

**TREMPEALEAU COUNTY
LAND RECORDS MODERNIZATION PLAN
2005-2010**

PREPARED BY THE TREMPEALEAU COUNTY LAND RECORDS
DEPARTMENT
March 29, 2005

EXECUTIVE SUMMARY

The purpose of the following plan is to redefine the Trempealeau County Land Records Modernization Plan for review and approval by the Wisconsin Land Information Board (WLIB) and the Trempealeau County Board of Supervisors. The Trempealeau County Land Records Modernization Plan will address elements as required by the WLIB County-Wide Modernization and Integration Plan. The intended purpose of this plan is to provide County officials and interested parties with basic knowledge of land records modernization and potential applications that can be used by Trempealeau County.

There are several key elements associated with this plan. Among them, Trempealeau County will continue data development and maintenance pertaining to parcel mapping within the county. Another element is continuing the progress of the remonumentation of the Public Land Survey System (PLSS) and associated Global Positioning System (GPS) coordinates from these points supplied from the Trempealeau County Survey Department. Initiate data development of Transportation, Zoning, and Infrastructure mapping. Arrange for future digital orthophotography acquisition, which will continue to assist in mapping and planning. Finally, the plan anticipates that the acquisition of new software and technical training will be essential.

Information gathered from various departments assisted in the development of this plan. The Land Records Coordinator undertook responsibility for coordination of planning information and provision of the plan draft. Department heads, the Executive/Finance Committee and the County Board, has reviewed the plan.

Executive/Finance Committee/ Primary Contact

The Executive/Finance Committee is made up of five county board supervisors. The committee meets once a month with the Land Records Department to discuss current activities being undertaken by the department. This committee provides insight and guidance to the Land Records Department in implementing the Plan and in the continuing goal of providing the county with a useable Geographic Information Systems (GIS).

The County Board has designated the Land Records Coordinator to be the Land Information Officer (LIO) for Trempealeau County. The LIO is given the responsibility of budgeting for the Land Records Department and with approval of the committee, directing funds to pay for various land records activities. The

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The following individuals are involved with county land records and have been instrumental in providing input into the plan:

1. Chris Cantrell, Land Records Coordinator & LIO
2. Reed McRoberts, Zoning Director
3. Peter Fletcher, Planning Director
4. David Appleyard, Director of Land Conservation
5. Joe Nelsen, County Surveyor
6. Shirley Johnson, Real Property Lister
7. Christine Hovell, Director of Health Department
8. Rose Ottum, Register of Deeds
9. Vitus Kampa, Treasurer
10. Patricia Malone, County Development Resource Agent
11. Jim Johnson, Highway Commissioner
12. Angie Sylla, Clerk of Court
13. Emergency Management
14. Scott Laurie, County Forester
15. Cindy Currier, Information Systems Director

A. GOALS AND OBJECTIVES

The primary goal of Trempealeau County's land records modernization project is to provide the users of land records with a more efficient, accurate and economical product. In order to meet these goals, the county intends to reduce duplication, maintain accurate geodetic control, develop data transfer standards and continue to develop and maintain good communication lines between county departments and outside agencies. The development of a modernized land information system will help realize these goals. The ultimate product of land records modernization will be an accurate and comprehensive land information database that will not only assist county departments but businesses, citizens and other interested parties of Trempealeau County. The following goals and objectives will be addressed during the next planning period. With proper funding and guidance, most if not all can be accomplished. All goals will be addressed during the planning period and are not necessarily listed in order of priority.

Objective 1: Complete Public Land Survey System (PLSS) remonumentation.

Summary: The PLSS is the foundation for development of all data layers. Upon completion of each township, section lines and forty lines are created. It provides a single reference for which all data layers are geographically referenced. All map data layers including parcel property maps will be referenced to the Trempealeau County Coordinate Systems as describe in "**Wisconsin Coordinate Systems (Wisconsin State Cartography Office, 1995)**).

