

AGENDA

**MCLEAN COUNTY GIS MANAGEMENT
COMMITTEE MEETING**

FRIDAY, June 18th, 2004, 10:30 A.M.

MCLEAN COUNTY HIGHWAY DEPT

1. Call to Order

2. Attendance

3. Consent Agenda

- A. Minutes of the May 21st, 2004 meeting of the GIS Management Committee
- B. April, 2004 Financial Report

4. Items of Business

None.

5. Information / Discussion Items

- A. Cadastral Maintenance / Map Book
- B. Aerial Photography Presentation Dates
- C. Street Maintenance
- D. Intranet Map Server
- E. GPS Cost Estimates
- F. Other Discussion Items that May Arise

6. Adjournment

7. Executive Session

MINUTES

MCLEAN COUNTY GIS MANAGEMENT COMMITTEE MEETING FRIDAY, May 21, 2004, 10:30 A.M. MCLEAN COUNTY HIGHWAY DEPARTMENT

Members Present

Doug Grovestein, Director of Engineering - City of Bloomington; Mike Hall, Director of Public Works - Town of Normal; Paul Russell, Director - McLean County Regional Planning Commission; Mike Ireland, Assessor - City of Bloomington Township.

Members Absent

Bill Gamblin, E911 Administrator - McLean County E-911; Phil Dick, Director - McLean County Building and Zoning.

Others Present

David Mather, GIS Coordinator - McLean County Regional Planning Commission; Bill Jackson, GIS Programmer/Analyst - McLean County Regional Planning Commission; Steve Hempin - McLean County IT Department; Sarah Franks - McLean County E-911; Steve Sochotsky, GIS Specialist - Town of Normal; David Dodson, GIS Technician - Town of Normal; Juan Garcia, GIS Specialist - County of McLean; Kevin Kothe, Information Systems Engineer - City of Bloomington; Troy Olson, GIS Specialist - City of Bloomington; Mark Hocking, Engineering Technician - City of Bloomington; John Hendershott - McLean County Health Department, Teri Joyce - City of Bloomington Township.

1. Call to Order

The meeting commenced at 10:45 A.M.

2. Attendance

3. Consent Agenda

Approved as presented.

4. Items of Business

None.

5. Information / Discussion Items

A. Cadastral Maintenance / Map Book

Mr. Mather stated that the GIS Technical Committee had been working on cleaning up the look of the annotation in the cadastral database. A pilot area that had been completed for downtown Bloomington, one of the most congested areas from a parcel standpoint, now looks very clean

and is more legible than the original hand-drawn Sidwell maps. All subdivision names, for example, will now be printed on the map rather than in the margins. The Tech Committee was putting together a workflow process for the annotation cleanup. The Cadastral Editing Specifications document is expected to be finished within a week. Upon approval of this document, maintenance could begin. Mr. Mather stated that he was working with Sidwell on a plan for cleaning up the annotation simultaneously with Sidwell beginning cadastral maintenance. The goal is to be ready for the digital printing of the parcel maps in April of 2005.

B. Aerial Photography Presentation Dates

Mr. Mather reminded the Committee that it had requested presentations from vendors capable of all-digital processes, as well as traditional film based processes. GRW Aerial Surveys of Lexington, Kentucky had requested to give a presentation on June 3rd. Earthdata was likely to present at the GIS Management Committee Meeting in July. Mr. Ireland suggested scheduling at a different time rather than during a Management Meeting. Mr. Mather stated that he would get alternate dates from the EarthData representative and send these out to the Management Committee Members. Mr. Hall suggested that Earthdata present as soon as possible.

C. Street Maintenance

Mr. Jackson stated that the quarterly streets update was scheduled to be delivered in the coming month. He requested the Tech Members to get updates to him as soon as possible.

D. Intranet Map Server

Mr. Jackson stated that he was spending considerable time updating the addressing in the Buildings layer for the entire County. He had worked on smaller communities, such as Danvers, McLean and Towanda, as well as populating addresses for buildings in the rural areas. He was also working with Mr. Garcia on a plan to produce a database of addressed parcels.

Mr. Mather stated that he and Mr. Jackson had met with the Bloomington Police Department to discuss an IMS application for law enforcement that would show criminal data. The Police Department had received a bid from a vendor to produce a similar IMS application for \$25,000. Mr. Kothe had heard about the bid, and informed members of the Police Department that the GIS already had the software and hardware in place. After looking at the proposed application, it was determined that Mr. Jackson already had sufficient code written to do what was required with relative ease. Both a public and private IMS site were discussed. Mr. Mather stated that he hoped to get Normal and the County involved as well.

E. GPS Cost Estimates

No new information was reported.

F. Other Discussion Items that May Arise

Mr. Ireland inquired whether there was a plan to re-staff the soon to be vacated GIS Specialist position at the Regional Planning Commission. He stated that the cadastral maintenance was significantly behind for the City of Bloomington and he was concerned that tax bills might be delayed. He stated that with the high turnover of the cadastral maintenance position, that entire business model needed to be reevaluated. He noted that it required at least six months to train a person for that position, and because we have continued to lose employees, it has put cadastral

maintenance behind. He proposed a business model that was more stable, for example, contracting out cadastral maintenance to a vendor. This would alleviate such issues as management, and being left without a backup who could step in to take over the project. Mr. Ireland stated that Mr. Mather was busy with managing the GIS and did not have the time to do technical work such as cadastral cleanup. He did not believe rehiring the position to help cleanup the cadastral was an immediate viable option. Either contractors, or interns should be considered.

Mr. Russell inquired whether this annotation cleanup was covered in the existing contract with Sidwell. Mr. Mather stated that the current contract with Sidwell was to add in missing annotation, not necessarily to “make it look right.” Mr. Ireland stated that Akanda had been the contractor who should have made it “look right” and the ball had been dropped in the original contract. Mr. Mather explained that the missing annotation that was being placed by Sidwell was in the right position, but the rest of the original annotation required cleanup.

Mr. Mather stated that these problems go back to the original contractor, Akanda, who did not understand annotation placement conventions. They had simply placed all the annotation they saw on the plat, which does not create a clean end-product. Akanda did not seem to differentiate between parcels and lots in their placement methodology. The result was that dimension annotation is not clear. Mr. Mather stated that in the original contract from 1997 it was simply stated that the annotation should look “similar to Sidwell.” There were no annotation placement guidelines outlined. He stated that also because GIS technology had been changing in the past seven years, new challenges had been introduced. GIS file formats are now moving to the Geodatabase. The GIS Technical Committee had spent about a year in database design and the complicated transition process of moving the cadastral database into the latest file format. This had produced some unavoidable shifts in text size and position.

Mr. Grovestein inquired how soon the GIS Specialist position could be replaced. The Committee agreed it would take at least two months. Mr. Grovestein added that there would be training time after that as well. He suggested that a consultant who could hit the ground running should be considered. Mr. Ireland stated that Sidwell was the logical choice because they were familiar with our data. Mr. Ireland suggested using the money from the GIS Specialist salary to help fund additional contract work. Mr. Mather and Mr. Russell agreed that a lump sum may not be available at this time, since the salary was scheduled to be paid out on a monthly basis and funding was dependent on such factors as the recorder's fee. Mr. Ireland stated that the first step was to find out a price for this work from Sidwell.

Mr. Grovestein announced that Mr. Kothe had been promoted to Design Engineer at Bloomington Engineering.

6. Adjournment

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

The meeting was adjourned at 11:38 A.M.

7. Executive Session

No executive session was held.

Respectfully Submitted,

David Mather
McLean County GIS Coordinator