

AGENDA
JEFFERSON COUNTY LAND INFORMATION COUNCIL

Steve Nass County Board Representative
Matt Zangl Director of Planning and Zoning
John Rageth MIS Director
Tracy Saxby Real Property Lister
Todd Lindert Public Safety Representative

Staci Hoffman Register of Deeds
John Jensen County Treasurer
Patricia Cicero Land Information Director
Jim Murrow – County Surveyor
Joanne Larson Real Estate Representative

DATE: July 16, 2020
TIME: Beginning at 9:00 a.m.
PLACE: Room 205 of the Jefferson County Courthouse, 311 S. Center Ave., Jefferson, WI
OR via Zoom Videoconference

Join Zoom Meeting

<https://zoom.us/j/92913780502?pwd=Qm5lNDgya3d0cVRKbHFLcVZMakY3dz09>

Phone Number: 1-301-715-8592
Meeting ID: 929 1378 0502
Password: 458078

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with Open Meetings Law
4. Election of Officers
5. Approval of the Agenda
6. Public Comment (Members of the public who wish to address the Council on specific agenda items must register their request at this time)
7. Approval of June 19, 2019 Meeting Minutes
8. Communications
9. Register of Deeds Report
10. Discussion of 2019 and 2020 Projects
 - a. 2019 LIDAR Data and related data
 - b. 2020 Parcel Fabric Project
11. Discussion on the 2020 Year to Date Financial Report
12. Discussion and Possible Action on the 2021 Proposed Budget
13. Discussion on 2023 Aerial Imagery
14. Discussion and Possible Action on Updating the Land Information Plan
 - a. Proposed topics/ideas to incorporate into the upcoming plan
15. Possible Future Agenda Items
16. Upcoming Meeting Dates
17. Adjourn

If you have questions regarding the petitions, please contact the Land Information Office at 920-674-7254.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

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Jefferson County
LAND INFORMATION PROGRAM

FROM 2020 01 TO 2020 12

ACCOUNTS FOR:
100 General Fund

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
12503 Land Information Program							
12503 421001 State Aid	-57,000	0	-57,000	-23,648.00	.00	-33,352.00	41.5%
12503 424001 Federal Grants	-16,561	0	-16,561	-16,560.75	.00	-.25	100.0%
12503 451305 Land Info/Deeds Fee	-94,000	0	-94,000	-68,015.00	.00	-25,985.00	72.4%
12503 512141 Social Security	8	0	8	.00	.00	8.42	.0%
12503 512141 25311 Social Security	8	0	8	.00	.00	8.00	.0%
12503 514151 Per Diem	110	0	110	.00	.00	110.00	.0%
12503 514151 25311 Per Diem	110	0	110	.00	.00	110.00	.0%
12503 521219 25303 Other Professional Serv	0	0	0	21,000.00	.00	-21,000.00	.0%
12503 521219 25313 Other Professional Serv	25,000	0	25,000	.00	10,000.00	15,000.00	40.0%
12503 521220 25308 Consultant	3,000	0	3,000	.00	.00	3,000.00	.0%
12503 521220 25310 Consultant	3,000	0	3,000	.00	.00	3,000.00	.0%
12503 521296 Computer Support	0	0	0	.04	.00	-.04	.0%
12503 521296 25308 Computer Support	32,651	0	32,651	31,820.60	.00	830.40	97.5%
12503 531303 25308 Computer Equipmt & Soft	4,000	0	4,000	3,004.85	.00	995.15	75.1%
12503 531312 Office Supplies	100	0	100	.00	.00	100.00	.0%
12503 531313 25311 Printing & Duplicating	50	0	50	.00	.00	50.00	.0%
12503 531324 25312 Membership Dues	200	0	200	200.00	.00	.00	100.0%
12503 532325 25312 Registration	1,720	0	1,720	1,050.00	.00	670.00	61.0%
12503 532332 25312 Mileage	250	0	250	47.16	.00	202.84	18.9%
12503 532335 25312 Meals	60	0	60	.00	.00	60.00	.0%
12503 532336 25312 Lodging	328	0	328	.00	.00	328.00	.0%
12503 571005 Duplicating Allocation	2	0	2	1.87	.00	.13	93.5%
12503 594819 25305 Capital Other Equipment	144,294	42,000	186,294	121,214.00	23,280.00	41,800.00	77.6%
12503 594950 Operating Reserve	1,010	28,609	29,620	.00	.00	29,619.51	.0%
12503 699700 Resv Applied Operating	-48,341	-70,609	-118,950	.00	.00	-118,949.93	.0%
TOTAL Land Information Program	0	0	0	70,114.77	33,280.00	-103,394.77	.0%
TOTAL General Fund	0	0	0	70,114.77	33,280.00	-103,394.77	.0%
TOTAL REVENUES	-215,902	-70,609	-286,511	-108,223.75	.00	-178,287.18	
TOTAL EXPENSES	215,902	70,609	286,511	178,338.52	33,280.00	74,892.41	

