SUBJECT: 2015 Elevation Data Project Status

BACKGROUND

At its meeting held September 23, 2014, the MCAMLIS Steering Committee approved a staff recommendation to proceed with a joint project with SEWRPC and five counties located in southeastern Wisconsin to acquire updated Elevation Data for Milwaukee County. The approval of the Elevation Data Project authorized an expenditure of no more than \$62,343 to collect Light Detection and Ranging, (LiDAR), derived elevation data.

STATUS:

All data and products have been delivered per contract specifications. Quality control was performed by SEWRPC and approved the final data delivery.

ACTIVITIES THIS PERIOD: 6/16 – 12/16

- The raw LiDAR data, (.las), has been posted to the LIO website and can be downloaded from there.
- Countywide LiDAR products including the Digital Elevation Model, (DEM), Digital Surface Model, (DSM), and Digital Terrain Model, (DTM), are available for download.

NEXT

- The MCLIO purchased a LiDAR processing extension, LP360, and is classifying the data and processing for a vegetation coverage.
- The MCLIO is processing the 2010 and 2015 LiDAR flights to quantify change detection.

Attached:

Samples from the LiDAR classification.



Tree Canopy



Building and Vegetation

* * * * *



**DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF ECONOMIC DEVELOPMENT
MILWAUKEE COUNTY LAND INFORMATION OFFICE**

633 West Wisconsin Avenue, Suite 903, Milwaukee, WI 53203 (414) 278-3927

MEMORANDUM

TO: Land Information Council
FROM: Kevin Bruhn, Land Information Officer
DATE: November 29, 2016

SUBJECT: Replacement Planimetric Mapping

BACKGROUND

At its meeting held on June 7th, 2016, the Land Information office brought forward the project to continue the Planimetric Map Replacement Program. The Map Replacement program is regarded a priority in the Land Information Strategic Assessment and the project is scoped to meet requirements for updating the 2015 Topographic/Planimetric Map Series and maintaining this series going forward.

PLANIMETRIC FEATURE UPDATES

The aggregate total of identified change is estimated to be approximately 3.5% by area from 2010 through 2015 - approximately 8 square miles. This consists of 2,175 discrete update areas.

PROJECT SPECIFICATIONS

The Land Information Office prepared a set of detailed planimetric map maintenance specifications to address the planimetric mapping update process and presented these to the LIC for approval. The update process will be overseen by a certified photogrammetrist and managed by LIO staff.

The planimetric update will be accomplished by displaying the 2015 digital orthophotography on the screen and digitizing the required features in a heads-up 2D environment. When visible and discernible on the supplied orthophotos, the following features will be included in the update:

- Road Edge of Pavement/Curb
- Driveways
- Trails
- Utility Poles and Towers
- Fences
- Vegetation
- Annotation Lettering
- Paved Public Sidewalk Of Width $\geq 5'$
- Parking Areas
- Railroad Centerlines
- Bridges
- Walls
- Hydrographic Features
- Buildings

ACTIVITIES THIS PERIOD: 6/16 – 12/16

- The project area was divided into 5 separate work areas.
- GRW has delivered project areas 1, 2, 3, and 5 for quality control to Milwaukee County.
- Quality Control has been performed on areas 1, 2, and 5. The vendor will update the areas that have been sent back.
- Area 3 is currently in process for quality control and will be sent back for validation.
- Area 4 is in process for initial updates at vendor.

NEXT

- GRW will continue the update process for areas 4.
- QA/QC processes will be applied to each delivery and returned to GRW until fully accepted
- Deliveries will proceed on a monthly basis until the project is complete and the final delivery is accepted.

Attached:

Exhibit of update areas and sample location

Production Areas Exhibit



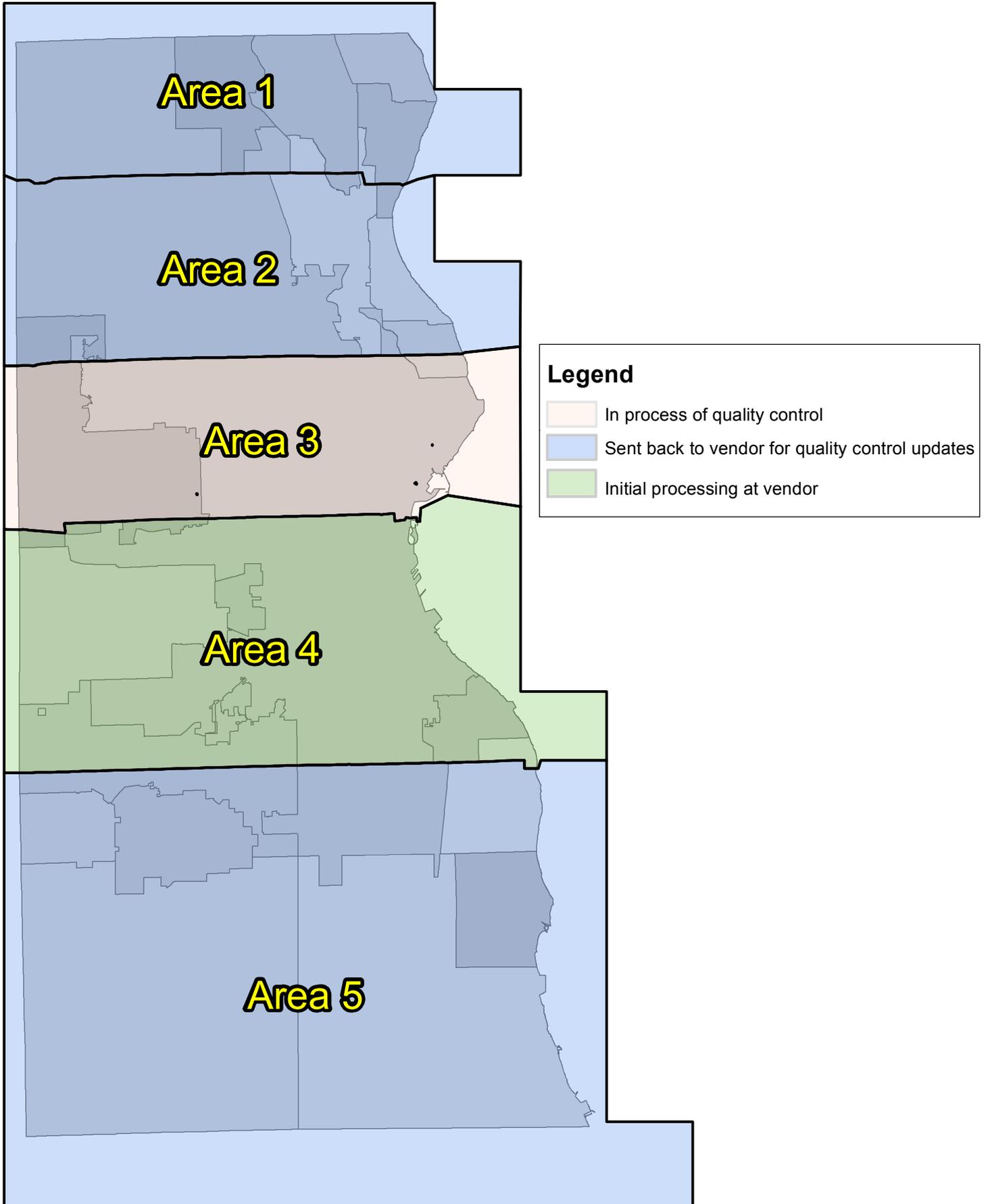
Outlines of the update areas for 2015



Sample of update area including buildings, driveways, and sidewalks

* * * * *

2015 Topographic Update Production Area Progress





**DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF ECONOMIC DEVELOPMENT
MILWAUKEE COUNTY LAND INFORMATION OFFICE**

633 West Wisconsin Avenue, Suite 903, Milwaukee, WI 53203 (414) 278-3927

MEMORANDUM

TO: Land Information Council
FROM: Kevin Bruhn, Land Information Officer
DATE: November 29, 2016
SUBJECT: Datum Modernization

BACKGROUND

In October of 2012, SEWRPC released the memorandum report "Estimate of the Costs of Converting the Foundational Elements of the Land Information and Public Works Management Systems in Southeastern Wisconsin from Legacy to New Datums." The summary and conclusion of this report stated that updating the current accepted datum, NAD27/29 to NAD 83/88, was cost-prohibiting. In August of 2015, SEWRPC released an addendum to this report which proposes an alternative option that will lower the cost of the project by occupying a smaller percentage of the survey monuments and calculating the adjustments to the remaining monuments.

At the December 2015 meeting, the Council gave the approval to move forward with the selected observation method to transform the legacy datum for Milwaukee County to North American Datum 1983 (2011). This method had been selected by 6 out of the 7 Counties in the SEWRPC region. The cost to convert the horizontal datum using the Wisconsin height modernization benchmarks within the Southeastern Wisconsin Region is \$35,396. This includes the observation of 20% of the benchmarks in Milwaukee County and will establish high order horizontal control on all 1,065 USPLSS corners within the County. All work will be carried out by the Commission and shall meet the accuracy and guidelines governing such work as set forth by the Commission in SEWRPC Addendum Memorandum Report No. 206.

The Land Information Office intends to use the \$50,000 Strategic Initiative Grant award from 2016 to complete this project. Any excess money not spent during the horizontal datum project will be utilized on the following vertical datum modernization project.

DELIVERABLES:

Milwaukee County will receive a database of the legacy control positions and new USPLSS coordinate positions. Milwaukee will also receive the documented field observation procedure to ensure positional accuracy and control. The Commission shall prepare a new "Record of U.S.

Public Land Survey Control Station” for each control survey stations that will contain both the legacy control information along with the newly established Wisconsin State Plane Coordinates, South Zone, NAD83 (2011) values. New dossier sheets will also be furnished digitally to Milwaukee County.

ACTIVITIES THIS PERIOD: 6/16 – 12/16

- The first half of the 2016 grant was awarded to the Land Information Office, \$25,000. An extension of the project completion data was requested to secure the second half of the grant award.
- The contract and specifications for horizontal control was prepared by SEWRPC for approval by the LIC.

NEXT

- Prepare work schedules for the startup of the project
- Prepare the 2017 Grant Initiative for the Vertical Datum Modernization Project

Attached:

Phases for processing of the survey data

Specifications for Horizontal Control

* * * * *



Critical Phases for the Addendum Process

- Input of Legacy Measurements
- 1st Adjustment to verify input of legacy measurements
- GPS Observations
- Data mining from existing dossiers
- NAD83 Adjustment using observed GPS data
- Finalize Observed and Computed Corners
- Preparation of CSSDs

**SPECIFICATIONS FOR
HORIZONTAL CONTROL SURVEYS**

MILWAUKEE COUNTY

Prepared By

Southeastern Wisconsin Regional Planning Commission
P. O. Box 1607
Waukesha, Wisconsin 53187-1607

August 2016

MEMORANDUM OF PROCEDURE

Procedure to be followed in Providing Commission Staff Services to the County in the Establishment of High Order Geodetic Control on the U.S. Public Land Survey System

The following procedure shall be followed by the County and Commission in the provision of survey support services by Commission staff.

