

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



John A. Gale
Chairman

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

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 state government information and services. Grants will be awarded for one time funding of small projects. No grant request shall exceed \$25,000.00. 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.

Applications received by May 6, 2013 will be considered for funding by the NE State Records Board at their meeting on July 31, 2013.

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.
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 reduce the amount of reliance on human capital, paper, and office overhead?
- 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 & III in order to be considered for funding:

Part I. Grant Summary

1. **Name of agency applying for grant** City of Lexington
2. **Title of project** GIS-based Electronic Records Management
3. **Brief description of project:**

The City of Lexington has selected a software vendor to help staff implement a system for GIS-based electronic records management. The system will enhance records management, customer service, and public access to information (building permits, building inspections, code compliance, utility service, cemetery records, etc). The system includes capability for desktop, Web-based and mobile access to City records in a GIS environment. The system will help the City accomplish our goal of e-government with on-line, 24/7 access to public records in an Open311 type of environment.

4. **Grant amount requested** \$24,000
5. **If the grant is to create an 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?**

The application will be freely available to the public, businesses and other governmental agencies.

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

No fees will be associated with the application.

6. **Answer the following questions if the grant application is for a Geographic Information System / Geospatial project. If your answer to any of these questions is “no”, please explain.**

- a. Do you and the agency you represent agree to provide the data created through the project electronically by means of a geodatabase collected in your project, without costs, with other government agencies in the State that may have a need for such data?**

Yes. The application will utilize GIS data already created by the City, County and previous consulting contracts. No GIS data will be created as part of this project. The application will provide City staff with the capability to add information to and edit their existing GIS database. The City of Lexington is willing to provide a copy of the GIS database utilized for this project.

A complete set of data in the form of a geodatabase (spatial, attribute, and metadata) will be provided to the NE Office of the Chief Information Officer within 30 days of completion of project. The data provided will need to meet the Land Record Information and Mapping Standards outlined in the supplemental questionnaire. Future updates to the geodatabase, after implementation of the project, will also need to be made available to the NE Office of the Chief Information Officer at no cost.

- b. If your project incorporates web mapping services, are you willing to make use of current state resources by linking your project to web and data services that are maintained through other online state agency repositories? This would be for data not created by your project but is needed for your project to be effective (ie, base maps such as aerial imagery, street centerlines, and other authoritative base map data provided as a service through NebraskaMAP.gov).**

Yes. The application utilizes Web mapping services and could benefit from readily available such as those provided by NebraskaMAP and the Department of Natural Resources. The City of Lexington supports the efforts of the Nebraska GIS Council and any effort to standardize and consolidate data for easy, free access by other government agencies.

- c. If your project will be creating web mapping services, are you willing to make available the web services (ie, REST service), without costs, by registering the web service through the NebraskaMAP.gov metadata portal?**

Yes. The Web mapping services for base maps are available through Microsoft Azure.

Part II. Grant Detail

1. Please describe the project in detail, to include your vision for the project. (You may attach this description).

Over the last ten years, the City of Lexington staff has been working to improve the local standard of living in several ways. The City utilized a private, Web-based permitting and code compliance interface. The system helped with permitting and code compliance but the interface was cumbersome for staff to use, had limited reporting capability, and lacked a public interface. City staff opted to let the contract expire and import the old permitting and code compliance databases into the new system with a public interface to promote e-government, Open311 type capabilities.

The City also worked with a consulting firm to collect GIS data to more proactively manage infrastructure. The City coordinated with Dawson County to integrate parcel boundary and database information. A few staff members have used the data for day-to-day system management but they have not fully realized their vision for easy, integrated access to electronic records such as GIS data, digital files and departmental databases. The new project will leverage all the existing data plus provide advanced capability to track City services in association with map features to provide a comprehensive, geographic context to maximize efficiency.

This project will utilize a standardized product that includes features for permitting, code compliance, stormwater, streets, signs and cemetery management. The project will also include a Web-based GIS interface to facilitate on-line access to public records at any time by City staff, partner agencies, contractors, businesses, and citizens. The system also includes the flexibility to add additional capability in the future.

