



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 :** Seward County NE

2. **Grant amount requested** \$7,300.00

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).

Seward 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 – see Attachment 1 for GISW's proposal.

As an initial phase, Seward County's WebGIS will feature the Assessor Tab. The Board wishes to include other departments such as Roads and Emergency Management as subsequent phases in expanding the WebGIS over time and budget years. Immediately after development of the Assessor tab, 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 Seward County Emergency Management Communications Office has GIS-based dispatch technology and GIS Workshop currently maintains the County's 911 dispatching map and database. 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 Seward County Board, Assessor, Clerk/Election Commissioner/Register of Deeds, Director of the Emergency Management Communications Center and other departments, cities and villages feel that this WebGIS will be useful by increasing efficiency for numerous everyone accessing County public records. 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 Seward, surrounding cities and villages 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.

- 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 WebGIS for Seward County. Attachment 1 contains an overview of the project in GISW's Proposal document. The Proposal is for development of a WebGIS site for Seward County, which will make information available 24/7. The total amount of grant money awarded to Seward 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 Seward 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. Seward County Assessor, Clerk and Roads staff, along with other interested parties, will participate in GIS training provided by GISW.

- 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. Seward 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.

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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 Seward 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 Seward County community, such as Farm Service Agency who is very enthusiastic about the WebGIS project.

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.

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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.

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 Seward 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

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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.staterecordsboard.ne.gov.

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

5. Describe how technical support will be provided.

GIS Workshop will maintain the GIS data on our redundant servers. Seward County maintains their GIS information in the Assessor’s office. 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.

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Part V. CONTACT INFORMATION & SIGNATURE

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

Marilyn Hladky Seward County Assessor
Printed Name Title

Phone # 402-643-3311 E-mail mhladky@windstream.net

Physical Address:

529 Seward Street, Room 206
Seward, NE 68434

I, the Authorized Representative of Seward 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 3rd day of April, 2012

Marilyn Hladky
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)**

(Last updated 02/08/2012)

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**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

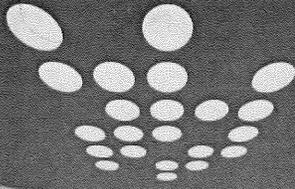
Please describe how you would comply would this standard if you are awarded a Nebraska State Records Board grant.

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.

The Director of the 911 Communications Center and the Emergency Manager have expressed particular interest in the implementation of a WebGIS in Seward County because they believe it will provide them with tools never before available, including the mapping, property identification, measurement, etc. They believe all areas of public safety from 911 dispatching to local law enforcement will benefit from the WebGIS. The County Board of Commissioners and other department heads believe building upon the existing investment in GIS technology that exists in the Assessor's office will enhance their service provision to the public. The City of Seward is very enthused about the opportunity to collaborate with the County offices via WebGIS and share information as they enhance the City's own GIS technology. The applicable Natural Resource Districts and the Farm Service Agency also actively support WebGIS development for the County to promote collaboration, communication and sharing of data between both entities.

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



Seward County, Nebraska

Attachment 1: Proposal for County-wide WebGIS Site

Prepared for:
Marilyn Hladky, Assessor

March 31, 2012



SEWARD COUNTY NE

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PROJECT OVERVIEW

The Seward County Assessor currently has a text-only site for accessing basic property data. She sees the need to share advanced GIS property data across all County departments and with the public through a new WebGIS solution. The County Board of Commissioners and Department managers seek to increase efficiency in the Departments' services by providing property information to the public in an internet mapping context. Seward 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 to maximize the WebGIS. They will be contracting with GIS Workshop, Inc (GISW) to develop the WebGIS.

