MINUTES OF THE 63rd MEETING

Milwaukee County Automated Mapping and Land Information System Steering Committee

DATE: December 14, 2004

TIME: 9:00 A.M.

PLACE: Milwaukee County Courthouse
County Executive's Conference Room
Room 306
901 North Ninth Street
Milwaukee, Wisconsin

Members Present

Kurt W. Bauer, Chairman	Milwaukee County Surveyor
John M. Bennett	City Engineer, City of Franklin, representing the Intergovernmental Coordination Council of Milwaukee County
Gregory G. High	Director, Architectural and Engineering Services, Milwaukee County Department of Parks and Public Infrastructure, representing the Director, Milwaukee County Department of Parks and Public Infrastructure
John L. LaFave	Register of Deeds, Milwaukee County
Donald R. Nehmer	Capital Program Business Manager, Milwaukee Metropolitan Sewerage District
Clare A. O'Brien	Fiscal and Management Analyst, Milwaukee County Department of Administrative Services (representing Linda J. Seemeyer, Director, Milwaukee County Department of Administration)
Nancy A. Olson	Enterprise Information Manager, Information and Technology Management Division, City of Milwaukee
John C. Place	Manager, Maps and Records, We Energies

Members Absent

Donald L. Coe	Supervisor, Facilities Location, Customer Operations, We Energies
Mary B. Dowdle	Design Area Manager, Milwaukee Metro North, SBC Ameritech-Wisconsin

Guests and Staff Present

Kathleen A. Bach	GIS Technician, Register of Deeds Office, Milwaukee County
Alissa A. Bails	GIS Division Manager, R.A. Smith & Associates, Inc.
Gary E. Drent	Fiscal & Budget Manager, Architectural and Engineering Services, Milwaukee County Department of Parks and Public Infrastructure
Melinda Green	Clerical Assistant, Architectural and Engineering Services, Milwaukee County Department of Parks and Public Infrastructure
Reinhard B. Meihsner	Manager, HRG Tech

Philip Mroczkowski	Drafting Technician, Central Drafting and Records, Infrastructure Services Division, City of Milwaukee
Thomas D. Patterson	MCAMLIS Project Manager
William C. Shaw	Former Member, MCAMLIS Steering Committee
Emily S. Van Dunk	Budget Unit Manager, Fiscal Services, Milwaukee County Department of Administrative Services
Loretta Watson	SEWRPC Executive Secretary
Kevin R. White	GIS Supervisor, Architectural and Engineering Services, Milwaukee County Department of Parks and Public Infrastructure

ROLL CALL

The sixty-third meeting of the Milwaukee County Automated Mapping and Land Information System (MCAMLIS) Steering Committee was called to order by Chairman Bauer at 9:00 a.m. Roll call was taken by circulating an attendance signature sheet, and a quorum was declared present.

CONSIDERATION OF THE MINUTES OF THE 62nd STEERING COMMITTEE MEETING HELD ON NOVEMBER 16, 2004

Chairman Bauer noted that the minutes of the 62nd meeting of the Steering Committee held on November 16, 2004, had been distributed to all members of the Committee for review prior to the meeting and asked that the Committee consider those minutes.

There being no questions, comments, or corrections, on a motion by Mr. Bennett, seconded by Mr. High and carried unanimously, the minutes of the meeting of November 16, 2004, were approved as published.

SPECIAL ORDER OF BUSINESS

Acknowledgement of Mr. William C. (Bill) Shaw's 13 Years As A Member of the MCAMLIS Steering Committee

Chairman Bauer reminded the Committee that the communication received from Mr. Shaw reporting that he no longer would be representing the Electric Power Services section of We Energies on the MCAMLIS Steering Committee had been reported to the Steering Committee at its meeting held on November 16, 2004. He further noted that the Committee had taken action at that meeting to direct the project management staff to prepare a resolution and plaque for presentation to Mr. Shaw expressing appreciation for his diligent and long-term service as a member of the Steering Committee. A copy of that resolution was attached to the Minutes of the November 16, 2004, meeting.

Chairman Bauer noted that Mr. Shaw was present and, after inviting Mr. Shaw to come forward, asked Mr. Patterson to read the resolution and to present the plaque to Mr. Shaw. Mr. Patterson then proceeded to read the resolution which had been inscribed upon the plaque.

[Secretary's Note: The resolution read by Mr. Patterson was contained on the copy of the Plaque attached to the minutes of the November 16, 2004, MCAMLIS Steering Committee Meeting.]

Following this, Mr. Patterson then presented the plaque to Mr. Shaw.

Mr. Shaw stated that he appreciated receiving the award and thanked the Committee for bestowing it upon him. Mr. Shaw further stated that he had always had a special appreciation for all of the work that the Committee had undertaken during his tenure as a member of the MCAMLIS Steering Committee.

REPORTS

Report by Milwaukee County Register of Deeds Staff on MCAMLIS Street Address File and Cadastral Map Maintenance Operations

Chairman Bauer noted that all Steering Committee members had received copies of maps showing the status of the Milwaukee County cadastral map and street address file maintenance as of November 30, 2004, for review prior to the meeting. He then asked Ms. Kathleen A. Bach, GIS Technician, Milwaukee County Register of Deeds Office, to present the status reports to the Committee. Ms. Bach did so with the aid of the two status maps.

In answer to a question from Mr. Bennett, Ms. Bach stated that the street center line information associated with the MCAMLIS Street Address Data Base was organized by U.S. Public Land Survey one-quarter section.

There being no further questions or comments on the report, it was the consensus of the Committee that the two status maps be placed on file via the minutes of the meeting (copies of the two status maps attached to these minutes).

Report by City of Milwaukee Staff on the Status of Milwaukee Cadastral Map Transformation Projects

Chairman Bauer noted that all members of the Steering Committee had received a copy of the report setting forth the status of the City of Milwaukee Cadastral Map Transformation Project as of November 30, 2004 for review prior to the meeting. He asked Ms. Olson to review the report with the Committee, which Ms. Olson did with reference to the status map attached to the report.

Chairman Bauer stated that those familiar with the professional literature could appreciate that projects such as the one reported on by Ms. Olson were large and complex projects. He stated further that he hoped that the members of the Committee appreciated and understood the quantity and quality of work of this type that has been successfully undertaken and completed by the MCAMLIS Program.

There being no further questions or comments on the report, it was the consensus of the Committee that the report be placed on file via the minutes of the meeting (copy of report attached to these minutes).

Report by Project Staff on Final Cost and Timeframe for the MCAMLIS Replacement Digital Topographic Mapping Program

Chairman Bauer noted that the Steering Committee had acted at its meeting held on November 2, 2004, to approve the preparation of new digital topographic maps for all of Milwaukee County as set forth in the staff memorandum titled "Proposed MCAMLIS Digital Topographic Mapping Program", dated July 7, 2004, and revised October 28, 2004. In providing this approval, the Steering Committee had further directed that the work products obtained should also include delivery of six-inch pixel, color, digital orthophotography at the same scale as the topographic line maps and had further specified that the

funding for completion of the entire project should be obtained by utilizing surplus funds presently accumulated in the MCAMLIS Program reserve account.

Chairman Bauer noted that in response to further Committee direction at the November 2 meeting, the project staff had met with the photogrammetric engineering firm selected to carry out this work to negotiate a firm contract price for such work. In doing this, the project staff had been directed by the Steering Committee to negotiate a contract for completion of this work over a period of no more than four years, but in the most cost effective manner that could be obtained within that four year timeframe. Excluded from the four year timeframe would be the new mapping associated with the Marquette Interchange and its immediate environs, the completion of this mapping to be postponed until completion of the reconstruction of the Interchange. Chairman Bauer then asked Mr. Patterson to review the terms of the Agreement reached with the photogrammetric engineer.

Mr. Patterson reported that the negotiations with the photogrammetric engineer had determined that the most cost effective manner in which to carry out the project approved by the Steering Committee was over a period of approximately 30 months and which also provided for the utilization of the aerial photography previously acquired by the selected photogrammetric engineer during 2004 for Township 8 North, Ranges 21 and 22 East. Mr. Patterson stated that the firm cost thus negotiated for undertaking the project totaled $3,252,710; this amount being $112,205, or about 3.6 percent, above the preliminary estimated cost of $3,140,505 set forth in the above noted memorandum. Mr. Patterson further stated that the $3,140,505 amount represented the combined cost of both the digital topographic mapping and the six-inch pixel color digital orthophotography, which costs had been separately set forth in the memorandum.

Mr. Patterson reported that, as part of the negotiations with the photogrammetric engineer, project completion timelines of 18 months and 4 years had also been evaluated. The cost associated with the 18 month project timeframe would have been $3,697,895, about $445,185, or about 14 percent, more than the chosen 30 month timeframe; this cost difference being due primarily to the need for the photogrammetric engineer to utilize significant amounts of staff overtime in order to complete a project of this magnitude over such a relatively short timeframe. The cost associated with the four year program would have been $3,443,805, about $191,095, or about six percent, more than the chosen 30 month timeframe. In this instance, Mr. Patterson noted that the increase in cost of a four year effort over that of a 30 month effort would be due principally to factors associated with cost inflation over the lifetime of a four year project as opposed to a 30 month project.

Mr. Patterson then reported that following negotiation of a firm cost with the photogrammetric engineer, an agreement between the MCAMLIS Steering Committee and the Southeastern Wisconsin Regional Planning Commission had been prepared and forwarded to the Department of Administrative Services for circulation by that department staff to the Milwaukee County Corporation Counsel, the County Risk Manager, and the County Disadvantaged Business Enterprise Director. Mr. Patterson noted, importantly, that the project cost of $3,252,710 included an amount of $102,725 that would be used by the SEWRPC staff to perform quality assurance procedures for the precision and accuracy specifications established for the digital topographic mapping, including field surveys, and for the review of the digital file layout specifications for the digital topographic mapping, the digital terrain model files, and the digital color orthophotography. The $102,725 amount retained by the Southeastern Wisconsin Regional Planning Commission for such purposes represents about 3 percent of the total project cost.