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07/10/2020 09:56
Mattz

Jefferson County
NEXT YEAR BUDGET HISTORICAL COMPARISON

P 1
bgnyrpts

PROJECTION: 1 2021 Budget Scenario 1 - Status Quo

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
12503	Land Information Program							
12503 421001	St Aid	-51,000.00	-51,000.00	-92,560.75	-23,648.00	-57,000.00	-41,000.00	-28.1%
12503 424001	Fed Grants	.00	.00	-33,121.50	-16,560.75	-16,561.00	.00	-100.0%
12503 451008	Rem Acc	.00	.00	.00	.00	.00	.00	.0%
12503 451305	Land Inf/D	-115,346.00	-103,002.75	-110,848.00	-65,007.00	-94,000.00	-102,000.00	8.5%
12503 472011	Othr Land	.00	.00	.00	.00	.00	.00	.0%
12503 512141	SS	8.42	8.42	.00	.00	8.42	.00	-100.0%
12503 512141 25311	SS	.00	.00	.00	.00	8.00	.00	-100.0%
12503 512142 25311	Ret (Emlr)	.00	.00	.00	.00	.00	.00	.0%
12503 512143 25311	Ret (Empe)	.00	.00	.00	.00	.00	.00	.0%
12503 512144 25311	Health	.00	.00	.00	.00	.00	.00	.0%
12503 512145 25311	Life	.00	.00	.00	.00	.00	.00	.0%
12503 512173 25311	Dental	.00	.00	.00	.00	.00	.00	.0%
12503 514151	Per Diem	110.00	110.00	.00	.00	110.00	.00	-100.0%
12503 514151 25311	Per Diem	.00	.00	.00	.00	110.00	.00	-100.0%
12503 521219	Othr Prof	55,380.00	36,515.76	.00	.00	.00	.00	.0%
12503 521219 25301	Othr Prof	4,867.50	24,465.50	52,318.00	.00	.00	.00	.0%
12503 521219 25303	Othr Prof	.00	14,664.45	.00	21,000.00	.00	.00	.0%
12503 521219 25313	Othr Prof	.00	6,098.84	27,000.00	10,000.00	25,000.00	25,000.00	.0%
12503 521220	Consult	.00	4,717.50	.00	.00	.00	.00	.0%
12503 521220 25308	Consult	.00	.00	680.52	.00	3,000.00	3,000.00	.0%
12503 521220 25310	Consult	1,705.00	3,004.50	.00	.00	3,000.00	3,000.00	.0%
12503 521295	Data Conv	.00	.00	.00	.00	.00	.00	.0%
12503 521296	Comp Sup	28,128.33	15,100.00	.00	.04	.00	.00	.0%
12503 521296 25308	Comp Sup	.00	15,619.00	30,898.05	31,820.60	32,651.00	33,481.00	2.5%
12503 521296 25309	Comp Sup	.00	.00	.00	.00	.00	.00	.0%
12503 531303	Comp Eq	6,485.31	8,033.83	1,978.00	.00	.00	.00	.0%
12503 531303 25308	Comp Eq	.00	.00	6,240.60	3,004.85	4,000.00	4,160.00	4.0%
12503 531303 25309	Comp Eq	.00	.00	.00	.00	.00	.00	.0%
12503 531311	Postage	.00	.00	.00	.00	.00	.00	.0%
12503 531312	Office Sup	231.62	141.72	55.51	.00	100.00	.00	-100.0%
12503 531313	Print & Dp	10.83	.00	.00	.00	.00	.00	.0%
12503 531313 25311	Print & Dp	.00	.00	.00	.00	50.00	.00	-100.0%
12503 531314	Small Item	.00	2,198.86	11,169.77	.00	.00	.00	.0%
12503 531321	Pub of Lgl	.00	.00	.00	.00	.00	.00	.0%
12503 531324	Memb Dues	200.00	-180.00	-200.00	.00	.00	.00	.0%
12503 531324 25312	Memb Dues	.00	325.00	580.00	200.00	200.00	200.00	.0%
12503 532325	Registr	1,375.00	.00	.00	.00	.00	.00	.0%
12503 532325 25312	Registr	.00	2,005.00	1,335.00	1,050.00	1,720.00	1,240.00	-27.9%
12503 532332	Mileage	199.04	75.22	115.92	.00	.00	.00	.0%
12503 532332 25312	Mileage	.00	.00	.00	47.16	250.00	.00	-100.0%
12503 532335	Meals	32.00	41.26	18.48	.00	.00	.00	.0%
12503 532335 25312	Meals	.00	.00	.00	.00	60.00	100.00	66.7%
12503 532336	Lodging	246.00	.00	.00	.00	.00	.00	.0%
12503 532336 25312	Lodging	.00	246.00	164.00	.00	328.00	656.00	100.0%
12503 532339 25312	Other Trvl	.00	.00	.00	.00	.00	.00	.0%
12503 535242	Maint Mach	.00	.00	750.00	.00	.00	.00	.0%
12503 571005	Dup Allc	3.97	1.12	4.62	1.87	2.00	.00	-100.0%
12503 592003	NP Prin	.00	30,513.00	30,512.50	.00	.00	.00	.0%

