



Nebraska State Records Board

440 S. 8th St. Suite 210, Lincoln, NE 68508 402-471-2745

John A. Gale, Chairman

APPLICATION FOR STATE RECORDS BOARD GRANT TO IMPROVE ACCESS TO PUBLIC INFORMATION

1. **Name of agency applying for grant :** Cheyenne County NE

2. **Grant amount requested** \$ 20,800

3. **Title of project:** County WebGIS

4. **Brief description of project:** The project includes building a WebGIS application that will link to the existing Manatron/TerraScan database in use in the Assessor's Office to promote online access to public records by citizens, businesses, other County departments and other local/county/regional/State agencies.

Responses are required to all questions in Parts I & II and all associated documents that may be requested must be included in this submission in order to be considered for funding.

The Nebraska State Records Board is sponsoring a grant program for Nebraska government agencies for the development of programs and technology to improve electronic access to Nebraska government information and services by citizens and businesses with emphasis on web-enabled services. The State Records Board has set the maximum amount of any grant awarded at \$25,000.00 for this grant period. 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. Nebraska government agencies wishing to apply for these grants may want to first contact Nebraska.gov to establish feasibility and scope of the project.

NOTE: Loss of Funding. The NE State Records Board may be unable to award grant funds, in whole or in part, in the event funding is no longer available.

Grant Criteria

Grant projects requesting funding must meet criteria #1-3.

1. Enhance the delivery of local government agency services and improve the public and business access to those services with emphasis on web-enabled services.
2. Meet the all applicable Nebraska Information Technology Commission Standards and Guidelines. 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: <http://www.nebraska.gov/osbr/cgi/domestic.cgi?osbraapplication/init/init/None>.

In addition, the following criteria will be considered when reviewing applications:

- Does the project enhance the delivery of state/local government agency services and improve the public, government and business access to those services?
- Does the project enhance or create an online presence?
- Does the project span more than one office or agency?
- What is the size of the customer base for this service and the geographic impact?
- Is there financial and or in kind contribution from other partners?
- Is there documented community support for the project?

Responses are required to all questions in Parts I & II and all associated documents that may be requested must be included in this submission in order to be considered for funding.

Part I. Grant Detail

1. Please describe the project in detail, to include your vision for the project (you may attach additional pages if necessary).

Cheyenne County has a GIS already in place with the Assessor's office. The County also has a website that provides basic information in text format without any mapping capability. The County wants to embrace WebGIS technology for enhanced access to information, mapping and functionality.

As an initial phase, Cheyenne County's WebGIS will feature the core Assessor Tab plus additional departmental tabs for the Clerk and Roads departments. The WebGIS will also be helpful to other entities in the Courthouse. For example, the Treasurer's Office will be able to use it for tax inquiries. The Weeds department will use it for determining property owners and property location for spraying noxious weeds and issuing notices to landowners.

The Cheyenne County Sheriff's Office has GIS-based dispatch technology and GIS Workshop currently maintains the County's 911 dispatching map. Installing the WebGIS will also assist dispatch during 911 calls and emergencies by providing easy access to aerial photography, site photos, site sketches and assessment database information for the property of interest. It will also benefit both fire and rescue departments to aid in their situational awareness when responding to emergencies.

The WebGIS will be developed and maintained by GIS Workshop, Inc. It will provide public access to query the assessment database by property owner, address, and parcel ID numbers. If the above are unknown, the WebGIS also includes an option to manually select a parcel and from the map to query the database.

The Cheyenne County Board, Assessor, Election Commissioner, GIS Coordinator, Planning and Zoning Administrator and the Emergency Manager, other departments, cities and villages feel that this WebGIS will be useful by increasing efficiency for numerous County departments. The web-based environment also enables the general public to access this information at any time.

2. Please describe who the beneficiary or recipient of this service will be.

Anyone interested in land records information for the County will benefit from this project. The County offices of Assessor, Clerk/Elec Commissioner/Register of Deeds, Treasurer, Emergency Manager, Sheriff, Roads, Planning/Zoning, Surveyor and Weeds will benefit from this program. Property owners, banks, insurance companies, appraisers, realtors and attorneys will have access to the property assessment and valuation information at no extra cost to them. Partner agencies such as the Natural Resources Districts, the City of Sidney and various State agencies will also benefit from easy access to County data. Efficiencies realized from 24/7 access will result in increased productivity and cost savings for both public and private entities.

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- 3. Based upon your answer to question 2, what do you project the adoption rate to be in 1 year, 3 years and 5 years?**

Based on input we have received from real estate professionals and other government agencies we believe the adoption rate of the WebGIS technology will be immediate. Numerous County department staff have attended Board meetings to express their support.

- 4. Timeline for implementation of the project (a specific completion date (MM/YYYY) must be provided). Grant funds may lapse if not expended prior to completion date.**

GIS Workshop confirms the project to be completed no later than December 31, 2012 (12/31/2012).

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

No.

- 6. 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) and describe the relationship, if any, between a vendor and you or your agency. *These documents are mandatory for the application to be considered for funding.***

We will contract with vendor GIS Workshop, Inc. to develop a GIS for Cheyenne County. Attachment 1 contains an overview of the project in GISW's Proposal document. The Proposal is for development of a WebGIS site for Cheyenne County, which will make information available 24/7. The total amount of grant money awarded to Cheyenne County will be used to defray the following initial GIS development expense. See attached proposal by GIS Workshop for this project.

- 7. Collaboration. Please specify in detail any other public or private contributions for your project (financial, labor, equipment etc.) from other sources. Identify contributors and/or partners and specific dollar amounts.**

The Cheyenne County Assessor, Treasurer, Roads and Clerk Offices will be assisting in compiling information, data entry and maintaining current data to assure all information is correct and up to date. GIS Workshop will be designing and building the WebGIS, coordinating with the County and hosting/maintaining the site. Cheyenne County Assessor, Clerk and Roads staff, along with other interested parties, will participate in GIS training provided by GISW.

Responses are required to all questions in Parts I & II and all associated documents that may be requested must be included in this submission in order to be considered for funding.

8. Why is the grant money needed for the project and how will the service be sustained once the grant money is expended?

The grant money is needed to improve public access to important County information and to increase efficiency in the future. Cheyenne County will agree to maintain the program and any fees that go along with it to keep the system up and running for future years through budgeting of this County-wide WebGIS project and by making it a priority.

9. Should available funding not allow the NSRB to grant the full amount requested, but a reduced amount, would this project still be financially feasible?

The full amount will be necessary to initially defray the cost to Cheyenne County of implementing the GIS. The County fully anticipates being able to fully meet annual maintenance costs of the GIS after it is implemented

10. Please describe how this project will enhance the delivery of on-line government agency services and improve the public and/or business access to those services.

The WebGIS application that is included as part of this project is a proven system for delivering tax assessment and related information. The application allows the user to submit queries to the Manatron/TerraScan database containing tax assessment information. The Property Record Card component of the WebGIS has several customized reports, derived from the Manatron/TerraScan database, containing land record information that are valuable to real estate professionals, citizens and other government agencies. The web-enabled application also shows photos and sketches from the Assessor's database.

In addition to textual database information and photos/sketches the WebGIS application also includes GIS data layers such as land use, soils and aerial photography which are all valuable for visualizing information associated with government records.

11. 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, located at:

<http://www.nebraska.gov/index.phtml?section=business>, and the One-Stop Online Business registration system located at: <https://www.nebraska.gov/osbr/index.cgi>

No, this is not applicable to this project.

12. Community Support. Please include letters of support to document the public expression that has caused you to implement this application.

Attachment 2 contains numerous letters of support from the Cheyenne County community.

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- 13. If the grant is to create an on-line application, is the application to have a fee associated with its use for accessing public records, or is the application free for use by the public, businesses and other governmental agencies?**

As a result of the 2011 SRBG application discussions, GISW developed a subscription-based WebGIS option which would allow the County to offer advanced sales information on a subscription basis to end users such as realtors, bankers, insurance and other business professionals. The County has not yet made a determination if they will select the subscription-based option but will do this during the Scope of Work development process with GISW.

If there is to be a fee, provide any statutory authorization for assessing the fee.

The County has not yet made a determination if they will select the subscription-based option but will do this during the Scope of Work development process with GISW. Any fee will be consistent with other Nebraska Counties who are using a subscription-based format.