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

City staff, elected officials, partner agencies, public users and businesses will all benefit from this project.

3. What is the projected activity for access or use of the proposed service?

Partner agencies, contractors, businesses, and citizens will utilize the on-line public interface to access digital records for a wide range of City services such as building permits/inspections, code compliance, cemetery management, street maintenance, sign maintenance, stormwater infrastructure, and other ancillary base data (floodplains, parcels, aerial imagery, etc). City staff will utilize desktop and mobile software to keep the public records up-to-date while increasing their capability and efficiency.

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.

This project is estimated to be complete by December 31, 2013.

5. Please specify in detail your, or any other Subdivision(s) contribution to the project (financial, labor, equipment etc.). Provide specific dollar amounts.

- The staff time required to install and maintain the software will be completed by a designated employee. The total cost involved with implementing the software will be encompassed by time. Equipment for the implementation is already in place. Cost for time involved will be a one-time, estimated amount of \$4,000.
- Ongoing maintenance of the information of the system costs will be two-headed. Equipment and personnel time costs are considered. Equipment would consist of three mobile units which staff would carry in the field. Staff costs would be minimal going forward. The updating of information would be done during the course of normal daily functions of the responsible department.

6. Is other funding available for this project (explain)? Please explain what efforts your agency has made to obtain funding.

The project will come from the 2013 and 2014 budgets, as approved by City Council. Additional funding through the Nebraska Department of Environmental Quality has been secured through stormwater funding.

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

No.

8. 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.

Grant money will be used to pay our selected vendor for importing our data, configuring the application, training City staff, hosting the on-line database, and the first year of unlimited on-line support. See Attachment #1. The vendor was chosen based on the components of the GIS package available.

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

Grant money is needed to offset shortfalls of the other funding sources. Startup costs are higher due to the technical aspects of the project. Ongoing costs can be absorbed into the general budget of the City of Lexington.

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

The project may be feasible in phases. The continuing implementation would be subject to future budgets.

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

The on-line, e-government interface will provide easy access to electronic records at all hours. The interface will grow to include new layers as they become available and provide access to records that were traditionally only available by calling the City office during normal business hours. For example, the City often receives calls from individuals researching family history to request cemetery records. The on-line database will show the cemetery records and the location of the site within the cemetery. The on-line database will also provide access to building permits, inspections, code compliance, and utility service data. The Web-based GIS application is written in HTML5 so it will be accessible by a wide range of computers and Internet-capable devices.

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

The desktop, mobile and Web-based applications will help City staff more effectively manage tasks across multiple departments. The building and code compliance staff will use the system to issue and track building permits, building inspections, code violations, and all follow-up activity.

The cemetery component will help staff efficiently track available plots, ownership transfers, and detailed burial records for easy access by the public. The public, on-line application will help reduce call volume across many City departments by making numerous data layers and associated databases available.

The stormwater, streets, and signs components will help staff prioritize tasks, keep detailed maintenance records, and generate the necessary reports for partner agency coordination. For example, the streets component will generate the lane mile report for submittal to the Nebraska Department of Roads. The signs component will help staff comply with Federal regulations regarding sign reflectivity and replacement.

13. Please describe how this project will facilitate collaboration between either local, state, federal and/or other public or private institutions.

The community will benefit from this e-government application in many ways. The application will make numerous GIS data layers and associated databases available to partner agencies and institutions. The application will also help City staff keep the database up-to-date. As mentioned, the application will also help generate reports for agencies such as the Department of Roads and the Department of Environmental Quality.

The application will help promote development in coordination with Dawson Area Development. It will highlight local sites and buildings such as the 80-acre industrial site near I-80 and show available and planned infrastructure characteristics.