Mr. Patterson reminded the Steering Committee that the memorandum approved at the November 2, 2004, meeting included a provision for completion of the Digital Replacement Topographic Mapping

Program through a sole source Agreement with the SEWRPC. Mr. Patterson stated that there had been several sound reasons for making this recommendation.

1. First, the SEWRPC staff has, over a period of more than 30 years, undertaken the administration of numerous other analog and digital topographic mapping projects, both for Milwaukee County and for other counties and various municipalities in the southeastern Wisconsin Region. As a result, the Southeastern Wisconsin Regional Planning Commission has developed specialized staff skills in the administration of such projects, skills not possessed by the staffs of its constituent counties, including Milwaukee County.

2. Second, the SEWRPC has undertaken the administration, for more than a decade, on behalf of the MCAMLIS Steering Committee, of all previous MCAMLIS digital topographic mapping projects and thus possesses important institutional knowledge and history beneficial to the necessary quality assurance operations inherent in such a complex project as the one being undertaken here.

3. Third, the SEWRPC, under Section 59.74 of the Wisconsin Statutes, serves as the Milwaukee County Surveyor, the control survey records of which office and the knowledge and skill of its staff in the proper interpretation of these records will be critical to the successful completion of the project.

4. Fourth, the Southeastern Wisconsin Regional Planning Commission, as a special purpose unit of government enabled under Section 66.0309 of the Wisconsin Statues, is obligated by its enabling legislation to represent the best interests of the citizens and residents of the southeastern Wisconsin region, and is, therefore, obligated to represent the best interests of Milwaukee County and its residents in securing the services of a qualified photogrammetric engineer to carry out this work and in insuring that all appropriate standards and specifications set forth within the Agreement are fulfilled by the chosen photogrammetric engineer. In this manner then, the SEWRPC will be, in fact, acting as an extension of Milwaukee County staff.

Chairman Bauer stated that, in his estimation, Mr. Patterson and the project staff had completed the assignment made by the Committee at its November 2, 2004, meeting. Chairman Bauer then asked the Steering Committee if they had any further questions on the MCAMLIS digital topographic mapping program as reported upon by Mr. Patterson.

Ms. O'Brien asked if there were any qualified Disadvantaged Business Enterprise (DBE) firms that could carry out a project of this type. Mr. Patterson responded that this question has been investigated on several occasions and that no Wisconsin based DBE firms had been identified that could do work of this type. Chairman Bauer added that there were only two photogrammetric engineering firms in the State of Wisconsin that, in his professional judgment, were capable of successfully completing a project of this magnitude and that the selected contractor had been asked to attempt to secure the participation of qualified DBE firms for any subcontracting that might be carried out in association with this project.

Ms. O'Brien then asked if the selected contractor had existing relationships with any DBE firms. Mr. Patterson responded that the selected contractor, Aero-Metric, Inc., is currently, and has been historically, involved in contracts with the Federal Government and with a number of states, including the State of Wisconsin, and accordingly, has an adopted affirmative action hiring plan which is subject to Federal

review. The firm also has an affirmative action hiring plan on file with Milwaukee County. Mr. Patterson further stated that the selected photogrammetric engineering firm was being encouraged by the SEWRPC to include a DBE firm or firms in the conduct of this project to the extent that such involvement was possible or practical.

In answer to a question from Mr. High, Chairman Bauer stated that the Agreement to acquire the digital topographic mapping and orthophotography was between the MCAMLIS Steering Committee and the Southeastern Wisconsin Regional Planning Commission, and that the SEWRPC would then contract with the selected photogrammetric engineering firm to prepare the digital material desired with the SEWRPC retaining the project management and quality assurance functions.

In answer to a further question from Mr. High, Ms. O'Brien stated that the Agreement between the Steering Committee and the SEWRPC had been submitted to Milwaukee County by the SEWRPC for review by the Milwaukee County Corporation Counsel, the Milwaukee County Risk Manager, and the Milwaukee County Disadvantaged Business Director, but that this review had not been initiated as of this meeting. Ms. O'Brien further stated that the review would be initiated once the justification for the Steering Committee entering into a sole source agreement with the SEWRPC to acquire this material had been established.

In response to a question from Mr. Bennett, Ms. O'Brien stated that the agreement between the Steering Committee and the Southeastern Wisconsin Regional Planning Commission does not have to go before the Milwaukee County Board for its approval, but that it does have to go through an approval process consistent with the Milwaukee County Board adopted procurement procedures.

In answer to a further question from Mr. Bennett, Ms. O'Brien stated that the process for securing review and approval of agreements approved by the MCAMLIS Steering Committee may be moderately different beginning in 2005 due to language inserted in the 2005 MCAMLIS Budget request prior to its adoption by the Milwaukee County Board. She stressed, however, that the agreement covering the digital topographic mapping and orthophotography project, since it had been approved by the Steering Committee during 2004, would still be reviewed under procedures currently in place and that had been used to review previously approved MCAMLIS Steering Committee agreements.

Mr. Bennett then asked if the reported project cost included the six-inch pixel digital orthophotography requested by the Committee, noting further his understanding that some municipalities have started to use three-inch pixels for digital orthophotography acquisition. Chairman Bauer answered that the project approved by the Steering Committee did indeed include six-inch pixel digital orthophotography. Chairman Bauer further stated that the project staff would discuss whether or not three-inch pixel orthophotography could be delivered as part of the already approved project provided that it would not change the project cost.

In answer to a question from Ms. Olson, Mr. Patterson stated that the six-inch digital orthophotography would indeed be provided in color. In answer to a further question from Ms. Olson, Mr. Patterson stated that the production of the mapping products would start in the northern part of the County with the project working its way from there to the southern boundary of the County. Mr. Patterson further stated that the last of the products could be expected about the summer of 2007. Mr. Patterson noted that it was the intent to provide products from this program as these products became available and that delivery could be expected generally in a north to south progression with the first of these products available either late in 2005 or early in 2006.

Mr. Bennett then asked if the accuracy of the digital orthophotography would be equivalent to the digital topographic mapping. Mr. Patterson responded that the accuracies of the two products would be equivalent. Mr. Bennett then stated that he was raising this question because the digital orthophotography that the City obtained from the SEWRPC in 2000 at a map scale of 1:1200 (one inch equals 100 feet) was no more accurate than digital orthophotography obtained at a map scale of 1:4800 (1 inch equals 400 feet). Mr. Patterson responded that in 2000 the digital orthophotography obtained by the City of Franklin, even though obtained at a map scale of 1:1200, was orthorectified using a coarser digital elevation model than the model that would be used in this project. Mr. Patterson noted that this project, since it would be producing digital elevation models at a scale of 1:1200, could be expected to produce digital orthophotography that would better match the 1:1200 scale digital topography mapping.

Chairman Bauer observed that while the digital orthophotography obtained through this project could be expected to closely match digital topographic mapping prepared at the same map scale, users would still need to be aware that orthophotographs are not maps, containing some displacement of features due to relief above and below an average elevation for the orthophotograph. Thus some displacements between features shown on the digital orthophotography and equivalent features shown on the digital topographic mapping should be expected.

There being no further questions or discussion, on a motion by Mr. Bennett, seconded by Ms. Olson, and carried unanimously, the report of the MCAMLIS Project Manager concerning the MCAMLIS digital Replacement Mapping Program was approved by the Steering Committee.

License Agreements Executed On Behalf Of The Utilities Subcommittee

Chairman Bauer noted that all members of the Steering Committee had received a copy of a table listing all of the license agreements governing the provision of MCAMLIS base maps and related data to users as executed from November 1, 1995, through November 30, 2004.

Mr. Bennett stated that there might be an error concerning the effective date of License No. 101 issued to the Sigma Group. He asked if the effective date should not be 2004 rather than 2002 as set forth in the table. Mr. Patterson responded that Mr. Bennett was indeed correct and that the error would be corrected on the table in question.

There being no further questions or comments on the report, it was the consensus of the Committee that the report be placed on file via the minutes of the meeting (copy of the corrected license agreement table concerned attached to these minutes).

Status of MCAMLIS Cash Flow

Chairman Bauer distributed a copy of a table titled MCAMLIS Financial Report summarizing the status of the MCAMLIS Program cash flow as of November 30, 2004, and also a copy of a table titled MCAMLIS Outstanding Commitments, summarizing available MCAMLIS fiscal resources, to all Steering Committee members. He then asked Ms. O'Brien to review the tables with the Committee.

Ms. O'Brien started with the MCAMLIS Financial Report, noting that this report had been prepared for more than a decade now for periodic MCAMLIS Steering Committee review. In comparing the current report with the previous report provided to the Steering Committee, Ms. O'Brien stated that the only significant difference between the current report and the previous report was an increase in collected

document filing fees of about $59,000. The total cash balance available as of November 30, 2004, was $4,254,261, as shown on the current MCAMLIS Financial Report.

Ms. O'Brien then called the Steering Committee's attention to the MCAMLIS Outstanding Commitments table, stating that this report was first provided for Steering Committee review at the previous Steering Committee meeting. In comparing the current report with the previous report, Ms. O'Brien stated that the amount shown for the topographic mapping project was the preliminary estimated amount of $3,140,505, rather than the final amount of $3,252,710 reported by Mr. Patterson earlier in the meeting. Ms. O'Brien stated that this change will reduce the projected 2004 ending balance of $515,654 shown on the report by approximately $112,200 and, accordingly, the projected 2004 ending balance will be nearer to $403,449.

Ms. O'Brien stated that the projected 2004 year end balance adjusted for the slightly higher cost of the digital topographic mapping project reported earlier in the meeting, coupled with the 2005 budget revenue of $954,000, would leave an expected MCAMLIS Program available balance of about $1,357,449 at the beginning of 2005. Ms. O'Brien called attention to those projects that had already been committed for expenditures in 2005 as shown on the table, noting that after these deductions, approximately $582,603 would be available for expenditure in 2005, assuming that the 2005 budget revenue projections are realized.