The following recommended layers and tools will appear on the new Seward 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)

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

ENTERPRISE WEBGIS

GISW proposes to design and build an enterprise WebGIS for Seward 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 Seward 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.*

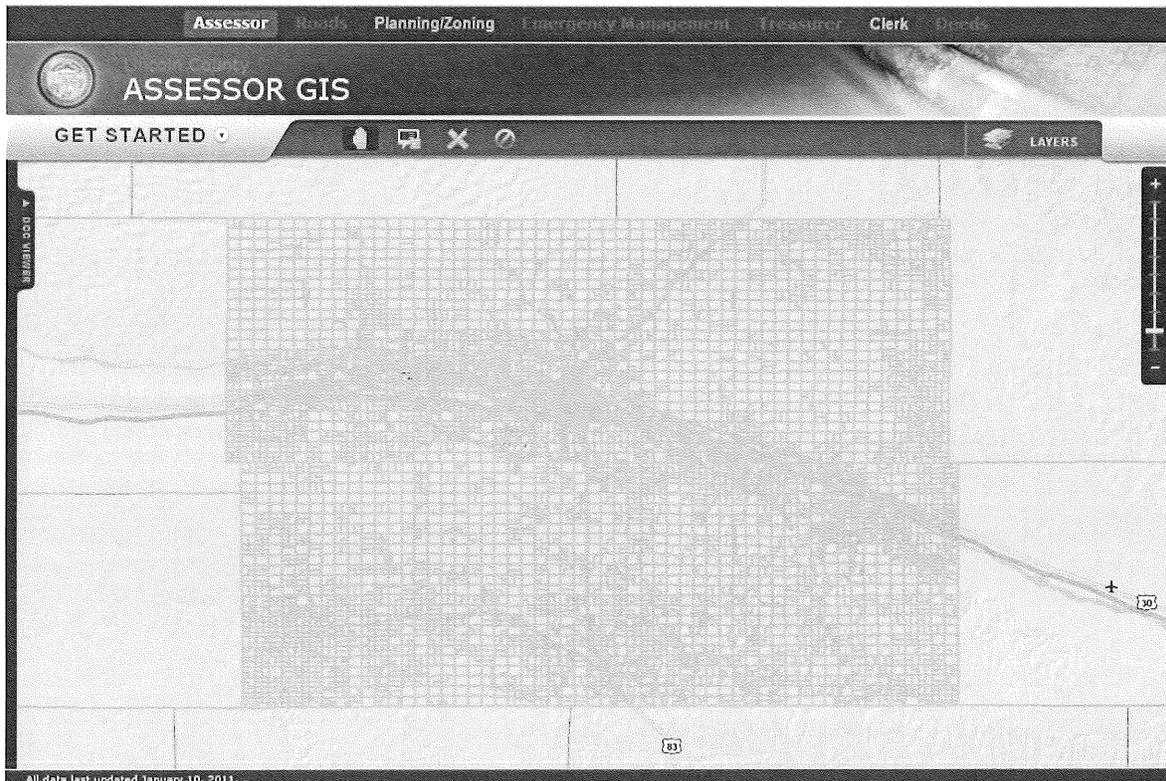


Figure 1: Opening screen (Assessor Tab) of GIS Workshop's Enterprise WebGIS for Lincoln County, NE.

Additional tabs for this WebGIS project in the future may include Clerk, Planning and Zoning, Treasurer, Roads and Emergency Management. For example, GISW 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 and utilize available tools on the site. 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 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. *An option exists for the County to allow access on a subscription basis to this advanced sales data and all photo/sketches on the Assessor tab of the new County WebGIS site.* 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.