- 14. If the grant application is for a Geographic Information System project, do you and the agency you represent agree to share the data collected in that project, without costs, with other interested government agencies in the State that may have a need for such data?**

Yes.

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Part II. Technical Information

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

GISW will utilize a county WebGIS application template and host it on their redundant servers in Downtown Lincoln, NE. The WebGIS application is built using the industry standard technology, Esri ArcGIS for Server. County staff, as well as external users, will access the system using a standard internet browser such as Internet Explorer or Firefox.

County staff may also choose to use other GIS programs such as Esri ArcGIS for Desktop to view or manipulate GIS data. For persons who do not have Internet access, the Public Library supplies several computers for this service at no charge.

The Esri-based WebGIS application was chosen to maximize the user-base, simplify data access and reduce the need for user training. The WebGIS application also reduces the effort involved in maintaining the system in the future.

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. (The 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 system will interface with the current Manatron/TerraScan (or any other CAMA provider selected in the future) database systems in use in the County today.

The systems and data constructed for this project will meet all the applicable NITC and FGDC standards for GIS data and metadata. The proposed software and data format technology is Esri-based. This is the industry standard GIS technology in Nebraska today.

The GISW WebGIS interface is in use in numerous Nebraska counties with proven reliability. Since it is based on Esri technology it is scalable and GISW continues to add features based on input from clients. The WebGIS application also has security features for layers that contain sensitive information.

Responses are required to all questions in Parts I & II and all associated documents that may be requested must be included in this submission in order to be considered for funding.

3. **Describe how the project will comply with the State's Technology Access Clause:** meet all applicable Nebraska Information Technology Commission Standards and Guidelines. Copies of the Standards are available at: <http://www.nitc.state.ne.us/standards/index.html>. under 2. **Accessibility Architecture.**

The WebGIS for Cheyenne County will be built and designed by GIS Workshop, with adherence to standards established by the State of Nebraska. The digital map database has been developed using the Nebraska State Plane Coordinate System, NAD83 as per State/NITC guidelines. The system will comply with any other applicable NITC items.

4. Agencies submitting grant applications for funding of a Geographic Information System (GIS) project must in addition to the standard grant application complete and submit the *Supplemental Questionnaire for State Funded Entities on Land Record Information and Mapping-Related Grant Application* found on the Boards website page "Grant Information" at www.staterrecordsboard.ne.gov.

The supplemental questionnaire has been completed and is attached to this application.

5. **Describe how technical support will be provided.**

GIS Workshop will edit and maintain the GIS data on our redundant servers. Cheyenne County will be responsible for sending parcel splits and land use changes to GIS Workshop. GIS Workshop will download a copy of the Manatron/TerraScan CAMA data file every 24 hours to ensure that these data are up-to-date on the GIS Workshop server. They have a dedicated technical support staff that is available at any time during business hours to service the County's needs.

Part III. EXPECTATIONS

It is the expectation of the Nebraska State Records Board that the grantee recognize the project as an ongoing effort to make public documents and or transactions more accessible. As this application relates to public documents the goal encompasses not only the availability of current documents as described in this application but the ongoing addition of new and updated documents in a timely manner. This goal recognizes the public's interest in not only historical information but the expectation that current data is obtainable. The Nebraska State Records Board recognizes that this is a long term commitment on the part of the grantee and anticipates the continued financial support of the grantee to maintain these expectations.

Part IV. STATE LAW COMPLIANCE

Nebraska law, sections 4-108 through 4-114 state that no political subdivision of the State shall provide public benefits, to include grants or contracts, to a person not lawfully present in the United States. If this application is awarded in whole or in part, and during the time the grant is in effect, the undersigned, on behalf of the political subdivision grant applicant, by signing this grant application, affirmatively states and acknowledges that the political subdivision will comply with this law.

Responses are required to all questions in Parts I & II and all associated documents that may be requested must be included in this submission in order to be considered for funding.

Part V. CONTACT INFORMATION & SIGNATURE

Contact person, and title, for any questions regarding this application:

Louella D. Pippitt
Printed Name

Cheyenne County Assessor
Title

Phone # 308-254-2633

E-mail cheycoassessor@ham.1tm.net

Physical Address:

1000 10th Ave
Sidney, NE 69162

I, the Authorized Representative of Cheyenne County, certify to the Nebraska State Records Board that the applicant/agency has the necessary authority to undertake the proposed project, will comply with Affirmative Action requirements and provide a drug free workplace environment.

Signed this 5 day of April, 2012


Agency Director

Please return completed application to:

Executive Director
Nebraska State Records Board
440 South 8th Street, Suite 210
Lincoln, NE 68508-2294
(402) 471-2745
(402) 471-2406 (fax)

(If not updated, 02/01 2012)

Responses are required to all questions in Parts I & II and all associated documents that may be requested must be included in this submission in order to be considered for funding.

**Supplemental Questionnaire for State Funded Entities on
Land Record Information and Mapping-Related Grant Applications**

Numbers refer to specific NITC Land Record Information and Mapping Standards

For a complete listing of these standards and guidelines please see:

<http://nitc.nebraska.gov/standards/3-202.html>

- 1.1 Datum.** Local government multipurpose GIS/LIS (Geographic Information System/Land Information System) and their associated geospatial data layers should be based on the North American Datum (NAD) 83 and the North American Vertical Datum (NAVD) 88. Any existing systems developed based on other datums should consider conversion to these datum.

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: All GIS data that are constructed or converted as part of this project will use the specified datums.

- 1.2 Projection.** The Nebraska Plane Coordinate System, NAD 83, should be used as the primary map projection system for the recording of positions in local land-data systems in Nebraska. Selection of any other projection should be done reluctantly and only after most careful consideration. The plane coordinate values for a point on the earth's surface may be expressed in either meters or feet.

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: All GIS data that are constructed or converted as part of this project will use the specified projection.

- 1.3 Geodetic Control.** GIS/LIS systems developed with the goal of providing a multipurpose cadastre for local government use should be referenced to a local geodetic reference framework that is properly connected to the National Spatial Reference System (NSRS).

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: The GIS data will reference the available geodetic control in the project area as gathered from the NE State Surveyor and/or County/local Surveyor.

1.4 Public Land Survey System Control.

1.4.1 PLSS Geodetic Framework. For all land in Nebraska that is subdivided according to the Public Land Survey System (PLSS), the geodetic reference framework for the cadastre should be the section corners of the PLSS for each section.

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: All applicable GIS data (cadastre based data) will reference and fit within the NE PLSS.

1.4.2 Locate, Monument, and GPS Primary Corners. At a minimum, local government entities developing a geospatial land information system should initially invest in a precision Global Positioning System (GPS) survey to locate, re-monument as necessary, and obtain the geographic coordinates of the major boundary defining corners that legally define the boundaries of their county jurisdiction(s). These precision GPS survey coordinates for the boundary defining corners should be collected and integrated as framework data into the land information system. This effort should be coordinated with officials from the adjacent county(ies) to ensure agreement on the location of the shared corners.

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: The project will utilize all available GPS based monumentation from NDOR, NE State Surveyor and the County Surveyor.

1.5 PLSS Base Map. Local governments considering the development of a multipurpose GIS, should consult with the Nebraska State Surveyor's Office to locate and access the best available data on the Public Land Survey System (PLSS) for their geographic area. To assist the State Surveyors Office in maintaining a repository of the best available PLSS data, local governments participating in the Nebraska Land Information System Program should share any enhanced PLSS data, for their geographic area, with the State Surveyors Office so that it might be integrated into the PLSS repository database.

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: The project will utilize all available PLSS data from the NE State Surveyor. Any new or reset PLSS monumentation/control will be supplied to the NE State Surveyor via the County/local Surveyor.

- 1.6 Ortho-base (Aerial Layer) or Base Maps.** Both a Public Land Survey System base map and an orthophoto (surface features) base map should be used to provide the geospatial reference framework upon which a local government multipurpose land information system is developed. Both base maps should be tied to the National Spatial Reference System and have a level of spatial accuracy appropriate to the range of applications planned for a given area.

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: The project will utilize the NAIP/FSA imagery as the base imagery and provide the necessary tie to the National Spatial Reference System. By using these data, the project by default will be provided with the necessary level of spatial accuracy.

1.7 Map Scale and Spatial Accuracy.

- 1.7.1 Minimum Horizontal Accuracy Standard.** Public entities developing a GIS/LIS program should conduct data collection and development in a manner to achieve at least the minimum level of horizontal spatial accuracy consistent with the National Horizontal Map Accuracy Standards corresponding to a 1:12,000 (1"= 1,000') scale map (90% of the "well defined" horizontal locations must be within ± 33.3 ft. of their real world location).

