South Dakota

Cadastral

Strategic and Business Plan

Prepared by:

South Dakota Cadastral Committee

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Introduction

The need for digital parcel data is recognized at all levels of government. Parcel data records are typically developed and maintained at the local government level. Counties, cities, and tribal governments in South Dakota continue to make the investment in developing digital parcel data usable in a GIS (geographic information system) for property assessment purposes. Digital parcel data is also critical for emergency response. The Homeland Security Grant Program's 2008 Geospatial Guidance Supplemental Resource states that "Tax parcels and other local-source content….are perhaps the most important geospatial assets for disaster response. Although other data are no less useful, parcels establish the critical link between who, what, and where that can help guide many forms of response and recovery."

A parcel is defined as a contiguous area of land described in a single description by a deed or other instrument, separately owned and capable of being separately sold. Cadastral is defined as a public record, survey or map for tax purposed showing ownership and value of land.

Strategic and business planning is important for developing a shared vision, and for building partnerships between all participants. This strategic and business plan for statewide cadastral data development is designed to help the state of South Dakota outline and implement long-term goals related to the development, maintenance, and distribution of a statewide digital cadastre. This document outlines what steps need to be undertaken and how these steps will be completed to produce digital parcel data across the state.

South Dakota Cadastral Initiative

The South Dakota Cadastral Initiative is an ongoing statewide effort to promote the development of a statewide cadastre in South Dakota. This goal will be implemented through the activities of the South Dakota Cadastral Committee, a volunteer group composed of members from local, state, and federal government entities, tribal entities, and the private sector.

The Black Hills Digital Mapping Association (BHDMA) has been the lead organization to promote the beginning phases of the Cadastral Initiative, and has been funded through a Federal Geographic Data Committee (FGDC) National Spatial Data Infrastructure (NSDI) Cooperative Agreement Program (CAP) Fifty States Initiative grant, awarded in 2007. Partnering organizations for the grant include the State of South Dakota, the South Dakota Association of Assessing Officers, and the Sioux Falls GIS.

Through this grant, BHDMA kicked off the Cadastral Initiative by organizing and hosting a two-day parcel-themed GIS conference in Rapid City, SD. The conference was held in September 2007 and provided educational opportunities for members of the state's GIS community to learn about cadastral issues and the business case for a statewide cadastre. Attendees also learned about the Cadastral Initiative and had the opportunity to express their views on the development of a statewide cadastre.

Following the conference, a 1.5-day South Dakota Cadastral Committee meeting was held. The meeting was used to draft a vision statement, SWOT analysis (Strengths/Weaknesses/ Opportunities/Threats), and a cadastral strategic and business plan for the development of a statewide cadastre. Tasks were outlined and a 3-year time frame was set for implementation. The ongoing Cadastral Initiative directly supports the NSDI and the objectives of the Fifty States Initiative Action Plan by furthering the coordination of programs and policies that enable the further development, distribution, and maintenance of statewide geospatial information.

Organization Contact Information

The home page for the South Dakota Cadastral Initiative is located at:
http://www.openplans.org/projects/south-dakota-cadastral-initiative/project-home

Contact People for the South Dakota Cadastral Committee:

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Vision of the South Dakota Cadastral Initiative

The vision of the South Dakota Cadastral Initiative is as follows:

The South Dakota Cadastral Committee will serve the public through a coordinated statewide cadastral data system. Within three years the committee will accomplish its key strategic goals:

Create a Statewide Framework

The committee will create a statewide network of collaborators, including local, state, tribal and federal government and private stakeholders. They will find and cultivate champions of cadastral data, who can raise awareness and public support. The committee will identify all participants in cadastral data collection and management and develop a conceptual operations plan for them.

Conduct a Statewide Needs Assessment

The committee will identify existing data and data gaps in partnership with local, state, tribal and federal stakeholders. With a clear understanding of the existing data

availability, the committee will recommend a multi-purpose, needs driven cadastral data system that supports public health and safety and efficiency of government.

Develop Funding Sources

Since there will be no mandate to produce data, the committee will solicit funding to support projects, which will assist in the goals of a coordinated statewide cadastral data system.

SWOT Analysis of the South Dakota Cadastral Initiative

This SWOT analysis (Strengths/Weaknesses/Opportunities/Threats) was completed on 9/21/07 by the Cadastral Committee:

STRENGTHS (Leverage)	WEAKNESSES (Improve/Strengthen)	OPPORTUNITIES (Capitalize)	THREATS (Minimize)
Cooperation between entities	Don't have an inventory done of digital parcel data availability	Provide data more efficiently to a wider audience	No buy in
Collaborative effort in place	Lack of resources/funding	Emerging markets Many applications/data uses	Entities threatened by new demands – efforts cost a lot of money
State GIS Coordinator	Old school mentality	Establish a business need	Political issues, history between entities, tribal sovereignty
Connection with state land owners	Limited time of volunteers	Holistic approach to GIS	Unclear understanding of public access/privacy issues/data sharing
Starting with a clean slate; especially tribes and local government	Not full representation	Identify champions and additional stakeholders to build support	Lack of resources to maintain data – need more transfer of knowledge
State data server – provides a central link for the IT infrastructure	Politics	Sharing of data	Resistance to change
Technology	Lack of strategic plan	Serve the public the information that exists	Not protecting from potential pitfalls
Tribes' status – potential for federal funding	Need to hire more GIS skilled employees	Tribes collaborate to provide input to the state	Emerging factions may disagree rather than unite
Data exists – mandate to maintain	Dysfunctional areas in government		No state charter
Limited in-fighting within GIS community	Broken links in info sharing (2-way)		Not having the right leadership
Idea of developing a statewide cadastre endorsed by Western Governor's Assoc.			No successor organization

Cadastral Initiative Strategic and Business Plan - Goals and Tasks

GOAL #1 – Create a Statewide Framework	
TASK	*ACTION*
1. Establish an Advisory Committee	Establish an Advisory Committee to address current and emerging issues of cadastral data in the state
Sub-Task 1.1	Start with the current strategic planning group
Sub-Task 1.2	Recruit members from all levels of government, including city, county, state, Tribal and Federal levels. Customers, especially from emergency management and from possible funding sources. General public, academia, private sector
Sub-Task 1.3	Ensure geographic balance
Sub-Task 1.4	Size—15-25 members.
Sub-Task 1.5	Develop two subcommittees: Needs Assessment and Funding. Members of the subcommittee may not be members of the main Advisory Committee
Sub-Task 1.6	Identify a fiscal agent
Sub-Task 1.7	Develop ground rules
2. Finalize Vision Statement	Finalize Vision Statement into a brief document, which can be easily read and understood.
3. Develop Outreach Strategy	Identify key stakeholder groups and find out when and where they are meeting. Ask for an opportunity to discuss the statewide cadastral initiative and its status.
3. Create Stakeholder List	Update and expand the stakeholder list to include all data stewards, decision makers, and customers.
4. Concept of Operation Plan	Develop a Concept of Operation Plan, which will delineate the roles and responsibilities of all the stakeholders.
5. Develop Web Page	Develop a web page, initially to capture stakeholder list, announcements, reports and other pertinent news for the SD cadastral community

GOAL #2 – Conduct Statewide Needs Assessment	
TASK	*ACTION*
1. Take Inventory	Take inventory of data and contacts, interviewing data stewards in counties and Tribes
Sub-Task 1.1	Establish a Needs Assessment Subcommittee
Sub-Task 1.2	Establish an Inventory Working Group of the Needs Assessment Subcommittee
Sub-Task 1.3	Inventory existing data, including the state of the data, willingness of generator to share, conditions of use.
Sub-Task 1.4	Identify contacts and ask for key inventory documents.
Sub-Task 1.5	Communicate the purpose, scope and timing of the inventory to county assessors and Tribal GIS coordinators. Send out a letter and follow-up with a phone call a short time later.
Sub-Task 1.6	Announce the start of the inventory at the SD Association of Assessing Officers.
Sub-Task 1.7	Report back on the progress of the inventory to the SD Association of Assessing Officers.
2. Identify Critical Business Functions	Identify and document critical business functions to be supported by a statewide data base.
Sub-Task 2.1	Establish a Business Needs Working Group of the Needs Assessment Subcommittee
Sub-Task 2.2	Ask counties who are doing a study of the critical business functions to provide their template
Sub-Task 2.3	Conduct a 1-2 day workshop with the public health/safety sector: emergency management and wildland fire to identify and document their critical business functions.
Sub-Task 2.4	Identify "core" data elements needed to support the public health/safety sector business functions
Sub-Task 2.5	Prepare a data development cost estimate
3. Implement Pilot Project	Implement a pilot project to evaluate performance of the suggested data development and standards methodology

GOAL #3 – Develop Funding Sources

TASK	*ACTION*
1. Identify Projects	Identify what to do with funds
Sub-Task 1.1	Establish a Fund Development Subcommittee
Sub-Task 1.2	Develop standards for work to be accomplished
Sub-Task 1.3	Identify who will manage project funding (grant administration)
2. Identify Funding Sources	Identify potential grant and sponsor funding sources
Sub-Task 2.1	Explore hiring a part-time grant writer
Sub-Task 2.2	Enlist various groups – educational, state, tribal, federal agencies, organizations, private sector
3. Develop Mechanisms to Use Year-End Funds	Establish a system to access year-end funds for projects
Sub-Task 3.1	Decide on who will manage funds
Sub-Task 3.2	Develop a preferred vendor list
4. Establish Partnerships	Identify strategic partners to assist in development of the statewide framework, needs assessment, and funding
Sub-Task 4.1	Identify governmental grant participants, who bring both dollars and in-kind match
Sub-Task 4.2	Establish MOUs and obtain letters of support
Sub-Task 4.3	Recruit vendor partners
Sub-Task 4.4	Identify existing funds for special projects (such as 911)