Chairman Bauer asked if the projected 2005 ending balance figure included two more months or one more month of revenue for 2004. Ms. O'Brien responded that no projections of additional revenue for 2004 beyond November 30, 2004, were included in the table, and that any additional revenue received during the balance of 2004 would serve to increase both the 2004 and 2005 projected balances by an amount equal to the additional receipts.

Chairman Bauer stated that, in that case, the numbers shown should be considered conservative in that one additional month of revenue for 2004 will be added to the projected $1,357,449 balance shown for the beginning of 2005. Chairman Bauer further noted that what is important in interpreting these tables is the amount of funding that can reasonably be expected to be available for any new projects undertaken by the Steering Committee in 2005.

Ms. O'Brien noted that all spending decisions made for 2005 need to take into consideration the fact that the numbers shown in the MCAMLIS Outstanding Commitments table assume that the entire $954,000 revenue programmed in the MCAMLIS 2005 budget will indeed be collected. Ms. O'Brien recommended that the Steering Committee remain conservative in approving any additional 2005 expenditures in the event that not all of those programmed revenues are obtained.

Mr. Bennett stated that it was his recollection concerning the previous MCAMLIS Steering Committee meeting that the Steering Committee had agreed to keep about $250,000 of the MCAMLIS 2005 operating budget in reserve in the event that projected 2005 revenues would fall short. Chairman Bauer responded that Mr. Bennett's recollection was correct and that the Steering Committee had indeed discussed possibly establishing a reserve amount as insurance against a drop in recording fee receipts during 2005. Chairman Bauer further noted that it would be important for the Steering Committee to decide if such a reserve should be established for 2005, and, if so, the amount of such a reserve.

There being no further questions or comments on either the MCAMLIS Outstanding Commitments Report or the MCAMLIS Financial Report, it was the consensus of the Committee that the tables be placed on file via the minutes of the meeting a (copy of the table setting forth the MCAMLIS cash flow

status as of November 30, 2004, and a copy of the analysis of outstanding commitments and available reserve balances attached to these minutes).

Report By Department of Administrative Services on the Status of the MCAMLIS Project 2005 Budget Request

Chairman Bauer asked Ms. O'Brien to provide a report on the status of the calendar year 2005 MCAMLIS budget as submitted to the County Board by the County Executive.

Ms. O'Brien reported that the County Board had adopted the budget submitted by the MCAMLIS project and that the adopted budget would be in effect beginning January 1, 2005. Ms. O'Brien further noted that the County Board Chairman, as part of the adoption of the MCAMLIS 2005 budget, has asked the County Corporation Counsel to review the governing structure of the MCAMLIS Steering Committee as set forth in the MCAMLIS Cooperative Agreement and in any additional relevant adopted County Board resolutions. Language contained in the budget document calls for that report to be provided by March of 2005.

Chairman Bauer noted that the contents of that report and its recommendations, especially with respect to the private utilities and other non-county members of the current Steering Committee that are parties to the Cooperative Agreement, would be important to the future management direction of the MCAMLIS Program.

Ms. O'Brien also reported that she would be taking maternity leave shortly and introduced Ms. Emily Van Dunk as her replacement on the Steering Committee as the County Department of Administrative Services staff person representing Ms. Linda Seemeyer, the Director of that Department.

There being no further questions or comments on the report, it was the consensus of the Committee that the report be placed on file via the minutes of the meeting.

Report by Nominating Committee

Chairman Bauer noted that all member of the Steering Committee had received a copy of a memorandum dated November 29, 2004 from Mr. Bennett, Chairman of the Nominating Committee, which memorandum proposed a slate of MCAMLIS Steering Committee officers for 2005 (copy of the Nominating Committee report attached to these minutes). Chairman Bauer then asked Mr. Bennett to present the report of the Nominating Committee.

The report made by Mr. Bennett nominated Mr. Bauer to serve as Chairman for 2005 and nominated Mr. High, as Mr. Carlsen's representative, to serve as Vice-Chairman for 2005. Mr. High stated that rather than noting him as Mr. Carlsen's representative, it would probably be more appropriate to note him as representing the Director of the Department of Parks and Public Infrastructure.

Chairman Bauer suggested to the Committee that the persons nominated for the two positions of Chairman and Vice Chairman should be reversed, with Mr. High being nominated as Chairman. Chairman Bauer noted in this regard, that it is very helpful with respect to meeting preparation and follow up if the Chairman and the Project Manager/Secretary are located in the same office. Mr. Bennett indicated that as Chairman of the Nominating Committee, he would ask that the recommendations of that Committee not be changed.

There being no additional nominations from the floor, on a motion by Mr. Bennett, seconded by Mr. La Fave, and carried unanimously, the report of the Nominating Committee was adopted and a unanimous ballot thereby cast for Mr. Bauer to serve as Chairman for 2005 and for Mr. High, representing the Director of the Department of Parks and Public Infrastructure, to serve as Vice-Chairman for 2005.

OLD BUSINESS

Chairman Bauer noted that there was no old business to be considered by the Committee.

NEW BUSINESS

Review of MCAMLIS Program Status Report Prepared by the Outgoing MCAMLIS Project Manager

Chairman Bauer noted that Mr. Patterson, as the outgoing MCAMLIS Project Manager, had prepared a report on the current status of the MCAMLIS Program work projects and activities. Following distribution of the report to the Steering Committee, Chairman Bauer asked Mr. Patterson to review the report with the Steering Committee.

Mr. Patterson proceeded to review the MCAMLIS Program Status Report with the Steering Committee on a page by page basis. During the course of that review, the following questions or comments were raised.

Chairman Bauer, noting the reference to the mapping of air navigation hazards at General Mitchell International Airport contained on page 4 of the report, stated that at the time there had been no precedent anywhere in the United States for a project of this type. The project had required that the project staff develop, from scratch, a complete set of specifications for this project, including the procedure for computing the shape and location of the three-dimensional, imaginary surfaces representing the aircraft approach zones to the airport's runways.

Mr. Patterson, in referring to the MCAMLIS Floodland Mapping Projects also described on page 4 of the report, noted that this work had been originally initiated at the request of the Assistant Director of Emergency Management, Milwaukee County Sheriff's Department.

Chairman Bauer noted that the SEWRPC staff in carrying out this project on behalf of the MCAMLIS Steering Committee had recently delivered draft floodland maps for the Milwaukee River to the affected municipalities within the County. Chairman Bauer further noted that the SEWRPC has offered to assist local units of government in the utilization of these maps for floodland zoning and for floodland management purposes.

Mr. High stated that his department had recently received the referenced maps and asked if those maps constituted the first such maps distributed under the auspices of the MCAMLIS Floodland Mapping Program. Chairman Bauer responded that draft maps for several other rivers and streams within Milwaukee County had also been completed and distributed for municipal review. Chairman Bauer expressed surprise that the County had not received review copies of those previous distributions. Chairman Bauer indicated to Mr. High that project staff would investigate this issue and determine if the County had been inadvertently excluded from these previous distributions of draft floodland maps.

[Secretary's Note: Subsequent investigation determined that Milwaukee County should have also received preliminary draft floodplain maps for the Oak Creek Watershed, Legend Creek, Underwood Creek, the South Branch of Underwood Creek and Lincoln Creek. A copy of the letter transmitting these preliminary floodplain maps to Milwaukee County is attached to these minutes.]

Chairman Bauer, with reference to the discussion of the MCAMLIS copyright contained on page 11 of the report, noted that should the Subcommittee consisting of the three private utilities decide to relinquish the copyright that they currently hold to the MCAMLIS digital mapping materials, then that copyright would revert to the full Steering Committee. It would then fall to the Steering Committee to decide whether or not it wished to continue holding the copyright to these materials. He noted that the issue historically had been that the private utilities, in concert with the Milwaukee Metropolitan Sewerage District, had contributed a substantial sum of money to the MCAMLIS Program, and had viewed the copyright as a means of protecting their investment.

Mr. Patterson, calling the Committee's attention to the second paragraph on page 16 of the report, stated that the recently completed Milwaukee County GIS needs assessment had identified deficiencies in the mapping layer definitions of the MCAMLIS format City of Milwaukee cadastral maps currently nearing completion. Mr. Patterson called the Committee's attention to the statement in the report that prior to the delivery of these maps to the Milwaukee County Department of Parks and Public Infrastructure, these deficiencies would have all been corrected by the SEWRPC staff. Chairman Bauer asked Mr. Patterson to provide some examples of the identified deficiencies. Mr. Patterson replied that these deficiencies related to the manner in which subdivision boundaries and certified survey map boundaries had been encoded in the digital file structure. Mr. Patterson stated that because of the manner in which the quality control operation had been structured, these deficiencies had not been identified.

Following completion of the page-by-page review of the report, there being no further questions or comments on the report, it was the consensus of the Committee that the report be placed on file via the minutes of the meeting (copy of the report attached to these minutes).

Mr. Bennett, noting that this being Mr. Patterson's last meeting as the MCAMLIS Project Manger, stated that he believed it would be appropriate for the Steering Committee to adopt a resolution and have a plaque prepared thanking Mr. Patterson for his many years of diligent service as the MCAMLIS Project Manager and Steering Committee Secretary. Accordingly, on a motion by Mr. Bennett, seconded by Mr. High, and carried unanimously, the Steering Committee Chairman was directed to prepare such a resolution and plaque for presentation to Mr. Patterson.