1. The Commission staff shall develop a database that will be used to monitor the status of the horizontal control surveys, maintain the legacy control positions and the new coordinate position for each USPLSS Corner, and additional supplemental attribute data to be used in future surveys.
2. The extraction and input of the legacy horizontal measurements will come from the Control Summary Section Diagram (CSSD). The information to be extracted from each CSSD is the distance between control stations of the USPLSS corners and the interior angle between quarter-section lines. A fully constrained least squares adjustment will hold the legacy published positions fixed. This constrained adjustment shall be used to verify the success of the inputted measurements and preparation to be used to for the input of the Global Positioning Systems (GPS) observed USPLSS Corners.
3. GPS observations will be made on a selected number of corners throughout the County. The number of USPLSS Corner observations in a typical township area will be approximately 20% of the total corners. Each township has approximately 169 USPLSS Corners. However, additional USPLSS Corner observations may be necessary due to the overall integrity of the adjustment results. The observed USPLSS Corners will be divided into two categories; approximately 10% of the USPLSS Corners in the typical township will be used as control; and the remaining will serve as a quality check (QC) supporting the verification on the recomputed USPLSS Corner from the least squares adjustment results. Each corner observation regardless of corner type will follow the observation procedure detailed on Page C-6 of the SEWRPC Addendum to Memorandum Report Number 206, *Revised Estimate of the Costs of Converting the Legacy Datums within the Region to New National Datums*. The documented field observation procedure will ensure a precise position that is referenced to the Wisconsin State Plane Coordinate System, South Zone, NAD83 (2011).

4. Holding the GPS observed control corners fixed along with the verified legacy measurement inputs and measurement weights properly assigned to the legacy measurement, a least squares adjustment is now performed computing the remaining USPLSS Corners referenced to Wisconsin State Plane Coordinate System, South Zone, NAD83 (2011). The final acceptance of the recomputed USPLSS Corners from the least squares adjustment will utilize the remaining GPS observed corners and serve as the final accuracy check of the recomputed positions. If a recomputed USPLSS Corners is greater than 0.3 feet from the GPS observed coordinate value then the test fails and this USPLSS Corner will be held fixed in a subsequent least square adjustment and additional USPLSS Corner(s) will be observed and used to QC the network accuracy. If the recomputed USPLSS Corners is less than or equal to 0.3 feet of the GPS observed coordinate value, the control network has been verified and passes the QC test. Thus ensuring that the network has maintained the legacy network accuracy as defined by the National Geodetic Survey (NGS) of one part in 10,000 (Third Order, Class I) and final documents prepared.
5. The Commission shall prepare a new “Record of U.S. Public Land Survey Control Station” for each control survey stations that will contain both the legacy control information along with the newly established Wisconsin State Plane Coordinates, South Zone, NAD83 (2011) values. These documents are commonly referred to as “dossier” sheets. New dossier sheets will be furnished digitally to the County. The sketch and affidavit will not be altered during this control phase at this time. Any correction(s) identified during the GPS observed USPLSS Corners would be borne from the County Surveyor services contract to remedy an identified correction with regards to the corner monument, sketch, or affidavit.
6. The Commission shall then prepare the “Record” on reproducible Mylar or other stable drafting material and keep on file.
7. The Commission will provide a digital copy of the new “Record” to the County to complete the horizontal conversion.

Exhibit "A"

Milwaukee County – USPLSS Corners

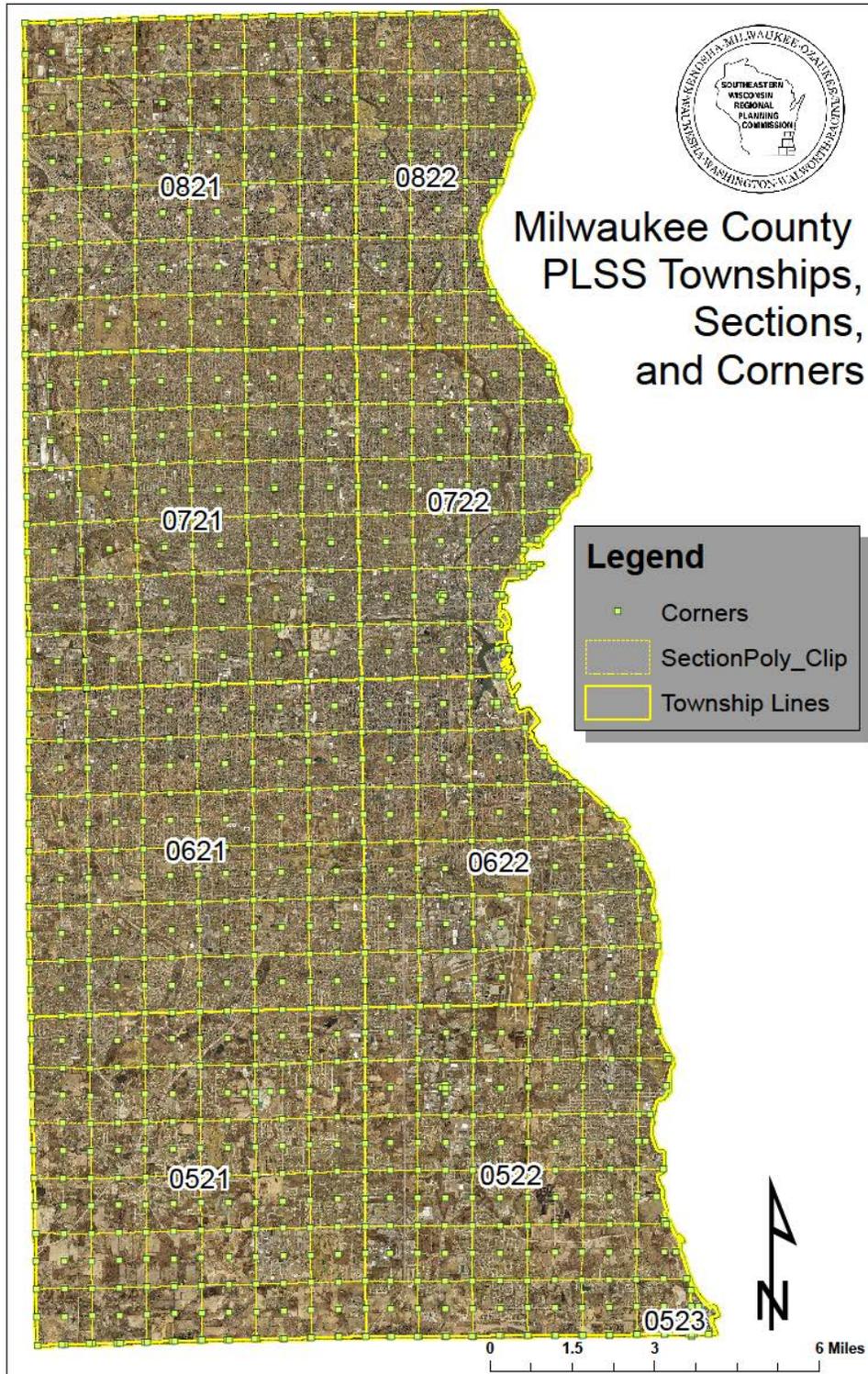
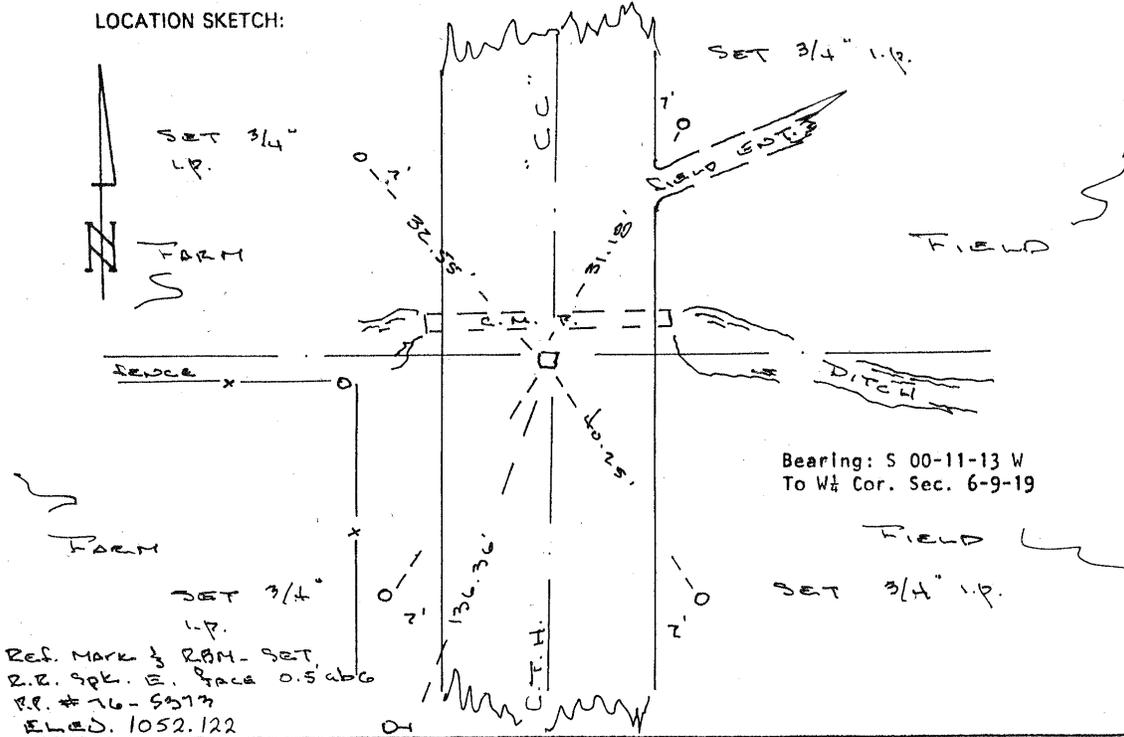


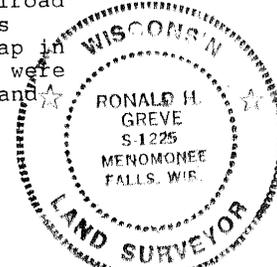
Exhibit "B"

Sample "RECORD OF U.S. PUBLIC LAND SURVEY CONTROL STATION"

RECORD OF U.S. PUBLIC LAND SURVEY CONTROL STATION	
U.S. PUBLIC LAND SURVEY CORNER $\frac{36}{16}$ $\frac{31}{6}$ T 09 N, R 18 E, WASHINGTON COUNTY, WISCONSIN	
HORIZONTAL: NORTH AMERICAN DATUM OF 1927 VERTICAL: NATIONAL GEODETIC VERTICAL DATUM OF 1929 HOR. CONTROL: <u>AERO-METRIC ENGINEERING, INC. 1993</u> VERT. CONTROL: <u>WASHINGTON COUNTY 2016</u> NORTHING: <u>471,617.46 USFT</u> EASTING: <u>2,452,570.61 USFT</u> ELEVATION: <u>1,000.000 FT</u> HOR. ACCURACY <u>3rd ORDER, CLASS I</u> VERT. ACCURACY <u>2nd ORDER, CLASS II</u>	HORIZONTAL: NORTH AMERICAN DATUM OF 1983/2011 VERTICAL: NORTH AMERICAN VERTICAL DATUM OF 1988 (12) HOR. CONTROL: <u>SEWRPC 2016</u> VERT. CONTROL: <u>SEWRPC 2016</u> NORTHING: <u>222,222.22 USFT</u> EASTING: <u>2,555,555.55 USFT</u> ELEVATION: <u>999.888 FT</u> HOR. ACCURACY <u>2nd ORDER, CLASS I</u> VERT. ACCURACY <u>2nd ORDER, CLASS II (INTERPOLATED)</u>
RBM ELEV. IN SKETCH BELOW TIED TO NGVD29 DATUM. CONVERSION FROM NGVD29 + <u>-0.112</u> FT DERIVES NAVD88 HEIGHT	



SURVEYOR'S AFFIDAVIT: I hereby certify that in 1989 a railroad spike of record and used in previous STATE OF WISCONSIN) surveys was replaced with a brass cap in WAUKESHA COUNTY) poured concrete. In 1992, new ties were taken to said corner; and that this record is correct and complete to the best of my knowledge and belief. Monument was found to be damaged in 1993 and replaced with concrete monument with Washington Co. cap.