The system will also utilize an on-line database that will improve collaboration in several ways. First, the on-line database will ensure that the latest data are backed up for disaster recovery. Second, the on-line database allows partner agencies to interact with the database without access to the City network. This type of access would be critical in an emergency response situation. Third, the system keeps local copies of the database synchronized for easy field use and for data redundancy in the event of an emergency such as a hazardous weather event that knocks out Internet access.

- 14. 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. The application will track contractors associated with building permits, building inspections and code compliance but it is not intended to license, track or regulate such businesses.

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

See Attachments 2 and 3.

Part III. Technical Information

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

The City will install the selected software application on existing personal computers and laptops. The software will synchronize a local copy of the database with the on-line database every time the computer is connected to the Internet. This process will be used to keep all laptops and personal computers up-to-date. It will not require the purchase of any additional server technology. The cost of the on-line database is included in the cost of the software.

The City may choose to purchase additional laptop computers or tablet devices for field access and editing. Such devices will be valuable in emergency situations because they retain a local copy of the database for easy, disconnected access to valuable City data.

- 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, geospatial data and web services network) 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).**
- **Sustainability (ability to manage future maintenance)**
- **Items in non-compliance or becoming outdated after completion of project**

I see no technical issues with the project. The application will provide many opportunities to add future capability and integrate with additional departments. The application utilized open source standards and is built on SQL database technology.

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

City staff is available to assist individuals with obtaining information as requested.

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

The software contract includes unlimited phone and on-line support to help with any software issues and on-going staff training.

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.

Part V. CONTACT INFORMATION & SIGNATURE

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

Bill Brecks

Chief Building Inspector

Printed Name

Title

Phone # (308) 324-2341

E-mail bbrecks@cityoflex.com

Physical Address: 406 E. 7th Street, Lexington, NE 68850

P.O. Box 70, Lexington, NE 68850

I, the Authorized Representative of City of Lexington, 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 4 day of 30, 2013



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)**

Board Staff use only, do not fill in below this line	
Grant Request Number: _____	Date Request Received: _____
Grant Amt Requested: _____	Grant Request Score: _____
Technical Comm. Recommendation: _____	
Grant Disposition: _____	Date of Mtg Minutes: _____

(Last updated 02/15/2013)

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

Nebraska State Records Board



If you have indicated in the State Records Board Grant that your project is for a Geographic Information Systems / Geospatial project you are required to complete this supplemental questionnaire. Submit this questionnaire along with the State Records Board Grant Application.

Name of agency applying for grant: City of Lexington

Title of Project: GIS-based Electronic Records Management

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. There are numerous applications for which substantial benefits can be derived by integrating data across jurisdictional boundaries. Other geospatial data and metadata repositories maintained by state agencies should be integrated into projects where possible, as not to reduplicate efforts. The Nebraska Information Technology Commission (NITC) has implemented land record information and mapping standards and guidelines. Even though data sharing and integration is not listed specifically as a NITC standard it is promoted when possible. It is also an interest of the State Records Board to promote data sharing and data integration.

Please describe whether your agency would be willing to share periodic updates of GIS/Geospatial 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. Use additional pages if necessary.

Collaboration and Sustainability

In most instances, the development of a local government GIS system and the related geospatial data involves a fairly costly initial upfront investment along with long-term maintenance and sustainability costs. These costs are frequently offset by the benefits gained through coordination and collaboration that an integrated GIS can bring to local/state 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. After a grant initiated project has been completed, there is the task of maintaining the GIS system, updating geospatial data, integration with other local/state GIS systems, and making the system sustainable over time.

Please describe the level and nature of any multi-agency/department involvement in the planning and proposed management of your proposed GIS/Geospatial system. Indicate how you plan to address future maintenance, sustainability, and integration opportunities with other local and state GIS systems. Use additional pages if necessary.

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

The following questions refer to specific NITC Land Record Information and Mapping Standards and Guidelines. Use additional pages as necessary. These standards and guidelines are located at the following website: <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.

The City will be in full compliance with the datum standards if awarded the grant.

- 1.2 Projection.** The Nebraska (State) 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.

