Final Corrective Action Plan: Audit Report #06P-01
Performance Audit of Conservation Easements
Department of Administration
January 24, 2007

Agency	Recommendation #	Does this affect a federal program?	CFDA # (if previous YES)	Management View	CAP – Corrective Action Plan	Person responsible for CAP	Target Date
61010	Recommendation #2: We recommend the Department of Administration develop procedures to allow for the integration of conservation easement data in the Cadastral system.	No		Concur	1) Obtain the most recent Stewardship Database from the Natural Heritage Program (NHP). Vertically integrate (align) the entire database with the cadastral database. Separate the existing conservation easements into a separate feature class. This action will insure that all existing conservation easements are on the same map base with the cadastral tax parcels and are synchronized with the Bureau of Land Managements Geographic Coordinate Database (GCDB). Revise conservation easement feature class metadata.	Stu Kirkpatrick	1) 7/01/07 **COMPLETE**
					2) Work with the Department of Revenue (DOR) to develop documented procedures for transfer of new conservation easements from the county Clerk and Recorders, through DOR, to D of A.	Stu Kirkpatrick	2) 7/01/07 **Process documented - needs testing**
					3) Implement procedures to enter new conservation easement data into the Cadastral Database	Stu Kirkpatrick	3) 9/30/07
					4) Publish conservation easement data through the present Cadastral Website	Stu Kirkpatrick	4) 10/30/07
					5) Link conservation easement data with any pertinent fields in the DOR Computer Assisted Mass Appraisal (CAMA) database if DOR adds those fields to CAMA.	Stu Kirkpatrick	5) Dependent on DOR actions