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: The project will utilize the NAIP/FSA imagery as the source base map. These data meet or exceed the stated accuracy requirements, thus the GIS data constructed using these based map data will meet or exceed these stated minimums.

1.8 Legal Lot and Parcel Layers. Two graphic data layers are necessary to provide the foundation for a wide variety of local government GIS/LIS applications that involve land subdivision and/or ownership.

a). The legal lot layer consisting of legal land subdivisions. These are aliquot portions of the PLSS, filed subdivision plats and irregular tracts defined by filed deeds.

b). The parcel layer that defines ownership tracts of land. These tracts may group multiple legal lots into one taxable account and that typically represents the boundaries of a landowner's property. These data layers include locational coordinates for points representing property corners, lines between property corners representing property boundaries and closed polygons representing the property area.

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: Where the source data exists, both layers will be constructed, if applicable to the project.

1.9 Parcel Identifiers.

a). Each county/region should adopt a system of unique, permanent feature identifiers (PID) that provide the link between each graphic land ownership parcel polygon and the attribute information (ownership, size, situs address, value, etc.) related to that specific land ownership property parcel.

b). A county/region PID system must be designed in a manner such that a unique, statewide PID can be defined and maintained for each property parcel by using the county FIPS code (Federal Information Processing Standards Publications) as a prefix to the county/region's PID system.

c). To maintain this unique one-to-one association between a specific property parcel and its related attribution information, new PIDs should be assigned whenever a property parcel is altered by either splitting it into two or more parcels or by combining two or more parcels to form a new parcel. The previous PIDs should not be used for these new modified parcels, but the historical PID associations should be maintained through a parent/child PID reference table.

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: The PID system currently in use in the project area meets all three requirements.

1.10 Spatial Data Format. A broad range of state and regional applications require property parcel information. Many of these applications require the combining of data across jurisdictional boundaries. To facilitate these applications, the property parcel spatial (graphic) data should be either maintained in a manner that allows it to be readily integrated in a common geographic data format (i.e., shapefile) or be capable of being exported into a common geographic data format (i.e., shapefile), while including the parcel identifiers.

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: The data will be maintained in a common format (Esri geodatabase or shapefile). Both these formats are Open GIS Consortium (OGC) compatible.

Data Sharing-Data Integration. A major focus of the State Records Board grant program is enhancing access to public records. Not only the general public, but also other public agencies benefit from facilitating access to public records. As noted in the NITC standard above there are numerous applications for which substantial benefits can be derived by integrating data across jurisdictional boundaries. Please describe whether your agency would be willing to share periodic updates of GIS-enabled property parcel data, such that other agencies might integrate that data into statewide or regional datasets to provide a resource for public agencies and the general public and any restrictions that you anticipate might apply. *(Note: this is not a current NITC standard, but is an interest of the State Records Board)*

100% compliance: Yes, these data may be shared.

1.11 Metadata. All geospatial land record databases, and their associated attribute databases should be documented with Federal Geographic Data Committee (FGDC) compliant metadata outlining how the data was derived, attribute field definitions and values, map projections, appropriate map scale, contact information, access and use restrictions, etc.

Please describe how you would comply with this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: FGDC compliant metadata will be created as part of the project.

1.12 Attribute Data. To provide the foundation necessary for a wide variety of local government applications, non-graphic, attribute data should be organized within the GIS/LIS, which describes individual property parcels relative to their basic parcel characteristics, tenure, value, history, buildings and units within the parcel, and tax status. In most cases, much of this attribute data will already exist in separate databases within a variety of local agencies and should be tied to the graphic property parcel via the unique PID. To meet a range of state and regional applications that require property parcel information, the following types of property parcel data should be maintained (for every property parcel?) and (be) available in a manner that allows it to be harvested, translated, and integrated into a statewide property parcel attribute dataset.

- PID#..... Parcel identifier (county FIPS code plus local government PID)
- Situs Address..... Address of parcel (may be multiple fields)
- Owner Address..... Address of property owner (may be multiple fields)
- Township Township #
- Section..... Section #
- Range Range #
- Range Direction East or West
- Legal Description Narrative legal description of parcel
- Assessed Value Total assessed value of property (land and improvements)
- Land Value..... Assessed value of land
- Area (Deeded) Area of parcel according to the deed
- Property Class (Res, Ag, Com, Rec., Ind.)
- Property Sub-class i.e., Ag (Dryland, Irrigated, Grassland/Pasture, Waste)
- Ownership type..... Federal, State, County, Private, Tribal, Exempt, Other and Unknown
- Tax District..... County ID plus Tax Dist. #
- School District State number definition
- Landuse Actual landuse with NPAT defined general categories
- Property Parcel Type... NPAT defined categories
- Status (Vacant, Improved or Improved only) (NPAT defined)
- Location (Urban, Sub-urban, Rural)(NPAT defined)
- City Size..... 1st class, 2nd class, primary, metro, or village
- Source Document..... Sales/transfer reference or document (book & page)
- Recording Date..... Most recent sales/transfer date
- Sales Value..... Most recent sales value

Please describe how you would comply would this standard if you are awarded a Nebraska State Records Board grant.

100% compliance: These data are already maintained and will continue to be maintained and may be readily "harvested" from the CAMA/Administrative database.

Collaboration. In most instances, the development of a local government GIS system and the related geospatial data involves a fairly costly initial upfront investment. These costs are frequently offset by the benefits gained through coordination and collaboration that an integrated GIS can bring to local government and related public entities. For example, with property parcel data and maps the County Register of Deeds, the County Surveyor, and the County Assessor all frequently maintain and make changes to aspects of this data and the data is also commonly used by local public safety agencies, local emergency responders, local transportation agencies and state agencies such as the Dept. of Revenue, Dept. of Roads, and Game and Parks Commission. Please describe the level and nature of any multi-agency/department involvement in the planning and proposed management of your proposed GIS system.

Numerous County departments (Clerk/Elec Comm/Register of Deeds, Planning and Zoning, Roads, Treasurer, Weeds etc) have expressed interest in collaborating and building upon their initial investment in GIS technology to enhance their service provision to the public. In addition, the cities, villages and applicable Natural Resource Districts actively support GIS development for the County to promote collaboration. We believe the taxpayers will appreciate the advantage of having 24/7 access to critical property data and mapping and that they will save valuable time and reduce travel costs. The proximity of the Interstate within the County requires emergency responders' close attention; we believe they will find the WebGIS mapping to be of critical importance to them in emergency situations.

This project will promote public access to government records and enhanced collaboration between departments and other agencies.



GIS
Workshop

www.gisworkshop.com

Job: 0168-010
Version 1.0

**Cheyenne County,
Nebraska**
Attachment 1:
Budgetary Proposal for
County-wide WebGIS Site

Prepared for:
Louella Pippitt, Assessor

March 21, 2012



esri Partner Network
Gold

402.436.2150

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PROJECT OVERVIEW

The Cheyenne County Assessor currently has a basic text-only site for basic property data. She sees the need to share for advanced GIS property data across all County departments and with the public through a new WebGIS solution. The Cheyenne County Board and Department managers seek to increase efficiency in the Departments' services by providing property information to the public in an internet mapping context. Cheyenne County has established the Assessors' department as the foundation for subsequent departments within the County to participate in using GIS information by the development of a web-based GIS site. They wish to establish a WebGIS for the County with tabs for various departments (Assessor, Clerk and Roads as Phase 1) to maximize the WebGIS. The following recommended layers and tools will appear on the new Cheyenne County WebGIS Site. ***Exact layer and features will be part discussions during the Scope of Work development after initial budgetary proposal is approved:***

Requested Assessor layers:

1. Parcels (supplied from assessor)
2. Sections (supplied from assessor)
3. Latest FSA aerial imagery (supplied by GISW)
4. Streets and roads (centerline)
- 5.

Recommended tools on the Assessor tab include:

1. Search tool for property owner identification via the property card
2. Quick identify tool for one-click basic ownership information
3. Zoom in/out slider bar
4. Pan tool
5. Measurement tool (for measuring distances and areas)
6. Photo tool

Recommended Clerk layers:

1. Parcels (supplied from assessor)
2. Sections (supplied from assessor)
3. Latest FSA aerial imagery (supplied by GISW)
4. Streets and roads (centerline)
5. Voting precincts
6. School districts

Recommended tools on the Clerk tab include those listed for the Assessor tab.

