

# Board of Commissioners

JOSEPH R. HEWGLEY  
DUANE K. DETERDING  
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# Lincoln County, Nebraska

301 NORTH JEFFERS  
NORTH PLATTE, NE 69101-3997  
308-534-4350

June 22, 2009



## Nebraska State Records Board

John A. Gale, Chairman  
440 S 8<sup>th</sup> St Ste 210  
Lincoln, NE 68508  
(402) 471-2745

On behalf of the Lincoln County Board of Commissioners and the City of North Platte, Nebraska, please accept the enclosed grant application in consideration of State Records Board Grant to improve access to Public Information.

The application is a collaborative effort between Lincoln County and the City of North Platte, Nebraska.

The County has dedicated \$80,000 for the Geographic Information System technology and are continuing to support this project through the use of the GIS tech that is currently on staff, the Information Technology Director and the contract with GIS Workshop. The County chose to consult with GIS Workshop to ensure we have the necessary support, training, and quality control, that is necessary to make the transition to the new GIS system successful.

Thank you for your consideration, we look forward to speaking with you regarding our application.

Respectfully,

A handwritten signature in blue ink that reads "Willis Roethemeyer". The signature is fluid and cursive.

Willis Roethemeyer, Chairman  
Lincoln County Board of Commissioners



## Mayor's Office

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June 23, 2009

211 West Third Street  
North Platte, Nebraska 69101  
(308) 535-6724  
Fax: (308) 535-6720

Nebraska State Records Board  
440 South 8<sup>th</sup> Street, Suite 210  
Lincoln, NE 68508

RE: Lincoln County/City of North Platte GIS Grant Funds

Dear Sir/Madam:

On behalf of the City of North Platte, we are writing this letter in support of a project lead by Lincoln County in collaboration with the City of North Platte.

Over the past several years Lincoln County and the City of North Platte have partnered on a number of projects focusing on GIS system improvements. Through this current project, the system will make information available on the internet which will improve citizen access to public information without increasing the need for additional staff. This system will improve the efficiency of both County and City government in that information such as deeds, assessments, land use, zoning, etc. will be readily available and easy to access which will expand and enhance the services provided by both the County and the City to citizens, businesses and other agencies twenty four hours a day seven days a week.

The City of North Platte feels that this project is long overdue and look forward to having all public information within easy reach of all governmental employees and most citizens of the community. The GIS project will continue to grow and improve the overall efficiency of governmental operations for years to come. Thank you for your time, and we look forward to working with you and the Lincoln County Officials involved in this much anticipated and much needed technology upgrade.

Sincerely,

Marc Kaschke  
Mayor

**Nebraska State  
Records Board**  
440 S 8<sup>th</sup> St Ste 210  
Lincoln, NE 68508  
(402) 471-2745

**John A. Gale**  
Chairman



## **APPLICATION FOR STATE RECORDS BOARD GRANT TO IMPROVE ACCESS TO PUBLIC INFORMATION (Local Government Agency)**

The Nebraska State Records Board is sponsoring a grant program for county and municipal governments for the development of programs and technology to improve electronic access to public records by citizens and businesses. The grants may be used for the creation or enhancement of electronic access and delivery of government services and information, but not to fund ongoing operations. One of our highest priorities is to encourage collaboration and projects which can ultimately be used in multiple jurisdictions with minimal modification. Collaborative projects may be awarded grants in the amounts not to exceed \$25,000.00; single jurisdiction projects have a \$10,000.00 limit.

A collaborative grant must have more than one jurisdiction involved or be a project or application that can readily be shared and utilized by more than one jurisdiction. A single jurisdiction, in order to qualify as a collaborative grant, must provide a plan of how the application will be made available and shared with other jurisdictions at no charge.

### **Grant Criteria**

*Projects requesting funding must meet criteria #1-3. In addition, criteria #4-6 will be considered when reviewing funding requests:*

1. Enhance the delivery of local government agency services and improve access to those services.
2. Meet the state's technology access clause for providing equal access to services for persons with disabilities. A copy of the technology access clause is available at: <http://www.nitc.state.ne.us/standards/index.html> under 2. Accessibility Architecture.
3. If the project or service created or improved pursuant to the grant application involves the licensing, permitting or regulation of businesses, then the project or service must allow integration with the State of Nebraska's Business Portal at: <http://www.nebraska.gov/index.phtml?section=business> and the One-Stop Online Business Registration System at: <https://www.nebraska.gov/osbr/cgi/domestic.cgi?OSBRAApplication/init/init/None>

4. Improve the efficiency of agency operations.
5. Facilitate collaboration between local, state and federal agencies and other public institutions (if applicable).
6. Support public/private partnerships in the delivery of public services through the Official State portal, Nebraska.gov.

