

Agenda Item Report



Winnebago County
The Wave of the Future

DATE: July 12, 2022

FROM: Jerry Bougie, Director of Planning and Zoning

RE: Review and discussion on the Winnebago County Land Information program updates and Council action to recommend the proposed 2023 Land Records Modernization budget to the County for consideration.

General Description:

This is an annual meeting of the Land Records (Information) Council to review and recommend to the County on the annual budget for the Winnebago County Land Information Office's Land Records Modernization (LRM) budget (cost center 081).

Action Requested:

Motion and second to recommend the annual Land Records Modernization budget to the County for its consideration.

Procedural Steps:

(Show each level of committee and board approval needed, with meeting dates.)

Committee of Jurisdiction: Land Records Council Meeting date: July 26, 2022

Action taken: _____ Vote: _____

Other Committee: Planning & Zoning Meeting date: September 9, 2022 (tentative)

Action taken: No action to be taken Vote: N/A

County Board X Meeting date: TBD (Budget deliberations)

Background:

In 2010, the State of Wisconsin passed Act 314 - which was codified in Wisconsin Statute 59.72(3m) – that requires Counties that receive funding through the Wisconsin Land Information Program (WLIP) to form a Land Information Council to "...review the priorities, needs, policies, and expenditures of the land information office established by the Board and advise the county on matters affecting the land information office." As a result, since the County has long participated and received funding from the State WLIP program, the Winnebago County Board in 2010 formed the Land Records (Information) Council to carry out the stated purpose and requirements of Act 314 and 59.72(3m), Wis. Stats.

Policy Discussion:

Pursuant to 59.72(3m), the Land Records (Information) Council is an advisory body only. As such, the Council has historically provided the County with its advisory recommendations on the Land Information Office's annual budgetary priorities and needs. The priorities and budgetary needs are required to be in accordance and consistent with the County Land Information Office's 3-year Land Information Plan that identifies the GIS and other Land Information related projects and programs that are intended to be achieved over the next 3-year horizon of the plan. The plan is a requirement of the WLIP program and is

reviewed and approved every 3 years by the Council and the Wisconsin Department of Administration – the state agency that manages the WLIP program statewide.

In accordance with the WLIP program and State Statute, the funding source for the annual LRM budget comes from the recording fees collected in the Register of Deeds Office, whereby the LRM fund (081) receives \$8 of every \$30 of each document recorded. The Register of Deeds Office retains \$15 of the \$30 and the State WLIP program receives the remaining \$7. In addition to the revenue received through recording fees, the County's Land Information Program is eligible for annual State WLIP Grant funds that help offset the costs in the annual County LRM budget. As a result of the retained fees and grants, The County LRM budget and program is entirely self-funded and requires no funding from the County levy.

Fiscal Impact:

There is no fiscal impact on the County Levy, as the program is self-funded through the allocation of the \$8 of every \$30 of recording fees from documents recorded in the Register of Deeds Office and from State Land Information grants available to Counties that comply with the State WLIP requirements.

Attachments:

Proposed 2023 Land Records Modernization budget.

Proposed 2023 Land Records Modernization Budget
(subject to change)

Land Records Modernization Cost Center (081) – Project Expenditures 2022 & 2023							
Item	Budget Account	2022		Approved Budget	Total	2023	
		Description				Proposed Budget	Total
1	Registration/Tuition/Travel (52001-52007)						
		Staff development and training.	\$8,000	\$8,000	Staff development and training.	\$8,000	\$8,000
3	Print & Duplicate (53003)						
		General copying/printing	\$500	\$500	General copying/printing	\$500	\$500
4	Computer Software (53006)						
		General workplace software	\$10,000	\$10,000	General workplace software	\$10,000	\$10,000
5	Small Equipment Technology (53580)						
		General Small Equipment Technology	\$5,000	\$5,000	General Small Equipment Technology	\$4,000	\$4,000
7	Grounds Maintenance (55007)						
		Maintain government section corners	\$2,000	\$2,000	Maintain government section corners	\$5,000	\$5,000
9	Data Processing (55013)						
		GIS software maintenance	\$37,000	\$142,113	GIS software maintenance	\$35,500	\$138,303
		ROD Avid LifeCycle maintenance	\$70,753		ROD Avid LifeCycle maintenance	\$70,753	
		LRS maintenance	\$29,360		LRS maintenance	\$32,050	
		PINtegrity Conversion - Final Payment	\$5,000				
10	Professional Services (55014)						
		GIS Professional Services	\$10,000	\$99,550	GIS Professional Services - NG911 Prep	\$24,000	\$142,000
		LiDAR (QL1 Data) Alternative Project*	\$89,550		LiDAR (QL1 Data Data Processing)	\$53,000	
					Re-establish PLSS monuments	\$50,000	
					Historic Aerial Photo Georeferencing	\$15,000	
11	Equipment Technology (58003)						
			\$0	0	Large Format Plotter/Scanner	\$12,000	\$12,000
12	Other Transfers Out (59501)						
		GIS disbursement offset (NG911 prep)	\$10,000	\$10,000	GIS disbursement offset	\$25,000	\$25,000
13	Property and Liability (76000)						
		Required insurance allocation	\$705	\$705	Required insurance allocation	\$759	\$759
Expense Grand Total				\$277,868	Expense Grand Total		\$345,562
Revenue Projection					Revenue Projection		
Grants: \$51,000				\$255,000	Grants: \$51,000		\$255,500
Recording Fees: \$201,500					Recording Fees: \$201,500		
Interest: \$2,500					Interest: \$3,000		
Net				-\$22,868	Net		-\$90,062