The City will be in full compliance with the projection standards if awarded the grant.

- 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.

The City will be in full compliance with the geodetic control standards if awarded the grant.

- 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.

The City will be in full compliance with the PLSS geodetic framework standards if awarded the grant.

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.

The City will be in full compliance with the locate, monument, and GPS primary corners standards if awarded the grant.

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.

The City will be in full compliance with the PLSS base map standards if awarded the grant.

1.6 **Ortho-base (Aerial Layer) or Base Maps.** Both a Public Land Survey System base map and an orthophoto (surface features) imagery 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. Jurisdictions should acquire new imagery of urban areas at least every five years and of rural areas at least every ten years. Jurisdictions experiencing rapid or slow growth may need to adjust this timetable (IAAO 2009).

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

The City will be in full compliance with the ortho-base or base maps standards if awarded the grant.

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).

1.7.2 Additional Accuracy Considerations. Beyond this minimum horizontal map accuracy, public entities are encouraged to consider the following recommended map scales and their corresponding National Horizontal Map Accuracy Standards in determining the positional accuracy needed for base maps in the development of a local government GIS/LIS:

Relative Size of Property Parcels	Map Scale	Nat'l Horizontal Map Accuracy Standard	Equivalent Metric Scale
Urban areas	1:600 (1" = 50')	± 1.7 ft.	1:500
	1:1,200 (1" = 100')	± 3.3 ft.	1:1,000
Large urban & suburban	1:2,400 (1" = 200')	± 6.7 ft.	1:2,500
Rural areas	1:4,800 (1" = 400')	± 13.3 ft.	1:5,000
	1:9,600 (1" = 800')	± 26.7 ft.	1:10,000
	1:12,000 (1" = 1,000')	± 33.3 ft.	1:10,000

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

The City will be in full compliance with the map scale and spatial accuracy standards if awarded the grant.

1.8 Legal Lot and Parcel Layers. Data on two interrelated types of land subdivision (i.e. legally subdivided lots and ownership tracts) 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 feature or layer consists of legal land subdivisions. These are aliquot portions of the PLSS, filed subdivision plats and irregular tracts defined by filed deeds.

b). The parcel feature or layer 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 features or 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.

The City will be in full compliance with the legal lot and parcel layers standards if awarded the grant.

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.

The City has coordinated with the Dawson County Assessor to match the parcel identification system currently in place.

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 into a spatial relational database format 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.

The City has coordinated with the Dawson County Surveyor to accomplish the integration of multi-jurisdictional boundaries.

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.

The City will be in full compliance with the metadata standards if awarded the grant.

1.11.1 NebraskaMAP Metadata. The NebraskaMAP (<http://NebraskaMAP.gov>) is a state sponsored GIS web-based portal for finding and accessing a wide variety of GIS/geospatial data related to the geographic area of Nebraska. Many of the NebraskaMAP functions required metadata. All developers of Nebraska-related GIS data are encouraged to use the site to either upload existing metadata and/or use the online tools available on the site to create metadata for your GIS/geospatial land record information and mapping. Before metadata can be either created or uploaded on the site, a brief user registration is necessary.

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

The City will be utilize the NebraskaMap portal to document the availability of data and provide the associated metadata if awarded the grant.

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 referenced 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. These attribute values may be maintained in one or more separate relational databases that are referenced by a unique PID and not directly integrated into a GIS.

- 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: (i.e., Single Family, Multi-Family, Commercial, Industrial, Agriculture, Recreational, Mineral Interest-Nonproducing, Mineral Interest-Producing, State Assessed, or Exempt)
- Status NPAT defined categories: (Improved, Unimproved, or IOLL)

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 & date)
Sales Date Most recent sales/transfer date
Sales Value..... Most recent sales value

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

The City will coordinate with the Dawson County Assessor to obtain all attributes by joining the data with the PID#.