Grant applications will be considered by the Board at their quarterly meetings. For application due dates, Board meeting dates and any other questions about the process, please contact Cathy Danahy, Executive Director, at [cathy.danahy@sos.ne.gov](mailto:cathy.danahy@sos.ne.gov) or (402) 471-2745.

Local Agencies desiring grants from the Nebraska State Records Board for projects to create or improve electronic access to government information must complete the following application and follow any procedures outlined.

**NOTE: All successful candidates will be required to submit a written project report to the State Records Board at the conclusion of their project.**

If you need additional space for your answers please attach any documentation necessary. *Applications not completed in full will be returned to the requesting agency for completion and resubmission.*

## **I. GRANT SUMMARY**

**1. Name of agency applying for grant** Lincoln County.

**2. Title of project** Lincoln County/City of North Platte enhanced web service

**3. Brief description of project:**

The project will expand the current Lincoln County Web Page, to include real estate assessment and taxation information in a web-based format, making detailed maps and property information available to anyone with internet access. Additional layers will be included for various county and City of North Platte departments.

**4. Grant request amount** \$ 25,000

**5. Will there be a fee for accessing records associated with this project? If yes, provide any statutory reference or authorization for fee.** No

## II. GRANT DETAIL

### 1. Please describe the project in detail (you may attach this description).

Lincoln County, in cooperation with the City of North Platte, is in the process of updating its land record management system. Part of this upgrade includes converting an outdated paper based cadastral map system to a digital GIS based mapping system.

The new GIS based land record management system will allow us to integrate many of the county offices and city offices that deal with land records. For example, the Surveyors office will directly edit and manage GPS based section corner control as it upgrades the Public Land Survey System (PLSS) layer...these updated control points will be available to the Assessor and Register of Deeds offices immediately through the GIS. Other layers dependent upon the parcel database will reflect these changes automatically too (such as the planning/zoning layer). This approach removes the duplication of effort involved in maintaining numerous paper maps at the city and county offices.

The new system will be totally online upon completion, which will make it accessible not only to county offices (Register of Deeds, County Clerk, County Treasurer, County Surveyor, Planning and Zoning Commission), but City of North Platte Offices and of course, the general public. There has been great interest from the appraisal companies, real estate agents, and banks to be able to access this information online rather than coming into the courthouse. This makes information accessible and reduces the amount of time it takes for individuals to gather the information needed.

Lincoln County has currently invested \$80,000 for the Geographic Information System technology through GIS Workshop Inc, by using a three year financing option. The County of Lincoln has hired GIS Workshop as the consultant in this process to ensure we have the necessary support, training, quality control, etc. that is required to make the transition to the new GIS system successful.

### 2. Please describe who the beneficiary or recipient of this service will be and projected activity for access or use of the proposed service.

While departments such as Register of Deeds, Assessors, Roads Department, Surveyor Department, County Clerk, County Treasurer, Noxious Weeds, Commissioners, Planning and Zoning, in Lincoln County and the City of North Platte will be the immediate beneficiaries of this GIS system, the availability of the public to access this information will be immeasurable. There has been lots of interest from the appraisers, real estate agents, Farm Service Agency, Natural Resource Districts, village clerks, and the general public to access this information online rather than taking the extra time to visit the courthouse for information. The general public and private businesses will be notified of the availability of this

information via newspaper articles and word of mouth. There will be a link on Lincoln County's and the City of North Platte's website to direct users to this site.

Land Use and ownership records will be made available for Farm Service Agency, agricultural land use information will be made available to the Natural Resources Districts, tax information will be available for the general public as well as appraisers, and banks for their immediate access. The City of North Platte will be able access the online photos to determine location of new construction or demolition of buildings to assist with the planning and zoning services.

Everything included on the web site is public information and employees of Lincoln County and the City of North Platte are very willing to assist the public with questions and information, however, having this data available on-line will be a more convenient and efficient way to disseminate the information.

**3. Timeline for implementation (a specific completion date (MM/YYYY) must be provided). Grant funds lapse if not expended prior to completion date.**

The project will be completed by December 31, 2009

**4. Subdivision contribution to project (labor, equipment etc.).**

Lincoln County and the City of North Platte will supply labor with the information technology services. Lincoln County also employs a GIS Technician who is solely responsible for monitoring and inputting information into the program. Equipment such as computers, monitors, and software necessary to implement this project have already been purchased.

**5. Is other funding available for this project (explain)?**

Due to the ever increasing costs of insurance and equipment to Lincoln County and the City of North Platte and the reduced revenues, there will not be any monies available in the next budget year to further develop this system.