Task 1.1: Remonument the remaining PLSS corners
Anticipated Completion: 2010
Performed by: County Surveyor

Objective 2: Develop and obtain digital map data layers for use in an integrated Geographic Information System (GIS)

Summary: GIS data layers benefit most departments concerned with land information. The data in a digital format provides for an efficient and economical means of analysis. As a resource, government agencies outside of the county, private industry and the general public take advantage of this information. All data layers are referenced to the Trempealeau County Coordinate System. The data layers listed below are in ESRI coverage, shapefile, and/or AutoCAD file formats.

Task 2.1: Create PLSS corner data layer

Anticipated Completion: 2010

Performed by: Land Records, County Surveyor

Task 2.2: Complete county wide parcel mapping

Anticipated Completion: 2010, with continuous maintenance

Performed by: Land Records

Task 2.3: Create road centerline network system

Anticipated Completion: 2010

Performed by: Land Records, Highway

Source of Funding: Wireless 911 grant

Task 2.4: Obtain updated 12" ground pixel, 1" = 840' scale, digital orthophotography

Anticipated Completion: 2006

Performed by: Land Records

Source of Funding: WLIP Funding

Task 2.5: Obtain 30 meter digital elevation model

Anticipated Completion: 2007

Performed by: Land Records, Land Conservation, Zoning & Planning

Task 2.6: Develop municipal boundary data layers

Anticipated Completion: Upon completion of remonumentation & parcel mapping, and as annexations occur

Performed by: Land Records

Task 2.7: Maintain local, state, and federal political districts data layers

Anticipated Completion: After each census

Performed by: Land Records

Task 2.8: Develop zoning data layers

Anticipated Completion: continuous

Performed by: Land Records, Zoning & Planning

Task 2.9: Develop or acquire shoreland zoning data layers

Anticipated Completion: Unkown

Performed by: Land Records, Zoning & Planning

Task 2.10: Acquire U.S.D.A Farm Service Agency (FSA) tract & field boundaries

Anticipated Completion: 2006

Performed by: Land Records, Land Conservation

Task 2.11: Develop county snowmobile and recreational trail data layers

Anticipated Completion: 2007

Performed by: Land Records, County Clerk

Source of Funding: Wireless 911 grant

Task 2.12: Maintain county recreation areas data layer

Anticipated Completion: continuous

Performed by: Land Records, Land Conservation, Zoning & Planning

Task 2.13: Develop land use data layers

Anticipated Completion: Unknown

Performed by: Land Records, Zoning & Planning

Task 2.14: Develop sign, culvert, bridge, overhead structure, and signal inventory data layers

Anticipated Completion: After each census

Performed by: Land Records, Highway

Task 2.15: Develop highway facility data layers

Anticipated Completion: Unknown

Performed by: Land Records, Highway

Task 2.16: Maintain rural 911 addressing data layer

Anticipated Completion: continuous

Performed by: Land Records, Zoning & Planning, Emergency Management

Task 2.17: Acquire address points for cities and villages

Anticipated Completion: 2007

Performed by: Land Records

Source of Funding: Wireless 911 grant

Objective 3: Enhance procedures for management and use of land information.

Summary: Technology has put Trempealeau County in a position to provide more efficient services to the public. Procedures being used were developed with the best available resources of their time; these procedures need to be reviewed on a timely basis to assure that they are still current.

Task 3.1: Develop a permit management system for sanitation, zoning, building and conservation programs.