[Secretary's Note: The text of the resolution prepared by the project management staff is as follows:

"Whereas, Thomas D. Patterson has served as the Project Manager of the Milwaukee County Automated Mapping and Land Information System Program and as the Secretary to the MCAMLIS Steering Committee from October 16, 1991 through June 15, 1995, and again from June 26, 1996 through December 31, 2004; and

"Whereas, he also provided valuable contributions to the initial organization of the MCAMLIS Program, including the Milwaukee

County Mapping Task Force, the immediate predecessor to the Steering Committee, and to the formation of the original Steering Committee; and

"Whereas, he played an important role in the research and authorship of the Southeatern Wisconsin Regional Planning Commission Community Assistance Planning Report Number 177, "Feasibility Study for a Milwaukee County Automated Mapping and Land Information System:, published October 1989, which report provided the initial work program for MCAMLIS and recommended an organizational structure which subsequently became the Steering Committee; and

"Whereas, he unstintingly placed his knowledge of, and expertise in, cartography automated mapping systems, the creation and maintenance of automated land records systems, and his skills in public administration and project management at the disposal of the Steering Committee;

"Now, therefore, this citation is presented to Thomas D. Patterson in sincere appreciation of his faithful and distinguished service in the public interest."

A facsimile of the plaque prepared is attached to these minutes.]

Consideration of the Dissolution of the Agreement Between the MCAMLIS Steering Committee and the SEWRPC for the Publication of a MCAMLIS Newsletter

Chairman Bauer noted that at its meeting held on June 10, 2003, the MCAMLIS Steering Committee had approved entering into an Agreement with the Southeastern Wisconsin Regional Planning Commission for the publication of three MCAMLIS Newsletters. Chairman Bauer further noted that, with proposed changes in the project management of the MCAMLIS Program in the offing, the Steering Committee had agreed by consensus at its meeting held on July 20, 2004, to hold the publication of these newsletters in abeyance until such time as a determination on the future direction of MCAMLIS project management had been made by the Steering Committee.

Chairman Bauer then noted that, at its meeting held on November 16, 2004, the Steering Committee had acted to approve a Project Management Agreement for 2005 with the Milwaukee County Department of Parks and Public Infrastructure. Chairman Bauer then asked for a motion to dissolve the Agreement between the MCAMLIS Steering Committee and the SEWRPC for the publishing of the three MCAMLIS newsletters.

There being no questions or discussion, on a motion by Mr. LaFave, seconded by Mr. Bennett, and carried unanimously, the Agreement between the MCAMLIS Steering Committee and the SEWRPC for the publishing of the three MCAMLIS newsletters was dissolved by the mutual consent of both parties.

Mr. Bennett stated his hope that, with the transfer of project management responsibilities to the County staff, the County staff would give due consideration to the preparation of occasional MCAMLIS Newsletters. Chairman Bauer responded that this should be an item of business for the Steering Committee to consider following the end of the current year.

Consideration of the Cancellation, Effective December 31, 2004, of the Agreement Between the MCAMLIS Steering Committee and the SEWRPC for Overseeing the Continuous Maintenance Program for the MCAMLIS Street Address Data Base and the MCAMLIS Digital Cadastral Maps
Chairman Bauer noted that a copy of a memorandum recommending the cancellation of the April 4, 2000, Agreement between the MCAMLIS Steering Committee and the SEWRPC for overseeing the Continuous Maintenance Program for the MCAMLIS Street Address Database and the MCAMLIS Digital Cadastral Maps had been distributed to the Steering Committee for its review prior to the meeting. He asked if there were any questions concerning this memorandum and its recommendation.

Mr. Patterson reminded the Committee that the 2005 MCAMLIS Project Management Agreement with the Milwaukee County Department of Parks and Public Infrastructure, approved by the Steering Committee at its meeting held on November 16, 2004, provided for the continuation of this maintenance function effective January 1, 2005, under the management oversight of the Milwaukee County Department of Parks and Public Infrastructure.

There being no questions or comments on the memorandum, on a motion by Ms. Olson, seconded by Mr. High and carried unanimously, the April 4, 2000, Agreement between the MCAMLIS Steering Committee and the SEWRPC for Overseeing the Continuous Maintenance Program for the MCAMLIS Street Address Database and the MCAMLIS Digital Cadastral Maps was canceled effective December 31, 2004, by the mutual consent of both parties concerned (copy of memorandum attached to these minutes).

Consideration of the Request by the Milwaukee County Register of Deeds, the Milwaukee County Department of Parks and Public Infrastructure, and the Milwaukee County Department of Administrative Services to Undertake the Migration of MCAMLIS Data Holdings to a Geodatabase Environment

Chairman Bauer noted that a memorandum from the Milwaukee County Register of Deeds, the Milwaukee County Department of Parks and Public Infrastructure and the Milwaukee County Department of Administrative Services requesting expenditure authority in an amount not to exceed $346,000 to undertake migration of the MCAMLIS data holdings to the geodatabase environment approved by the Steering Committee at its meeting held on November 16, 2004, had been provided to the Steering Committee for its review prior to the meeting. Chairman Bauer then asked Mr. High to review this memorandum with the Steering Committee.

Mr. High stated that the Milwaukee County GIS Needs Assessment and Geodatabase Design Study had been reviewed by the Steering Committee over the course of several meetings during the fall of 2004. At its meeting held on November 16, 2004, the Steering Committee had acted to approve the geodatabase design set forth in the final study report. Mr. High then asked Mr. White to review specific details of the memorandum, which proposed undertaking some of the initial tasks needed to implement the recommendations contained in the study, with the Steering Committee.

Mr. White stated that the three tasks identified in the memorandum were intended to initiate the work needed to carry out the transfer of the MCAMLIS data holdings to the geodatabase environment previously approved by the Steering Committee. The first task identified will migrate the U.S. Public Land Survey and Control Survey data and the MCAMLIS digital cadastral maps into the geodatabase. Mr. White noted that this part of the migration would be undertaken first so that the map update work being carried out in the Register of Deeds office could be maintained in the new geodatabase environment.

Mr. White noted that the second task identified in the memorandum would be to convert the MCAMLIS street address database into the geodatabase environment, and that the third task would involve conversion of map annotation (lettering identifying features appearing on maps) contained on the MCAMLIS cadastral maps and the Milwaukee County tax maps.

Mr. White stated that the memorandum requested authorization for the expenditure of a sum not to exceed $346,000, in order to move forward with the three tasks identified in the memorandum.

Mr. Bennett noted that the descriptions of work elements contained in the memorandum appeared to be like work elements already carried out by some of the Milwaukee County municipalities. Mr. Bennett stated that he hoped the County staff would attempt to first locate and utilize, where possible, this already completed work rather than duplicating the effort and, therefore, increasing the cost of carrying out the identified tasks. Mr. White reported that the intent of the tasks set forth in the memorandum was to reorganize data already held by the County in such a manner as to affect efficiencies in work already being carried out by the County staff, particularly in the Register of Deeds office. Mr. Bennett replied that he understood the description and intent of the work set forth in the memorandum; but that he wanted to emphasize that some of that work may already have been completed by local units of government, including the City of Franklin, and that, therefore, it need not be duplicated. Chairman Bauer stated that if some of the work set forth in the memorandum has already been completed, as Mr. Bennett has stated that it has been completed in the City of Franklin, then County staff should explore those avenues as a means of reducing total project costs.

Mr. La Fave asked Mr. White if he believed this data conversion effort would facilitate transfer of like information from the City of Milwaukee. Mr. White responded that he believed that it would indeed do so; that he had consulted with City staff about this effort, particularly with respect to some of the data structures that were being proposed to be used; and that the County staff had made some adjustments to the planned data structures in the belief that such changes would allow for better integration of these data between the City and the County. Ms. Olson stated that she had been involved in the consultations referenced and that she, like Mr. White, believed that the County geodatabase would be compatible with data structures used by the City of Milwaukee. Mr. White did note that the transformation of MCAMLIS data into the County geodatabase would, for the short term, exclude digital maps covering the City of Milwaukee and that the movement of these digital maps into the County geodatabase would not begin until the conclusion of the remaining MCAMLIS format City of Milwaukee cadastral map transformation projects.

Mr. High noted that under Milwaukee County procurement procedures, all work proposed within the memorandum would be undertaken utilizing a Request for Proposal (RFP) procedure. Mr. White added that a portion of the work initiated, particularly the conversion of the map annotation, might be carried out by the County staff rather than securing a contractor.

Ms. Olson asked if, after the data conversion process is completed, the GIS Technician position in the Register of Deed's office would report directly to the MCAMLIS Project Manager in the Department of Parks and Public Infrastructure or to remain under the jurisdiction of the Register of Deeds. Mr. White responded that the recently approved agreement for project management services for 2005 made provision only for the funding of the position in the Register of Deeds office and that it did not shift management responsibility for the position.

Ms. O'Brien stated that she was concerned about committing the $346,000 requested by this memorandum given the recent commitments of funds for other MCAMLIS approved projects. Ms. O'Brien further stated that she would be more comfortable if the Steering Committee would adopt a policy setting aside a "reserve fund".

Chairman Bauer responded that the Steering Committee had not as yet acted to create or identify a reserve amount, noting further that Mr. Bennett had suggested such action at both the previous meeting and the current meeting of the Steering Committee. Chairman Bauer stated that the Outstanding Commitments report presented by Ms. O'Brien earlier in the meeting had accounted for all previously contracted and approved expenditures. Chairman Bauer further stated that that being the case there should be, by conservative estimate, an amount of about $500,000 that would still be available for commitment at the end of 2004, less any additional 2004 revenue not yet included in the Fiscal Management report.

Chairman Bauer stated that it would be the Committee's decision as to whether or not to proceed with the project under discussion. He noted that the amount being requested was approximately $350,000, further noting that his interpretation of the Outstanding Commitments table would indicate that, were the project to be approved, there would still be about $150,000 available in the MCAMLIS account at the end of 2004 and about $344,000 projected for the end of 2005.

Ms. O'Brien noted that Chairman Bauer's analysis assumed that all $954,000 of the 2005 MCAMLIS budgeted revenues were received. She again recommended that the Steering Committee be conservative in its consideration of any additional spending. She suggested that the Steering Committee should consider whether or not the proposed project could be broken into subprojects and, if so, to do this in such a manner as to not immediately encumber the entire $346,000 request.