Recommended Roads layers:

1. Parcels (supplied from assessor)
2. Sections (supplied from assessor)
3. Latest FSA aerial imagery (supplied by GISW)
4. Streets and roads (centerline)
5. Signs
6. Bridges
7. Culverts

Recommended tools on the Roads tab include those listed for the Assessor tab plus the addition of a Parcel Buffer tool.

ENTERPRISE WEBGIS

GISW proposes to design and build an enterprise WebGIS for Cheyenne County, NE, in which other departments within the County will build upon and integrate with the assessment GIS foundation in the Assessor's office. The system is designed to leverage the investment the County made in the assessment GIS to promote online GIS for multiple departments. If a County department is not "enabled" the icon is simply grayed out and unavailable.

*Note: assessment and appraisal data are tied to the Assessor GIS support contract which is already in place, as is the Assessor tab on the WebGIS.

The Assessor tab is the first step in setting up the enterprise WebGIS for Cheyenne County. The tab will feature the data layers and tools specific to the needs of the Assessment staff and general public interested in assessment information. The Assessor tab shown in Figure 1 below illustrates such features as property search capability, a property identification tool and various map layers of interest to the Assessor and the general public. The WebGIS will allow anyone with Internet access to search for and look at maps concerning property ownership and basic sales information, assessment and appraisal data and any other data associated with future tabs. *An option also exists for the County to allow access on a subscription basis to advanced sales data and all photo/sketches on the Assessor tab of the new County WebGIS site.*

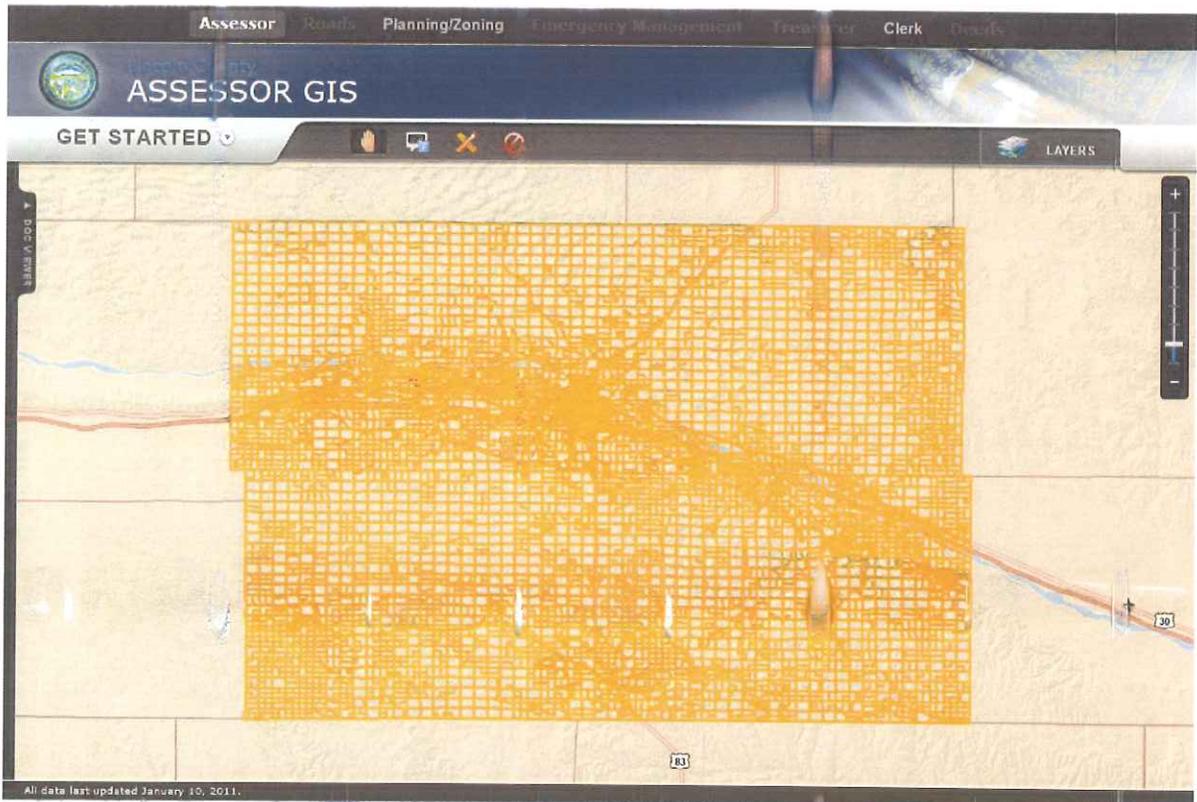


Figure 1: Opening screen (Assessor Tab) of GIS Workshop's Enterprise WebGIS for Lincoln County, NE.

Additional tabs for this WebGIS project in the future may include Clerk, Planning and Zoning, Treasurer, Roads and Emergency Management. For example, the Treasurer currently also has a text-only site that can be upgraded to the WebGIS site that will allow searching for tax information and payment of taxes online. GISW also maintains the 911 dispatching map for the County's Emergency Management department and they might choose to display critical public safety maps on a Emergency Management tab. This initial budgetary proposal is for an Assessor tab

only with basic layers that have been identified as useful to each department and requested by the public. **These tabs, over time, will be enhanced to meet needs such as asset management and budget forecasting.**

The beauty of WebGIS is that it grows with each Department and continues to become an even greater asset and tool over time.

ASSESSOR, CLERK AND ROADS TAB DATA LAYERS

The default data layers include County parcels and public land survey system (PLSS) sections. The parcels will be labeled with their parcel ID (PID) when the user zooms in far enough for the PID to fit inside the parcel boundary. The PLSS section layer is mainly used to help with zooming to a specific section/township/range but it is available as a visible layer on the map.

The WebGIS opens to the Assessor tab with parcels and base map (includes road centerlines, political boundaries, and a shaded relief topography background) layers visible (as seen in Figure 1). The user can switch to a satellite view that includes 2010 FSA aerial photography (as seen in Figure 4).

SEARCHES (GET STARTED)

Complete property and sales information is available within seconds via the search features. Under the 'Get Started' drop-down menu, find a property options include owner name, parcel ID, address, or legal description. Sales data may be filtered by date range, price range, year built, or other pertinent parameters. Figure 2 illustrates the 'Get Started' options. Figure 3 shows the results table after searching for "Smith" in the owner name field. Figure 4 shows the results of selecting a property. The map has zoomed into the chosen parcel and the parcel polygon is highlighted.

