

# Howard County Assessor

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October 27, 2009

Ronald D. Moravec  
Counsel, Records Management Div.,  
State Records Board  
Office of the Secretary of State  
440 South 8th Street, Suite 210  
Lincoln, Nebraska 68508

Re: Response to your questions via email of 23<sup>rd</sup> October, 2009.

Dear Ron:

I contacted GIS Workshop, Inc. and they assisted me in reading and understanding your questions.

**First. Please give a detailed description of the technical approach your county and/or consulting firm plans to utilize in developing the project data for your county, including a description of the specific deliverables (data, hardware, software, and training) that your county will receive as part of any contract with any consulting firm assisting with the implementation of this project (and whose work is subsidized by a State Records Board grant) along with some discussion of how those deliverables will be maintained.**

The parcel GIS data has already been developed for Howard County. This grant would cover part of the cost of developing the "land use" layer that we need to perform accurate land valuation. My staff and I will be digitizing the land use data using FSA imagery and information from our current tax roles. GIS Workshop, Inc. will provide us with the training to perform this task. The primary deliverables of this project will be a web site and hosting service that will enable my staff and I to continue performing the necessary calculations concerning soil type and land use for assessment purposes. GIS Workshop, Inc. will be performing all data/system maintenance going forward as the Howard County Board will not fund a full time internal GIS position for my office. The technical details are included in the GIS Workshop, Inc proposal that I have attached.

**Second. Please give a detailed description of how your project will comply with the relevant state of Nebraska Information Technology Commission (NITC) standards for Geospatial Metadata ([http://nitc.nebraska.gov/standards/data/metadata\\_standard\\_20050923.pdf](http://nitc.nebraska.gov/standards/data/metadata_standard_20050923.pdf)) and Land Record Modernization and Mapping ([http://nitc.nebraska.gov/standards/data/LRMS\\_20060127.pdf](http://nitc.nebraska.gov/standards/data/LRMS_20060127.pdf)), with particular emphasis on those individual items in the Land Record Modernization and Mapping Standards that are noted as a "Standard" for "State Funded Entities" as opposed to just "Guidelines".**

GIS Workshop, Inc. tells me that all the data they produce/maintain includes FGDC standard metadata automatically through the metadata tools in ArcGIS. They tell me that this meets the NITC requirements.

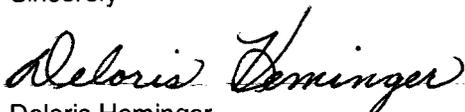
In regards to the NITC Standards and Guidelines for Land Record Information and Mapping Standards, GIS Workshop, Inc. helped answer these points:

- 1.1 We are using NAD83 for the land use layer and the existing parcel layer.
- 1.2 All the data are in NE State Plane, NAD 83
- 1.3 The land use layer references the parcel layer. The parcel layer made use of any available control from the surveyor.
- 1.4 We understand Howard County has an extremely limited budget. We are using new monumentation and control wherever the surveyor sets it. Otherwise, the parcel layer used available points from the local surveyor/state.
- 1.5 The parcel layer used the best available corner control from the county surveyor, who has access to the state surveyor data.
- 1.6 GIS Workshop, Inc. is using the latest FSA ortho imagery as the base imagery. This project will likely use the new 2009 imagery if it is available in a timely fashion (estimated available Jan 2010).
- 1.7 The GIS data will meet the 1:12000 accuracy standard.
- 1.8 The parcel/LLB layer for rural Howard County already exists, the main portion of this project involves building the landuse layer.
- 1.9 GISW will be using the existing PID system.
- 1.10 The data will be maintained in ESRI format.
- 1.11 The parcel layer will also have FGDC standard metadata
- 1.12 The existing parcel layer includes the PID only. All attribute data is recorded and maintained in Terrascan to eliminate replication.

**Third. Please give a description of your understanding of the proposed policy for providing state agency access to copies and use of the data developed with the support of these State Records Board grants and how that on-going access might be provided.**

We will treat the GIS the same as any other public record we have. People may request a CD or photocopy of any database (digital or paper) we have and we will mail it to them or make it available for pick up at the courthouse.

Sincerely



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