

# Kenosha County Administrative Proposal Form

## 1. Proposal Overview

Division: Land Information Department: Information Technology

Proposal Summary (attach explanation and required documents):

In late 2017, after the 2018 budget was submitted, Kenosha received notice of a \$50,000 grant administered by the Wisconsin DOA within the Wisconsin Land Information Program. This program is administered from fees collected on real estate document recordings in the county Register of Deeds offices across the entire state. This program requires grant funding to be used by counties for land records modernization purposes. This administrative proposal seeks to insert these funds into the 2018 budget. Please see attached for further information. These funds are to be placed in 17280.445460

Dept./Division Head Signature: 

Date: 3/6/18

## 2. Department Head Review

Comments: 

Recommendation: Approval ☐ Non-Approval ☐

Department Head Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## 3. Finance Division Review

Comments:

Recommendation: Approval ☒ Non-Approval ☐

Finance Signature: 

Date: 3/6/18

## 4. County Executive Review

Comments:

Action: Approval ☒ Non-Approval ☐

Executive Signature: 

Date: 3/8/18

## Scott Schutze

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**From:** Friis, Michael J - DOA <Michael.Friis@wisconsin.gov>  
**Sent:** Thursday, August 31, 2017 8:25 AM  
**To:** DOA DIR Rpt  
**Cc:** doa-landinfo@lists.wi.gov  
**Subject:** Wisconsin Land Information Program (WLIP) 2018 Grants

DATE: August 31, 2017  
TO: Wisconsin Land Information Officers (LIOs)  
FROM: Mike Friis, Program Manager  
Wisconsin Land Information Program  
RE: **Wisconsin Land Information Program (WLIP) 2018 Grants**

I am pleased to announce that the 2018 WLIP grant application is now available, offering three types of WLIP grants: Base Budget, Training & Education, and Strategic Initiative.

This year, statewide grant eligibility totals \$6.2 million. This includes eligibility for each county to receive a \$50,000 Strategic Initiative grant (which, due to a slight increase in the number of documents recorded statewide, is more than the initial estimate from the *WLIP Program Plan: 2016-2021*).

Strategic Initiative grants are prioritized to meet “benchmarks” for parcel dataset improvement, in the same manner that they were for 2016 and 2017 Strategic Initiative grants.

Every county is also eligible for a \$1,000 Training & Education grant, and the 50 counties that retained less than \$100k in deed recording fees for land information during state fiscal year 2017 are eligible for Base Budget grants.

Applications are due December 31, 2017 and can be found on the WLIP website at [www.doa.state.wi.us/WLIP](http://www.doa.state.wi.us/WLIP).

While grant agreements may not be executed and payments may not be made until later in 2018, counties may begin their grant projects as of January 1, 2018, and can seek reimbursement for costs incurred before grant agreement execution.

Grant application released	August 31, 2017
Grant application deadline	December 31, 2017
Grant activities eligible for reimbursement	Beginning January 1, 2018
Training & Education grants distributed	By January 31, 2018
Base Budget funds distributed	By March 31, 2018
First 50% of Strategic Initiative grant distributed (upon successful data submittal for V4)	By May 31, 2018
Second 50% of Strategic Initiative grant distributed	Upon project completion

Please contact me at [Michael.Friis@wisconsin.gov](mailto:Michael.Friis@wisconsin.gov) (608-267-7982), or Grant Administrator Peter Herreid, [Peter.Herreid@wisconsin.gov](mailto:Peter.Herreid@wisconsin.gov) (608-267-3369), with any questions.

You are currently subscribed to doa-landinfo as: [sschutze@co.kenosha.wi.us](mailto:sschutze@co.kenosha.wi.us).

**KENOSHA COUNTY EXPENSE/REVENUE BUDGET MODIFICATION FORM**

DOCUMENT # \_\_\_\_\_ G/L DATE \_\_\_\_\_  
 BATCH # \_\_\_\_\_ ENTRY DATE \_\_\_\_\_

DEPT/DIVISION: \_\_\_\_\_ Land Information

PURPOSE OF BUDGET MODIFICATION (REQUIRED): Adjust budget for acceptance and utilization of Wisconsin Land Information Program grant to be used for land records modernization purposes.

