

AGENDA

**MCLEAN COUNTY GIS MANAGEMENT
COMMITTEE MEETING
FRIDAY, Nov. 15th, 2002, 10:30 A.M.**

MCLEAN COUNTY HIGHWAY DEPARTMENT

1. Call to Order

2. Administrative Matters

- a. Review of the Minutes from the Oct. 18th, 2002 meeting of the GIS Committee
- b. Financial Report
- c. Sharing MDT ArcExplorer Projects

3. Priority Projects

- a. Cadastral Mapping
- b. Aerial Photography
- c. Intranet Map Server
- d. Digital Submittal of Plats
- e. County Voting Precinct Maps
- f. Street Index Map Update

4. Addressing Subcommittee

5. Status of County GIS Grant Application

6. GPS Acquisition Progress

7. Other Matters of Business or Discussion that May Arise

8. Next Meeting

9. Adjournment

10. Executive Session

MINUTES

MCLEAN COUNTY GIS MANAGEMENT COMMITTEE MEETING FRIDAY, Oct. 18th, 2002, 9:00 A.M. MCLEAN COUNTY HIGHWAY DEPARTMENT

Members Present

John Mitchell, County Engineer - McLean County Highway Department, George Drye, Director of Engineering and Water - City of Bloomington; Mike Hall, Director of Public Works - Town of Normal; Mike Ireland, Assessor - City of Bloomington Township;.

Members Absent

Paul Russell, Director - McLean County Regional Planning Commission; Bill Gamblin, E911 Administrator - McLean County E-911

Others Present

David Mather, GIS Coordinator - McLean County Regional Planning Commission; Phil Dick, Director of Building and Zoning - McLean County; Troy Olson, GIS Specialist - City of Bloomington Engineering; Bill Jackson, GIS Programmer/Analyst - McLean County Regional Planning Commission; Stephen Sochotsky, GIS Specialist - Town of Normal; Mike Behary, County Planner - McLean County; Kevin Walter - Assessor's Office - McLean County, Matt Hughes, Russ Warren, Senior Designer - Farnsworth Group, Ken Emmons, City Planner - City of Bloomington, Mark Hocking, Engineering Technician - City of Bloomington; J. R. Subbert - Assessor's Office - McLean County.

1. Call to Order

The meeting commenced at 10:30 a.m.

2. Administrative Matters

a. Review of the Minutes from the Sept, 20th 2002 meeting of the GIS Committee

No changes to the minutes were noted, minutes were approved.

b. Financial Report

No questions or comments on the financial report.

Priority Projects

3. a. Cadastral Mapping

Mr. Hughes stated that there was one more delivery left for mid November, and hoped for an early December delivery date for the City of Bloomington/City of Bloomington Township backlog contract. Mr. Mather stated that we have a map book due from Akanda as a deliverable. Mr. Warren asked if a price had been set for the map book. Mr. Mather indicated that he would not know until sometime in the next summer. Mr. Mather stated that we would be producing subsequent map books in-house and several technical issues needed to be worked out with the new ArcGIS software.

3. b. Aerial Photography

Mr. Mather advised that the Sony DVD burner he had ordered has not been received yet, however, a DVD sample pack was ordered and received for use in the testing of different formats. Mr. Mather suggested that a savings of several hundred dollars could come from the type of media format usable. Mr. Olson suggested the DVD media be distributed by township. Mr Mather indicated that the catalog would facilitate the search and discussed concerns with the township approach.

3. c. Intranet Map Server

Mr. Jackson advised that minor changes had been made to the IMS server including an additional new tool for converting lat/long coordinates to state plane. Mr Olson suggested this was a good idea because several agencies including e911 use world coordinates.

3. d. Digital Submittal of Plats

Mr. Mather stated that at the September 11th, 2002 meeting on the digital submittal issue at the Town of Normal, several small manual of practice code changes were identified. Mr. Mather suggested placing the standards for digital submittal in a PDF document on the MCGIS website. This suggestion was well-received. Mr. Mather also suggested the need to create a template for both AutoCAD and Microstation that would have the appropriate levels and layers already set up for Engineering firms to use. Mr. Hughes related a recent experience with a digital submittal to the County in which the layers were not designated correctly, and the working units were in feet rather than meters. Mr. Mather stated that this was the initial growing pains of getting digital submittals started.