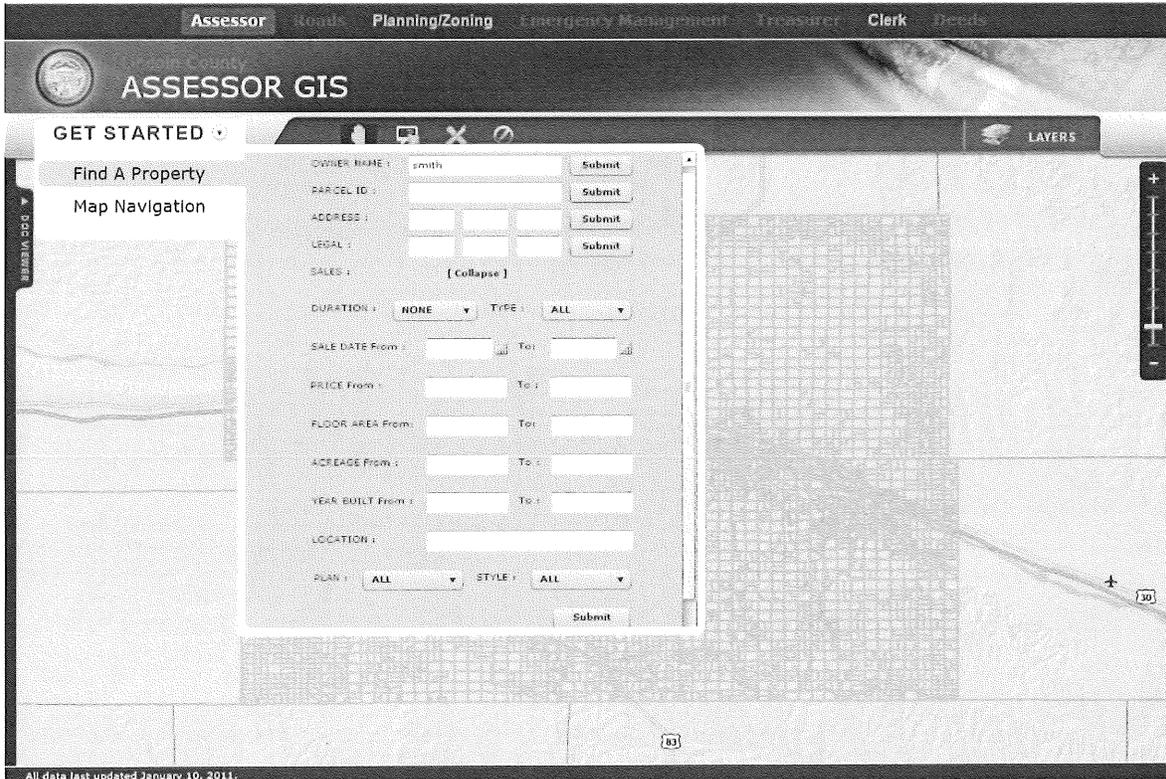


Figure 2: Assessor tab showing property search box

SEWARD COUNTY NE

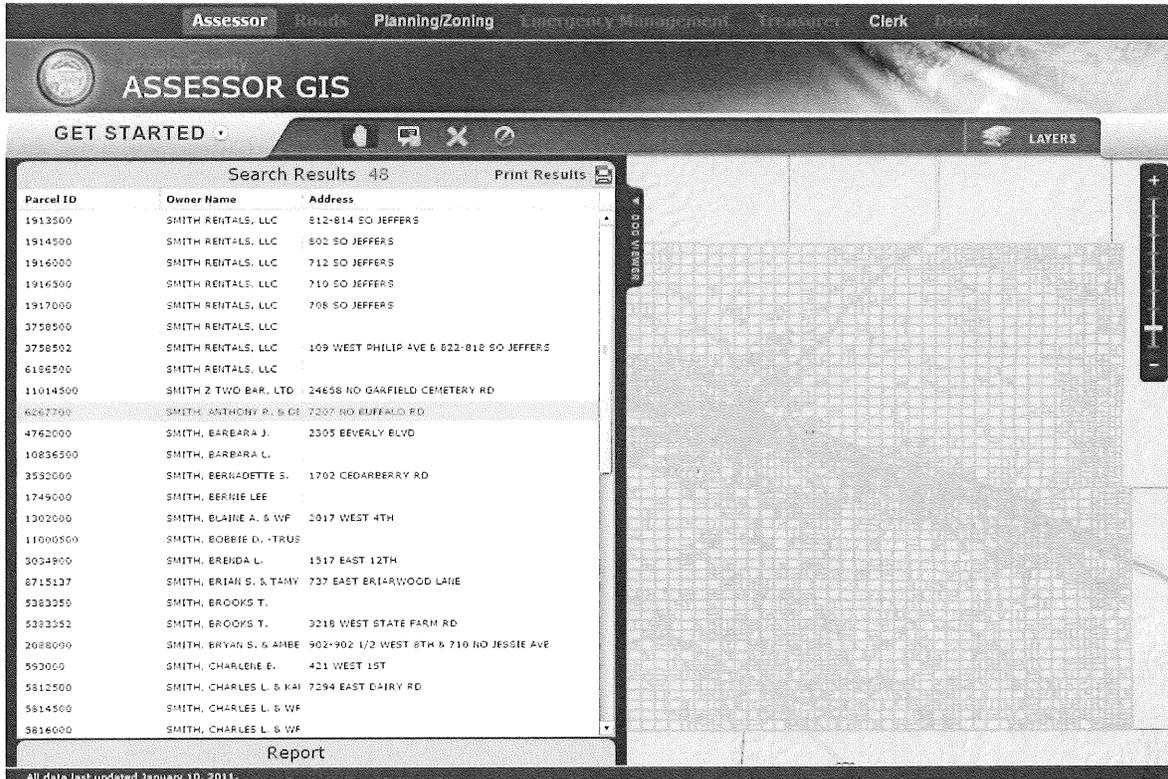


Figure 3: Property search results

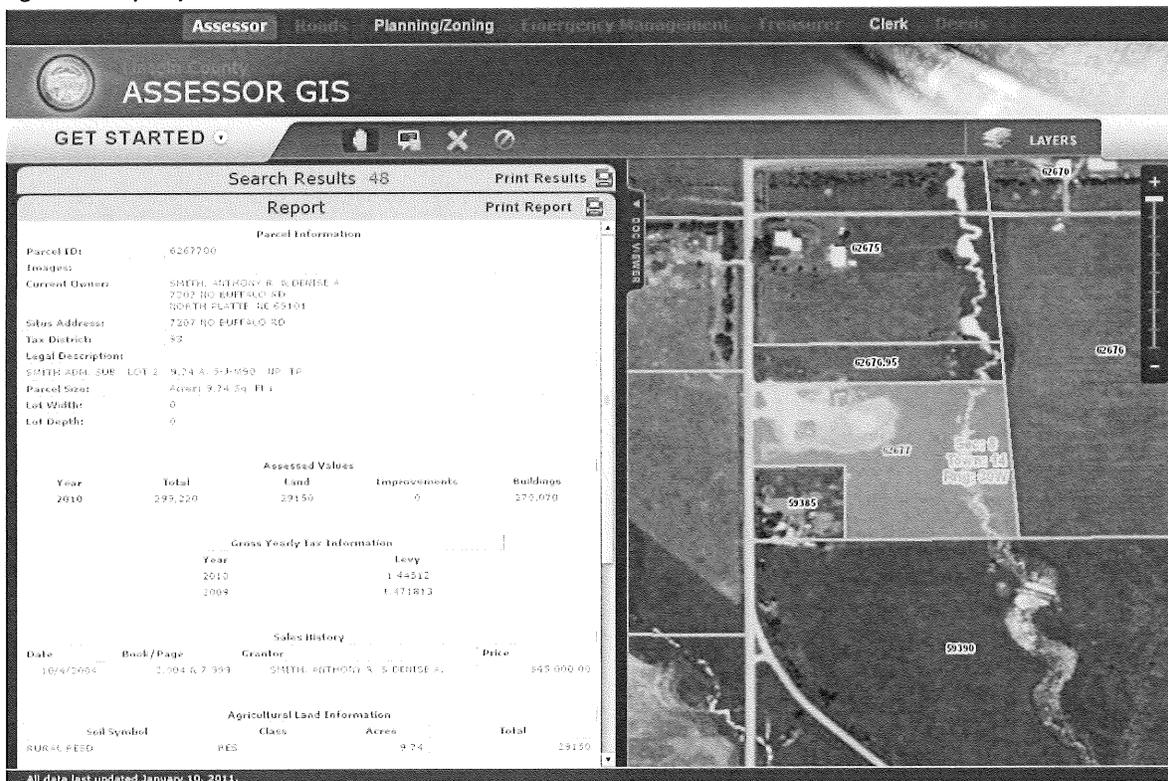


Figure 4: Property Record Card (note the map zoomed in and highlighted the chosen parcel)

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.

SEWARD COUNTY NE



Figure 6: User enters section/township/range



Figure 7: Application zooms into the specified section

MEASUREMENT TOOL

Length (feet, meters, miles, and kilometers) and area (acres, square feet, square meters, square miles, and square kilometers) measurements can be easily performed via the measurement tool. Using this tool, simply click at the starting point and double click at the ending point to measure a length or draw a polygon by clicking at each vertex location to measure the area. The total measurement appears in a box at the top of the screen as seen in Figure 9 below.



Figure 9: Measurement tool showing total length of the user-drawn line segment along the parcel boundary.