Anticipated Completion: continuous

Performed by: Zoning & Planning, Land Conservation

Task 3.2: Continue standardization of data entry.
Anticipated Completion: continuous
Performed by: Technical Advisory Committee

Task 3.3: Develop data transfer procedures for exchanging digital assessment information between assessors and the Real Property Lister.
Anticipated Completion: 2005
Performed by: Real Property Lister

Task 3.4: Develop digital images of all hardcopy surveys, plats, and highway right of way maps.
Anticipated Completion: 2006 with continuous maintenance
Performed by: Land Records

Task 3.5: Develop custom applications within the GIS software for improved public service
Anticipated Completion: continuous
Performed by: Information Services, Land Records, Division of Land Management

Task 3.6: Improve the Real Property Lister database by entering missing data.
Anticipated Completion: continuous
Performed by: Real Property Lister, Land Records

Task 3.7: Continue document imaging in the Register of Deeds.
Anticipated Completion: continuous
Performed by: Register of Deeds

Task 3.8: Improve interdepartmental coordination and cooperation.
Anticipated Completion: continuous
Performed by: Technical Advisory Committee

Objective 4: Improve access to land information data.

Summary: With ongoing technological and software advances, access to land information data will become easier. The use of the internet and computerized databases will provide for access to County Land Information from remote sites. The following tasks will allow the County to provide Land Information accessibility to the public.

Task 4.1: Develop or maintain metadata for digital map layers.
Anticipated Completion: continuous
Performed by: custodian of data layer

Task 4.2: Maintain a pricing structure for land information data.
Anticipated Completion: Adopted 2001, updated as needed
Performed by: Land Records

Task 4.3: Develop internet access to GIS data layers via internet mapping service.

Anticipated Completion: 2006

Performed by: Information Services, Land Records

Task 4.4: Provide data storage on centralized server for access to GIS data by all departments.

Anticipated Completion: continuous

Performed by: Information Services, Land Records

Objective 5: Raise awareness and demonstrate uses of Modernized Land Information System.

Summary: Modernized Land Information systems allow for a broad spectrum of users to take advantage of new technology and software developments. Providing users in various departments with training and knowledge allows for better interdepartmental efficiency and a reduction in the duplication of efforts.

Task 5.1: Improve in-house GIS training program.

Anticipated Completion: continuous as needed

Performed by: Land Records

Task 5.2: Continue efforts of the Technical Advisory Committee.

Anticipated Completion: continuous

Performed by: Land Records

Task 5.3: Attend standing committee and County Board meetings for updates and policy advisement.

Anticipated Completion: continuous as needed

Performed by: Land Records

Task 5.4: Attend Land Conservation, Zoning & Planning, and Law Enforcement meetings to educate on application uses with land information.

Anticipated Completion: as needed

Performed by: Land Records

B. PROGRESS REPORT ON ONGOING ACTIVITIES

1. Trempealeau County currently has records indicating approximately 60% of the remonumentation, in one form or another, of the PLSS in the county has been completed. This includes approximately 40% of remonumentation completed by the County Surveyor and approximately 20% from other surveyors. The densification of the High Accuracy Reference Network (HARN) has also been completed. 60 points were established to complete this densification.

2. A rural addressing project was completed in Trempealeau County in the fall of 1995. Presently Trempealeau County is converting hardcopy addressing to a digital format using GIS software and orthophotography. Points are being positioned at the driveway with attributes such as address and condition of sign entered at that time. A

corresponding point is placed for the building with linkage to the address theme. This data will be included in the county GIS.

3. Currently, Trempealeau County has 80% of the parcel mapping complete in rural areas. Acquisition of a digital plat book coupled with in-house mapping has improved the quality of parcel mapping. Mapping will continue as new splits are created on a daily basis. The threshold of the digital plat book was approximately four acres, meaning parcels smaller than this were not mapped, phase II of the parcel mapping process will involve mapping parcels smaller than four acres not previously mapped. Phase III will comprise mapping of the municipalities within the county. While mapping parcels that were not mapped in previous phases has high priority, Trempealeau County will continue to map new splits. This project is not intended to have an ending point, providing the most accurate and up to date data requires that mapping continue on a continuous basis. Parcel mapping is referenced to remonumented PLSS section corners where available to provide the highest accuracy possible. The conversion process into GIS includes attributing fields that will make it possible to create a WLIP approved formula for implementing a PIN system.