Mr. White responded that it would be possible to break the proposed project into phases, but that the County staff would prefer to undertake all work set forth in the proposal so as to avoid the additional time and effort associated with completing more than a single consultant request for proposal (RFP) procedure. Mr. White also stated that the full implementation of the recommendations contained in the consultant's report would be approximately $668,000. Because of that, Mr. White stated County staff would prefer to limit the number of RFP procedures required to carry out all of the recommended work, further noting for the Steering Committee's benefit, that all of these expenditures would be incremental and that not all of that amount would be required to be set aside immediately.

Ms. Olson noted that the proposed work schedule set forth in the memorandum called for a portion of the work to be initiated during the last calendar quarter of 2004, further noting that, given the current date, such action was highly unlikely to occur. Ms. Olson suggested that that fact would imply that some of the proposed work would not be completed until 2006, and therefore, the entire $346,000 amount requested would not necessarily need to be paid from 2005 income.

Mr. High stated that at this point there was no certainty with respect to the timeframe for spending of the requested funds. He further stated that approval of the memorandum would only represent a commitment by the Steering Committee to set the requested amount aside. He further noted that the $346,000 cost set forth in the memorandum was a "not to exceed" figure and that the potential existed to actually spend less than that amount.

Mr. Drent suggested that a possible way to proceed in this regard would be to permit the County staff to obtain proposals and bids for undertaking the described work either as the whole, or as subsets, of the proposal in order to determine what the actual cost might be. He noted in this regard that it was unlikely

that agreements to carry out the proposed work could be negotiated prior to January 1, 2005, under any conceivable circumstances. This fact would permit two additional months of revenue – December, 2004 and January, 2005 – to augment the total funds available. Mr. High agreed with Mr. Drent's assumption that a 6 to 8 week period would be required to complete the County's required RFP procedure.

Chairman Bauer suggested that the Steering Committee authorize the new project management staff to proceed with the solicitation of proposals and firm costs and report back to the Committee early in 2005 with the additional provision that the County staff evaluate whether or not the proposed work could be effectively broken down into two or more subprojects, each of which could be undertaken and funded separately. Chairman Bauer further suggested that such an approval by the Committee should not, at this point, include a commitment from the Committee to authorize the proposed work and encumber the requested funds.

Ms. O'Brien stated that she could be much more comfortable with such a resolution since it would allow additional time to evaluate whether or not 2005 recording fees and 2005 state grant receipts appear to be in line with the projections made during the Spring of 2004 when the MCAMLIS 2005 budget was prepared.

Mr. High asked if such further consideration of the proposal could be scheduled for the next MCAMLIS Steering Committee meeting. Chairman Bauer responded that such consideration would be up to the incoming Project Manager and whether or not the required RFPs could be obtained and evaluated in a timely fashion. Chairman Bauer further stated that when the RFPs have been received and reviewed, consideration of this proposal could again be placed on a meeting agenda.

Mr. Nehmer then noted that with respect to the discussion of available funds, the Outstanding Committments report is a mixture of both current cash flow and the 2005 MCAMLIS project budget. By way of illustration, Mr. Nehmer stated that the Steering Committee had recently approved a $3.25 million agreement to obtain new topographic mapping, but that the Agreement covering the project extends over a 30 month timeframe and that, therefore, the $3.25 million will be spent over a 30 month period rather than the entire amount being spent in 2004 or 2005 as would be expected under a strict interpretation of the information presented in the report. Therefore, from a cash flow perspective, Mr. Nehmer noted, the Steering Committee could reasonably expect the availability of more than $400,000 at the end of 2004. In reality, the amount available for commitment is an amount much greater than the amount shown in the report depending in large part on the progress made on the topographic mapping project and other already committed projects and the speed with which the encumbered amounts are expended. Mr. Nehmer stated the Steering Committee should evaluate what the MCAMLIS budget can reasonably expect to be over the next several years, including estimated cash flow, and determine if committing funds to this particular project places the MCAMLIS Program in a risky fiscal situation.

Chairman Bauer agreed that such an analysis should be included as part of the discussion concerning the funding of this project when it is reconsidered at a future meeting.

There being no further questions or comments concerning the memorandum, on a motion by Mr. High, seconded by Ms. Olson, and carried unanimously, the memorandum titled "Proposed Program for the Migration of MCAMLIS Data Holdings to a Geodatabase Environment," dated December, 2004, was approved by the Steering Committee (copy of memorandum attached to the minutes) with the understanding that approval at this time applies only to completing the consultant RFP procedure and to determining firm costs and a proposed project budget for consideration by the Steering Committee at a future meeting.

DATE, TIME, AND PLACE OF NEXT MEETING

Chairman Bauer noted that under more normal circumstances, the date, time, and place for the next meeting would be considered at this point; however, he further noted that, given the change in project management that would occur after December 31, 2004, such a determination was not practical at this time. Chairman Bauer suggested instead that the date, time, and place of the next meeting occur at the call of the Chairman sometime after January 1, 2005. Chairman Bauer stated that he would consult with the incoming MCAMLIS Project Manager to determine when sufficient business existed for the next meeting to be held. He noted in this regard, that the past consensus of the Steering Committee has been to meet on Tuesday mornings whenever possible. Chairman Bauer further stated that when a tentative determination on a date, time, and place for the next meeting of the MCAMLIS Steering Committee had been agreed upon between the Chairman and the incoming Project Manager, the project staff would canvass the Steering Committee members by telephone to see if a quorum would be present.

ADJOURNMENT

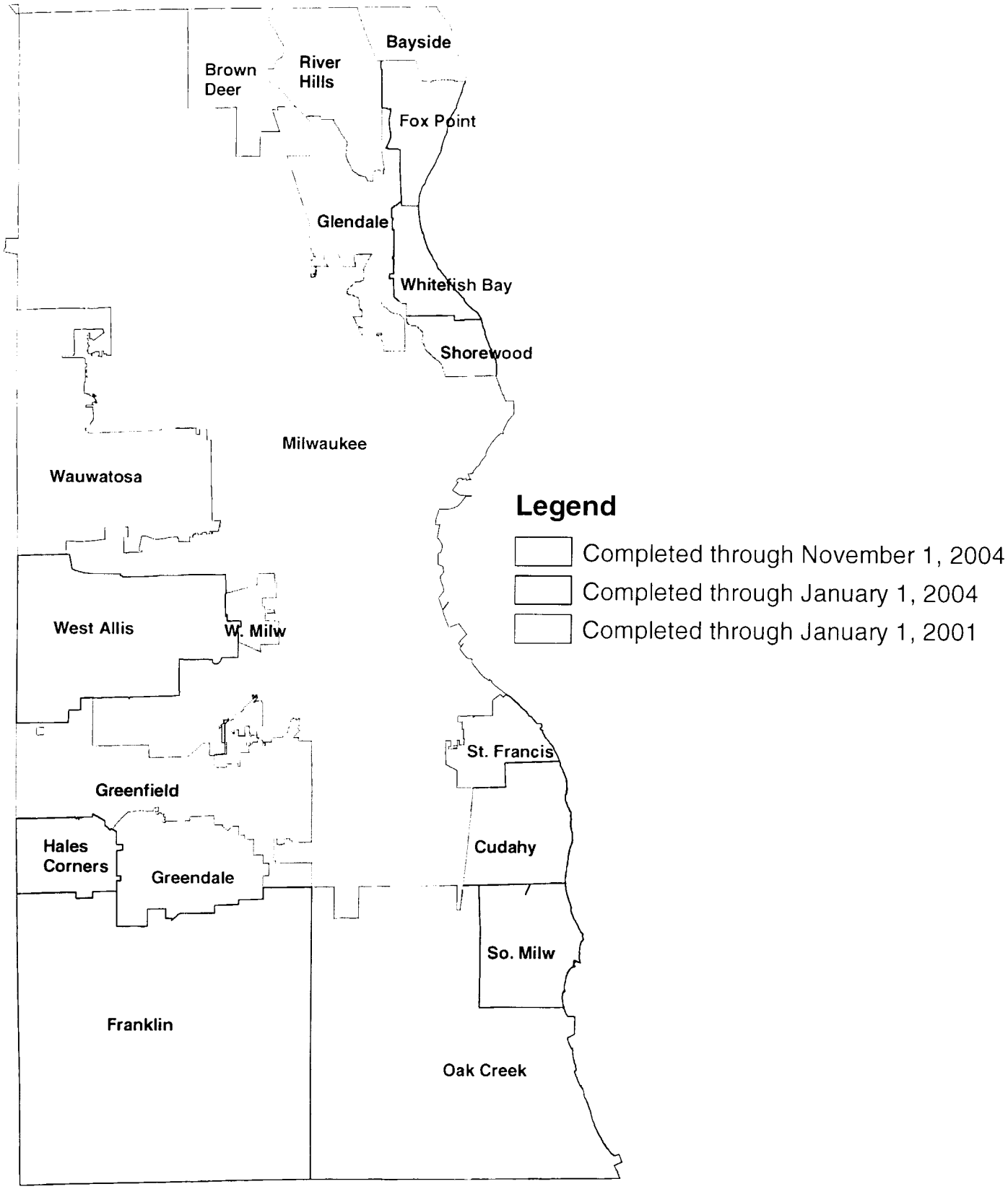
There being no further business to come before the Steering Committee, on a motion by Mr. High, seconded by Mr. Bennett and carried unanimously, the meeting was adjourned at 10:55 a.m.

