

AGENDA

**MCLEAN COUNTY GIS MANAGEMENT  
COMMITTEE MEETING  
FRIDAY, Mar. 21st, 2003, 10:30 A.M.**

**MCLEAN COUNTY HIGHWAY DEPARTMENT**

**1. Call to Order**

**2. Attendance**

**3. Items of Business**

A. Cadastral Maintenance

**4. Information / Discussion Items**

A. Minutes of the Feb. 21st, 2003 meeting of the GIS Management Committee

B. February, 2003 Financial Report

C. Street Maintenance / Street Map

D. Aerial Photography Distribution

E. Intranet Map Server

F. Digital Submittal of Plats

G. Addressing Subcommittee

H. GPS Acquisition Progress

I. Other Discussion Items that May Arise

**5. Adjournment**

**6. Executive Session**

## MINUTES

### **MCLEAN COUNTY GIS MANAGEMENT COMMITTEE MEETING**

**FRIDAY, Feb. 21st, 2003, 10:30 A.M.**

### **MCLEAN COUNTY HIGHWAY DEPARTMENT**

#### **Members Present**

Paul Russell, Director - McLean County Regional Planning Commission; George Drye, Director of Engineering and Water - City of Bloomington; Mike Hall, Director of Public Works - Town of Normal; Bill Gamblin, E911 Administrator - McLean County E-911, Phil Dick, Director of Building and Zoning - McLean County; Mike Ireland, Assessor - City of Bloomington Township.

#### **Members Absent**

#### **Others Present**

David Mather, GIS Coordinator - McLean County Regional Planning Commission; 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 Kothe, Information Systems Engineer - City of Bloomington; J. R. Subbert - Assessor's Office - McLean County; Matt Hughes, GIS Specialist - McLean County Regional Planning Commission; Russ Warren - Farnsworth Group; John Hendershott - McLean County Health Dept; John Mitchell, County Engineer - McLean County Highway Department.

#### **Call to Order**

The meeting commenced at 10:35 a.m.

#### **2. Attendance**

#### **3 Minutes**

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

#### **4. Financial Report**

Mr. Drye inquired about the significance of the line-item "contract administration." Mr. Russell stated that the name was confusing, and in the future it would be called simply "contracts." Mr. Russell also suggested checking into the status of billing the local governments for their GIS intergovernmental agreements. Mr. Hall inquired whether there was still a large amount of equipment to be purchased in the fiscal year. Mr. Mather stated that there were several items yet to be purchased, including a new IMS server. There was some discussion as to whether the committee needed to approve the financial report in a manner in keeping with the open meetings act. It was agreed that the budgets and financial matters were ultimately approved by the managing bodies of the respective local governments, and would not require official vote from the committee.

## **5. Items of Business**

### **A. Hardcopy Parcel Plots**

Mr. Mather stated that the plotting services portion of the cadastral contract was now being considered by the technical committee. The plotting services would be used to produce a map book that would replace the Sidwell books. Plotting services include both hardcopy maps and digital map files, preferably in PDF format. Some of the current problems include missing parcel dimensions both in the database and annotation layer, and difficulties finding a workable text size for the annotation layer. The annotation at this point is illegible. The conversion process from Arcinfo to PDF has also been problematic. The technical committee needs to find a quick practical solution. If a solution cannot be found in a reasonable amount of time, the money should be saved and the maps produced by the GIS, since it would be needing to do this anyway in the fall. The question was raised whether we want to continue to produce a paper product, or just move into a digital solution like PDF. This would give the end-user the ability, if necessary to produce any page they might need to, but reduce our costs for printing.

Mr. Hall stated that its' easy to let the public just look at a map book. He stated they were not set up with a kiosk format to allow the public to look at the lots or parcels. He also stated that a kiosk might require additional staff to maintain. Mr. Drye stated that the Sidwell books are used every day in many departments at the City of Bloomington. Mr. Mather stated that the Map Books could be on every desktop computer in a digital form. Mr. Olson stated that the option would still be available to have a hardcopy map book, but less paper copies would be needed. Mr. Hall stated that the Town of Normal currently has 3 full size, and 1 half size Sidwell set. Mr. Hall stated that all but one copy could be replaced with a digital product.

Mr. Dick stated that there were two issues before the committee. One, whether they want Akanda to produce a hardcopy map that will be soon reproduced by the GIS, and two, whether they would want to produce paper maps at all in the future. Mr. Hall stated that a related issue is the fact that Sidwell currently sells many copies of these map books to the public, and whether the consortium was going to continue to make a similar product available. Mr. Kothe stated that the large format Sidwell pages were \$4 per page, and that there were probably 1000 pages. The lease price for a large set is about \$4,000 per year and about \$500 per year for a half-size set.

