

# Land Information Office

## 2019 Annual Report

### DEPARTMENT STAFF

**Tracy Saxby** – Real Property Lister

**Jim Morrow** – County Surveyor

**Nicholl Ostopowicz** - Cartographer

**Kelly Stade** – Administrative Specialist 0.4 FTE

The Land Information Office (LIO) maintains and updates Jefferson County’s land records, which includes parcel numbers, addresses, parcel ownership, assessments and property tax bills. The Office coordinates with local municipal assessors to compile assessment values for each property, as well as creates the property tax bills for every parcel within the County. The Office develops and maintains the County’s Geographic Information Systems (GIS) database. The LIO is established through Wi. Stat. Ch. 59.72 and implements the Land Information Program.

The Land Information Office receives revenues from services offered to the public and other governmental entities. Revenues are generated from the assignment of addresses, maps, remote access and billed surveyor hours from other departments or governmental entities. The decrease in revenue for 2019 can be attributed to a decrease in billed surveyor hours, as the surveyor was included in non-billable services for the County.

#### Land Information Office Revenues

2017	\$41,250
2018	\$42,528
2019	\$27,019
2020	\$22,505

The County Surveyor was busy with a multitude of projects in 2019. In addition to the field surveying completed for the County, the surveyor reviewed 70 final certified survey maps and 83 preliminary certified survey maps for the Planning and Zoning Department.

The Land Information Office is also responsible for reviewing and filing all surveys or plats completed within Jefferson County.

#### 2019 County Surveyor Projects

- Gramely property donation survey
- County Road A relocation survey
- Holzhueter State Park
- County Road J
- County Courthouse
- Farm Tech Days
- County Hwy Satellite Facilities
- County Road P encroachment
- Floodplain Acquisition Properties

#### Number of Recorded or Submitted Surveys in Jefferson County

Year	Certified Survey Maps	Plats of Surveys	Subdivision Plats	Transportation Plats	Condominium Plats
2016	92	279	2	9	2
2017	84	263	1	3	5
2018	107	271	1	0	2
2019	95	280	3	15	3

# Land Information Office Annual Report

## Real Estate Activity for Land Information Office

Year	Documents Reviewed By Real Property Lister	Rural Address Assignments	Parcel Combinations	New Parcels
2016	3,553	122	9	150
2017	3,731	110	12	101
2018	3,756	145	8	125
2019	3,665	117	6	179

## Land Information Program

The Land Information Office implements the Land Information Program and the Land Information Plan. Per State Law, when a document is recorded with in the Register of Deeds, a portion of the recording fee is placed into the Land Records Modernization Fund at the State level. Individual Counties are then able to apply for grants through the Land Records Modernization grant. In order to be eligible to the grant opportunity, the County must meet certain criteria, which includes adopting a Land Information Plan. The Land Information Program is overseen by the Land Information Council which is comprised of representatives from different County Departments, a County Board member and a member of the local real estate community.

In 2019, the funds from the Land Information Program were able to help fund multiple projects:

### Multi-year LIDAR Project:

Jefferson County, along with four other counties, received grant funding to update the 2012 LiDAR data. LiDAR data, or digital elevation modeling, is used to extrapolate topography and contour lines. Recent advancements in the data collection allows for further extrapolation of the data to identify building footprints, 1-foot contour lines, 3-D representations of the ground surface and much more. The data was acquired in 2019 and processed by the consultant in 2019 and 2020. In mid-2020 we received the final data and are in the process of displaying the data on the County online GIS.

### Back Indexing of Register of Deeds Documents:

An ongoing project with the Register of Deeds and Land Information Office/Program is to contract with a firm to back index recorded documents. Each year funds are set aside to back index a small portion of documents.

### 2018 Land Use Inventory:

In 2019, the Land Information Office partnered with UW – Whitewater to complete a land use inventory of the County. A land use inventory is used to identify the current use of the land (residential, business, school, etc.). Timing with completing the project prior to 2020, allowed the data to be incorporated into the County's Comprehensive Plan and Farmland Preservation Plan update.

### Purchase of Equipment:

In 2019, the Land Information Program helped purchase a GPS unit to be utilized by the Land and Water Conservation Department. The Land and Water Conservation Department houses the GPS unit, however, it is available for other departments to utilize.

In 2019, the Land Information Program purchased drones for multiple departments including Highway, Land and Water Conservation, Land Information Office and Sherriff's Department.