DATE OF SURVEY: 4/14/95 Ronald H. Greve S-1225
REGISTERED LAND SURVEYOR

FORM PREPARED BY SEWRPC
CERTIFICATION APPLIES ONLY TO THE LOCATION SKETCH AND SURVEYOR AFFIDAVIT

09180010 1 -



SCOTT WALKER
GOVERNOR
SCOTT A. NEITZEL
SECRETARY

Wisconsin Land Information Program
Post Office Box 8944
Madison, WI 53708-8944
Voice (608) 266-3369
www.doa.state.wi.us/WLIP

Wisconsin Land Information Program 2017 Base Budget, Training & Education, and Strategic Initiative Grant Application

Complete this application form in order to receive 2017 Wisconsin Land Information Program (WLIP) grants, pursuant to Wisconsin Statute Section 16.967(7) and Wisconsin Administrative Code, Chapter Adm. 47.

Training & Education Grants

Training & Education grants may be used for the training and education of county employees for the design, development, and implementation of a land information system. Each county is eligible for a \$1,000 grant.

Strategic Initiative Grants

Strategic Initiative grants are for the purposes of addressing statutory directives to create a statewide digital parcel map and to post certain parcel information online in a standard searchable format. Strategic Initiative grant funding is to be prioritized to achieve “benchmarks” of parcel quality and completeness. Each county is eligible for \$50,000 in 2017 Strategic Initiative grant funding.

There are four benchmarks for parcel data:

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

Counties must prioritize their Strategic Initiative grant activities toward achieving the benchmarks in numerical order, beginning with Benchmark 1, proceeding to Benchmark 2, and so forth. The benchmarks are designed to complement and dovetail with the county land information plan. A county may amend a plan with updates or revisions as appropriate. If amended, a digital copy of the amended plan and record of land information council approval should be sent to the WLIP.

Base Budget Grants

Base Budget grants enable a county to develop, maintain, and operate a basic land information system and may be used for the implementation of the county’s land information plan. Base Budget grants are only available to those counties with retained register of deeds document recording fees of less than \$100,000 in FY 2016 (July 1, 2015–June 30, 2016). See the grant eligibility table on page 9 to confirm your county’s eligibility.

Application and Grant Timeline

All applications should be submitted by December 31, 2016, but applicants are highly encouraged to submit earlier. Please submit the application by emailing a completed digital PDF form that has been electronically filled-out (not scanned) to WLIP@wisconsin.gov.

Grant application released	September 1, 2016
Grant application deadline	December 31, 2016
Grant activities eligible for reimbursement	Beginning January 1, 2017
Training & Education grants distributed	By January 31, 2017
First 50% of Strategic Initiative grant distributed (upon successful data submittal for V3)	By April 30, 2017
Base Budget funds distributed	By June 30, 2017
Second 50% of Strategic Initiative grant distributed	Upon project completion

Contact

For questions regarding this application, please contact WLIP Grant Administrator Peter Herreid at peter.herreid@wisconsin.gov or (608) 267-3369.

How to Submit

- **DOWNLOAD** this application form
- **"FILE ► SAVE AS"** – to save a local copy. Add your county name to the end, e.g., 2017_WLIP_Grant_Application_**StCroix.pdf**
- **COMPLETE APPLICATION** – use the free Adobe Reader or, if you have a paid subscription, Acrobat, to fill in the application form electronically (not by hand)
- **"FILE ► SAVE"** – to save as you go
- **ATTACH/DELETE PAGES** – Attach addendum pages if applicable. If you have Acrobat, delete the first 9 pages of instructions and any unnecessary pages or addenda.
- **SUBMIT VIA EMAIL (WITH COUNTY NAME)** – Email a completed digital PDF form that has been electronically filled-out (not scanned) to WLIP@wisconsin.gov by December 31, 2016. Email Subject Line should include the name of your county, e.g., **2017 WLIP Grant Application – Eau Claire**

The instructions below are written in order, numbered according to the question numbers on the application form. The application form begins on page 10. Question numbers on the fill-in form hyperlink back to their corresponding instructions.

Training & Education Grant Application Instructions

- TE_#1** All counties updated their county land information plan in 2015-2016 to meet s. 59.72(3)(b). Wisconsin Administrative Code, Chapter Adm. 47.06 (3) requires that projects must be consistent with an approved county land information plan (also referred to as a county-wide land records modernization plan).
- TE_#2** According to s. 59.72(3m)(b), the county land information council shall review the priorities, needs, policies, and expenditures of a land information office and advise the county on matters affecting the land information office. The land information council must have met within the last 12 months in order for the county to be eligible for a WLIP grant.
- TE_#3** Applicants must subscribe to the WLIP's e-mail listserv, doa-landinfo@lists.wi.gov.
- TE_#4** According to s. 59.72(2)(b), a county must submit an annual report to DOA on WLIP retained fee and grant spending. All counties submitted a *Retained Fee/Grant Report* for 2015.
- TE_#5** The amount of \$1,000 is available to each county for 2017 Training & Education grants.
- TE_#6** Enter the amount requested (up to \$1,000).
- TE_#7** Brief Description of Intended Expenditures for Training & Education Grant. Provide information on plans to utilize the Training & Education grant funding. Aim for ~1,600 characters or less. The font size will shrink as you type, becoming smaller to accommodate more text.
- TE_#8** Land information officer name (typed) and date are required. Please do *not* sign and scan the form you send to WLIP. Handwritten signatures are **not** required. Submit the application by emailing a completed digital PDF form that has been electronically filled-out (not scanned) to WLIP@wisconsin.gov.

Strategic Initiative Grant Application Instructions

- SI_#1** The amount of \$50,000 is available to each county for 2017 Strategic Initiative grants.
- SI_#2** Enter the amount requested (up to \$50,000).
- SI_#3** Summary of expenditures by benchmark. Indicate which benchmarks will be addressed with the grant. Check all benchmarks that apply.

Figure 1 on the following page summarizes the benchmarks. For Benchmark 1 and 2 specifications, see the V2 submission documentation. Note that the submission documentation may be tweaked for V3, with an effort to build upon and be consistent with the V2 submission documentation. Only those elements identified as necessary or of great utility by the statewide parcel map database's users are to be added.



Figure 1. Summary of benchmarks. The searchable format for Benchmarks 1 and 2 is further detailed in the V2 submission documentation

Strategic Initiative Grant Application Instructions (Continued)

SI_#4

Indicate how the county anticipates meeting Benchmark 1 for the Version 3 Statewide Parcel Map Database Project (V3) call for data. V3 data submittals will be due March 31, 2017.

Counties are highly encouraged to meet the searchable format standard for the V3 data submittal, using grant funds to do so if necessary.

- **Searchable format** – county data submittal is ready for immediate aggregation into the statewide parcel layer. County performs all data standardization and clean-up before submitting data. The searchable format is defined in detail in the V2 submission documentation.
- **Export format** – a more flexible format, which will be converted by the parcel aggregation team into the searchable format on behalf of counties. The export format is an alternative that will accommodate several data submission options, including GIS data, text files, and an option to provide tax roll data in the Department of Revenue’s XML format.

SI_#5

Indicate whether the county will use the Strategic Initiative grant funding in the first quarter of 2017 to meet Benchmark 1 in the format you selected above in SI_#4.

Figure 2 illustrates the timeline for Strategic Initiative projects. 2017 projects have a completion deadline of March 31, 2018, the projected V4 data submission deadline.

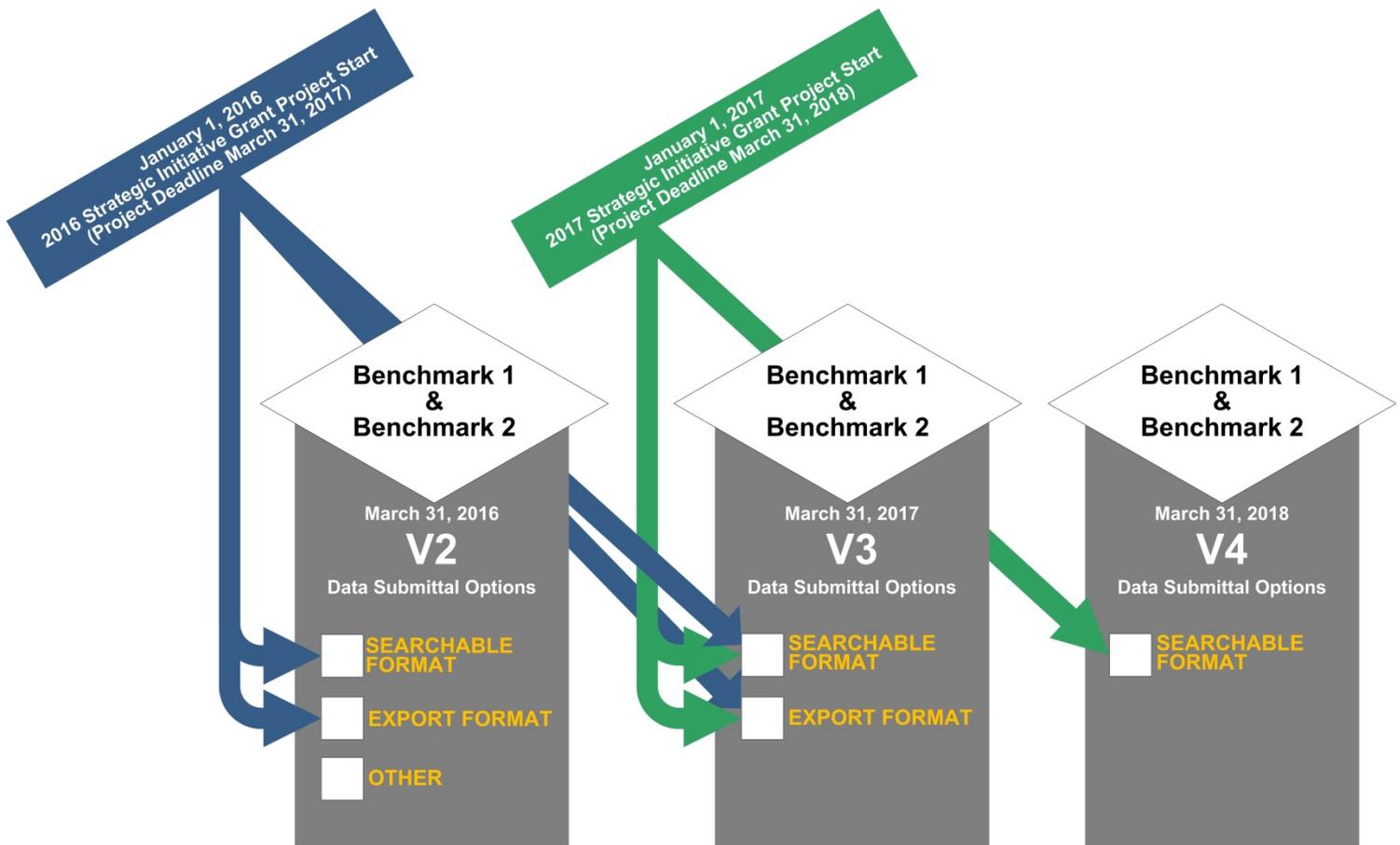


Figure 2. Strategic Initiative grant project timeline, where projects can span a calendar year plus one quarter

SI_#6

Indicate whether the county will meet the searchable format option for the V4 call for data. For V4, the **searchable format** is the required format for data submittal.