WEBSITE MAINTENANCE

GIS Workshop will house the WebGIS on our redundant servers for Seward 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 Seward 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.

Deliverable	Cost
Seward County WebGIS	
Assessor tab set up and year 1 maintenance	\$7,300
Total Upfront Costs	\$7,300

Ongoing Maintenance Costs (billed in January 2014)	Cost
Annual WebGIS maintenance (Assessor tab w/subscription):.....	\$4,800
<i>Optional:</i>	
<i>Annual subscription option (Assessor tab w/subscription):</i>	<i>\$1,500</i>
Total Annual Maintenance Costs effective July 2014:	\$6,300

Nebraska State Records Board

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

ATTACHMENT 2:

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

SEWARD COUNTY COMMUNICATIONS

Dispatching for Seward Sheriff Department * Seward Police Department * Milford Police Department * Seward County Fire and Rescue

Barb Liska, Director
P.O. Box 187
Seward, Nebraska 68434
402-643-6784

Comm. Center 402-643-3002
Emergency Phone 911
FAX 402-643-6604

Marilyn Hladky

Seward County Assessor

April 2, 2012

This letter is a letter of support for the GIS Website grant. I believe that this addition and upgrade to the county mapping will be beneficial in many ways for my department. Seward County E911 has a need for accurate and updated information, this program will provide that.

In addition to the upgrade for the Assessor's office the 911 Center having their own tab will assist the dispatchers to quickly locate properties in the times of an emergency call where a location is needed quickly and accurately.

Because the 911 center is staffed 24 hours a day seven days a week it is impossible for the staff to travel to the court house to ascertain a location or address. Our department works with many other county and city government offices for addressing information. This would be a valuable tool for us.

Therefore I whole heartedly support the application and the possibility of gaining the mapping system.

Sincerely



Barbara Liska 911 Director
Seward County 911 Communications

March 29, 2012

Marilyn Hladky
Seward County Assessor
529 Seward Street
Seward, NE 68434

Dear Marilyn,

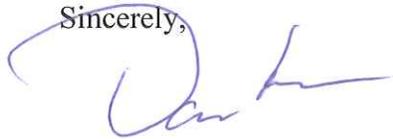
The County of Seward Zoning Department would like to offer a letter of support in Seward County's venture in seeking grant funds to assist in developing a new GIS Website for public use.

Having public access to GIS Property Lookup and Map site Web Service has proven to be a valuable asset to the County of Seward governmental operations in the following ways:

1. We are able to obtain access to an address approved by the Postal System of numerous individuals for whom we have no other way of looking up an address.
2. This system has helped the County locate property owners of vacant property to assure compliance with County Zoning Regulations.
3. The County has been able to work with the city to assist in various zoning /property transactions.
4. This system saves a considerable amount of time and money for the County of Seward , it allows instant access to information without having to leave the office, allowing County officials to operate more efficiently.

An updated web site would further enhance the present system and increase each user's efficiency.

Sincerely,



Dan Hansen
Seward County
Zoning Administrator



Farm and Foreign
Agricultural
Services

Farm
Service
Agency

Seward County FSA Office
1940 N Highway 15
Seward, NE 68434-1093
Off: (402) 643-4586 Fax: (402) 643-2326

March 29, 2012

Marilyn Hladky
Seward County Assessor
529 Seward St., Rm 206
Seward, NE 68434

RE: Letter of Support

Dear Ms. Hladky:

The Seward County USDA-Farm Service Agency would like to offer a letter of support to Seward County's intent to seek grant funds to assist in developing a new GIS Website for public use.

Access to the GIS/Property Lookup & Map Site Web Service has been very helpful to our office in making sure our records are accurate and up-to-date. It is a very valuable tool we can use to double check our ownership records. All of the programs we administer rely the most current ownership data available.

One of the things we count on is that the website will be available 24/7 so that we have no delays in conducting our programs. Having the website available saves us a great deal of time by not having to visit the Courthouse in person. In the past it would take a lot of time out of our day to have to send someone to the Courthouse to check records.

The Farm Service Agency is the federal agency responsible for collecting and making sure farm ownership records are accurate. Several federal agencies rely on the records they get from the Farm Service Agency to conduct their own programs. Accessible information from the Seward County Assessors Office is crucial.