Respectfully submitted,

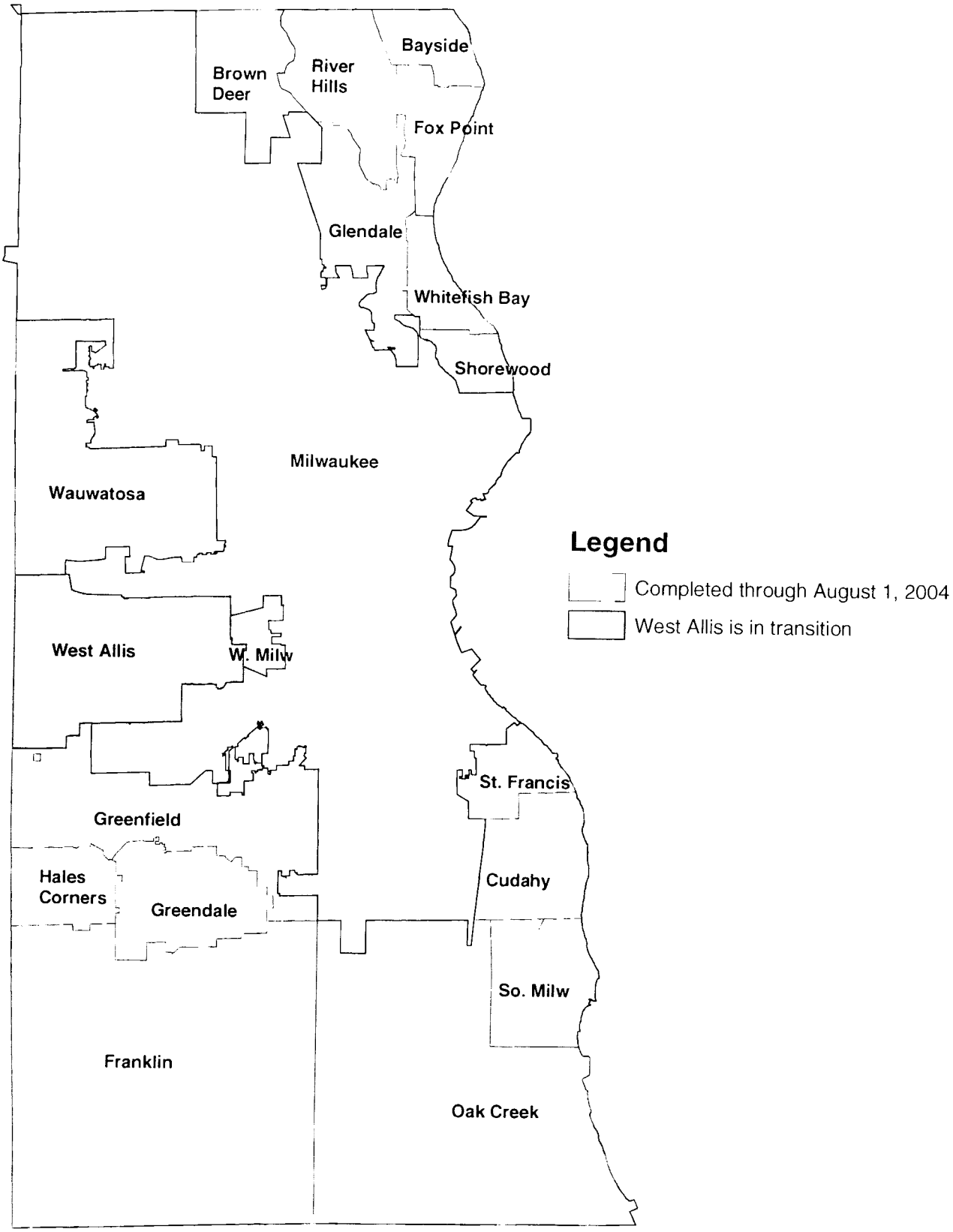
Thomas D. Patterson
MCAMLIS Project Manager

KWB/TDP/mlh/lw
#102387 v1 - MCAMLIS 63rd Minutes

Milwaukee County Address Status as of November 30, 2004



Milwaukee County Cadastral Status as of November 30, 2004



STATUS OF MCAMLIS MAPPING PROJECTS BEING CARRIED OUT BY CITY OF MILWAUKEE STAFF

The City of Milwaukee recompilation project was comprised of 40 U.S. Public Land Survey one-quarter section-based maps as delineated on the accompanying status map. These cadastral maps were compiled to fit the MCAMLIS survey control system utilizing original land records and associated descriptions and documents. This work has been carried out by the staff of the City of Milwaukee, Infrastructure Service Division. Central Drafting and Records Office. This project was completed November 30, 2001.

The City of Milwaukee cadastral map transformation project (Phase 1) consisted of 93 U.S. Public Land Survey one-quarter-section-based existing City of Milwaukee maps that were refit to the MCAMLIS survey control system utilizing computer algorithms. These 93 one-quarter section maps are delineated on an accompanying status map. This work was carried out by the staff of the City of Milwaukee, Department of Administration, Information and Technology Management Division. All 93 of the map sheets have been accepted by SEWRPC staff as meeting the relevant specifications. The agreement governing this project called for work to be completed by October, 2002. This project was completed February 25, 2003. On April 28, 2003 an addendum revised the project to include an additional 6 map sheets. This addendum called for the additional work to be completed by December 31, 2003. The additional work covered by the Addendum was completed September 16, 2003.

The City of Milwaukee cadastral map transformation project (Phase 2) consisted of 24 U.S. Public Land Survey one-quarter-section-based maps as delineated on an accompanying status map. All 24 of the map sheets have been accepted as being in compliance with the specifications in this project area. The agreement governing this project called for work to be completed by June 2002. This project was completed February 14, 2002.

The City of Milwaukee cadastral map transformation project (Phase 3) also consisted of 24 U.S. Public Land Survey one-quarter-section-based maps again as delineated on an accompanying status map. All 24 map sheets have been accepted as being in compliance with the specifications. The agreement governing this project called for work to be completed by June 2002. This project was completed February 14, 2002.

The City of Milwaukee cadastral map transformation project (Phase 4) also consisted of 24 U.S. Public Land Survey one-quarter-section-based maps again as delineated on an accompanying status map. All 24 map sheets have been accepted as being in compliance with the specifications. The agreement governing this project called for work to be completed by December 2002. This project was completed February 15, 2003. On April 23, 2003 an addendum revised the project to include an additional 6 map sheets. This addendum called for the additional work to be completed by June 30, 2003. The additional work covered by the Addendum was completed June 18, 2003.

The City of Milwaukee cadastral map transformation project (Phase 5) also consisted of 24 U.S. Public Land Survey one-quarter-section-based maps again as delineated on an accompanying status map. The agreement governing this project called for work to be completed by December 2002. This project was completed January 3, 2003. On April 25, 2003 an addendum revised the project to include an additional 6 map sheets. This addendum called for the additional work to be completed by June 30, 2003. The additional work covered by the Addendum was completed June 27, 2003.

The City of Milwaukee cadastral map transformation project (Phase 6) consisted of 26 U.S. Public Land Survey one-quarter-section-based maps again as delineated on an accompanying status map. The agreement governing this project called for work to be completed by December 2003. On April 30, 2003 an addendum revised the project to include an additional 6 map sheets. This addendum called for the additional work to be completed by December 31, 2003. The additional work covered by the Addendum was completed September 16, 2003.

The City of Milwaukee cadastral map transformation project (Phase 7) consisted of 24 U.S. Public Land Survey one-quarter-section-based maps again as delineated on an accompanying status map. The agreement governing this project called for work to be completed by April 2004. This project was completed January 30, 2004.

The City of Milwaukee cadastral map transformation project (Phase 8) consisted of 25 U.S. Public Land Survey one-quarter-section-based maps again as delineated on an accompanying status map. The agreement governing this project called for work to be completed by October 2004. This project was completed September 23, 2004.

The City of Milwaukee cadastral map transformation project (Phase 9A) consists of 12 U.S. Public Land Survey one-quarter-section-based maps again as delineated on an accompanying status map. As of November 30, 2004, 12 maps from this project area have been submitted to SEWRPC staff for review and 8 map sheets have been accepted as being in compliance with the specifications. The agreement governing this project calls for work to be completed by October 2004. Due to staffing issues, the City now expects that the project will be completed by January, 2005.