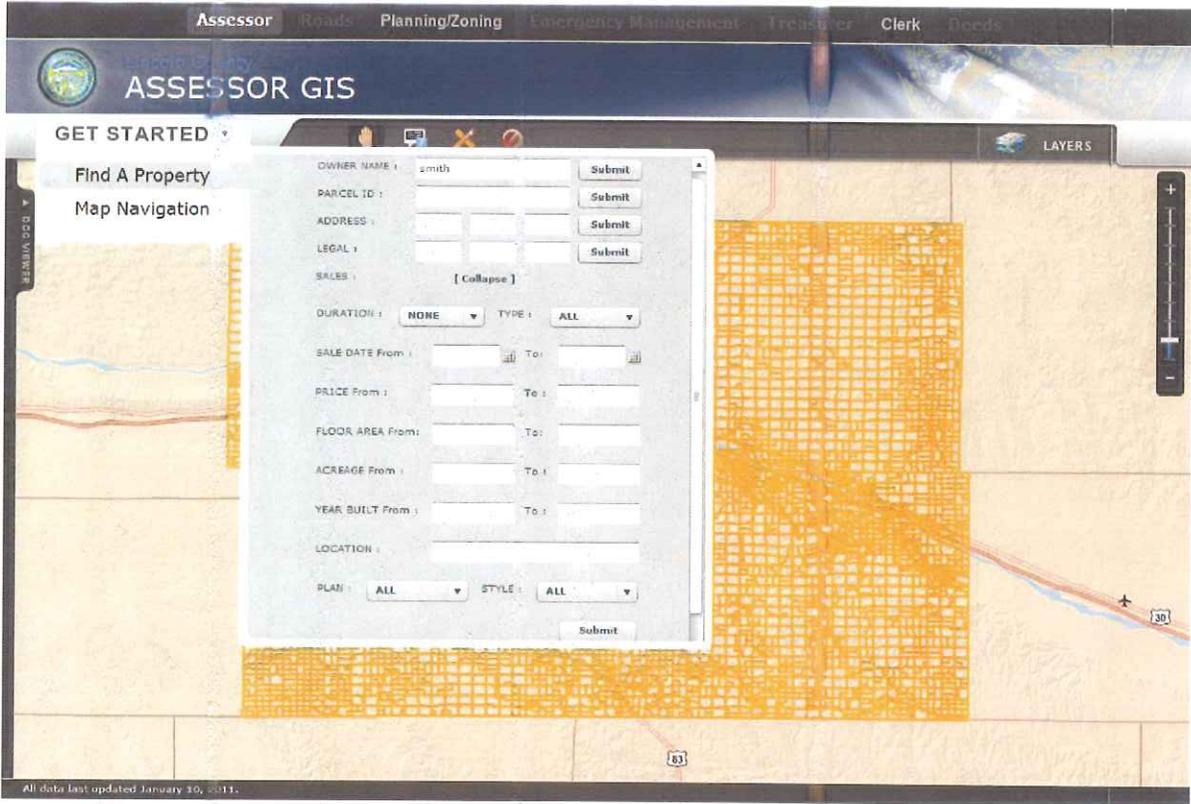


Figure 2: Assessor tab showing property search box

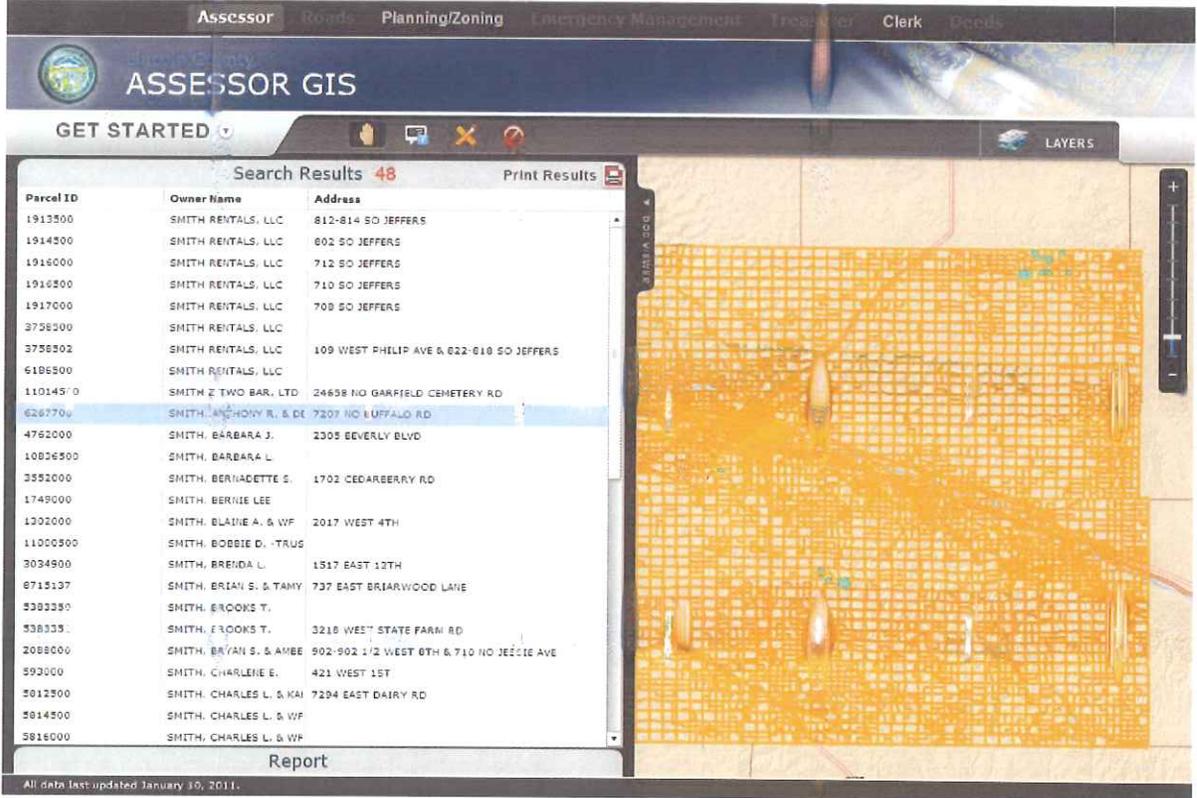


Figure 3: Property search results



Figure 4: Property Record Card (note the map zoomed in and highlighted the chosen parcel)

MAP NAVIGATION

A slider bar for general zoom in/out viewing is available at all times. Additionally, under the 'Get Started' drop down menu, the map navigation option allows the user to 'zoom to section/township/range'. Easy panning or the ability to move the map around is possible via the pan tool icon located in the toolbar. Figure 5 illustrates the zoom slider bar and pan tool (hand icon).

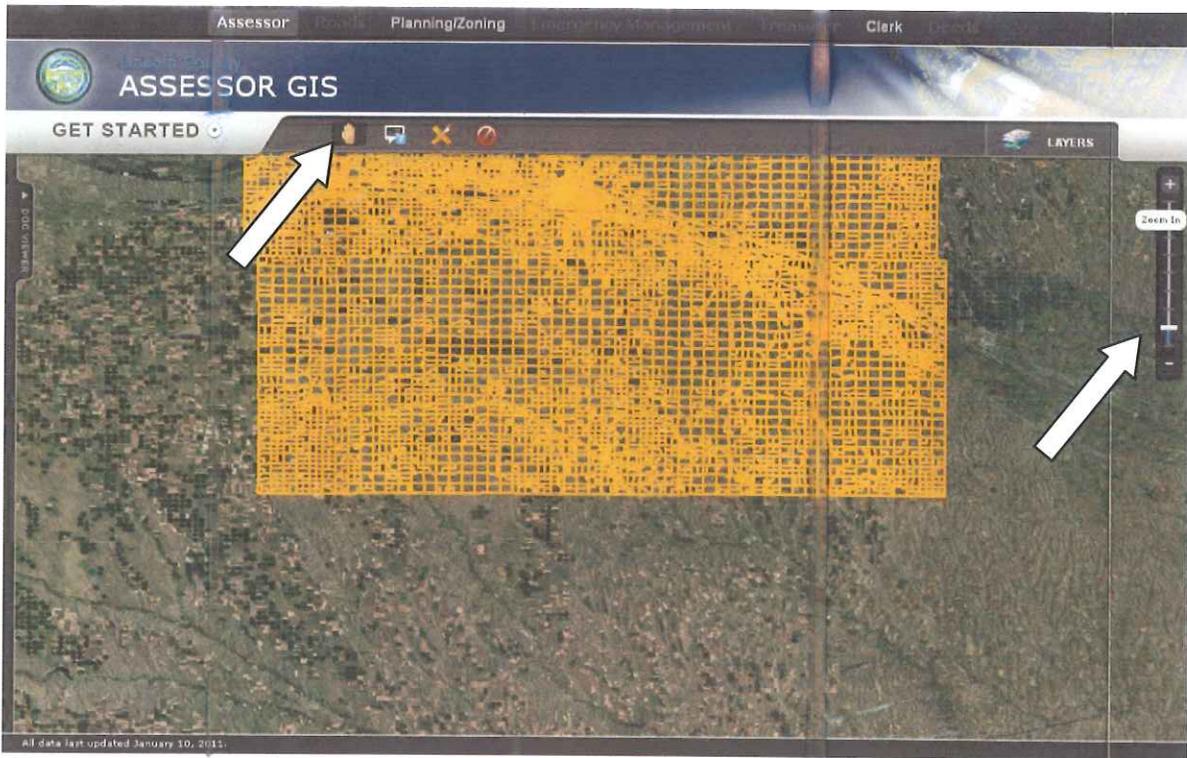


Figure 5: Zoom slider bar (right side) and activated pan tool icon (hand) in horizontal toolbar

Figures 6 and 7 illustrate the Map Navigation feature. The user enters a specific section/township/range and then the map zooms into the specified section.

CHEYENNE COUNTY NE



Figure 6: User enters section/township/range



Figure 7: Application zooms into the specified section

QUICK IDENTIFY TOOL

The quick identify tool allows a user to click inside a parcel on the map to see a pop-up window appear with basic parcel, owner name, and address information. The quick identify tool is shown In Figure 8 below. Property card information is also available through the identify tool.