SI_#7

Indicate whether the county will use 2017 Strategic Initiative grant funding to achieve the searchable format for V4 by March 31, 2018.

SI_#8

Benchmark 1 Land Information Plan Citations. List the corresponding citation (section and page numbers) from the county’s land information plan for a *Project Plan to Achieve the Searchable Format for Benchmarks 1 & 2*. If a county believed its parcel data would already meet the searchable format standard for the V2 call for data in March of 2016, this should have been clearly stated in the “Parcel Mapping” Foundational Element layer status section of the land information plan.

LIO certification upon data submission. Land information officers will be required to certify that data meets the standards for Benchmark 1 and 2 upon submission of data for V3. Counties will certify their own level of attribute completeness relative to an **element occurrence standard**. This means that if an element (such as a property address, a total assessed value, total property tax value, etc.) actually occurs for a given parcel, then this element should be included in the submitted dataset. This also means that there may be justifiable omissions from the submitted dataset. Examples might be missing tax data for tax exempt properties, no address when no structure is present on a property, etc. Data elements must be included only if they actually occur.

SI_#9 Benchmark 1 Project Activities and Itemized Costs. For Benchmark 1, provide costs for the project to be paid with WLIP Strategic Initiative grant funds. Itemize costs where possible. Costs may be estimates determined through quotes received from vendors for specific activities. However, please do *not* include vendor estimates as attachments to this PDF form. Type a concise description for each itemized cost, beginning with row1, column1. Enter dollar amount in row1, column2. The font size will shrink as you type, becoming smaller to accommodate more text.

Note on staff funding. The county may either utilize the expertise of existing county staff or hire contractors from the private sector as part of Strategic Initiative grant expenses. As long as county staff activities funded by the Strategic Initiative grant are for the purposes specified in the grant application, it is acceptable to use grant funds to reimburse county or municipal staff.

SI_#10 Benchmark 1 Total Costs. Maximum value is \$50,000. The “Total Costs” boxes are self-adding, which means they calculate the total automatically from the Itemized Costs boxes. Include only Strategic Initiative funds in total costs.

SI_#11 Indicate how the county anticipates meeting Benchmark 2 for the Version 3 Statewide Parcel Map Database Project (V2) call for data. V3 data submittals will be due March 31, 2017. Counties are highly encouraged to meet the **searchable format** standard for the V3 data submittal, using grant funds to do so if necessary. See SI_#4 directions above.

SI_#12 Indicate whether the county will use the Strategic Initiative grant funding in the first quarter of 2017 to meet the searchable format standard for Benchmark 2. Figure 2 above illustrates the timeline for Strategic Initiative projects.

SI_#13 The **searchable format** is the only option for the anticipated V4 call for data, anticipated to be due March 31, 2018. Counties must plan to meet the searchable format by March 31, 2018.

SI_#14 Indicate whether the county will use 2017 Strategic Initiative grant funding to meet the searchable format standard for V4 for Benchmark 2 by March 31, 2018.

SI_#15 Benchmark 2 Land Information Plan Citations. List the corresponding citation (section and page numbers) from the county’s land information plan for a *Project Plan to Achieve the Searchable Format for Benchmarks 1 & 2*. See SI_#8 directions above.

SI_#16 Benchmark 2 Project Activities and Itemized Costs. For Benchmark 2, provide costs for the project to be paid with WLIP Strategic Initiative grant funds. Itemize costs where possible. Costs may be estimates determined through quotes received from vendors for specific activities. However, please do *not* include vendor estimates as attachments to this PDF form.

SI_#17 Benchmark 2 Total Costs. Maximum value is \$50,000. The “Total Costs” boxes are self-adding, which means they calculate the total automatically from the Itemized Costs boxes. Include only Strategic Initiative funds in total costs.

SI_#18 The *V2 Observation Report* describes the steps that must be taken in order to meet the **searchable format** standard. Indicate whether the county will perform all of the data cleanup and standardization tasks described in the *V2 Observation Report* to achieve the searchable format before submitting data for V3 by March 31, 2017. Counties are highly encouraged to meet the searchable format standard for the V3 data submittal, using grant funds to do so if necessary. See SI_#4 directions above.

SI_#19 Briefly describe how you will address the deficiencies identified in the *V2 Observation Report* in order to meet the searchable format standard. If the deficiencies cannot be addressed by March 31, 2017, please explain what circumstances would not allow the county to rectify them before March 31, 2017 (for the V3 call for data). Aim for ~800 characters or less. The font size will shrink as you type more text.

SI_#20 Indicate whether your county’s digital parcel fabric is complete. Give estimated year of completion if applicable. Note that there may exist within a county certain areas that do not require detailed parcel mapping, such as state forests. These areas can be treated as a single large parcel as long as they are designated as such in the submitted dataset.

SI_#21 If the county's parcel fabric is incomplete, indicate whether the county will use 2017 Strategic Initiative grant funds to work toward completion.

SI_#22 Benchmark 3 Land Information Plan Citations. If a county has an incomplete digital parcel fabric, list the corresponding citation (section and page numbers) from the county's land information plan for a *Project Plan for Parcel Completion*.

PLSS first approach. Some counties have a plan in place to complete PLSS remonumentation before completing the parcel fabric in a given area. Counties have the option of adopting a "PLSS first approach," in which PLSS should be prioritized for areas not covered by the parcel fabric. If selecting a PLSS first approach, note this in the *Project Plan for PLSS*, described in SI_#28 below.

SI_#23 Benchmark 3 Project Activities and Itemized Costs. For Benchmark 3, provide costs for the project to be paid with WLIP Strategic Initiative grant funds. Itemize costs where possible. Costs may be estimates determined through quotes received from vendors for specific activities. However, please do *not* include vendor estimates as attachments to this PDF form.

SI_#24 Benchmark 3 Total Costs. Maximum value is \$50,000. The "Total Costs" boxes are self-adding, which means they calculate the total automatically from the Itemized Costs boxes. Include only Strategic Initiative funds in total costs.

SI_#25 Indicate whether your county has reached a satisfactorily complete and integrated PLSS framework. This includes: rediscovery of PLSS corner monuments and physical remonumentation of corners without existing monuments; establishing accurate coordinates on these corners based on a modern datum; posting tie sheets online for these corners; and integrating all county PLSS corners into the county parcel fabric. Give estimated year of completion if applicable.

SI_#26 If the county has determined that its PLSS has not reached a satisfactory level of completion and integration, indicate whether 2017 Strategic Initiative grant funds will be used to make progress toward Benchmark 4.

Those counties who utilize Strategic Initiative grant funds for PLSS work will be required to submit a digital copy of all county PLSS corner coordinates values for inclusion in the State Cartographer's Office online *PLSSFinder* upon project completion (project deadline of March 31, 2018). New or updated corners must be tagged with their appropriate accuracy class (survey-grade, sub-meter, or approximate). This submission must include an attribute flag, timestamp, or other mechanism in the data to identify PLSS records that have been added or modified since the last submission.

SI_#27 **Benchmark 4 waiver request to acquire LiDAR.** Strategic Initiative funds for 2017 are intended to be used for the purposes of parcel dataset development. However, it may be possible to use Strategic Initiative funds for LiDAR, subject to the following conditions: First, a county would need to use the funds to meet parcel Benchmarks 1-3. Then, if a county has remaining Strategic Initiative grant funding, it may expend it on LiDAR *before* Benchmark 4 (Completion and Integration of PLSS).

SI_#28 Benchmark 4 Land Information Plan Citations. If a county has not achieved satisfactory completion and integration of its PLSS framework, list the corresponding citation (section and page numbers) from the county's land information plan for a *Project Plan for PLSS*.

Project Plan for PLSS. If the county has not achieved a complete and integrated PLSS framework, the county must have a project within the county land information plan in the "Current & Future Projects" section that outlines:

1. Planned approach for remonumenting, rediscovering, and establishing survey-grade coordinates for PLSS corners, and integrating corners into the parcel fabric. Due to cost, accessibility, or land ownership, lower-quality coordinates may be substituted. However, lower grade coordinates should be the exception, rather than the rule. In addition, counties may but are not required to use Strategic Initiative grant funds to upgrade their PLSS from a NAD 27 coordinate system to a more current datum.
2. Current status of PLSS data in the county including a tally of the total number of corners, their remonumentation status, and their coordinate status (accuracy class) if known. Accuracy classes include survey-grade, sub-meter, and approximate.
 - **Survey-grade** – Coordinates collected under the direction of a professional land surveyor, in a coordinate system allowed by s. 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision.
 - **Sub-meter** – Accuracies of 1 meter or better
 - **Approximate** – Accuracies of within 5 meters or to coordinates derived from public records and other relevant information.

3. Goals for the funding period, including the number of corners to be remonumented and/or rediscovered, the number to have new coordinates established, the accuracy class for these new coordinates, and the way in which these points will be integrated into the parcel fabric.
4. Documentation for any missing corner data as discussed below.
5. Efforts to collaborate with neighboring counties.

SI_#29

Benchmark 4 Project Activities and Itemized Costs. For Benchmark 4, provide costs for the project to be paid with WLIP Strategic Initiative grant funds. Itemize costs where possible. Costs may be estimates determined through quotes received from vendors for specific activities. However, please do *not* include vendor estimates as attachments to this PDF form.

SI_#30

Benchmark 4 Total Costs. Maximum value is \$50,000. The “Total Costs” boxes are self-adding, which means they calculate the total automatically from the Itemized Costs boxes. Include only Strategic Initiative funds in total costs.