Attachment #1



Quote #2227

From:
 Beehive Industries LLC
 151 N 8th Street
 Suite 300
 Lincoln NE 68508

To:
 City of Lexington
 Bill Brecks
 406 E 7th Street
 P.O. Box 70
 Lexington, NE 68850

<i>Beehive Price Quotation</i>		
Includes	Pricing	
	Rates	Amount
Software License		
Beehive Integrated System		INCLUDED
Dynamic Software Updates		INCLUDED
Modules (package deal pricing)		\$24,000
Cemetery		
Pavement		
Signs		
Stormwater		
Permitting		
Code Compliance		
HomeBase (public portal)		
		\$24,000
Service Package		
Web Hosting (Cloud Package)		INCLUDED
Phone, Email and Online Customer Support		INCLUDED
Training (Web Only)		INCLUDED
		INCLUDED
Deployment		
Import existing shapefiles		INCLUDED
Import data from WebQA		INCLUDED
Software Installation		INCLUDED
		INCLUDED
TOTAL PRICE	Year One	\$24,000
	Subsequent Years	\$24,000

Renewal

Customer account will renew automatically at the end of the agreement’s term. Renewal terms will be for the same duration and pricing as this contract. Beehive Industries is responsible for invoicing the Accounting/Billing information listed – approximately 30 days prior to the renewal date. In the event of contract or pricing changes, Beehive Industries or the City of Lexington will be responsible for communicating desired changes 60 days prior to the renewal date.

Cancellation

Customer may cancel with written notice to Beehive Industries up until 30 days prior to the renewal of the agreement.

Payment Terms

Customer will be invoiced for each module following the completion of the module’s deployment. Invoice terms are Net 30 and payment is accepted by check.

Questions

For questions, please contact: Mike Schwab at (402)855-8811 or mschwab@beehiveindustries.com

Quote Date: March 29, 2013

Quote: #2227

To approve this quote, please sign and date this instrument.

Print Name Here: _____

Signature: _____ Date: _____

Attachment #2



April 24, 2013

Nebraska State Records Board
440 S. 8th Street, Suite 210
Lincoln, NE 68505

Dear State Records Board Members:

This letter is in support of the City of Lexington's application for the State Records Board Grant to Improve Access to Public Information.

As Executive Director of Dawson County Area Economic Development Council, I understand the critical importance of having pertinent city information available to citizens, employers, and prospective businesses. A web-based Geographic Information System has been listed as a need in our area's strategic planning for economic development for the past three years. This project fits perfectly with identified needs for Lexington.

A web-based Geographic Information System will create efficiencies in the delivery and storage of information. The grant funding would help Lexington implement a public mapping system with access to a variety of datasets that are helpful for economic development. For example, we could highlight available property, current zoning, available utilities, designated zones for economic incentives, etc. with the added context of a dynamic mapping interface.

I support the City's application for these grant funds to implement a GIS program in the community and am excited for the project to be implemented.

Sincerely,

A handwritten signature in cursive script that reads 'Jennifer Wolf'.

Jennifer Wolf
Executive Director

Attachment #3



POLICE DEPARTMENT

406 East 7th Street ♦ P.O. Box 70 ♦ Lexington, Nebraska 68850-0070

April 29, 2013

Dear State Records Board
440 S 8th Street, Suite 210
Lincoln, NE 68505

To Whom It May Concern:

Please accept my letter in support of the City of Lexington's grant application to implement a public mapping system.

The implementation of such a system within our community would be instrumental in our future needs. A web-based Geographic Information System that would be available to the law enforcement community will help in our ability to conduct thorough investigations when this type of information is needed. Zoning issues, boundaries, high crime areas, critical incident planning, sex offender locations and simple utility ties would all be very helpful to law enforcement.

Law enforcement is constantly evolving and I feel the Geographic Information System would have proactive benefits that would be an asset to the community and my department. I fully support the City of Lexington's application for these grant funds and the activation of such a system.

Respectfully,

A handwritten signature in black ink that reads "Tracy A. Wolf".

Tracy A. Wolf
Chief of Police
Lexington, Nebraska