Figure 8: Activated Quick Identifier tool and information box result with link to Property Card

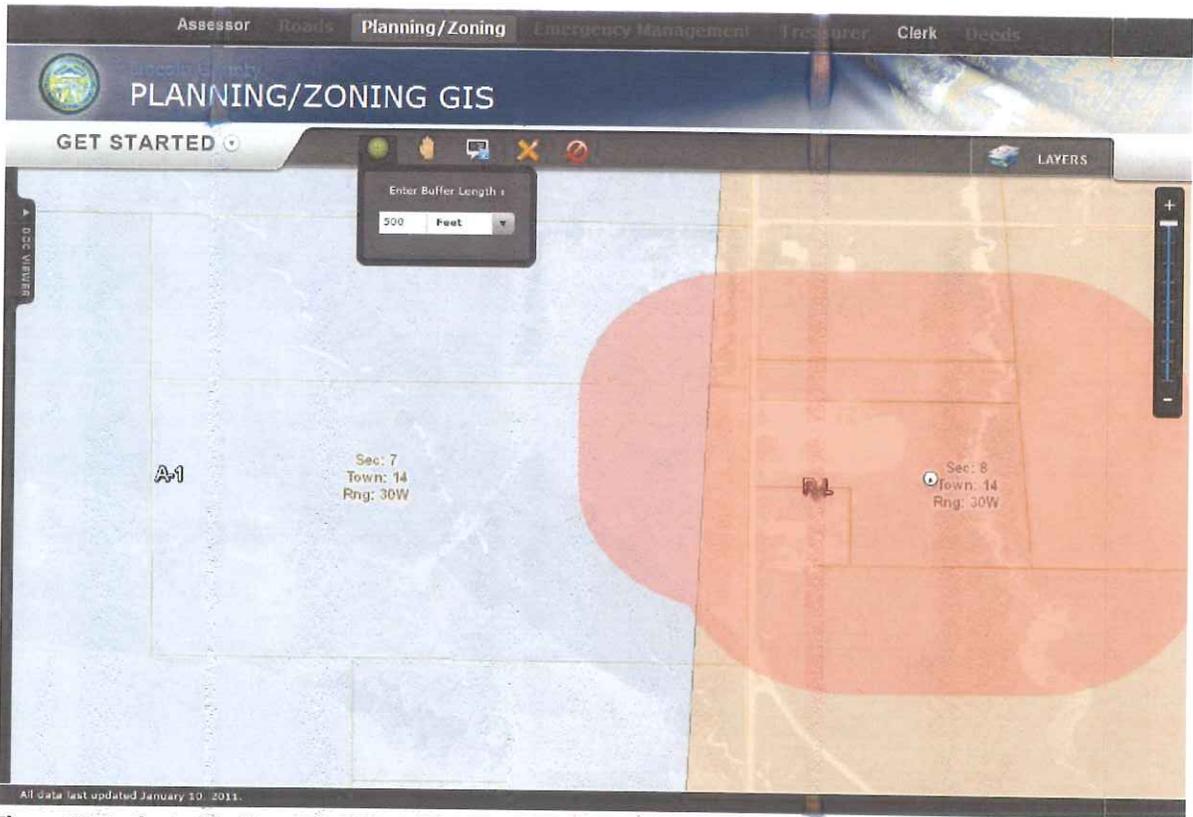


Figure 10: Activated Buffer tool with 500' radius result around the chosen parcel

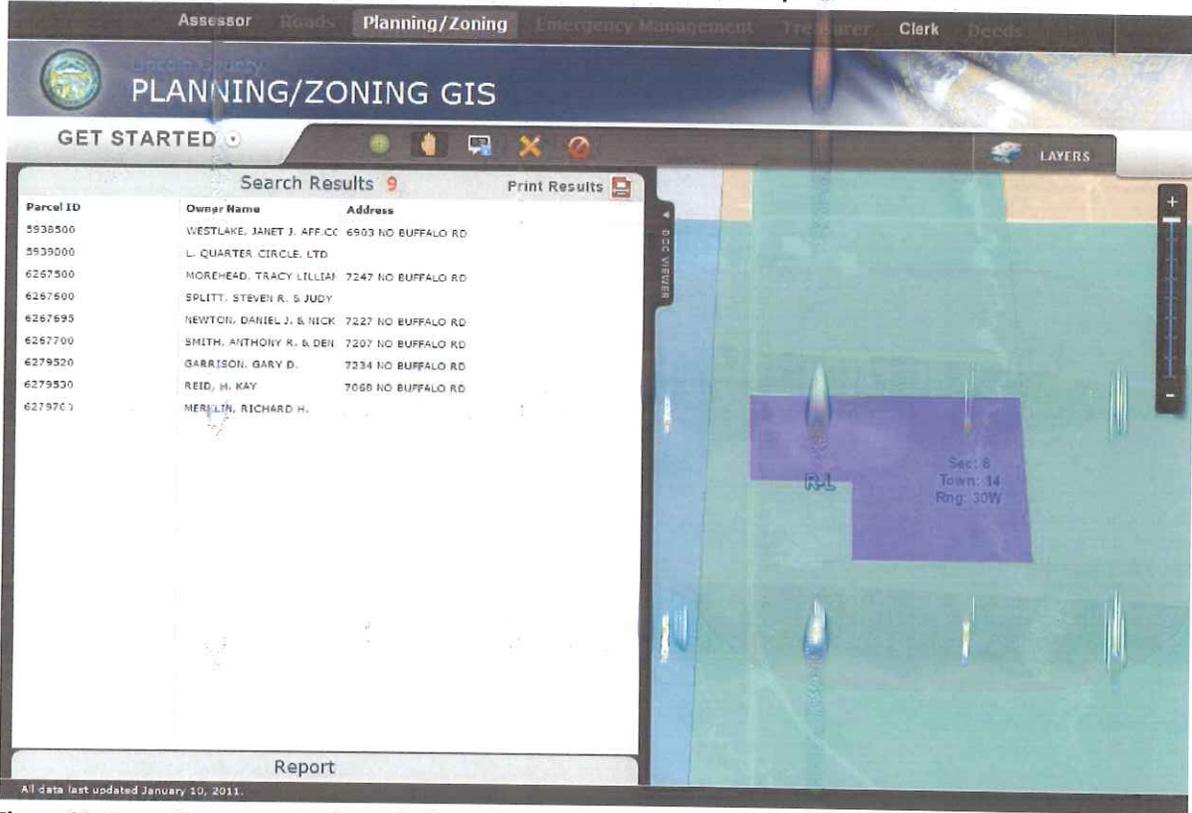


Figure 11: Property owner search results from the buffer analysis

WEBSITE MAINTENANCE

GIS Workshop will house the WebGIS on our redundant servers for Cheyenne County. Maintenance fees will be payable annually in July of each year, effective July 2014.

WEBSITE DATA UPDATES

A copy of the assessment data is updated every night from the County assessor's CAMA database to provide current property data.

PROJECT SCHEDULE

The GISW team is ready to develop the Cheyenne County WebGIS project after acceptance and receipt of a signed contract according to the tasks described in this proposal. We anticipate project completion to occur December 31, 2012 or earlier after contract execution based on the above outlined steps. Because of our reliance on various County offices to perform certain steps in the project, we cannot be held liable for any delays in delivering the final product.

PRICING INFORMATION

The following provides the total and detailed costs for the services and deliverables described in this proposal. Variations and/or additions to those tasks, features, or services stated within are subject to additional costs. Any change orders must be documented, signed by both parties and added as an addendum to this scope with the additional costs for said change order added to the following costs.