SI_#31

Other County Strategic Initiative Projects. Applies only to situations in which a county has already met Benchmarks 1, 2, 3, and 4 (or 1-3 with LiDAR waiver). Specifically, this entails:

- Benchmarks 1 and 2 – Parcel and zoning data with extended parcel attributes will be submitted by March 31, 2017 for the V3 call for data in the searchable format standard
- Benchmark 3 – Parcel fabric is complete
- Benchmark 4 – PLSS framework has reached a level of satisfactory completion and integration, which is documented in the “PLSS” Foundational Element layer status section of the county land information plan (with the exception of LiDAR waiver counties described in SI_#27)

If a county has already met Benchmarks 1, 2, 3, and 4 (or 1-3 with LiDAR waiver), it will still remain eligible for \$50k in 2017 Strategic Initiative grant funding. Such a county may use the Strategic Initiative funding for a project as listed in the “Current & Future Projects” section within the county land information plan.

For example, another Strategic Initiative project might be to complete or comprehensively update another Foundational Element layer, such as LiDAR, orthoimagery, address points, street centerlines, land use, zoning, or administrative boundaries. For the expanded list of Foundational Elements, see the *2015 Uniform Instructions for Preparing County Land Information Plans*.

Strategic Initiative funding exclusions. Strategic Initiative grant funding may not be used for renewing annual software vendor contracts, ongoing operational costs, or maintenance of existing layers.

SI_#32

Estimated amount of \$50,000 to be left after applying any costs to achieve Benchmarks 1-4 (or 1-3 for LiDAR waiver counties). Enter zero or “More than zero” and dollar amount.

Addendum. If “More than zero” is selected, use the *2017 WLIP Grant Application Addendum* to document the projects the county will use the Strategic Initiative funding for. You may attach as many grant application addendum pages as necessary. Addendum pages are available for download at www.doa.state.wi.us/WLIP.

LiDAR waiver counties should also use the addendum to document the LiDAR project you will use the Strategic Initiative funding for. Others may leave blank or **delete the addendum page** if not applicable.

SI_#33

TOTAL ALL STRATEGIC INITIATIVE GRANT PROJECT COSTS should not exceed \$50,000—the Strategic Initiative Award Eligible amount. Include costs for addendum projects in Strategic Initiative total if applicable. If the county anticipates spending more than \$50,000 of Strategic Initiative funds on a project, this should have been noted in the county land information plan.

SI_#34

Land information officer name (typed) and date are required. Please do *not* sign and scan the form you send to WLIP. Handwritten signatures are **not** required. Submit the application by emailing a completed digital PDF form that has been electronically filled-out (not scanned) to WLIP@wisconsin.gov.

Base Budget Grant Application Instructions

BB_#1 The amount your county is eligible for 2017 Base Budget grant. Refer to the grant eligibility table on page 9 for amount. If your county is not eligible, you may **delete** the Base Budget application pages.

BB_#2 Enter the amount requested. The amount of funds requested/disbursed may not exceed your county's eligible amount from the grant eligibility table on page 9.

BB_#3 Project Title. Provide a title for the Base Budget project your county plans to undertake that accurately but concisely describes the project.

BB_#4 Project Activity Areas. Select the project activity area covered by the Base Budget project title. Refer to Chapter Adm. 47.03 for eligible projects and activities. Projects must fall under one of the following categories:

- Digital parcel mapping
- PLSS remonumentation
- Other parcel work (e.g., ROD indexing)
- LiDAR
- Orthoimagery
- Address Points
- Street Centerlines
- Software
- Hardware
- Website Development/Hosting Services
- Administrative Activities and Management
- Training and Education
- Other (specify)

Please do not select "Other" as a Base Budget Project Activity Area unless the project genuinely does not fit into one of the categories above.

BB_#5 Land Information Plan Citations. For each project, list the corresponding citation (section and page numbers) from the county's plan. All proposed grant activities must reflect goals and objectives contained in the county's land information plan.

BB_#6 Project Activities and Itemized Costs. For each project, provide costs for the project to be paid with WLIP grant funds. Itemize costs where possible. Costs may be estimates determined through quotes received from vendors for specific activities. However, please do *not* include vendor estimates as attachments to this PDF form. Type a concise description for each itemized cost, beginning with row1, column1. Enter dollar amount in row1, column2. The font size will shrink as you type, becoming smaller to accommodate more text.

BB_#7 Base Budget Project Total. The "Base Budget Project Total" boxes are self-adding, which means they calculate the total automatically from the Itemized Costs boxes.

BB_#8-22 Fill out questions 8-12, 13-17, and 18-22 only if your county has multiple Base Budget projects. Counties with more than four Base Budget projects should attach additional pages of the *WLIP 2017 Grant Application Addendum*. You may attach as many addendum pages as necessary or email them as separate files. Addendum pages are available for download at www.doa.state.wi.us/WLIP.

BB_#23 TOTAL ALL BASE BUDGET GRANT PROJECT COSTS should not exceed Base Budget Award Eligible amount shown in BB_#1. Include costs for addendum projects in Base Budget total if applicable.

BB_#24 Land information officer name (typed) and date are required. Please do *not* sign and scan the form you send to WLIP. Handwritten signatures are **not** required. Submit the application by emailing a completed digital PDF form that has been electronically filled-out (not scanned) to WLIP@wisconsin.gov.

2017 Grant Eligibility Table

	FY 2016 Retained Fees (July 2015-June 2016)	BB Grant Eligibility (\$100k- FY 2016 Retained Fees)	Strategic Initiative Grant Eligibility	Training & Education Grant Eligibility	Total Grant Eligibility Amount
Adams	49,040	50,960	50,000	1,000	101,960
Ashland	23,480	76,520	50,000	1,000	127,520
Barron	73,920	26,080	50,000	1,000	77,080
Bayfield	38,600	61,400	50,000	1,000	112,400
Brown	316,608	NA	50,000	1,000	51,000
Buffalo	22,408	77,592	50,000	1,000	128,592
Burnett	39,376	60,624	50,000	1,000	111,624
Calumet	70,880	29,120	50,000	1,000	80,120
Chippewa	89,088	10,912	50,000	1,000	61,912
Clark	50,184	49,816	50,000	1,000	100,816
Columbia	87,600	12,400	50,000	1,000	63,400
Crawford	24,624	75,376	50,000	1,000	126,376
Dane	658,920	NA	50,000	1,000	51,000
Dodge	102,808	NA	50,000	1,000	51,000
Door	68,096	31,904	50,000	1,000	82,904
Douglas	60,904	39,096	50,000	1,000	90,096
Dunn	52,936	47,064	50,000	1,000	98,064
Eau Claire	120,768	NA	50,000	1,000	51,000
Florence	10,744	89,256	50,000	1,000	140,256
Fond du Lac	123,424	NA	50,000	1,000	51,000
Forest	21,832	78,168	50,000	1,000	129,168
Grant	62,184	37,816	50,000	1,000	88,816
Green	51,480	48,520	50,000	1,000	99,520
Green Lake	28,352	71,648	50,000	1,000	122,648
Iowa	39,848	60,152	50,000	1,000	111,152
Iron	14,936	85,064	50,000	1,000	136,064
Jackson	33,528	66,472	50,000	1,000	117,472
Jefferson	107,208	NA	50,000	1,000	51,000
Juneau	43,544	56,456	50,000	1,000	107,456
Kenosha	185,280	NA	50,000	1,000	51,000
Kewaunee	29,072	70,928	50,000	1,000	121,928
La Crosse	148,264	NA	50,000	1,000	51,000
Lafayette	27,640	72,360	50,000	1,000	123,360
Langlade	34,872	65,128	50,000	1,000	116,128
Lincoln	43,832	56,168	50,000	1,000	107,168
Manitowoc	97,064	2,936	50,000	1,000	53,936
Marathon	174,368	NA	50,000	1,000	51,000

	FY 2016 Retained Fees (July 2015-June 2016)	BB Grant Eligibility (\$100k- FY 2016 Retained Fees)	Strategic Initiative Grant Eligibility	Training & Education Grant Eligibility	Total Grant Eligibility Amount
(Continued)	----	----	----	----	----
Marinette	78,176	21,824	50,000	1,000	72,824
Marquette	28,176	71,824	50,000	1,000	122,824
Menominee	3,744	96,256	50,000	1,000	147,256
Milwaukee	824,488	NA	50,000	1,000	51,000
Monroe	63,416	36,584	50,000	1,000	87,584
Oconto	69,136	30,864	50,000	1,000	81,864
Oneida	85,152	14,848	50,000	1,000	65,848
Outagamie	232,624	NA	50,000	1,000	51,000
Ozaukee	120,496	NA	50,000	1,000	51,000
Pepin	11,472	88,528	50,000	1,000	139,528
Pierce	54,936	45,064	50,000	1,000	96,064
Polk	80,056	19,944	50,000	1,000	70,944
Portage	85,888	14,112	50,000	1,000	65,112
Price	24,872	75,128	50,000	1,000	126,128
Racine	219,808	NA	50,000	1,000	51,000
Richland	24,872	75,128	50,000	1,000	126,128
Rock	201,248	NA	50,000	1,000	51,000
Rusk	26,704	73,296	50,000	1,000	124,296
Sauk	166,872	NA	50,000	1,000	51,000
Sawyer	42,712	57,288	50,000	1,000	108,288
Shawano	60,816	39,184	50,000	1,000	90,184
Sheboygan	140,712	NA	50,000	1,000	51,000
St. Croix	134,608	NA	50,000	1,000	51,000
Taylor	29,528	70,472	50,000	1,000	121,472
Trempealeau	43,808	56,192	50,000	1,000	107,192
Vernon	40,848	59,152	50,000	1,000	110,152
Vilas	67,088	32,912	50,000	1,000	83,912
Walworth	161,832	NA	50,000	1,000	51,000
Washburn	35,912	64,088	50,000	1,000	115,088
Washington	184,888	NA	50,000	1,000	51,000
Waukesha	514,952	NA	50,000	1,000	51,000
Waupaca	76,160	23,840	50,000	1,000	74,840
Waushara	43,568	56,432	50,000	1,000	107,432
Winnebago	204,592	NA	50,000	1,000	51,000
Wood	91,248	8,752	50,000	1,000	59,752
Total	7,503,120	2,641,648	3,600,000	72,000	6,313,648



2017 WLIP Grant Application

County:	Name of Land Information Officer:
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1. County submitted an adopted 2016 land information plan to DOA	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Date of last county land information council meeting (dd/mm/yyyy)		
3. LIO subscribed to the Land Information Officer's listserv	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4. County's <i>Retained Fee/Grant Report</i> for 2015 submitted	<input type="checkbox"/> Yes	<input type="checkbox"/> No

TRAINING & EDUCATION GRANT APPLICATION

5. Training & Education Award Eligible	\$1,000.00
6. Training & Education Award Amount Requested	\$

7. Brief Description of Intended Expenditures for Training & Education Grant

8. Statement and Authorization of Land Information Officer
As the Land Information Officer for the above county, I am authorized to submit this application, as an eligible applicant, on the authority of the county board. I understand that application authority shall be obtained by specific action of the county board, and that the WLIP may request evidence of such authority. Project work shall meet all standards and conditions as set forth by the relevant Wisconsin State Statutes, Wisconsin Administrative Code, and policy adopted by the Wisconsin Land Information Program or the Wisconsin Department of Administration. To the best of my knowledge, the information contained in this application is accurate and complete. I understand that Training & Education grant projects must be completed by December 31, 2018.