4. In Fall of 1999 a request for proposals was submitted by Trempealeau County to obtain pricing quotes for digital, ortho-rectified aerial imagery. Aero-Metric was selected for this project and the County was flown in April of 2000. This imagery was flown at a 1"=840' scale, with 12" pixels. As funds became available, portions of the orthophotography were delivered from Aero-Metric. The entire County project was completed in the summer of 2002. As growth and development in the northern and southern one-thirds of the county continue at a rapid pace, the need for updated orthophotography persists.

C. NEW INITIATIVES

The Land Records Department and a majority of other county departments have access to the Internet and can utilize the Wisconsin Land Information Program (WLIP) website and Technical List Server. WLIP and tax levied revenues obtained by the county are used for the improvement of the Land Records Modernization projects. Trempealeau County will continue to establish partnerships with state and local government units and private businesses to maximize resources and reduce duplication of efforts. The Land Records Department will remain up-to-date on new technology that is developed to determine if new software and/or training is required. Proper procedures for competitive purchasing will be followed consistent with Trempealeau County's purchasing policy.

Proposed Projects

1. Extend the current parcel mapping project into the cities and villages. All data developed for cities and villages will use the same standards created during the rural parcel mapping component. Feature level metadata will accompany all parcels created and will be stored in both CAD and ESRI shapefile formats.

- Parcels will be developed using recorded deeds, certified survey maps, and plats and performing coordinate geometry with all data tied to remonumented section corners where available

- These data layers will be in a continual maintenance mode after initial development.
- Parcels will be attributed with a PIN and linked to Real Property Lister Database for ownership, assessment values, taxes, etc.

2. Acquire new digital aerial photography. This data set will be ortho rectified, 1" = 840', 12" resolution georeferenced to Trempealeau County Coordinate System. Current orthophotography was flown in the spring of 2000 and Trempealeau County has experienced extensive changes in both the northern and southern thirds of the county. This data will facilitate the development of new data layers such as accurate road centerlines. Additionally, this data will continue to assist with current data development of parcel mapping, rural 911 addressing, and land conservation programs.

3. Data development for the support of Wireless 911. Trempealeau County's Public Safety Answering Point (PSAP) will be equipped to receive wireless Phase II services. Several spatial data layers are required in the PSAP to accommodate the mapping software. These layers include;

- Address locations, road centerlines, railways, emergency service zones, cell tower locations and cell sectors, fire, ambulance, and law enforcement jurisdictions

4. Software for wireless Phase II dispatch mapping capabilities. Acquisition of dispatch mapping software is needed to display the location of a wireless 911 call. This software will capture ANI/ALI data and map the location on screen. Additional information provided will be the x,y location, caller information, and responder information.

5. Data development for Zoning & Planning.

- a. Develop methodologies for development of an accurate zoning data layer. This layer will assist the county planner with comprehensive planning. This data layer will include feature level metadata.
- b. Develop data layer of existing well location. This will be a point shapefile with the purpose of analyzing well density information for ongoing planning.
- c. Develop septic locations. This data layer will include two points representing the septic tank location and if necessary the distribution field. This layer assists zoning with tracking location in relation to well location and provides pumping history.

6. Data development for Land Conservation. Acquire a farm field delineation data layer attributed with acreage, field number, and common land unit (CLU), and highly erodible land (HEL) determinations. This layer will assist with soil loss conservation planning, nutrient management planning, and compliance with state performance standards.

7. Develop procedures for tracking compliance with state agricultural performance standards.

8. Create or acquire a database on surface and ground water quality. This layer will assist in tracking performance standards and identification for future targeted resource

management projects. Furthermore, this layer can contribute with analysis by the Health Department.

D. CUSTODIAL RESPONSIBILITIES

The following departments have been identified as users or potential users of an accurate land records GIS. Brief departmental summaries are included.

Real Property Lister

The Trempealeau County Real Property Lister maintains the county's assessment rolls, tax rolls and other related information on a PC network. The database was built upon a program from Government Computer Service (GCS), Incorporated. The assessment database includes a computer number, owners name, owner's address, type of deed, document number, recording date, legal description, street address of the property, current valuation, school district, vocational education district and any special tax district for each parcel.