Deliverables	Cost
Cheyenne County WebGIS:	
Assessor tab set up and year 1 maintenance (with subscription option) ...	\$8,800
Clerk tab set up and year 1 maintenance.....	\$5,000
Roads tab set up and year 1 maintenance.....	\$7,000
Total Upfront Costs	\$20,800

Ongoing Maintenance Costs (billed in January 2014)	Cost
Annual WebGIS maintenance (Assessor tab w/subscription):.....	\$4,800
Annual subscription option (Assessor tab w/subscription):	\$1,500
Annual WebGIS maintenance (Clerk tab).....	\$2,500
Annual WebGIS maintenance (Roads tab).....	\$3,500
Total Annual Maintenance Costs effective January 2014	\$12,300

Nebraska State Records Board

**APPLICATION FOR STATE RECORDS BOARD GRANT
TO IMPROVE ACCESS TO PUBLIC INFORMATION**

ATTACHMENT 2:

**LETTERS OF COMMUNITY SUPPORT
FROM CHEYENNE COUNTY, NEBRASKA**

CHEYENNE COUNTY HIGHWAY DEPARTMENT

2383 Illinois Street ● P.O. Box 262 ● Sidney, Nebraska 69162-0262

Phone: 308-254-4294 ● 254-5744 ● Fax: 308-254-4295

Web Site: www.co.cheyenne.ne.us

E-mail: hiwayc17@cheyennecounty.net

Thomas L. Noel

Highway Superintendent

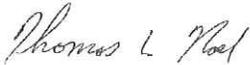
March 23, 2012

Louella D. Pippitt
P.O. Box 217
1000 10th Ave.
Sidney, NE 69162-0217

Dear Mrs. Pippitt

Cheyenne County Highway Dept. is in support of the upgrade to the GIS Website, this will improve our sign inventory and location of our bridges and culverts. This would show the public if there were load limits on a road or bridge. This way they would not have to come to town to our office this in turn would save time and money.

Thank You



Thomas Noel
Cheyenne County Highway Superintendent

Louella Pippitt

From: Matt Monheiser [mmonheiser@pwcbank.com]
Sent: Saturday, March 24, 2012 9:35 AM
To: 'cheycoassessor@hamilton.net'
Subject: Letter of Support

To Whom My Concern:

Please consider this e-mail a "Letter of Support" to the county on behalf of Points West Community Bank and myself. We would like to thank you for implementing the GIS Website. I can't begin to tell you the time and money it has saved our employees and our institution. We no longer have to leave the bank to access information that should be readily available to the public. Cheyenne County has always been a progressive community and needs to continue to devote resources to the infrastructure of our county. The GIS Website has been a great addition to our County, the benefits you have given to the business community by implementing this website has been nothing but positive. We would recommend continuing to improve the website to keep up with our surrounding communities. Please let Cheyenne County be a leader with information access to our county public records and devote the financial resources needed to do so.

Thank You,

Matt Monheiser

mmonheiser@pwcbank.com



PO Box 157
Sidney, NE 69162
Phone: 308-254-7110
Fax: 308-254-7118



Great Western BankSM
Making Life Great
Member FDIC

March 26, 2012

Nebraska State Records Board
c/o Cheyenne County Assessor
1000 10th Ave
PO Box 217
Sidney, NE 69162

Nebraska State Records Board:

I am writing in support of the Cheyenne County Assessor's office receiving a grant to upgrade their GIS website. As a financial institution, we use the website for information each and every time we have a loan application. Each loan applicant must have accurate information concerning their property. We use the website to verify address and ownership information as well as the current tax assessed value of the property. The tax assessed value is vital to us so that a loan to value can be established on the property.

Previously, it was necessary to drive to the Cheyenne Co. Courthouse to pick up the information in print form. The website is more advantageous for our business purpose. It is available after normal business hours and is a definite time saver for us. The website is immediate access. We don't have to take time out to leave and drive to the Court House thus saving precious work time.

It is our sincere hope that the Cheyenne County Assessor's office will be awarded grant monies in order to improve their website.

Thank you for the time spent reading this letter of support for the Cheyenne County Assessor.

Sincerely,

Handwritten signatures of Linda Berlage and Mary Whalen in cursive.

Linda Berlage

Mary Whalen

Loan Originators

Great Western Bank

1028 Toledo St.

Sidney, NE 69162

LAW OFFICES OF
MATZKE & MATTOON, L.L.C., L.L.O.
907 JACKSON STREET
P. O. BOX 316
SIDNEY, NEBRASKA 69162-0316

GERALD E. MATZKE
STEVEN F. MATTOON

TELEPHONE
(308) 254-5595
FACSIMILE
(308) 254-5019

March 26, 2012

Nebraska State Records Board
Records Management Division
440 S. 8th Street St., Suite 210
Lincoln, Nebraska 68580

In re: Cheyenne County Assessor
Upgrade GIS Website

Gentlemen:

It is come to our attention that Cheyenne County is seeking a grant to assist in the funding of a new GIS system. Our firm deals extensively in real estate, including real estate transactions and probate of estates. We feel it would be advantageous for our office, and consequently to our clients, to have information readily accessible on line. With this advanced technology, we could access information more efficiently and at a potentially reduced cost to our clients.

Our office fully supports this project and supports the application of the Cheyenne County Assessor to obtain a grant.

Very truly yours,



STEVEN F. MATTOON
For the Firm

SFM:bjs

Post Office Box 19
Sidney, Nebraska 69162
Phone (308) 254-5536
Fax: (308) 254-5547



March 27, 2012

Nebraska State Records Board
440 S 8th Street Suite 210
Lincoln NE 68508
Attn: Cathy Danahy Executive Director

RE: Cheyenne County Assessor's Grant Application

Dear Ms. Danahy:

The American National Bank of Sidney would like to express its support for the grant application to the Nebraska State Records Board to allow the Cheyenne County Assessor to upgrade their GIS Website.

We have found the website to be very valuable in accessing information to support various loan documentation requirements. The access through the web site is very convenient, efficient and support documents can be printed on site.

The requested upgrade to the website would certainly enhance an already valuable and convenient research source providing necessary and vital information for our business.

We respectfully request that the Nebraska States Records Board act favorably toward the Cheyenne County Assessor's request.

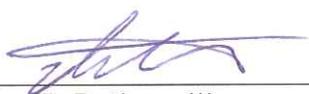
Sincerely,



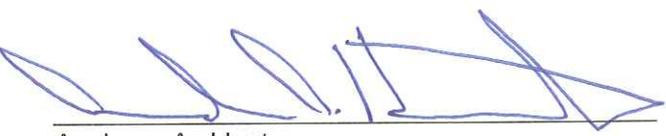
Michael A. Leininger
President



Larry E. Reiser
Executive Vice President



William E. Butkus, III
Vice President



Andrew A. Hurt
Loan Officer

MAL/ac



Ron Ahlschwede Insurance Agency Inc.
State Farm Insurance

March 27, 2012

To: Nebraska State Records Board

Re: Cheyenne County Grant request

We wanted to let you know that our office uses the GIS Website almost daily and find that the information found therein has been extremely helpful. We have seen sites from other counties that have been updated and would love to see Cheyenne County do the same. Finding the property information online has helped our office generate quotes more efficiently and is a cost savings for us also.

Sincerely,

A handwritten signature in cursive script, appearing to read "Ron Ahlschwede and Candace Door".

Ron Ahlschwede and Candace Door LSA5

* 1640 10th Ave* Sidney, NE 69162 *
* Phone 308-254-4576 * Fax 308-254-2887 *
Email- ron@insurewithron.com

Cheyenne County Treasurer
Diane M. Scott
Shelley Bowlin, Deputy

1000 10th Avenue
P.O. Box 217
Sidney, Nebraska 69162
308-254-2733
Fax 308-254-5290

Marleen Nienhueser
Kathy McCallum
Dori Blanke
Carrie Glanz

March 27, 2012

Mrs. Louella Pippitt
Cheyenne County Assessor
P. O. Box 217
Sidney, NE 69162-0217

Reference: GIS System

Dear Louella,

Thank you for pursuing the Web Base GIS System for Cheyenne County. Getting your records out to the general public will save you and your staff many hours of looking up material and copying records for local taxpayers and the business sector. We all know that the days are sometimes not long enough to get mandated procedures' done let alone the extras that we are called upon to do. This system will also be a great benefit to all that use it. Being able to look up your records at their convenience and having it available 24/7 speaks for itself.

The presentation given by Brenda Wilson, of GIS Systems also showed that by getting your records on the Web base system it would be beneficial to so many other departments within Cheyenne County. Anytime we can work together for the betterment of County Government we are truly serving the residents of Cheyenne County.

Sincerely,



Diane M. Scott
Cheyenne County Treasurer

March 28, 2012

Mrs. Louella Pippitt
Cheyenne County Assessor
PO Box 217
1000 10th Avenue
Sidney, NE 69162

RE: GIS System

Dear Louella:

In response to your letter regarding the grant from the Nebraska State Records Board to Assist in the funding to upgrade the GIS Website. The upgrade to improve electronic access to the public information would be of great advantage to my business, as I work from my home office, which is not always normal business days and hours. Access to the readily accessible on-line information would be more time productive and reduced cost of drive time/gas for my business. In addition, this system would be saving the Cheyenne County employees manual labor, time and expense of providing these services

As an appraiser in Cheyenne County and a constant user of the information, I would strongly support Cheyenne County in pursuing this grant to upgrade the GIS Website.