(1) ACCOUNT DESCRIPTION	(2)			BUDGET CHANGE REQUESTED		(5) ADOPTED BUDGET	(6) CURRENT BUDGET	(7) ACTUAL EXPENSES	AFTER TRANSFER	
	BUSINESS UNIT	OBJECT	sub- sidiary	EXPENSE INCREASE (+)	EXPENSE DECREASE (-)				REVISED BUDGET	EXPENSE BAL AVAIL
MAPPING	411	17280	581800	50,000		0	0	0	50,000	50,000
EXPENSE TOTALS				50,000.00	-	-	-	-	-	-

REVENUES				ADOPTED BUDGET	CURRENT BUDGET	REVISED BUDGET
	FUND	BUSINESS UNIT	sub- sidiary			
STATE GRANT - LAND INFO	411	17280	445460	0	0	50,000
REVENUE TOTALS				-	-	50,000.00

**COLUMN TOTALS (EXP TOTAL + REV TOTAL)**

50,000.00	50,000.00
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Please fill in all columns:

- (1) & (2) Account information as required
- (3) & (4) Budget change requested
- (5) Original budget as adopted by the board
- (6) Current budget (original budget w/past mods.)
- (7) Actual expenses to date
- (8) Budget after requested modifications
- (9) Balance available after transfer (col 8 - col 7).

PREPARED BY: Scott Schutze

FINANCE DIRECTOR: \_\_\_\_\_ Date 3/6/18

(required) Date 2/19/18

DIVISION HEAD: \_\_\_\_\_ Date 3/3/2018

DEPARTMENT HEAD: \_\_\_\_\_ Date 3/3/2018

COUNTY EXECUTIVE: \_\_\_\_\_ Date 3/8/18


**Kenosha**



**County**

**BOARD OF SUPERVISORS**

**RESOLUTION NO. \_\_\_\_\_**

Subject: Resolution to accept grant funding for Kenosha County Land Records modernization project activities.	
Original <input checked="" type="checkbox"/> Corrected <input type="checkbox"/> 2 <sup>nd</sup> Correction <input type="checkbox"/> Resubmitted <input type="checkbox"/>	
Date Submitted: 3/06/18	Date Resubmitted:
Submitted by: Scott Schutze	
Fiscal Note Attached <input checked="" type="checkbox"/>	Legal Note Attached <input type="checkbox"/>
Prepared by: Scott Schutze	Signature: 

WHEREAS, Kenosha County participates in the Wisconsin Land Information Program administered by the State of Wisconsin Department of Administration, and

WHEREAS, Kenosha County collects fees from real estate related document recordings in the Kenosha County Register of Deeds Office, and certain portions of those fees are forwarded to the State of Wisconsin Land Information Program for the purpose of redistribution to the counties of the State for land records modernization projects, and

WHEREAS, Kenosha County has developed a project to migrate its existing mapping databases to incorporate ESRI Parcel Fabric technology utilizing this Wisconsin Land Information Program grant, and

WHEREAS, the Kenosha County Land Council, a statutorily required county oversight committee of the Wisconsin Land Information Program, has reviewed and approved the database migration project, and

WHEREAS, the Wisconsin Land Information Program is offering a grant of \$50,000 for these purposes and no additional county funds will be needed to complete this portion of the project,

NOW, THEREFORE BE IT RESOLVED, that the Kenosha County Board of Supervisors authorizes the Division of Land Information to act on its behalf and accept and utilize the grant from the Wisconsin Land Information Program in the amount of \$50,000 and amend the budget as per budget modification which is attached and incorporated by reference.

Kenosha County Land Records Modernization Award

March 6, 2018

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Respectfully Submitted:

FINANCE/ADMINISTRATION COMMITTEE

	Aye	Nay	Abstain	Excused
_____ Supervisor Terry W. Rose, Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Ronald J. Frederick, Vice-Chair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Jeffrey Gentz	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Ed Kubicki	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Greg Retzlaff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Daniel Esposito	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Supervisor Rick Dodge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>