A updated website would only enhance the present system and make sure the information obtained is available well into the future.

Sincerely,

Jeffrey D Peterson
County Executive Director



USDA is an equal opportunity provider, employer and lender.

FRITZ APPRAISAL COMPANY
6410 SHENANDOAH DRIVE
LINCOLN, NEBRASKA 68510-5158

March 30, 2012

Mrs. Marilyn Hladky
Seward County Assessor
529 Seward St., Room 206
Seward, NE 68434

RE: GIS Website

Dear Marilyn,

It has come to my attention that Seward County is seeking a grant to assist in the funding of a new GIS Website for public use. This would be very advantageous for all people who rely on Seward County's information to have it readily available on-line. The information can be accessed 24/7 providing faster service to customers and for those who are not able to go to the Courthouse to obtain this information. It would additionally save Seward County employees their labor, time and expense of providing these services.

As a professional real estate appraiser and user of Seward County information I strongly support the efforts of Seward County in pursuing this grant for the GIS Website.

Sincerely,



Jon Charles Fritz, IFAS
Fritz Appraisal Company
6410 Shenandoah Drive
Lincoln, NE 68510-5158

DIRECTORS

Bill White, Pres.
Rod Beemer, V. Pres.
Warren Eicher, V. Pres.
Trenton Volkmer, V. Pres.

THE AUSTIN COMPANY, INC.

Professional Farm Management Service
Irrigation Development Farm Sales and Appraisals
Grain Marketing

— MAIN OFFICE —
517 Main Street
Milford, Nebraska 68405
Phone (402) 761-3361
P.O. Box 70

IMPERIAL
Insurance Office
74757 333 Ave.
Imperial, NE 69033-3074
Phone (308) 882-5998



Irrigation and Conservation
Specialists

March 30, 2012

Marilyn Hladky
Seward County Assessor
529 Seward ST., Room 206
Seward, NE 68434

Dear Mrs. Hladky:

I would submit this letter as support in your seeking grant funds for the GIS website for public use.

I am a certified appraiser and Nebraska Real Estate Broker. We frequently use these sites in other counties in both appraisal work and real estate sales. We deal only with farmland so these are especially valuable in that area.

Again, I would strongly support the obtaining of a grant to secure this website.

Sincerely,

Bill White
The Austin Company

BW:bb

SEWARD COUNTY WEED CONTROL

P.O. Box 153
Seward, NE 68434
sewardweed@windstream.net
402-643-3525

April 2, 2012

Marilyn Hladky, Seward County Assessor
529 Seward Street
Room 206
Seward, NE 68434

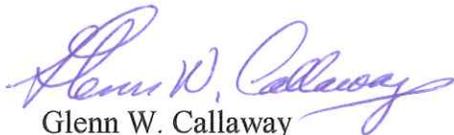
Dear Ms. Hladky:

I would like to offer this letter of support for your efforts in procuring a grant to implement a GIS website for County residents. As the weed superintendent for Seward County, I am responsible by state statute for the inspection of each acre, each year for noxious weeds. Each time a problem area is located I generate a written report to the landowner(s) of record. Last year, there were one hundred and twelve such reports and this year, I have already completed twenty-seven such reports and I'm afraid with the good weather than there are many more to come.

Because of the potential change of ownership from year to year, I have to be absolutely certain that these reports go to the proper landowners. The only way for me to do that is to have a current GIS map with parcel numbers included therein. Currently, that is available only by asking your office to provide the information. This is certainly time consuming and somewhat cumbersome for both offices. If I were able to access it directly, my reports could be sent to landowners in a more timely manner. It would also eliminate your staff's time in assisting me, thusly freeing them up for other tasks.

I strongly support your efforts in this matter.

Sincerely,



Glenn W. Callaway
Seward County Weed Superintendent



UPPER BIG BLUE
Natural Resources District

105 N. Lincoln Avenue
York, Nebraska 68467
(402) 362-6601
Fax (402) 362-1849
www.upperbigblue.org

April 2, 2012

Marilyn Hladky, County Assessor
Seward County Courthouse
Room 206
Seward NE 68434

Dear Ms. Hladky:

The Upper Big Blue Natural Resources District (NRD) would like to offer a letter of support in Seward County's effort in seeking grant funds to assist in developing a new GIS Website for public use.