Sincerely,



Dyanne Bowers
Bowers Appraisal Service
PO Box 851
Sidney, NE 69162
308-254-7845



March 26, 2012

Nebraska State Records Board

To Whom This May Concern:

I am writing this letter in support of the Cheyenne County Assessor online services.

Our office fully supports any upgrade to the current system as we utilize the online services daily. The online service has been instrumental for us in running a more efficient and faster business and passing that service on to our customers and clients.

The system can be accessed anywhere 24/7 which is extremely beneficial on weekends and after hours when we need to obtain information fast.

Please feel free to contact our office if you have any questions.

Sincerely,

Kelly Lapp
Broker/Owner

Kelly Lapp, Broker



Realty Partners

920 10th Avenue • Sidney, NE 69162

Office: (308) 254-0913

Cellular: (308) 249-3248

Fax: (308) 254-5588

E-Mail: kraylpp@yahoo.com

Website: www.yourrealtyassistant.com

Key Realty & Insurance

LARRY PIPPITT
BROKER

REAL ESTATE SALES AND MANAGEMENT
P.O. BOX 261 925 10TH AVENUE
SIDNEY, NE 69162
www.keyrealty-ins.com/

(308) 254-3436
FAX: (308) 254-4731

March 28, 2012
Louella Pippitt
Cheyenne County Assessor
P.O. Box 217
Sidney, Nebraska 69162

Dear Louella;

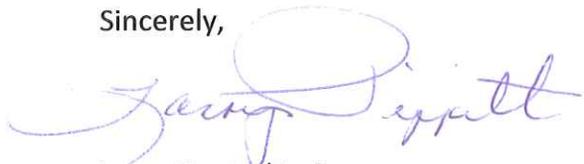
It is my understanding that as the Cheyenne County Assessor, you are desiring to make application for a grant from the state of Nebraska Records Board in hopes of obtaining money to improve and enhance customer use of your GIS Website.

Knowing how convenient it is already and how accessible it already is, I'm hopeful you get the funding you need in order to provide even more and better service to the general public and to realtors.

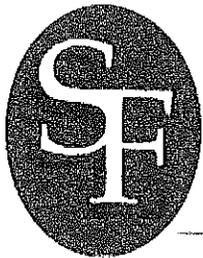
The 24 hour daily service it provides is greatly appreciated and saves me both time and money.

Good Luck in your pursuit of obtaining the funding you need.

Sincerely,



Larry Pippitt/Broker
Key Realty & Insurance



Sidney Federal Savings & Loan

Serving Western Nebraska since 1899

March 29th, 2012

Louella D. Pippitt
Cheyenne County Assessor
1000 10th Avenue
Sidney, NE 69162

Re: Grant for upgrade of the Cheyenne County GIS Website

Dear Louella:

I am writing to give support for the upgrading of Cheyenne County GIS Website. Sidney Federal Savings and Loan Association uses the GIS system extensively. I believe that the upgrade to the GIS website, with enhanced data and map sharing between departments, will provide the residents and taxpayers of Cheyenne County with improved access to this very valuable public information.

Sincerely,

Steven M. Smith
President
Sidney Federal Savings and Loan Association



1045 Tenth Avenue
P.O. Box 73
Sidney, NE 69162

email: sidfed@hamilton.net
www.sidneyfederal.com

308 254-2401
800 788-4642
Fax: 308 254-2288





ALL AMERICAN REALTY

March 29, 2012

Cheyenne County Assessor
Box 217
Sidney, NE 69162-0217

Attention: Louella Pippitt

We wish to pledge our support to furthering Cheyenne County's improvement in electronic access to public information.

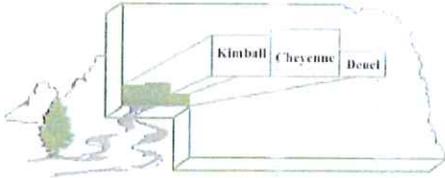
The access of this public information is continually utilized through our business of real estate 24/7 and it is with appreciation that we encourage continued growth and improvement in our county.

Thank you for the opportunity to respond to and thank you for improving your public information systems.

Respectfully submitted,



Nan Mull
All American Realty
PO Box 71, 841 Illinois
Sidney, NE 69162



South Platte Natural Resources District

551 Parkland Drive, PO Box 294 Sidney, Nebraska 69162
(308) 254-2377 FAX (308) 254-2783 www.spnrd.org

March 29, 2012

Louella Pippitt
Cheyenne County Assessor
1000 10th Avenue
P.O. Box 217
Sidney, Nebraska 69162

Re: Cheyenne County Geographic Information System (GIS) Website Upgrade Letter of Support

Dear Ms. Pippitt:

The South Platte Natural Resources District offers this letter of support concerning Cheyenne County's effort to pursue a grant that will fund a new on-line venture into upgrading the county's GIS and to improve electronic access to public information and use. GIS technology, techniques and capabilities are important in today's world to make informed decisions.

Currently, we contact the county departments to obtain information. The information is either hand delivered, mailed, faxed or scanned and electronically sent to us. The maps, all associated data and measurements from applications produced from an upgraded GIS website would be easily accessible to our staff from our offices. I believe the modification to the county's GIS would also ease the burden on the county's departments' staff in obtaining the information for us. GIS capabilities enable the efficient use of resources in addressing the public's wants and needs.

We encourage the Nebraska State Records Board to consider and approve the Cheyenne County's grant request to fund a new on-line endeavor to upgrade its geographic information system website.

Sincerely,

Rod L. Horn, General Manager
South Platte Natural Resources District

RLH/s



1205 Jackson St.

PO Box 137

Sidney, NE 69162

308-254-4525

Fax: 308-254-5031

April 4, 2012

Mrs. Louella Pippitt
Cheyenne County Assessor's Office
1010 Ave.
Sidney, NE 69162

REF: GIS System

Dear

It has come to my attention that Cheyenne County is seeking a grant to assist in the funding of a new GIS system. It would be advantageous for all people who rely on Cheyenne County information to have it readily accessible on-line. With this advanced technology, users could access information 24/7 and provide faster service to customers more efficiently at a reduced cost. In addition, it would save Cheyenne County employees manual labor, time and expense of providing these services.

As a professional banker and a constant user of Cheyenne County information, I strongly support the efforts of Cheyenne County pursuing this grant to obtain the GIS system.

Sincerely,

Clem D. Schumacher, EVP

Clem D. Schumacher, EVP
Security First Bank
PO Box 137
Sidney, NE 69162-0137



April 2, 2012

Cathy Danahy, Executive Director
Nebraska State Records Board
440 South 8th Street, Suite 210
Lincoln, NE 68508-2294

RE: Grant Funding for County GIS Programs

Dear Ms. Danahy:

On behalf of Farm Credit Services of America, an Omaha, Nebraska-based company dedicated to serving the credit, risk management and financial needs of farmers and ranchers in Iowa, Nebraska, South Dakota and Wyoming, I am writing to register our support for grant funding to establish additional county-based GIS layers and WebGIS applications throughout Nebraska.

Our appraisal department is responsible for providing detailed reports that include:

- Area and neighborhood analysis including recent market trends and recent sales activity;
- Specific location of buildings for flood insurance purposes;
- Location map of subject and sales; and
- Aerial and soil maps.

The availability of county records through the online format in counties that have information built and on-line is very beneficial to our company. Not only does it reduce the amount of time required to travel for inspections, it gives us access to county data (24/7) and the ability to offer quick turnaround times for providing up-to-date, accurate appraisal reports to our customers.

The agriculture industry in Nebraska depends upon innovative data-sharing, like GIS mapping, to compete in the most efficient and productive food system (American agriculture) in the world. It is from this point of view that Farm Credit Services of America advocates for these types of programs to supply our farm and ranch producers with the finest tools and technologies available.

Providing GIS capabilities for all counties throughout the state would be a tremendous way to keep our industry on the cutting edge.

Thank you for your consideration!



Kirk Manker
VP Chief Appraiser
kirk.manker@fcsamerica.com
402-348-3367
402-661-3367 (fax)

fcsamerica.com