Register of Deeds

The Register of Deeds office receives records and stores all legal documents pertaining to real estate. Records are maintained on a PC network and in hardcopy format. The database is generated using a program from Government Computer Service (GCS) Incorporated. This office also uses an optical imaging system and a computer software program to scan all records. Public users access the information from public access terminals, while county employees access this information through a central server. The system for locating these documents is by the grantor/grantee indexes through the software or tract indexes, which are hand written. These records are used daily by abstractors, attorneys, realtors, appraisers, other county offices and the general public. The Real Property Lister receives a photocopy of all documents that change ownership interest.

Clerk of Courts

The Trempealeau County Clerk of Courts office provides a multitude of information on such things as small claims, civil judgments, state tax liens, hospital liens and construction liens to various lending institutions, title insurance companies and abstractors. A public access terminal is available in this office with the Circuit Court Automation Program (CCAP) automation system.

Emergency Management

The Trempealeau County Office of Emergency Management is responsible for emergency planning in all areas of the county. This includes coordination of natural and manmade disaster services, setting response policies, keeping and updating the resources manual and working with local governments and private industries with preplanning.

The office also has some responsibilities with the E-911 system. Currently the office is responsible for correcting the Master Street Addressing Guide (MSAG) errors and residential errors, as well as sending telecommunicators to training. This office is also responsible for addressing homes and businesses that were missed in the original addressing project in 1995.

Within this department, a CAMEO database program exists. This database tracks and calculates hazardous chemical storage and release patterns. It contains USGS Tiger file maps and has special facilities throughout the county plotted on it.

Treasurer

The Trempealeau County Treasurer maintains financial information for all the tax parcels in the county. Other duties include planning and administering the county's real estate tax collection system, managing tax settlements and administering the lottery credit program. The database used for this process was built upon a program from GCS, Inc.

Land Conservation Department

The Trempealeau County Land Conservation Department gathers information on such things as soils, topography, and water and soil quality. Activities carried out by the department include the creating, compiling and maintenance of data for compliance with State Administrative rules. As this data is automated, it will be integrated into a county GIS.

Zoning and Planning Department

The Trempealeau County Zoning and Planning Department is in charge of administering a variety of activities. Among the ordinances this department enforces are the comprehensive zoning, floodplain, shore land zoning, sanitary and private sewage system ordinances. Other duties include issuing uniform addressing system numbers to new homes, distributing federal floodplain maps and wetland determinations. The department is also in the process of developing a comprehensive land use plan and updating the current comprehensive zoning ordinance. As parcel mapping is completed, zoning and land use maps will become available.

County Surveyor

The Trempealeau County Surveyor is responsible for a variety of activities such as maintaining an index and filing system for all surveys filed in the county, maintenance of the HARN network, provides assistance to the general public as well as county departments in surveying and mapping related issues, remonumentation and maintenance of the PLSS as well as other statutory duties as detailed in the Wisconsin State Statutes. As the development of Trempealeau County's modernized land information system progresses, the county surveyor will be available to assist as necessary.

Health Department

The Trempealeau County Health Department is in charge of promoting healthy communities through a variety of mechanisms. This task includes keeping track of disease locations and statistics, identifying air and water contamination, monitoring industrial and agricultural contamination sources, food safety and other potential sources of public health concern. The Department is also involved in tracking social attributes that affect public health.

Databases that are currently being maintained in a digital format include Communicable Diseases, Wisconsin Womens Wellness Program, Lead Program, and Wisconsin Immunization Records. Other data that currently is in hardcopy format include Well Water Program and Cholesterol and Blood Sugar Data, some of this data is presently being transferred to digital format, which will tie in with the county GIS. Converting hardcopy data and formatting existing digital data to be usable in a GIS will provide improved data management, tracking, analysis and displaying.