07/10/2020 09:56
Mattz

Jefferson County
NEXT YEAR BUDGET HISTORICAL COMPARISON

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bgnyrpts

PROJECTION: 1 2021 Budget Scenario 1 - Status Quo

FOR PERIOD 99

ACCOUNTS FOR:

General Fund		PRIOR FY3 ACTUALS	PRIOR FY2 ACTUALS	LAST FY1 ACTUALS	CY ACTUALS	CY REV BUDGET	PROJECTION LEVEL 2	PCT CHANGE
<u>12503 594810</u>	Cap Equip	.00	.00	.00	.00	.00	.00	.0%
<u>12503 594813</u>	Cap Office	.00	.00	.00	.00	.00	.00	.0%
<u>12503 594818</u>	Cap Comp	.00	9,200.00	.00	.00	.00	.00	.0%
<u>12503 594819</u>	Cap Oth Eq	.00	61,025.00	.00	.00	.00	.00	.0%
<u>12503 594819 25305</u>	Cap Oth Eq	.00	30,512.50	99,364.50	144,494.00	186,294.00	.00	-100.0%
<u>12503 594820</u>	Cap Other	.00	2,540.00	.00	.00	.00	.00	.0%
<u>12503 594950</u>	Oper Res	.00	.00	.00	.00	29,619.51	.00	-100.0%
<u>12503 599992</u>	Adm Dental	.00	.00	.00	.00	.00	.00	.0%
<u>12503 632100</u>	Proc LT N	.00	-91,538.00	.00	.00	.00	.00	.0%
<u>12503 691100</u>	Oper Rev	.00	.00	.00	.00	.00	.00	.0%
<u>12503 691200</u>	Cap Rev	.00	.00	.00	.00	.00	.00	.0%
<u>12503 699700</u>	Res Oper	.00	.00	.00	.00	-118,949.93	.00	-100.0%
<u>12503 699992</u>	Bal For PY	.00	.00	.00	.00	.00	.00	.0%
<u>12503 699999</u>	Budget FB	.00	.00	.00	.00	.00	.00	.0%
	TOTAL Land Information Progr	-67,362.98	21,441.73	26,455.22	106,402.77	.00	-72,163.00	.0%
	TOTAL General Fund	-67,362.98	21,441.73	26,455.22	106,402.77	.00	-72,163.00	.0%
	GRAND TOTAL	-67,362.98	21,441.73	26,455.22	106,402.77	.00	-72,163.00	.0%

** END OF REPORT - Generated by Matt Zangl **

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Jefferson County
NEXT YEAR BUDGET DETAIL REPORT

P 1
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PROJECTION: 1 2021 Budget Scenario 1 - Status Quo

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2021	2
12503	Land Information Program				
12503	421001 - State Aid				
	Strategic Initiative Grant	1.00	37,000.00	-41,000.00 *	
	Education Grant	1.00	1,000.00	-37,000.00	
	Base Budget Grant	1.00	3,000.00	-1,000.00	
12503	424001 - Federal Grants				.00
12503	451008 - Remote Access Fees				.00
12503	451305 - Land Info/Deeds Fee				
	Retained Fees from Recorded Docs Based on ROD projected documents 12,750	1.00	102,000.00	-102,000.00 *	-102,000.00
12503	472011 - Other Govt Land Info Charges				.00
12503	512141 - Social Security				.00
12503	512141 - 25311 Social Security				.00
12503	512142 - 25311 Retirement (Employer)				.00
12503	512143 - 25311 Retirement (Employee)				.00
12503	512144 - 25311 Health Insurance				.00
12503	512145 - 25311 Life Insurance				.00
12503	512173 - 25311 Dental Insurance				.00
12503	514151 - Per Diem				.00
12503	514151 - 25311 Per Diem				.00
12503	521219 - Other Professional Serv				.00