LIO Name (typed)	Date(dd/mm/yyyy)
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2017 WLIP Grant Application

County:	Name of Land Information Officer:
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STRATEGIC INITIATIVE GRANT APPLICATION	
1. Strategic Initiative Award Eligible	\$50,000.00
2. Strategic Initiative Award Amount Requested	\$
3. Summary of intended expenditures for 2017 Strategic Initiative grant (check all that apply)	
<input type="checkbox"/> Benchmark 1 <input type="checkbox"/> Benchmark 2 <input type="checkbox"/> Benchmark 3 <input type="checkbox"/> Benchmark 4 <input type="checkbox"/> Benchmark 4 waiver in favor of LiDAR project <input type="checkbox"/> Other county-level Strategic Initiative project(s)	

BENCHMARK 1			
4. County anticipates meeting Benchmark 1 for the V3 call for data by March 31, 2017 in which format:			
<input type="checkbox"/> Export format <input type="checkbox"/> Searchable format			
5. Will county use 2017 Strategic Initiative Funding to work toward selected V3 format for Benchmark 1 in the first quarter of 2017?			
<input type="checkbox"/> Yes <input type="checkbox"/> No			
6. County anticipates meeting Benchmark 1 for the V4 call for data by March 31, 2018 in which format:			
<input checked="" type="checkbox"/> Export format is <i>not</i> an option for V4 <input type="checkbox"/> Searchable format			
7. Will county use 2017 Strategic Initiative Funding to work toward selected V4 format for Benchmark 1?			
<input type="checkbox"/> Yes <input type="checkbox"/> No			
8. Benchmark 1 Land Information Plan Citations for <i>Project Plan to Achieve Searchable Format for Benchmarks 1 & 2</i> – Section and page numbers			
9. Benchmark 1 Project Activities and Itemized Costs ▼			
			10. Benchmark 1 Total Costs

BENCHMARK 2

11. County anticipates meeting Benchmark 2 for the **V3** call for data by March 31, 2017 in which format:

- Export format
- Searchable format

12. Will county use 2017 Strategic Initiative Funding to work toward selected **V3** format for Benchmark 2 in the first quarter of 2017?

- Yes
- No

13. County anticipates meeting Benchmark 2 for the **V4** call for data by March 31, 2018 in which format:

- Export format is *not* an option for V4
- Searchable format

14. Will county use 2017 Strategic Initiative Funding to work toward selected **V4** format for Benchmark 2?

- Yes
- No

15. Benchmark 2 Land Information Plan Citations for *Project Plan to Achieve Searchable Format for Benchmarks 1 & 2* – Section and page numbers

16. Benchmark 2 Project Activities and Itemized Costs ▼

17. Benchmark 2 Total Costs

SEARCHABLE FORMAT FOR BENCHMARKS 1 & 2

18. Will County perform all of the data cleanup and standardization tasks described in the *V2 Observation Report* in order to meet the searchable format standard before submitting data for the **V3** call for data by March 31, 2017?

- Yes
- No

19. Briefly describe how you will address the deficiencies identified in the *V2 Observation Report* in order to meet the searchable format standard. If you answered “No” to SI_#18 above, explain why the deficiencies cannot be addressed by the V3 call for data, and how they will be addressed by March 31, 2018 (at the latest):

BENCHMARK 3

20. Is your county's digital parcel fabric complete (including incorporated areas)?

Yes, parcel fabric complete (skip to Benchmark 4 section below)

No, county needs to work toward Benchmark 3 ▶ Estimated year of completion ▶

21. Will county use 2017 Strategic Initiative funding to work toward Benchmark 3?

Yes

No

22. Benchmark 3 Land Information Plan Citations for *Project Plan for Parcel Completion* – Section and page numbers

23. Benchmark 3 Project Activities and Itemized Costs ▼

24. Benchmark 3 Total Costs

BENCHMARK 4

25. Is your county's PLSS network complete and integrated into digital parcel layer?

Yes, PLSS network complete and integrated

No, county needs to work toward Benchmark 4 ▶ Estimated year of completion ▶

26. Will county use 2017 Strategic Initiative funding to work toward Benchmark 4?

Yes

No

27. Benchmark 4 waiver request: Check the waiver box if you wish to request a waiver from Benchmark 4 in favor of LiDAR costs

N/A

Yes, waiver requested in favor of LiDAR project ▶ Fill out *2017 WLIP Grant Application Addendum*

28. Benchmark 4 Land Information Plan Citations for *Project Plan for PLSS* – Section and page numbers

29. Benchmark 4 Project Activities and Itemized Costs ▼

30. Benchmark 4 Total Costs

OTHER COUNTY STRATEGIC INITIATIVE PROJECTS

31. County anticipates meeting Benchmarks 1-4 (or 1-3 with LiDAR waiver) **and** foresees having some of the 50k Strategic Initiative funding "leftover"?

- Yes
- No

32. Estimated amount of 50k to be left after applying any costs to achieve Benchmarks 1-4 (or 1-3 for LiDAR waiver counties)

- Zero
- More than zero ▶ Specify amount ▶ \$

If "More than zero" is selected, use the *2017 WLIP Grant Application Addendum* to describe the projects you will use the Strategic Initiative funding for.

33. TOTAL ALL STRATEGIC INITIATIVE PROJECTS (should equal \$50,000.00)

34. Statement and Authorization of Land Information Officer

As the Land Information Officer for the above county, I am authorized to submit this application, as an eligible applicant, on the authority of the county board. I understand that application authority shall be obtained by specific action of the county board, and that the WLIP may request evidence of such authority. Project work shall meet all standards and conditions as set forth by the relevant Wisconsin State Statutes, Wisconsin Administrative Code, and policy adopted by the Wisconsin Land Information Program or the Wisconsin Department of Administration. To the best of my knowledge, the information contained in this application is accurate and complete. I understand that Strategic Initiative grant projects must be completed by March 31, 2018.

LIO Name (typed)

Date (dd/mm/yyyy)



2017 WLIP Grant Application

County:	Name of Land Information Officer:
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BASE BUDGET GRANT APPLICATION

1. Base Budget Award Eligible (from grant eligibility table on page 9)	\$
2. Base Budget Award Amount Requested	\$

3. Base Budget Grant Project Title 1			
4. Land Information Spending Category			
5. Land Information Plan Citations – Section and page numbers			
6. Project Activities and Itemized Costs ▼			
		7. Base Budget Project 1 Total	

8. Base Budget Grant Project Title 2			
9. Land Information Spending Category			
10. Land Information Plan Citations – Section and page numbers			
11. Project Activities and Itemized Costs ▼			
		12. Base Budget Project 2 Total	

BASE BUDGET GRANT APPLICATION CONTINUED

13. Base Budget Grant Project Title 3

14. Land Information Spending Category

15. Land Information Plan Citations – Section and page numbers

16. Project Activities and Itemized Costs ▼

		17. Base Budget Project 3 Total	

18. Base Budget Grant Project Title 4

19. Land Information Spending Category

20. Land Information Plan Citations – Section and page numbers

21. Project Activities and Itemized Costs ▼

		22. Base Budget Project 4 Total	

23. TOTAL ALL BASE BUDGET GRANT PROJECT COSTS (not to exceed BB_#1)

24. Statement and Authorization of Land Information Officer
As the Land Information Officer for the above county, I am authorized to submit this application, as an eligible applicant, on the authority of the county board. I understand that application authority shall be obtained by specific action of the county board, and that the WLIP may request evidence of such authority. Project work shall meet all standards and conditions as set forth by the relevant Wisconsin State Statutes, Wisconsin Administrative Code, and policy adopted by the Wisconsin Land Information Program or the Wisconsin Department of Administration. To the best of my knowledge, the information contained in this application is accurate and complete. I understand that Base Budget grant projects must be completed by December 31, 2018.

LIO Name (typed)	Date(dd/mm/yyyy)
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DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF ECONOMIC DEVELOPMENT
MILWAUKEE COUNTY LAND INFORMATION OFFICE

633 West Wisconsin Avenue, Suite 903, Milwaukee, WI 53203 (414) 278-3927

MEMORANDUM

TO: Land Information Council
FROM: Kevin Bruhn, Land Information Officer
DATE: November 29, 2016
SUBJECT: County Surveyor Services

BACKGROUND

In 1984, the Wisconsin Legislature amended a number of Statutes dealing with county surveyor functions at the request of the Wisconsin Society of Land Surveyors (WSLS). At that time, Milwaukee County had abolished the position of County Surveyor as an elected official. In addition, the County chose not to appoint a county surveyor to carry out the functions specified in the Statutes for that office. To address this situation, 1983 Assembly Bill 467 was amended to insert at several locations language to the effect that in a county with a population over 500,000 county shall "act in the capacity of county surveyor for the county." That legislation became 1983 Wisconsin Act 482, and was placed into effect on May 17, 1984. Since 1984, SEWRPC has been the Milwaukee County surveyor and has performed those duties detailed in state statute, Section 59.45(1), which is required for all Counties of Wisconsin.

In 2015, SEWRPC conducted a review of the continued interest of these services provided to five of the seven County SEWRPC region. Milwaukee County has chosen to continue to utilize the services of SEWRPC to provide these mandated services. The Land Information Office will continue the county surveyor services agreement for 2017.

Attached:
Review of County Surveyor Services Program

PRELIMINARY DRAFT

MEMORANDUM

To: All Members of the SEWRPC Intergovernmental and Public Relations Committee

Michael A. Crowley, Chairman	Nancy Russell
Daniel W. Stoffel, Vice-Chairman	Michael J. Skalitzky
Gilbert B. Bakke	David L. Stroik
Marina Dimitrijevic	Gustav W. Wirth, Jr.

FROM: Kenneth R. Yunker, P.E., Executive Director

DATE: June 23, 2014

SUBJECT: **REVIEW OF COUNTY SURVEYOR SERVICES PROGRAM**

PURPOSE OF MEMORANDUM

The purpose of this memorandum is two-fold:

1. To undertake a strategic review of the Commission's county surveyor work program in light of changes in Commission staff taking place; and
2. To propose a modified budget framework for continuing the county surveyor work program under an assumption that the Commission determines to continue to offer such services in the years ahead.

BACKGROUND

Regional Planning Activities

From its inception in 1961, the Commission has provided technical guidance and advice to its member governments with respect to surveying and mapping. This guidance has taken many forms over the years, including:

1. Publication of planning guides on official mapping and land subdivision control;
2. Preparation of contracts and specifications for large-scale topographic and cadastral mapping and for the provision of the network of survey control necessary to support such mapping; and

3. Provision of technical guidance and advice concerning the conduct of surveys in support of municipal planning and engineering activities and the creation of computer manipulable parcel-based land information and public works management systems.

These technical activities increased over the years in that the Commission was asked to become directly involved in conducting and administering control survey and mapping projects. All such activities conducted by the Commission were under the direction of Dr. Kurt W. Bauer, PE, RLS, AICP, the Commission's Executive Director (1961-1997), a licensed surveyor experienced in both land and geodetic surveying. Dr. Bauer has continued to direct these activities on a part-time basis since his retirement.