Highway Department

The Trempealeau County Highway Department does not currently share data with other departments beyond general requests. Sharing does take place with the State Department of Transportation (DOT) as it relates to the Wisconsin Information System Local Roads (WISLR). WISLR is a program designed to catalog road conditions and manage road centerline information in another program called PACER. The Highway Department routinely collects road condition data and sends it to DOT where it is refined and sent back to the Highway Department in a database format. The exchange of data in the WISLR system is conducted using a formal sharing system. At this time WISLR is the only application being used in Highway to manage land information. Additional databases that are currently in hardcopy format include road centerlines, signage, culverts, and bridges.

Other Departments

There are various other departments within the county that will, in time be able to share and use a developed county GIS. Departments such as the Sheriffs, Forestry and the Extension Office will be able to utilize this technology. Information that could potentially be added to a GIS includes locations of crime and accident sites, and types of forest cover. As data becomes available, this information at some point in the future could become part of Trempealeau County's GIS. As more progress is made in developing parcel maps, this information can be addressed when applicable.

E. FOUNDATIONAL ELEMENTS

1. Communication, Education, Training and Facilitated Technical Assistance

- Trempealeau County currently has access to the Internet, which allows for utilization of the clearinghouse and technical list server. As a majority of departments in the county have access to the Internet, this service is available to anyone who wishes to access it.
- An Executive/Finance Committee is made up of five county board supervisors. This committee and members from the Land Information Office meet once a month to discuss current activities dealing with land records and to plan for future projects. The committee also provides guidance and insight to the implementation of the Land Records Modernization Plan. All meetings are open to the public and any that wish to attend are encouraged to do so.
- A Technical Advisory Committee made up of various department heads associated with land records modernization meets on a regular basis. These meetings are informative sessions where each department can describe current activities and long-range goals can be laid out.
- At the present time, funds used for technical training come from WLIB Base Budget Grant Awards and a small portion of the Land Records Budget. As GIS data is developed and more people utilize this technology, it is anticipated that funding for training will come from the individual departments.

2. Geographic Reference Frameworks

- 1997 saw the county complete its densification of the HARN to the tertiary level using GPS and the Wisconsin Department of Transportation standards. Responsibility of the maintenance of the HARN densification will be Trempealeau County's.

- At the present time, Trempealeau County has records indicating approximately 60% of the remonumentation, in one form or another, of the PLSS corners has been completed. Since the establishment of the HARN, GPS technology has been used to accurately determine coordinates, distances and bearings for approximately 40% of the PLSS corners. All work meets the requirements established in the state statutes.
- Remonumenting the remaining PLSS corners will be an on-going project. GPS technology will be used and coordinates will be available in Trempealeau County's Coordinate System. This remonumentation will be the base from which all parcel mapping will continue.

3. Parcel Mapping

- Trempealeau County intends to continue the preparation of parcel property maps that refer boundaries to the PLSS and are suitable for use by local governmental units for planning purposes. In many cases, these parcel property maps will be suitable for assisting with accurate land title boundary line or land survey line information.

Trempealeau County does not intend for the parcel property maps to be a replacement for a certified land survey or for guaranteeing boundary line locations.

- Trempealeau County will prepare parcel property maps with reference to accurate coordinate location of PLSS corners where available. Where PLSS remonumentation is not available, the property maps will be suitable for use by local governmental units for planning purposes. These maps are only intended to be representation of the parcel boundaries. Parcel property maps will contain metadata information that will state the basis and legal framework used to generate the maps.
- All map data layers including parcel property maps will be referenced to the Trempealeau County Coordinate Systems as describe in "**Wisconsin Coordinate Systems (Wisconsin State Cartography Office, 1995)**". The coordinates for the PLSS corners will be used as base for all parcel mapping where remonumentation has been done. Where remonumentation has not occurred parcel mapping is tied to 1:24,000 USGS Topographic Maps (Land Net).
- Parcel ID. Each parcel in the parcel property map is attributed with a parcel identification number that corresponds with its tax parcel number in the tax database. The current parcel numbering system in use by Trempealeau County is the most basic of the several recommended by the Department of Revenue and does not, at this time, conform to the WLIB parcel numbering standard. The current database has fields for generating a conforming number that will be added as the parcel mapping is completed. Trempealeau County will continue to use its current computer number along with the new PIN.