Mr. Mitchell questioned why the GIS was requiring the digital submittal units to be metric. Much discussion followed about the wisdom of continuing to use the metric system. It was noted that when the GIS began, metric had been advocated by all parties, and by the State of Illinois. Mr. Warren stated that submitting CADD drawings in metric units, and metric annotation would be quite unreasonable for his firm, since all their survey work was done in english units. It was

noted that converting the working units of the drawing is an easy process. Mr. Warren was mainly concerned with the drawing annotation, since it would be a labor intensive process to change that by hand from English to Metric units. Mr. Mather reminded the Committee that at the recent digital submittal meeting, everything in the Town, City, and County manuals of practice had been agreed to by the engineering firm's representatives, with few exceptions, and the metric-english unit issue was not a concern expressed at that time. Mr. Mather stated that the technical committee needed to meet again, review the standard, and talk about these issues.

Mr. Drye stated that there seemed to be disagreement concerning the content of the digital submittal standard. Mr. Hughes stated that the GIS needed to be in agreement with any standard if he was to enforce it with the firms. Mr. Hall stated that all the IDOT standards for construction still contained a specification for metric units. Mr. Mitchell suggested doing away with the metric units in all GIS data. Mr. Mather stated that it would be nearly impossible to make such a change at this point considering all the data that the GIS possesses in metric units, especially aerial photography. Mr. Drye stated that the time to discuss switching to English units would be when we get the next aerial photography, and at the same time acquire new planimetrics. Mr. Mather stated that that would not happen until 2005 or 2006.

3. e. County Voting Precinct Maps

Mr. Mather stated that progress was being made with this map series. He stated that 2/3's of the precincts were now created out of a total of 63 precincts, and that he was soon to finalize a map format with the County Clerk. He stated that he hoped to be finished with the maps entirely by the end of the following week.

4. Addressing Subcommittee

Mr. Mather inquired whether there had been a meeting of the addressing subcommittee. None was reported. Mr. Olson introduced the idea of a password protected area of the MCGIS website that could be utilized by members of the addressing subcommittee to make updates to street names. There was considerable concern expressed by several members of the Committee over the proper naming of streets, and the conflicts that have recently arisen between Bloomington and Normal because of lack of proper communication about this issue. Mr. Drye suggested that E911 should be the lead agency for this issue and that he and Mr. Hall should discuss it with Mr. Gamblin. Mr. Warren stated that there used to be a document on the MCGIS website for road name review. Mr. Mather stated that because it was out of date it was no longer on line. Mr. Olson stated that he would like to see the document return in a "live" format to the website. Mr. Warren stated that even if the document was 3 months out of date it would still be adequate.

5. Status of County GIS Grant Application

Mr. Mitchell stated that he had completed the grant application, that it had been approved by the County Transportation Committee. He stated that in the application he was looking for funding for a GIS Specialist, hardware and software. Mr. Dick stated that there was some concern at the

County as to how the GIS staff person would be funded after the grant had expired. The grant had yet to be discussed with County Administration.

6. GPS Acquisition Progress

Mr. Hall advised that Rick Caldwell of Skadaware, under Town of Normal's contract, started off applying to the FCC for a frequency required to implement the GPS system. They are looking for a five channel frequency anticipating future needs, but were not successful. Mr. Caldwell was in contact with Mr. Steve Larkin of Hill Radio that has a radio system working now in the county that they are willing to sell. The re-license fee would be \$3500, split three ways, plus an additional \$550 for a single data frequency for the GPS. Hill Radio also provided a quotation for radio equipment, two different makes, for between 32K to 44K Mr. Warren said his firm has already put time into research and suggested the committee come to Farnsworth Group and asked for their help. Mr. Warren stated that this work was based on comments made at a meeting on October 19, 2001. Mr. Hall stated that he never received a product from the time they put in and that he was not aware that Farnsworth Group was given any direction to proceed with any work. Mr. Mather said he would check past minutes for any record of this conversation. Mr. Drye suggested that training would be needed at some point in the future. Mr. Warren suggested a meeting be scheduled to discuss the issue. Mr. Hall stated that the \$57,000 the Town of Normal budgeted for entire GPS included equipment and training. Mr. Hall said he would like to get committee authorization. Mr. Drye suggested that if Hill Radio offered to sell us the system Mr. Hall should go forward and purchase it. Concerning the Motorola radio equipment, Mr. Drye suggested Mr. Hall do some bench marking to see what other people are using and what works to avoid future problems. There may be a state purchase of GPS equipment available at a discount. Mr. Sochotsky suggested looking at GSA pricing.

7. Other Matters of Business or Discussion that May Arise

No items were discussed

.

8. Next Meeting

The next meeting of the GIS Committee will be held on Nov. 15th, 10:30 am at the McLean County Highway Department.

9. Adjournment

The meeting was adjourned at 12:25 p.m.

10. Executive Session

No items to discuss.

Respectfully Submitted,

David Mather,
MCRPC GIS Coordinator