County Surveyor Activities

The duties and the functions of the County Surveyor are prescribed in Section 59.45 of the Wisconsin Statutes. There are two major statutory functions:

1. Perpetuation of the U.S. Public Land Survey section corners when the monument is subject to disturbance or destruction; and
2. Maintaining a repository of plats of survey made by private surveyors and making copies of those surveys available to the public.

Those statutory duties have been effectively expanded in southeastern Wisconsin where the U.S. Public Land Survey System has been combined with the State Plane Coordinate system and the National Geodetic Vertical Control system to provide the high-order horizontal and vertical control survey network required for the preparation and maintenance of large-scale topographic and cadastral mapping. That network also supports each county's automated, parcel-based, land information system. Therefore, the work of the County Surveyors throughout the Region should entail not only the maintenance of the U.S. Public Land Survey System as such, but also the maintenance of the regional horizontal and vertical control survey network within each county. Accordingly, the work requires expertise in geodetic as well as plane surveying and in property boundary determination.

In 1984, the Wisconsin Legislature amended a number of Statutes dealing with county surveyor functions at the request of the Wisconsin Society of Land Surveyors (WSLS). At that time, Milwaukee County had abolished the position of County Surveyor as an elected official. In addition, the County chose not to appoint a county surveyor to carry out the functions specified in the Statutes for that office. To address

this situation, 1983 Assembly Bill 467 was amended to insert at several locations language to the effect that in a county with a population over 500,000 persons, the executive director of the regional planning commission serving such county shall “act in the capacity of county surveyor for the county.” WSLs was aware that the SEWRPC Executive Director at that time was a registered land surveyor, and this language solved what they considered to be a problem. That legislation became 1983 Wisconsin Act 482, and was placed into effect on May 17, 1984. Since that time, and to this day, Dr. Bauer has officially served in the capacity of County Surveyor for Milwaukee County, originally as SEWRPC Executive Director and now as SEWRPC Executive Director Emeritus. Milwaukee County financially supported this work effort in the early years through county tax levy funds over and above the regional planning tax levy. In more recent years, this function has been supported by document recording fees retained by Milwaukee County that support the Milwaukee County Automated Mapping and Land Information System (MCAMLIS) work program.

For various reasons over the years, three additional counties—Walworth in 1999, Waukesha in 2000, and Kenosha in 2006—have requested that the Commission provide county surveyor services. Dr. Bauer also serves as the County Surveyor in those counties, being directly—in accordance with the State Statutes—appointed by actions of the county boards of those counties. In mid-2012, Ozaukee County, while retaining the designation of a registered land surveyor on its staff to serve as the County Surveyor, requested that the Commission provide all necessary field and office services to accomplish the work program in that county. In 2013, the Wisconsin Department of Transportation determined to directly contract with the Commission to perpetuate U.S. Public Land Survey system corners that were disturbed or destroyed by State highway construction. While this work extends at the present time over the five counties where Commission forces provide county surveyor services, the Department recently inquired as to whether the Commission might be willing to undertake those activities in Racine and Washington Counties as well beginning in 2015.

CHALLENGES

There are two major challenges facing the Commission relative to the county surveyor services program at the present time. These are:

1. Pending Field Staff (Survey Crew) Leadership Void

The most senior staff individual responsible for providing field services as deputy to the designated County Surveyor in connection with the program retired on May 1, 2014. Accordingly, there is at this time a significant shortage in field staff needed to carry on the requisite work throughout the five counties now under contract to the Commission. Also, Dr. Bauer's tenure may inevitably be expected to end at some time in the near future. Consequently, the Commission may soon lose its intellectual leadership relative to mapping and surveying matters, as well as its field crew supervision.

If the Commission is to continue to carry out the county surveyor services work program, it is essential that a new leader be found to oversee the proper continuation of this program. This effectively requires the creation of a new position on the Commission staff having the title of Chief Surveyor. A copy of the proposed job description is attached. None of the field staff personnel on the Commission's roster at this time would qualify for that position. The new position would have to be filled late in 2014 or early in 2015.

2. Relatively Weak County Commitment for the Collective Provision of Services

In 2006, the Commission proposed a strong seven-county surveyor program focused on protecting the substantial investments that the counties have made over the years in properly perpetuating the U.S. Public Land Survey system. The Commission was unsuccessful in getting all seven counties to support such a collective county surveyor program, and from time to time questions arise about the amount of funding provided to the Commission for this purpose. Some of this questioning may simply be due to a lack of understanding of, and appreciation for, the county surveyor services (see Figure 1). In other cases, there may be efforts being made by county staff to bring the county surveyor function in-house. In any event, there appears to be a lack of a substantial long-term commitment relative to having the Commission collectively perform county surveying services.

The foregoing challenges need to be considered within the context of the fact that the provision of county surveyor services is not part of the core mission of the Commission. Accordingly, given this juncture in time, and in particular given the need to attract a highly qualified individual to serve as the Commission's Chief Surveyor, it is important that the Commission consider carefully whether or not to continue with the program, and if so, on what basis.

Figure 1

Rationale for Allocating Costs of County Surveyor Services

Some individuals have questioned why the cost of the Commission County Surveyor services are not directly related to the actual number of monuments replaced in any given year, recognizing that such activity can greatly vary from year-to-year in any given county. The answer to that question lies in the fact that the Commission, in order to employ a qualified staff to properly discharge the county surveyor responsibilities, needs a stable funding arrangement dedicated to that purpose as well as a large enough base of work to fully utilize that staff. Having multiple counties relying on the Commission for this purpose provides an adequate base of work and permits the Commission to base its charges on estimates of work activity over time, thus resulting in stable budget requests. Moreover, this approach takes into account the responsibilities and tasks of county surveyors beyond monument replacement field work. Such work includes: 1) meeting with elected and appointed officials; 2) responding to telephone and e-mail inquiries; 3) meeting with State, county, and local agencies and private utilities to coordinate monument perpetuation work activities; 4) serving on county land information councils; and 5) conducting special surveys at county request.

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06/05/14

Surveying – Figure 1 (00218601).DOC

PROPOSED 2015 SEWRPC COUNTY SURVEYING SERVICES BUDGET

Under an assumption that the Commission will determine to continue providing county surveying services and that all five counties that currently participate in the program agree to such continued participation, Tables 1 and 2 present proposed 2015 budget information for such a program. In particular, Table 1 sets forth the anticipated costs in 2015 for retaining five individuals to carry out the program. This includes a Chief Surveyor who would have to be recruited by the end of this year or early next year. The total personnel costs in 2015 are estimated at \$406,000, including about \$270,000 in base salaries and nearly \$136,000 in fringe benefit costs.

Table 2 provides additional information on the expenses that would be incurred in 2015 for the county surveying function, including about \$30,000 in direct charges to the program and an estimated \$118,000 in overhead costs. The overhead costs derive from the Commission's federally required and approved indirect cost allocation plan which must be applied to all work activities of the Commission. Combined with personnel costs, the direct costs and overhead costs would create a total county surveying program budget in 2015 of \$554,000.

The revenues proposed to support this budget in 2015 are shown on Table 2 and would include \$394,000 to be provided by the five participating counties. In addition, it is anticipated that the Wisconsin Department of Transportation will directly contract with the Commission for about \$60,000 in surveying activities related to the perpetuation of U.S. Public Land Survey system monuments. It is proposed that the Commission itself provide a total of \$100,000 in support of the program, recognizing both the value of the county surveying work efforts to ongoing Commission regional planning, mapping, and related activities and the fact that the overhead costs that would be charged to the program under the indirect cost allocation program would still be incurred if the program was terminated.

PROPOSED COUNTY COST ALLOCATION SYSTEM

It is proposed that the county cost allocation system beginning in 2015 be based on the following factors:

- 1. Basic Professional Services Factor**

The cost burden attendant to the employment of a Chief Surveyor, estimated at \$100,000 in 2015, would be divided equally among the five participating counties. This allocation factor recognizes

Table 1

**ANTICIPATED SEWRPC COUNTY SURVEYING
PERSONNEL COSTS: 2015**

Title	Base Pay Range	2015 Costs		
		Base	Fringes	Total
Chief Surveyor	\$80,000-120,000	\$82,400	\$33,400	\$115,800
Crew Chief	\$55,000-75,000	67,980	32,220	100,200
Senior Technician (2)	35,000-50,000	84,690	43,310	128,000
Junior Technician	30,000-40,000	35,000	27,000	62,000
Total (5)	--	\$270,070	\$135,930	\$406,000

NOTE: These costs represent the staff required to service the five counties of Kenosha, Milwaukee, Ozaukee, Walworth, and Waukesha. If both Racine and Washington Counties were to join the program, two additional technicians would be required.

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SEWRPC County Surveying Personnel Costs: 2015 (00218280).DOC

Table 2

**PROPOSED SEWRPC COUNTY SURVEYING BUDGET: 2015
(KENOSHA, MILWAUKEE, OZAUKEE, WALWORTH, AND WAUKESHA COUNTIES)**

Expenses

Item	Amount
Personnel ^a	\$406,000
Direct Costs ^b	30,000
Overhead	118,000
Total	\$554,000

^aChief Surveyor, Crew Chief, Senior Technician (2), and Jr. Technician (1) (salary and fringe benefits).

^bMonuments, instruments, tools, contract labor, vehicles, travel, and miscellaneous.

Revenues

Source	Amount
Counties	\$394,000
WisDOT	60,000
SEWRPC	100,000
Total	\$554,000

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05/19/14
County Surveying Budget: 2015 (00217850).DOC

that the licensed professional surveyor services being provided are available at all times to all counties irrespective of the amount of field activity required to properly perpetuate the U.S. Public Land Survey system. Among the duties of this individual, in addition to directing and supervising the entire work program, would be: 1) responding to telephone and e-mail requests for information from throughout the five county area; 2) coordinating in each county anticipated system perpetuation work efforts owing to projects conducted by the Wisconsin Department of Transportation, each county department of public works, local municipalities, and public and private utilities; 3) serving on county land information councils and committees; and 4) meeting with county elected and appointed officials from time to time. Based on this proposal, each county would be charged \$20,000 in 2015 for the professional surveyor services.

2. Field Work Activity Factor

Most of the field work activity undertaken annually in all five counties relates to the perpetuation of U.S. Public Land Survey monuments that have for whatever reason been disturbed or destroyed. The amount of such activity annually in any given county can be expected to widely vary depending in part upon road construction and reconstruction activity and in part upon land development and redevelopment activity. Given this wide variation in anticipated activity, it is proposed that the remaining program costs, as they have been since 2006, continue to be allocated to each of the participating counties on the basis of two quantitative measures: 1) the number of monuments in each county, and 2) the relative amount of land in each county found in Commission planning work to constitute urban land use. Updated data attendant to these two measures are set forth in Table 3. It is proposed to continue to give equal weight in the allocation process to each of these two measures.

Given these factors, the charges for each participating county in 2015 are identified in Table 4. Table 5 provides a comparison of proposed 2015 county surveying services charges by participating county with the charges incurred in 2014.