Data Quality

1. Positional Accuracy

Parcel mapping is tied to PLSS corners identified from 1:24,000 USGS Topographic Maps (Land Net), or to remonumented corners identified and recorded by the County Surveyor. Additionally, digital orthophotography (1' resolution) is used to determine physical features identified in the intent of a legal document, examples include centerlines, streams and land use breaks. Accuracy of parcels created in the Digital Plat Book is unknown, but known to be tied to the Land Net PLSS.

2. Logical Consistency

Topological Data Structure – Parcel maps will be developed and maintained in AutoCAD. These AutoCAD files will be converted into ArcINFO file structures where topology is built and maintained for parcels.
Clean Spatial Construction – All parcel data layers are cleaned during topological construction ensuring all intersection have nodes, and all parcel lines close to eliminate undershoots and overshoots.
Edge Matching – All parcel data layers are created for individual townships and edge matched to ensure that neighboring townships align, and a seamless county parcel map is created.

3. Completeness

The parcel maps are compared against that tax database to ensure that all parcel numbers have a corresponding polygon in the parcel map. A 95% match between the parcel map and the tax database is the minimum standard that Trempealeau County is working to achieve.

4. Currency

The parcel maps are continuously maintained in AutoCAD and converted to ArcGIS formats biannually.

Documentation

Metadata is maintained for the parcel maps which contain documentation on data quality, source data used, methods of derivation, and all spatial transformations that are performed.

4. Parcel Administration

- Trempealeau County's parcel data layer is integrated with information from the Real Property Lister's database. This information is linked together by a common parcel identification number.
- Activities associated with the use of modernized land information include querying parcels locations for other county departments for analysis purposes, providing land information as a public service to the general public as well as business dealing with land information including banks, abstractors, real estate personnel, surveyors, etc.

5. Public Access

- The public can currently access tax and assessment information from two sources, public access terminals located in the building or through the Internet. There is also a public access terminal located in the Clerk of Courts office with lien, small claims and judgment information available. The data available for public access is 'view-only' and is backed up by the proper security requirements. In addition to public access points, data can also be acquired on CD per request.

- Trempealeau County has adopted agreements defining secondary use of data, and maintains a pricing structure which is reviewed annually. All data produced by the Land Records Department is copyrighted material.
- All data developed has a daily and monthly backup that is stored off location.
- Trempealeau County adheres to the Wisconsin Open Records Law in which the public has a right to view county property and tax data.
- As data development of the counties GIS continues; this information will be available for public access as well.
- At this time the \$1 fee designated for land information and housing data has not been allocated towards any projects.

6. Zoning Mapping

- Of the maps in use, the USGS 7 ½ ' Quadrangle maps are used for shore land purposes and the 1976 Federal Emergency Management Agency (FEMA) maps are utilized for floodplain and floodway determinations. Approximately 40% of the zoning ordinance maps are in digital format. As the PLSS is completed, new county zoning and land use maps will be updated to reflect these areas.

7. Soils Mapping

- Trempealeau County follows the soils mapping standards and currently uses the United States Department of Agriculture (USDA) Soil Survey of Trempealeau County (1977). A digital soil map was acquired from the University of Wisconsin-La Crosse in the county coordinate system.

8. Wetlands Mapping

- Trempealeau County currently utilizes the Wisconsin Wetland Inventory (1978). A digital wetlands map was acquired from the University of Wisconsin-La Crosse in the county coordinate system.