**6. Does the project require additional statutory authority (explain)?**

No

**7. Specify (in detail) what the grant money will be used for. Include a complete cost breakdown of the project. Please attach bids from vendors (if applicable).**

Due January 1, 2009	\$28,000
Due July 1, 2009	\$28,000
Due July 1, 2010	\$28,000

**7. Why is the grant money needed for the project, and, if applicable, how will the service be sustained once the grant money is expended?**

The grant monies will be used efficiently and effectively to improve services to the tax payers of Lincoln County and the surrounding areas by allowing access online to

land record information. With the limited budget increases, the cost of projects mandated by the State, and reduced revenues, the project would not advance without grant monies. Once the grant monies are expended, Lincoln County will continue to employ a GIS technician and Information Technology technician who will be responsible for supervising the project and reporting back to the City of North Platte public officials and Lincoln County Board of Commissioners. Lincoln County has pledged to cover annual licensing fees, and contract fees.

**9. Please describe how this project will enhance the delivery of agency services or access to those services.**

Private citizens, businesses and other governmental agencies will have access to real estate ownership, assessment and taxation information 24/7, via the Internet. Currently, this information is only accessible during office hours. This will allow the anonymity that property owner's request when researching like properties for assessment and protest purposes.

**10. Please describe how this project will improve the efficiency of agency operations.**

The project will significantly reduce both counter and telephone traffic to the County and City offices. Staff members will be able to spend more time on other required duties and less on researching requested assessment data.

**11. Please describe how this project will facilitate collaboration among other local, State and federal agencies and other public institutions.**

The project is using data compiled by the Lincoln County Assessors and Surveyors Departments. Other departments that have had input in this project are Register of Deeds, Treasurer, Clerk, Sheriff, Noxious weeds, Planning and Zoning and County Roads Department. All of these departments will benefit from being able to access information. Other entities such as the Natural Resource Districts, Farm Service Agencies, emergency management, villages, the Resource and Conservations Districts will all be able to utilize information supplied by Lincoln County and the City of North Platte for research required for projects.

**11. Please describe how this project will support public/private partnerships in the delivery of public services through the Official State portal, Nebraska.gov?**

The project will support public/private partnerships through the delivery of public information services via the official state portal via the Property Assessment Division (PAD). PAD list and makes available links to all county information sites on its page at <http://pat.nol.org/counties/index.html>.

**12. Does the project involve the licensing, permitting or regulation of business? If yes, explain how the project or service will allow integration with the State of Nebraska's Business Portal and the One-Stop Online Business registration system.**

No.

### **III. TECHNICAL INFORMATION**

- 1. Describe the hardware, software, and communications needed for this project and explain why these choices were made.**

Lincoln County has chosen to have GIS Workshop host the primary web system. This choice means Lincoln County does not have to make a large capital investment in web hardware, software and personnel to maintain the system.

- 2. Address any technical issues with the proposed technology including:**

- **Conformity with general accepted industry standards. Projects which interface with other state systems (such as distance learning systems) must meet NITC technical standards and guidelines (NITC standards and guidelines are located at: <http://www.nitc.state.ne.us/standards/>).**
- **Compatibility with existing institutional and/or statewide infrastructure.**
- **Reliability, security and scalability (future needs for growth or adaptation).**

The GIS and web site will be constructed to meet the Nebraska GIS guidelines for Land Record Modernization. All hardware and software systems will be constructed using ESRI based technology, the common GIS technology in use by state and local agencies in NE today.

- 3. Describe how the project will comply with the State's Technology Access Clause: <http://www.nitc.state.ne.us/standards/index.html> under 2. Accessibility Architecture.**

This project meets the applicable standards for GIS technology (metadata and mapping standards) as described in the Clause.

- 4. Describe how technical support will be provided.**

The project will be supported locally by the Information Systems Department of the City of North Platte and Lincoln County. The vendor GIS Workshop, will also support it.

#### **IV. CONTACT INFORMATION & SIGNATURE**

Contact persons for any questions regarding this application:

Tammy White, Board Assistant  
Lincoln County Commissioners  
(308)535-3585      [whitetj@co.lincoln.ne.us](mailto:whitetj@co.lincoln.ne.us)

Brian Patterson, Information Technology services  
(308)535-3500 ext. 119      [pattersonbm@co.lincoln.ne.us](mailto:pattersonbm@co.lincoln.ne.us)

Signed this 22<sup>nd</sup> day of June, 2009  
  
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Agency Director

Please return to:

Cathy Danahy  
Nebraska State Records Board  
440 S 8<sup>th</sup> St. Suite 210  
Lincoln, NE 68508  
(402) 471-2745

*(Last updated 04/28/2008)*