GOING FORWARD

Should the Commission determine to continue to provide county surveying services to its constituent counties, and should the Commission further agree that the cost allocation system outlined above is fair and just, it is proposed that the following steps be undertaken:

Table 3

**NUMBER OF U.S. PUBLIC LAND SURVEY CORNERS AND EXTENT OF URBAN LAND USE IN
KENOSHA, MILWAUKEE, OZAUKEE, WALWORTH, AND WAUKESHA COUNTIES: 2010**

County	U.S. Public Land Survey Corners		Urban Land Use (2010)	
	Number	Percent of Total	Amount (Square Miles)	Percent of Total
Kenosha	1,203	14.4	66.4	10.9
Milwaukee	1,065	12.7	183.3	30.1
Ozaukee	1,064	12.7	57.4	9.4
Walworth	2,503	29.9	77.6	12.8
Waukesha	2,535	30.3	224.3	36.8
Total	8,370	100.0	609.0	100.0

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Land Survey Corners, Urban Dev (00217867).DOC

Table 4

**ALLOCATION OF COUNTY COSTS FOR SEWRPC COUNTY SURVEYING PROGRAM: 2015
(KENOSHA, MILWAUKEE, OZAUKEE, WALWORTH, AND WAUKESHA COUNTIES)**

County	Percent of Total U.S. Public Land Survey Corners	Percent of Total Urban Land Use (2010)	Cost Allocation			
			Base	50% of Remainder Based on Corners	50% of Remainder Based on Urban Land Use	Total
Kenosha	14.4	10.9	\$ 20,000	\$ 21,168	\$ 16,023	\$ 57,191
Milwaukee	12.7	30.1	\$ 20,000	18,669	44,247	82,916
Ozaukee	12.7	9.4	\$ 20,000	18,669	13,818	52,487
Walworth	29.9	12.8	\$ 20,000	43,953	18,816	82,769
Waukesha	30.3	36.8	\$ 20,000	44,541	54,096	118,637
Total	100.0	100.0	\$100,000	\$147,000	\$147,000	\$394,000

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Table 4-Allocation of Costs for Surveying Program: 2015 (00218860).DOC

Table 5

COMPARISON OF CHARGES FOR COUNTY SURVEYING SERVICES BY PARTICIPATING COUNTY: 2014 AND PROPOSED 2015

County	2014 ^a	2015 ^b	
		Amount	Percent Change
Kenosha	\$42,458	\$ 57,191	35
Milwaukee	78,719	82,916	5
Ozaukee	37,868	52,487	39
Walworth	71,145	82,769	16
Waukesha	114,750	118,637	3
Total	\$344,940	\$394,000	14

^aAllocation based on two surrogate factors for anticipated work activity: 1) number of U.S. Public Land Survey corners, and 2) extent of urban land use.

^bAllocation based on three factors: 1) equal allocation of personnel costs for the position of Chief Surveyor; 2) number of U.S. Public Land Survey corners; and 3) extent of urban land use.

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Comparison of Costs for County Surveying Services: 2014 and Proposed 2015
(00218287).DOC

1. The preparation of a draft agreement incorporating the above proposal. In this respect, the envisioned new agreement would not only reflect the modified cost sharing formula, but also include the following two important provisions: 1) a firm five-year commitment to the continuation of the program; 2) a two percent annual increase in the costs to the counties.
2. The presentation of that agreement at meetings to be arranged with appropriate county officials by each of the County Board Commissioners. A reasonable response deadline would be given.
3. It should be made very clear that the proposal is conditioned upon all five of the counties agreeing to the contract terms, including: 1) the cost allocation formula; 2) the term of five years; and 3) the two percent annual cost increase over the five year period. If one or more of the five counties declines the new contract terms, the Commission will need to consider terminating the county surveyor services program at the end of 2014.
4. Should the five counties currently participating in the program agree to continue for the next five years under the conditions noted above, an effort should be made to determine if the remaining two counties might also give favorable consideration to working with the Commission in this regard. The participation of all seven counties would provide the best possible assurance that the substantial investment – at least \$50 million – collectively made in extensive U.S. Public Land Survey remonumentation efforts and in the attendant creation of both horizontal and vertical control survey networks within the Region will be preserved and protected. Toward this end, Tables 6, 7, and 8 provide budget information under an assumption that all seven counties would participate. As shown in Table 6, the total county surveyor services budget with the addition of Racine and Washington Counties would be \$671,000, or \$117,000 more than the previously presented five-county budget. This would be attributable to the anticipated addition of two technical staff members, together with about \$5,000 in non-personnel costs. Given these assumptions, the allocation of county costs under such a program in 2015 are set forth in Table 7. Finally, Table 8 sets forth a comparison of county charges under a seven-county program as compared to the proposed charging structure in 2015 under a five-county program. With the addition of Racine and Washington Counties to the program, the charges to the remaining five counties would be reduced, reflecting a modest economy of scale in providing such services. Moreover, it is highly unlikely that any of the counties could individually provide the high quality maintenance services required for both the U.S. Public Land Survey and geodetic survey control systems within the Region at a lower cost.

Table 6

**POTENTIAL SEWRPC COUNTY SURVEYING BUDGET: 2015
(ALL SEVEN COUNTIES PARTICIPATING)**

Expenses

Item	Amount
Personnel ^a	\$518,000
Direct Costs ^b	33,000
Overhead	120,000
Total	\$671,000

^aChief Surveyor, Crew Chief, Senior Technician (3), and Jr. Technician (2) (salary and fringe benefits).

^bMonuments, instruments, tools, contract labor, vehicles, travel, and miscellaneous.

Revenues

Source	Amount
Counties	\$496,000
WisDOT	75,000
SEWRPC	100,000
Total	\$671,000

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County Surveying Budget: 2015 (00217850).DOC

Table 7

**POTENTIAL ALLOCATION OF COUNTY COSTS FOR SEWRPC COUNTY SURVEYING PROGRAM: 2015
(ALL SEVEN COUNTIES PARTICIPATING)**

County	Percent of Total U.S. Public Land Survey Corners	Percent of Total Urban Land Use Area (2010)	Cost Allocation			
			Base	50% of Remainder Based on Corners	50% of Remainder Based on Urban Area	Total
Kenosha	10.2	8.5	\$ 15,000	\$ 19,941	\$ 16,618	51,559
Milwaukee	9.1	23.5	15,000	17,791	45,942	78,733
Ozaukee	9.1	7.4	15,000	17,791	14,467	47,258
Racine	12.6	10.5	15,000	24,633	20,528	60,161
Walworth	21.3	10.0	15,000	41,641	19,550	76,191
Washington	16.2	11.3	15,000	31,671	22,091	68,762
Waukesha	21.5	28.8	15,000	42,032	56,304	113,336
Total	100.0	100.0	\$105,000	\$195,500	\$195,500	\$496,000

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Allocation-County Costs for Surveying Program: 2015 (00217882).DOC

Table 8

COMPARISON OF CHARGES FOR COUNTY SURVEYING SERVICES BY COUNTY: 2014, PROPOSED 2015, AND POTENTIAL 2015 SHOULD ALL SEVEN COUNTIES PARTICIPATE

County	2014	Proposed 2015	Potential 2015
Kenosha	\$42,458	\$ 57,191	\$51,559
Milwaukee	78,719	82,916	78,733
Ozaukee	37,868	52,487	47,258
Racine	--	--	60,161
Walworth	71,145	82,769	76,191
Washington	--	--	68,762
Waukesha	114,750	118,637	113,336
Total	\$344,940	\$394,000	\$496,000

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Comparison of Charges for County Surveying Services by County - All Seven Counties (00218442).DOC

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06/20/04

Review of County Surveyor Services Program (00218228).DOC



**DEPARTMENT OF ADMINISTRATIVE SERVICES
DIVISION OF ECONOMIC DEVELOPMENT
MILWAUKEE COUNTY LAND INFORMATION OFFICE**

633 West Wisconsin Avenue, Suite 903, Milwaukee, WI 53203 (414) 278-3927

MEMORANDUM

TO: Land Information Council
FROM: Kevin Bruhn, Land Information Officer
DATE: November 30, 2016

SUBJECT: Enterprise Asset Management

BACKGROUND

Cityworks was selected as the enterprise work order and asset management system for Milwaukee County. The goal is to replace existing work order systems with an enterprise wide solution. This will allow Milwaukee County the ability to manage capital assets by minimizing the total cost of owning, operating, and maintaining those assets at acceptable levels of service. It will also provide greater clarity, ease of management and the ability to perform intelligent and cost effective inspections, condition assessments, and reporting which may greatly assist in the capital planning process. As we are implementing this solution across the county, it will provide us with the opportunity to review current asset management and work order tracking processes and compare to industry best practices with the goal of simplifying and aligning with best practices where possible.

Cityworks has been installed within the Airport Division of the Milwaukee County Department of Transportation (MCDOT) since 2011 and is currently being implemented for the MCDOT Highway Maintenance Division. The hardware and software installation for MCDOT will provide the starting technical foundation for the Enterprise Program. The Enterprise Cityworks Project launched in August 2015 and is planning implementation for Zoo, Parks, House of Correction, Facilities, Fleet, Transit, and Economic Development by early 2018.

STATUS:

Create an enterprise sustainable solution for work order/asset tracking and management:

- Utilize foundation of GIS to map assets to allow for a quicker turnaround on open work orders.
- Develop and track work orders for maintenance & skilled trade staff that will enable County staff members to enter a maintenance issue.
- Keep work order data for performance measures (creation time/date, completion time/date, etc.).
- Track which staff members participate in work order progress for costing purposes.
- Establish a mobile solution that allows for live access to the application.
- Configure preventative maintenance functionality.

- Allow departments to share work order systems so that cross-departmental work can be completed (i.e., certain skilled trades can be detailed to Programs in other departments as needed).

Encapsulate around a GIS-centric approach:

- Spatial representation of hot-spots and areas of concerns.
- Identify ownership and maintenance responsibility, with regard to divisions, for all developed and undeveloped County-owned land.
- Manage asset lifecycle in relation to other assets in the area.
- Field crews/Foreman are able to organize day to day activities utilizing spatially represented work activities.
- Provide management reporting capabilities for resource allocation, facilities management, capital planning, and compliance enforcement.

Program Management

- The program is currently being driven with Executive level Steering Committee members from each of the seven departments represented in the implementation. Steering Committee members drive direction, vision, configurations, and subject matter expertise. IMSD is providing project management and technical guidance and support. Two limited term GIS staff are managed under the LIO umbrella with compensation being paid through the capital program.

GIS Staff

- Two limited term staff members began working with project in July 2016. To date, they have completed the conversion of 500+ buildings from CAD to GIS. Also completed are all paved surfaces including driveways, sidewalks, roads, and parking lots. Currently, they are working on bringing prioritized departmental equipment into the GIS. Additional work outlined for their tenure includes mapping of all pavement, conversion of previously collected Parks and Transit asset data, and configuration of all other prioritized assets (those that have preventative maintenance or are essential to the function of the department).

ACTIVITIES THIS PERIOD: 6/16 – 12/16

The Discovery Phase of the project has been completed. This included gathering business requirements from all departments, determining mobile requirements, and the architectural strategy. Phase 1 implementation is starting which includes the configuration and implementation of Facilities Management Division (FMD) within an enterprise approach. FMD implementation is slated for spring 2017. All remaining departments will be implemented on a subsequent rolling schedule. During this time, the GIS LTEs will be continuing to map and build out the County GIS infrastructure with a work order/asset data structure.