9. Institutional Arrangements and Integration

- Trempealeau County has entered into informal data sharing arrangements with local municipalities and will continue to pursue formal/informal arrangements with local and state agencies. Cooperative arrangements with universities, schools and the Regional Planning Commission (RPC) are established or progress is being made. Data sharing will continue to be discussed during Executive/Finance Committee and Technical Advisory Committee meetings. Trempealeau County data sharing policies will continue to evolve as data is created.

10. Reconciled Election and Administrative Boundary System

- Acquisition of the digital plat book included county and minor civil divisions' boundaries. Other information such as legislative, voting and school districts are available from state and federal sources. As information becomes available, utility and

tax incremental financing districts will be integrated into the county GIS. As of this time, no target date has been established for this information.

11. Reconciled Street Addresses and Street Network System

- Acquisition of the digital plat book included centerline information on Federal, State, and County Highways as well as local roads. Additional information such as rights of way and address ranges will be included in the county GIS as resources become available. This information will also be used for traffic analysis, repair history, accident locations and highway project planning among other items. As of this time, no target date has been established as to when to acquire and integrate additional information.

12. Land Use Mapping

- The Trempealeau County Planning Department is currently developing a comprehensive countywide land use plan. This is done on a Town-by-Town basis and once completed, approval by townships and the county board is required. The Planning Department will continue to work with regional, municipal and private organizations and citizens to help develop land use plans.

13. Natural Resources

- Trempealeau County has attained 1:24K hydrology and 1:24K watershed data layers from the DNR. Other natural resource data layers will be created or obtained as time and budget permits.

14. Database Design

- Trempealeau County currently operates many databases on Microsoft platform. The database of choice is SQL Server, but several departments are also using MS Access. Tax and Assessment data is currently on a MS NT server. There are also a number of smaller PC based databases that are in use. Eventually all land records databases will be linked together. In the future we will have the Land Records data incorporated into ArcIMS, which is stored on our WIN NT web server.

15. Infrastructure and Facility Management

- Trempealeau County currently has no plans for infrastructure management. However with the purchase of the digital plat book, railroads were included in the GIS database. As accurate parcel mapping is accomplished, data development of other information will be pursued.

F. INTEGRATION AND COOPERATION

As county produced GIS data becomes available, Trempealeau County has every intent to enter into an 'understanding' with local municipalities and adjacent counties for data sharing. Whenever possible, the county will try to enter into cost-sharing activities with local municipalities or organizations. Examples of these activities may be future orthophotography flights or other data development. The Land Records Coordinator would approve any sharing of information.

G. TECHNICAL STANDARDS NOT DIRECTLY ASSOCIATED WITH FOUNDATIONAL ELEMENTS

1. Procurement

Whenever products or services are acquired, the Trempealeau County Land Records Department will follow county procurement and purchasing policies.

2. Meta-data

When parcel maps are created; the Executive/Finance Committee plans to adopt meta-data standards. If meta-data standards were adopted by the WLIB, Trempealeau County would adopt those standards.

H. ADMINISTRATIVE STANDARDS NOT ASSOCIATED WITH FOUNDATIONAL ELEMENTS

1. The county agrees to observe and follow the statutes relating to the Wisconsin Land Information Program and other relevant statutes.
2. The county agrees to permit the Wisconsin Land Information Board access to books, records and projects for inspection and audit including unannounced audits by the Board.
3. The county agrees to provide an Annual Status Report of Plan progress requested herein and to keep the plan up to date. The report will be administered electronically.
4. The Board agrees to facilitate technical assistance to the county including an online Technical Assistance Service.
5. The Board agrees to maintain and distribute an inventory of land information and land information systems for the state. This will be provided through an electronic clearinghouse.
6. Development and implementation of an acceptable Plan confers certain benefits on local government within a county, including continued eligibility for Program funding. The land information community will use a self-approving peer review process to assess plan acceptability.
7. The Board agrees to review funding requests and to provide guidance to local government with respect to the development of such request.
8. The Board agrees to make available electronically an Annual Report regarding the status of the Wisconsin Land Information Program and the activities of the Board.