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Jefferson County
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 1 2021 Budget Scenario 1 - Status Quo

ACCOUNTS FOR:
General Fund

		VENDOR	QUANTITY	UNIT COST	2021	2
12503	521219 - 25301 Other Professional Serv					.00
12503	521219 - 25303 Other Professional Serv					.00
12503	521219 - 25313 Other Professional Serv					25,000.00 *
	ROD Back Indexing		1.00	25,000.00		25,000.00
12503	521220 - Consultant					.00
12503	521220 - 25308 Consultant					3,000.00 *
	Custom GIS and Imaging Support		1.00	3,000.00		3,000.00
12503	521220 - 25310 Consultant					3,000.00 *
	GIS website support		1.00	3,000.00		3,000.00
12503	521295 - Data Conversion					.00
12503	521296 - Computer Support					.00
12503	521296 - 25308 Computer Support					33,481.00 *
	File Director License and Support for Land Departments		1.00	13,321.00		13,321.00
	ESRI GIS License		1.00	20,000.00		20,000.00
	Carlson Survey Software License/Support - Surveyor		1.00	160.00		160.00
12503	521296 - 25309 Computer Support					.00
12503	531303 - Computer Equipmt & Software					.00
12503	531303 - 25308 Computer Equipmt & Software					4,160.00 *
	Desktop computer replacements		1.00	600.00		600.00
	Desktop replacements GIS Gerry and Matt		2.00	1,300.00		2,600.00
	Laptop replacement/purchase Matt/Zoning		1.00	960.00		960.00

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| Jefferson County
 | NEXT YEAR BUDGET DETAIL REPORT

| P 3
 | bgnyrpts

PROJECTION: 1 2021 Budget Scenario 1 - Status Quo

ACCOUNTS FOR:
 General Fund

	VENDOR	QUANTITY	UNIT COST	2021	2
12503	531303 - 25309 Computer Equipmt & Software				.00
12503	531311 - Postage & Box Rent				.00
12503	531312 - Office Supplies				.00
12503	531313 - Printing & Duplicating				.00
12503	531313 - 25311 Printing & Duplicating				.00
12503	531314 - Small Items Of Equipment				.00
12503	531321 - Publication Of Legal Notice				.00
12503	531324 - Membership Dues				.00
12503	531324 - 25312 Membership Dues				200.00 *
	WLIA Membership for 1-15 members	1.00	200.00		200.00
12503	532325 - Registration				.00
12503	532325 - 25312 Registration				1,240.00 *
	WLIA Conference for 4	4.00	250.00		1,000.00
	WLIA Regional Meeting for 2	2.00	120.00		240.00
12503	532332 - Mileage				.00
12503	532332 - 25312 Mileage				.00
12503	532335 - Meals				.00
12503	532335 - 25312 Meals				100.00 *
		1.00	100.00		100.00
12503	532336 - Lodging				.00
12503	532336 - 25312 Lodging				656.00 *
	Four people x 2 nights	8.00	82.00		656.00

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Jefferson County
NEXT YEAR BUDGET DETAIL REPORT

P 4
bgnyrpts

PROJECTION: 1 2021 Budget Scenario 1 - Status Quo

ACCOUNTS FOR:
General Fund

	VENDOR	QUANTITY	UNIT COST	2021	2
12503	532339 - 25312 Other Travel & Tolls				.00
12503	535242 - Maintain Machinery & Equip				.00
12503	571005 - Duplicating Allocation				.00
12503	592003 - Note Payable Principal				.00
12503	594810 - Capital Equipment				.00
12503	594813 - Capital Office Equip				.00
12503	594818 - Capital Computer				.00
12503	594819 - Capital Other Equipment				.00
12503	594819 - 25305 Capital Other Equipment				.00
12503	594820 - Capital Other				.00
12503	594950 - Operating Reserve				.00
12503	599992 - Administrative Dental Retiree				.00
12503	632100 - Proceeds Of Long-Term Notes				.00
12503	691100 - Oper Rev Adjust				.00
12503	691200 - Cap Rev Adjust				.00
12503	699700 - Resv Applied Operating				.00
12503	699992 - Balance Forward Prior Year				.00
12503	699999 - Budgetary Fund Balance				.00
TOTAL Land Information Program					-72,163.00
TOTAL General Fund					-72,163.00
GRAND TOTAL					-72,163.00

** END OF REPORT - Generated by Matt Zangl **