Having public access to GIS Property Lookup and Map Site Web Service has proven to be a valuable asset to the District in other counties where this service is already available in the following ways:

1. We are able to obtain quick access to an address approved by the Postal System of numerous individuals for whom we have no other way of looking up an address.
2. This system has helped to locate property owners to assure compliance with the NRD's certification of irrigated acres requirements.
3. We have been able to quickly obtain exact legal descriptions and to collaborate between the NRD and county to assist in various property transactions and changes in land use.
4. This system saves a considerable amount of time for the Upper Big Blue Natural Resources District as it allows instant access to the necessary information without having to directly contact the County Assessor's office.

An updated web site would further enhance the present system and increase each user's efficiency.

Sincerely,

Rod DeBuhr
Water Department Manager



Marilyn Hladky
SEWARD COUNTY ASSESSOR

529 Seward St., Room 206

Seward, NE 68434

Phone: (402) 643-3311 Email: mhladky@windstream.net

April 2, 2012

RE: Application for State Records Board Grant to Improve Access to Public Information

I would like to submit this letter supporting Seward County's effort in seeking grant funds for the development of a new GIS Website for online access to public records. The new website would be a huge upgrade over the existing site which currently provides basic information in text format.

The availability of having access to the Assessor's office GIS and data 24/7 is a valuable asset to the public who use our data. Taxpayers and property owners can enjoy a user friendly site that includes parcel information data along with maps that have enhanced functionality. They can save time and money by not having to come to the courthouse. For those individuals that do decide to come to the courthouse I have a computer terminal for public use where this site can also be accessed.

Along with sharing with the public on the web, this new website allows me to be able to share GIS with my office staff and collaborate with the other offices and departments within the county. Efficiency in county government saves not only time and taxpayer money but also provides accountability to the public.

This new GIS Website for the Assessor would be a building block for Seward County as many of the other offices utilize this data.

Thank you for your consideration of Seward County's request for this grant to improve access to public information.

Sincerely,

Marilyn Hladky
Seward County Assessor



Real Estate • Mortgage • Title • Insurance

SEWARD OFFICE
644 Seward Street
Seward, NE 68434

Phone: (402) 643-2541
(800) 574-7556
FAX: (402) 643-6564

March 30, 2012

Marilyn Hladky
Seward County Assessor
529 Seward St., Rm 206
Seward, NE 68434

Ref: GIS System

Dear Marilyn,

It has come to my attention that Seward County is seeking a grant to assist in developing a new GIS Website system for public use. I am a Realtor with Woods Bros Realty here in Seward and having public access to the GIS/Property Look up has proven to be a valuable asset to the Realtors in Seward County.

We are able to locate property owners, addresses and legal descriptions of which is necessary for us to assist a current seller in getting their home listed and sold. We have been using the on-line access in Seward and surrounding Counties for years and it saves us much time in traveling to the County Court House or calling for the information. With this advanced technology, we can access the information 24/7 and provide faster service to our clients more efficiently at a reduced cost.

An updated web site would further enhance the present system and increase each user's efficiency. I lend my full support to this project and feel it will increase collaboration within our County and allow us to be more productive and efficient. It will also save both the County as well as us much time and money.

Sincerely,

Shelly Nitz
Realtor
Woods Bros Realty

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SEWARD OFFICE
644 Seward Street
Seward, NE 68434

Phone: (402) 643-2541
(800) 574-7556
FAX: (402) 643-6564

April 2, 2012

Marilyn Hladky
Seward County Assessor
529 Seward St., Rm 206
Seward, NE 68434

Ref: GIS System

Dear Marilyn,

It has come to my attention that Seward County is seeking a grant to assist in developing a new GIS Website system for public use. I am a Realtor with Woods Bros Realty here in Seward and having public access to the GIS/Property Look up has proven to be a valuable asset to the Realtors in Seward County.

We rely on information provided to us by the Seward County Assessors office. We have been using the on-line access in Seward and surrounding Counties for years and it has proven to be advantageous to us as it saves time traveling to the County Court House or calling for the information. With this advanced technology, users can access the information 24/7 and provide faster service to our clients more efficiently at a reduced cost.

