

**MINUTES**  
**McLEAN COUNTY GIS MANAGEMENT COMMITTEE MEETING**  
**Friday, June 19<sup>th</sup>, 2009, 10:45 a.m.**  
**Government Center Room 404**

**Members Present**

Khalid Hasan, Director of Regional GIS (proxy for Paul Russell) - McLean County Regional Planning Commission (MCRPC); Jim Karch, Interim Director - Public Works, City of Bloomington (COB); Phil Dick, Director - Building and Zoning, McLean County (MC); Mike Ireland, Assessor - City of Bloomington Township (COBT); Mike Hall, Director of Public Works - Town of Normal (TON).

**Members Absent**

Tony Cannon, Executive Director - Emergency Telephone System Board (ETSB/911); Paul Russell, Executive Director - MCRPC.

**Others Present**

Bill Jackson, GIS Coordinator - MCRPC; Joshua Thompson, GIS Specialist - MC Supervisor of Assessments Office; Troy Olson, Engineering Technician - COB; Leah Sweeney, GIS Specialist - MC IT, Cassidy Killian, GIS Coordinator - TON IT ; John Hendershott, Environmental Health Programs Supervisor - MC Health Department.

**1. Call to Order**

Mr. Hasan noted the presence of a quorum and called the meeting to order at 10:50 a.m.

**2. Attendance**

Attendance was recorded by Mr. Jackson.

**3. Consent Agenda**

Mr. Hall motioned to approve the consent agenda as presented, Mr. Dick seconded and the motion carried unanimously.

**4. Items of Business**

No items of business.

**5. Information / Discussion Items**

**A. Digital Submittals**

Mr. Dick advised that the County is in the process of updating their subdivision ordinance, and inquired if any of the local governments are planning changes for digital submittal requirements.

Mr. Olson indicated that Mr. Russ Waller at the COB signs final plats only if a digital submittal is provided. Mr. Olson added that the manual of practice needs change to require digital submittals for one or two lot plats.

Mr. Hall indicated the Town of Normal is in the process of putting together a list of possible changes to their manual of practice including standards and specifications for water and

sewer construction. Mr. Hall added that it takes TON Council action to change the manual of practice if significant changes are required. There have been 4-5 major changes to the manual of practice over the years. Mr. Hall added that enforcement of the digital plat submission is a coordination and communication issue between Mr. Gene Brown in the Engineering Department and the TON Clerk's office, though no signature is required. He added that compliance is still an issue with some firms.

Mr. Hasan asked if the County has an enforcement mechanism. Mr. Dick replied that the Building and Zoning office does not allow a document to be recorded without a digital submittal. Mr. Hasan asked if there was any need to revive the digital submittal GIS focus group? Several members agreed that this would be a good idea and Mr. Karch suggested a fall time line.

### **B. Orthophotography/LiDAR Project Updates**

Mr. Jackson reported that MrSID mosaics for TON, COB and the combined urban area have been received. The vendor indicated that the remainder of the final deliverables would be completed and shipped next week.

### **C. GIS Strategic Plan Update**

Mr. Hasan reported that Baker is in the process of drafting interview summaries, which will be provided to participating departments for review. These will be the foundation of any analysis and recommendations. The combined summaries would be made available to everyone in the final documentation. Further followups will be scheduled as needed.

### **D. Other Discussion Items that May Arise**

Mr. Dick asked if the County needs to plan for GIS projects in its budget. Mr. Hall suggested that another aerial photo mission be discussed for the next budget cycle. Mr. Hasan advised that a 2010 statewide effort was in the initial stages of discussion and that the product would probably be coarser resolution though local participants could opt for higher resolution photo at additional costs. Mr. Hall added that he noticed that Google maps displayed new improved aerial photography for Bloomington-Normal. Hasan replied that we will investigate the possibility of providing our recent orthophoto to Google as we receive all final deliverables.

## **6. Adjournment**

The regular meeting adjourned at 11:15 a.m. The next scheduled meeting of this committee, pending items of business and availability of members, is July 17th, 10:30 a.m. in Room 404 at the Government Center.

## **7. Executive Session**

No executive session was required.

Respectfully Submitted,

Bill Jackson,  
GIS Coordinator, MCRPC