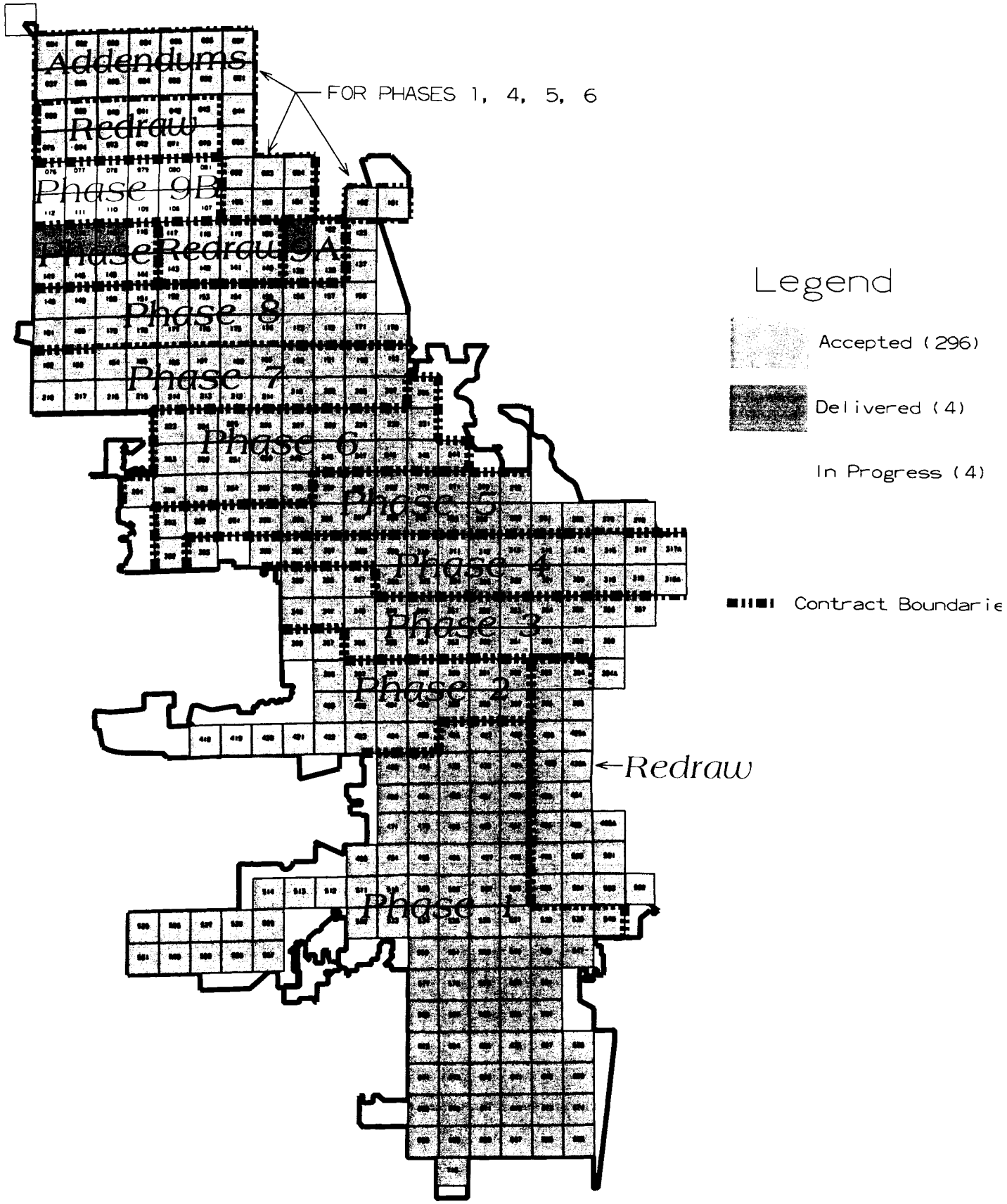
The City of Milwaukee cadastral map transformation project (Phase 9B) consists of 12 U.S. Public Land Survey one-quarter-section-based maps again as delineated on an accompanying status map. As of October 26, 2004, no maps from this project area have been submitted to SEWRPC staff for review and, accordingly, no map sheets have been accepted as being in compliance with the specifications. The agreement governing this project calls for work to be completed by October 2004. Due to staffing issues, the City now expects that the project will be completed by January, 2005.

* * *

NAO/TDP/ame
11-30-04
status-mcamlis projects at cmilw staff_v1 11-30-04.doc

#101029 v1 - Status MCAMLIS Map Rpt/CityMilw

MCAMLIS Transformation Project Progress Map



STATUS AS OF 11-30-04

PREPARED BY: CITY OF MILWAUKEE - ITMD/(

EXECUTED LICENSE AGREEMENTS

FOR THE USE OF MCAMLIS COPYRIGHTED
DIGITAL BASE MAPPING MATERIALS
BEGINNING OCTOBER 24, 1995

Number of Executed Agreements		Licensee	Effective Date
Since 1995	For 1995	**1995**	
1.	1.	City of Milwaukee	10/24/95
2.	2.	City of West Allis	11/27/95
3.	3.	City of Oak Creek	11/29/95
4.	4.	Village of Brown Deer	12/21/95
Since 1995	For 1996	**1996**	
5.	1.	City of Cudahy	1/2/96
6.	2.	Wisconsin Department of Natural Resources	2/12/96
7.	3.	City of Glendale	7/29/96
8.	4.	Village of Bayside	10/25/96
9.	5.	City of Wauwatosa	10/30/96
10.	6.	Riveredge Nature Center, Inc.	12/19/96
Since 1995	For 1997	**1997**	
11.	1.	City of Greenfield	1/22/97
12.	2.	Village of Whitefish Bay	3/31/97
13.	3.	Village of West Milwaukee	4/1/97
14.	4.	Wisconsin Department of Transportation	4/17/97
15.	5.	American Design, Inc.	4/23/97
16.	6.	Land Information Services, Inc.	5/6/97
17.	7.	Village of Hales Corners	5/28/97
18.	8.	City of Franklin	6/20/97
19.	9.	K. Singh and Associates, Inc.	7/8/97
20.	10.	City of South Milwaukee	10/23/97

EXECUTED LICENSE AGREEMENTS

Number of Executed Agreements		Licensee	Effective Date
Since 1995	For 1998	**1998**	
21.	1.	Whitnall School District	1/21/98
22.	2.	Mr. Norbert S. Theine	2/25/98
23.	3.	Durrant Architects	6/17/98
24.	4.	Miller Engineers and Scientists	7/2/98
25.	5.	Village of Fox Point	7/14/98
26.	6.	Forest Home Cemetery	9/3/98
27.	7.	University of Wisconsin-Madison	11/17/98
28.	8.	Wisconsin Lutheran College	12/8/98
Since 1995	For 1999	**1999**	
29.	1.	Village of River Hills	2/9/99
30.	2.	Buettner and Associates, Inc.	2/25/99
31.	3.	Ruekert &Mielke, Inc.	3/3/99
32.	4.	Kapur & Associates, Inc.	3/8/99
33.	5.	Jesse Voss, Architect, Arquitectura	3/19/99
34.	6.	Michael J. Losik & Associates, Inc.	4/1/99
35.	7.	CH2M Hill	5/13/99
36.	8.	TSP, Inc. (DBA the Shephard Partnership)	5/21/99
37.	9.	JJR Incorporated	6/21/99
38.	10.	Eppstein Uhen Architects	7/2/99
39.	11.	Northwind Technical Services, Inc.	8/2/99
40.	12.	Sixteen Street Community Health Center	9/10/99
41.	13.	Metropolitan Survey Service	10/1/99
42.	14.	Engberg Anderson Design Partnership, Inc.	11/10/99
43.	15.	The Cathedral of St. John the Evangelist	11/22/99
44.	16.	City of St. Francis	12/8/99

EXECUTED LICENSE AGREEMENTS

Number of Executed Agreements		Licensee	Effective Date
Since 1995	For 2000	**2000**	
45.	1.	The Kubala Washatko Architects, Inc.	3/6/00
46.	2.	The Archdiocese of Milwaukee Catholic Cemeteries	3/21/00
47.	3.	Kahler Slater Architects, Inc.	4/14/00
48.	4.	Bradley Technology and Trade School Foundation, Inc.	6/23/00
49.	5.	TDI Associates, Inc.	6/23/00
50.	6.	Triad Engineering Incorporated	6/26/00
51.	7.	LaDallman Architects, Inc.	6/30/00
52.	8.	The Zimmerman Design Group	7/17/00
53.	9.	Mr. James Dicker	7/21/00
54.	10.	Thompson Dyke & Associates, Ltd.	8/31/00
55.	11.	Mr. James Piwoni	9/13/00
56.	12.	Mr. Brian Wishne	10/20/00
57.	13.	Ms. Pamela Zipperer	10/25/00
58.	14.	Village of Greendale	11/13/00
59.	15.	University of Wisconsin-Milwaukee	12/5/00
60.	16.	Wisconsin Center District Mr. Charles C. Pesano, CFO	12/20/00
Since 1995	For 2001	**2001**	
61.	1.	Landcraft Survey and Engineering, Inc.	1/18/01
62.	2.	Owen Ayres & Associates, Inc.	1/23/01
63.	3.	Wisconsin State Fair Park	2/26/01
64.	4.	Natural Resource Technology, Inc.	3/16/01
65.	5.	Village of Shorewood	3/28/01
66.	6.	Hammel, Green and Abrahamson, Inc.	4/24/01
67.	7.	Reynolds, Smith and Hills, Inc.	7/12/01
68.	8.	Rettler Corporation	9/12/01
69.	9.	Milwaukee Institute of Art and Design	9/21/01

EXECUTED LICENSE AGREEMENTS

Number of Executed Agreements		Licensee	Effective Date
Since 1995	For 2002	**2002**	
70.	1.	Urban Ecology Center, Inc.	01/28/02
71.	2.	PBS & J	02/19/02
72.	3.	Schlitz Audubon Nature Center	03/18/02
73.	4.	URS Corporation	05/10/02
74.	5.	Architects/Planners	05/22/02
75.	6.	STS Consultants, Ltd.	07/19/02
76.	7.	HNTB Corporation	07/26/02
77.	8.	Farr Associates, Inc.	08/06/02
78.	9.	Welch Hanson Associates	08/23/02
79.	10.	Walker Parking Consultants, Inc.	08/27/02
80.	11.	Central City Construction, Inc.	10/03/02
81.	12.	R. A. Smith & Associates	10/08/02
82.	13.	University of Wisconsin-Madison Department of Landscape Architecture	10/15/02
83.	14.	HDR, Inc.	10/17/02
84.	15.	Hey and Associates, Inc.	10/22/02
85.	16.	McClintock Architects, Inc.	12/11/02
86.	17.	Rowan Williams Davies & Irwin, Inc.	12/11/02
87.	18.	Harley-Davidson Motor Company Facilities Planning Department	12/12/02
88.	19.	Fantasia Design Services	12/12/02
89.	20.	Short Elliott Hendrikson, Inc.	12/18/02