I lend my full support to this project and feel it will increase collaboration within our County and allow us to be more productive and efficient. It will also save both the County as well as us much time and money.

Sincerely,

Mary Robbins
Realtor
Woods Bros Realty

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WWW.WOODSBROS.COM

SINCE 1889



Real Estate • Mortgage • Title • Insurance

SEWARD OFFICE
644 Seward Street
Seward, NE 68434

Phone: (402) 643-2541
(800) 574-7556
FAX: (402) 643-6564

April 2, 2012

Marilyn Hladky
Seward County Assessor
529 Seward St., Rm 206
Seward, NE 68434

Ref: GIS System

Dear Marilyn,

It has come to my attention that Seward County is seeking a grant to assist in the funding of a new GIS system. I am a Realtor with Woods Bros Realty here in Seward and we rely on information provided to us by the Seward County Assessors office. We have been using the on-line access in Seward and surrounding Counties for years and it has proven to be advantageous to us as it saves time traveling to the County Court House or calling for the information. With this advanced technology, users can access the information 24/7 and provide faster service to our clients more efficiently at a reduced cost.

I lend my full support to this project and feel it will increase collaboration within our County and allow us to be more productive and efficient. It will also save both the County as well as us much time and money.

Sincerely,

Chuck Kotera
Realtor
Woods Bros Realty

An easier way to buy and sell.

WWW.WOODSBROS.COM

SINCE 1889

April 3, 2012

Seward County Assessor Office
Attn: Marilyn Hladky
529 Seward Street
Seward, NE 68434



Dear Ms. Hladky,

Seward County Economic Development wants to express its full support of the effort to pursue a GIS website grant by the Seward County Assessor's Office. The ability to expand and create a more user friendly Seward County GIS website will directly enhance our economic development efforts to recruit and retain primary job providers. Specifically, it will allow us to more easily identify properties and land that are available for use based on their proximity to businesses specified needs.

This will also benefit employees and community members who are seeking to locate or relocate in Seward County by providing an easier platform for them to research where they want to live and raise their families. Beyond employers and their employees, the updated GIS website will represent Seward County well to outside entities. A state of the art website is a great marketing tool that Seward County Economic Development intends to utilize.

Thank you for your efforts to pursue a GIS website grant on behalf of Seward County.

Sincerely,

A handwritten signature in blue ink that reads "Jonathan Jank". The signature is written in a cursive style with a large initial "J".

Jonathan M. Jank, MBA | Executive Director
Seward County Economic Development

Mail | P.O. Box 258 | Seward, NE 68434
Office | City Hall - 537 Main St. | Seward, NE 68434
Office Ph. | 402 643 0513
Cell Ph. | 402 570 8020
Email | sewardcoecdev@gmail.com

March 31, 2012

Marilyn Hladky – Seward County Assessor
529 Seward St. – Room 206
Seward, NE 68434

Re: Letter of Support

Dear Marilyn,

The City of Seward would offer you this letter of strong support in the Seward County Assessors Office grant application in seeking funds to assist in developing a new GIS Website for immediate Regional and Public Use.

Our City Government Operations are very dependent on the County Assessors Office and data information they provide us through collaboration of public agencies. Immediate access 24/7 to accurate property information is essential for many of our City Departments on a daily basis. Examples of this include:

- The property ownership component of the Assessor's Office allows our Building and Codes Department to identify and locate vacant and compliance violation properties.
- Multiple City Departments can quickly access and retrieve property ownership legal descriptions for multiple TIF and Zoning projects.
- When the City of Seward is creating Special Assessment Districts we have found the Assessors Office information paramount.
- Address and 911 property verifications are performed by the City Staff when required with data that is compiled by the Seward County Assessor's Office.

The City of Seward definitely recognizes the level of importance of the County Assessor's office data and their ability to enhance the information so the City and Citizens can instantly access in a fast, reliable and expected manner. The approval of the County's grant request has our undivided support and we encourage you to strongly consider the Seward County Assessors Request.

For the City,



Brett R Baker – City Administrator
CityofSewardNE.com
SewardRegional.com

CITY OF SEWARD MISSION STATEMENT

Our City promotes genuine community spirit by providing friendly, quality services to people who live, work and play in Seward.

“Nebraska's Official 4th of July City”



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