Mr. Mather stated that there was no way in the short-term to produce a hardcopy product with all the parcel dimensions. Mr. Olson showed the committee some examples of the test plots produced by Akanda. It was agreed that the text size was generally too small. Mr. Mather stated that the technical committee was considering hiring someone for a period of months to help populate the missing parcel dimensions in the annotation. Mr. Ireland stated that if it looked like the GIS could not produce the map book in a timely fashion, he would need to send his updates to Sidwell as soon as possible.

Mr. Mather stated that he would speak with CLT, the contracting agency who hired Akanda. Mr. Drye stated that we could offer to pay for some of the labor already invested in the plotting portion of the cadastral contract. Mr. Drye suggested that \$5000-7000 would be a reasonable

buyout price. Mr. Mather stated that some of the money saved could be invested in cartographic software to help produce the map books.

Mr. Russell asked the committee whether a kiosk for the viewing parcels was the long range goal. Mr. Dick responded that that decision cannot be made at this point, and the committee would still like to see paper maps for a while.

### **B. NRCS Payment**

Mr. Mather informed the committee that he had spoken with Mr. Mcleese, State Soil Scientist at NRCS, and had clarified the nature of the soils contract. The purpose of the amounts paid by the committee in this contact was not to fast track, but simply to get in line for the development of digital soils. The only counties receiving digital soils in Illinois are those partnering with NRCS and the State. This is an equal 1/3 share. The major portion of the contract had now been delivered. Several portions of the contract are yet to be delivered, however, these are relatively minor. Mr. Mather suggested that it was time to pay the balance of this contract. Mr. Mather stated both Peoria and Winnebago Counties had paid for their soils, and that Peoria County had received their soils late.

### **Discussion Items:**

#### **A. Cadastral Maintenance**

Mr. Hughes stated that he was receiving good information from Bloomington and Normal for cadastral maintenance. He is also working on maintenance outside the urban area. He has received 85 plats from Mr. Nelson, and has worked about half of them. The issues surrounding the map book have detracted from Mr. Hughes time on maintenance. Mr. Hughes stated that he is working on a database to track maintenance progress and added that hopefully by next month he would have a better feel for the pace that maintenance is taking place at. He stated that there were many parcel splits and combinations building up in the county, and had not yet had time to get to them.

#### **B. Street Maintenance / Street Map**

Mr. Mather stated that Mr. Jackson had recently finished an update of the streets, and was working on the street map, which should be available in a few days.

#### **C. Aerial Photography Distribution**

Mr. Mather stated that he was working on labeling the DVDs for E911's copy of the aerial photography. Mr. Gamblin stated that they knew Mr. Jackson was juggling many responsibilities, and that E911 had elected to forego the creation of their copy of the photography until the streets maintenance was finished.

#### **D. Intranet Map Server**

Mr. Jackson informed the committee that a new IMS server had been ordered, and that service speeds were expected to increase with the installation of the new server. Mr. Kothe stated that the server at times would take up to 15 seconds to serve a map.

### **E. Digital Submittal of Plats**

Mr. Hall stated that the committee was waiting on the local governments to resolve some issues before the digital submission revisions would go before the respective councils. Mr. Hall and Mr. Drye stated that none of the issues to be brought before council should require a public hearing.

### **F. Addressing Subcommittee**

Mr. Kothe stated that currently the subcommittee was waiting for Ms. Franks to send the database to Mr. Mather for posting in some location mutually accessible to all committee members.

### **G. GPS Acquisition Progress**

Mr. Gamblin stated that because of phase II requirements for wireless E911 services, he would need to purchase a differential GPS unit next year. Mr. Hall and Mr. Gamblin agreed that it was in the best interest of the local governments to try to work together in a joint effort to obtain GPS capabilities.

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

Mr. Sochotsky inquired about a recent request from the Metamora Telephone company for addressing information. Mr. Gamblin stated that those requests could be faxed to his attention and he would answer the requests.

## **7. Adjournment**

The next meeting of the GIS Committee will be held on Mar. 21st, 10:30 am at the McLean County Highway Department.

The meeting was adjourned at 11:58 a.m.

## **8. Executive Session**

No items to discuss.

Respectfully Submitted,

David Mather,  
MCRPC GIS Coordinator