EXECUTED LICENSE AGREEMENTS

Number of Executed Agreements		Licensee	Effective Date
Since 1995	For 2003	**2003**	
90.	1.	North Shore Fire Department	1/13/03
91.	2	Planning & Design Institute, Inc.	2/6/03
92.	3.	Nancy M. Aten	2/12/03
93.	4.	Graef, Anhalt, Schloemer and Associates, Inc.	4/2/03
94.	5.	Sandridge Commercial Real Estate, LLC	4/25/03
95.	6.	Bloom Consultants LLC	7/11/03
96.	7.	Landscape Architects, Inc.	7/22/03
97.	8.	Jenkins Survey and Design, Inc.	7/23/03
98.	9.	Access Engineering LLC	7/30/03
99.	10.	Fifth Ward Association	12/08/03
100.	11.	West Allis-West Milwaukee School District	12/10/03
Since 1995	For 2004	**2004**	
101.	1.	The Sigma Group	01/21/02
102.	2.	T N & Associates	02/20/04
103.	3.	Hayes Engineering Company	02/23/04
104.	4.	Geocomm	03/30/04
105.	5.	J. Spear Associates, Inc.	06/16/04
106.	6.	Key Engineering Group, Ltd.	07/21/04
107.	7.	LandCraft Survey and Engineering, Inc.	08/26/04
108.	8.	The Design Office	10/06/04
109.	9.	Friebert, Finerty & St. John, S.C.	10/26/04
110.	10.	Hiller Consulting, LLC	10/28/04

MCAMLIS FINANCIAL REPORT
(ADJUSTED FOR ENCUMBRANCE)

	1990 Actual	1991 Actual	1992 Actual	1993 Actual	1994 Actual	1995 Actual	1996 Actual	1997 Actual	1998 Actual	1999 Actual	2000 Actual	2001 Actual	2002 Actual	2003 Actual	11/30/2004 Actual	TOTAL
Beginning Period Reserve-January 1	0	283,340	595,922	695,124	952,054	1,990,280	1,339,649	1,415,929	1,532,289	1,943,499	2,288,015	2,130,541	2,336,378	2,748,988	3,783,878	3,783,878
Mid-Year Reserve Changes	0	0	0	0	0	0	0	0	0	0	0	0				0
Current Period Reserve	0	283,340	595,922	695,124	952,054	1,990,280	1,339,649	1,415,929	1,532,289	1,943,499	2,288,015	2,130,541	2,336,378	2,748,988	3,783,878	3,783,878
Recording Fees (**$4.00** Portion)	101,886	324,983	612,592	676,093	647,355	503,342	574,328	644,508	769,820	773,078	609,683	743,977	918,012	1,178,762	743,024	9,821,443
Recording Fees (**$1.00** Portion)												72,968	230,597	295,988	160,253	759,806
State Grants	0	0	0	150,000	200,000	165,000	138,500	55,300	139,226	152,270	103,895	325,997	197,979	223,055	34,136	1,885,358
1 Private Utility Contributions	312,000	312,000	312,000	312,000	312,000	0	0	0	0	0	0	0				1,560,000
2 MMSD Contribution	0	0	0	50,000	50,000	50,000	50,000	50,000	50,000	50,000	170,000	0				520,000
Annual Revenue	413,886	636,983	924,592	1,188,093	1,209,355	718,342	762,828	749,808	959,046	975,348	883,578	1,142,942	1,346,588	1,697,805	937,413	14,546,607
TOTAL FUNDS AVAILABLE	413,886	920,323	1,520,514	1,883,217	2,161,409	2,708,622	2,102,477	2,165,737	2,491,335	2,918,847	3,171,593	3,273,483	3,682,966	4,446,793	4,721,291	18,330,485
Additional Encumbrance	100,000	22,075	534,849	272,943	-900,864	112,067	308,902	367,776	361,580	386,754	586,545	737,559	577,619	375,752	369,082	4,212,639
Less Prior Year Additional Encumbrance		-100,000	-22,075	-534,849	-272,943	900,864	-112,067	-308,902	-367,776	-361,580	-386,754	-586,545	-737,559	-577,619	-375,752	-3,843,556
Legal Fees	0	350	600	0	0	0	0	0	0	0	0	0				950
Systems Consulting (UGC)	0	128,638	0	0	0	0	0	0	0	0	0	0				128,638
USPLS Remonumentation	0	41,260	0	0	0	0	0	0	0	0	0	0				41,260
Horizontal/Vertical Control Surveys	0	144,443	0	0	0	0	0	0	0	0	0	0				144,443
Aerial Photos/Mapping	21,555	17,925	292,060	1,178,794	1,340,370	356,953	490,821	576,268	556,108	608,450	842,594	787,620	1,095,708	866,757	474,730	9,506,712
Project Facilitator	8,991	73,567	21,650	14,995	0	0	0	0	0	0	0	0				119,203
Conference	0	59	1,046	319	0	0	528	0	0	0	0	0				1,953
RoD Computer Hardware/Software																0
RoD Materials Copied	0	0	0	0	6,291	797	0	0	0	0	0	0				7,088
Computer Maintenance																0
Computer/Office Supplies	0	0	0	0	0	0	26	0	0	0	0	0				26
DPW Needs Analysis																
IMSD Strategic Initiative																
Contractual Crosscharges	40	554	13	0	0	0	3	5	0	0	343	0	442	0		1,399
Charges Paid By Other Departments	0	-4,470	-2,752	-1,040	-1,724	-1,708	-1,664	-1,700	-2,116	-2,792	-1,676	-1,529	-2,232	-1,975	-1,030	-28,408
Miscellaneous									40	0	0	0				40
Annual Expenditures	30,586	402,326	312,616	1,193,069	1,344,936	356,042	489,713	574,573	554,032	605,658	841,261	786,091	1,093,918	864,782	473,700	9,923,304
TOTAL EXPS / ENCUMBRANCES	130,586	324,401	825,391	931,162	171,130	1,368,973	686,548	633,448	547,836	630,832	1,041,052	937,105	933,978	662,915	467,030	14,135,943
NET AVAIL FUNDS (END RESERVE)	283,300	595,922	695,124	952,054	1,990,280	1,339,649	1,415,929	1,532,289	1,943,499	2,288,015	2,130,541	2,336,378	2,748,988	3,783,878	4,254,261	4,194,542

1. 1994 was the final year for this revenue source.
2. $50,000 will be paid each year through 2000, and $20,000 in 2003.

Prepared by Milwaukee County
DAS-Fiscal Affairs
As of 11/30/04

MCAMLIS Outstanding Commitments

Description	2004 Original Contract Amount	Expenditures	Encumbered	Balance Remaining on Contract	Remaining MCAMLIS Reserve Balance[1]
					4,254,261 (as of 11/30/04)
Register of Deeds Computer Equipment[2]	525,000	89,160		435,840	3,818,421
SEWRPC Water Study	87,262			87,262	3,731,159
Topographic Mapping Project	3,140,505			3,140,505	590,654
Digger's Hotline Study[3]	75,000			75,000	515,654
Total Projected 2004 Ending Balance					**515,654**

Description	2005 Original Contract Amount	Expenditures	Encumbered	Balance Remaining on Contract	Remaining MCAMLIS Reserve Balance[4]
					1,469,654 (Beginning 2005)
MCAMLIS Floodland Mapping Phase 2 [5]	145,300			145,300	1,324,354
County A&E Project Management/ROD staff person[3]	280,284			280,284	1,044,070
Register of Deeds Real Estate Software[6]	175,000			175,000	869,070
SEWRPC Water Study[7]	87,262			87,262	781,808
County Surveyor[3]	60,000			60,000	721,808
County Dept of Administrative Services Fiscal Management[3]	25,000			25,000	696,808
Miscellaneous	2,000			2,000	694,808
Total Projected 2005 Ending Balance					**694,808**

Prepared by Milwaukee County
DAS-Fiscal Affairs
As of 12/09/2004

MCAMLIS Outstanding Commitments

Footnotes:

[1]As of 10/31/04, this is the balance remaining in the reserve. In terms of the 2004 budget, as of 11/30/04, $903,163 in revenue had been realized compared to budgeted revenue of $912,500. Of this amount, $100,000 was anticipated from the State but actual State revenue realized to date is only $34,136. Despite the State revenue shortfall, revenue actuals are close to budgeted revenue due to overrealized general recording fees. The remaining 2004 revenue of $65,864 is expected from the State in 2005.

[2]A total of $525,000 has been budgeted for this purpose but $89,160 has been spent leaving a remaining commitment of $435,840.

[3]These contracts were approved by the MCAMLIS Committee on Nov. 16.

[4]This figure reflects the '04 projected year-end reserve balance & the '05 appropriation of $954,000 which includes $79,000 from the State. The remaining revenue of $875,000 reflects *anticipated* recording fee revenue for 2005. If the MCAMLIS budget experiences a revenue shortfall, funds will be drawn from the MCAMLIS reserve to make the budget whole.

[5] A final amount of $145,300 is anticipated for 2006 for a total contract of $436,000 budgeted over 2004-06.

[6]Although no expenditures have been authorized from this amount for 2005 by the Steering Committee, this money can be used for no other purpose than Register of Deeds projects by previous policy decision of the Steering Committee. Any amount not expended in this manner cannot be used for other MCAMLIS tasks. The budget for the Register of Deeds includes $142,000 for use in 2005 subject to the Steering Committee's approval.

[7] A final amount of $87,263 is anticipated for 2006.

Prepared by Milwaukee County
DAS-Fiscal Affairs
As of 12/09/2004

MEMORANDUM: FROM ENGINEERING

DATE: November 29, 2004

TO: Milwaukee County Automated Mapping and Land Information System Steering Committee (MCAMLIS)

FROM: John M. Bennett, P.E., City Engineer

SUBJECT: NOMINATING COMMITTEE REPORT

Pursuant to the direction of Dr. Kurt W. Bauer, Chairman of MCAMLIS and his selection of a nominating committee consisting of Greg High and John Place and myself as Chairman, please be advised that via telephone the committee has selected the following nomination for officers for the 2005 MCAMLIS Steering Committee:

Chairman:	Dr. Kurt W. Bauer
Vice Chairman:	Greg High

Respectfully submitted,

John Bennett
Greg High
John Place

JMB/db

MILWAUKEE COUNTY

AUTOMATED MAPPING AND

LAND INFORMATION SYSTEM

c/o Southeastern Wisconsin
Regional Planning Commission
W239 N1812 Rockwood Drive
PO Box 1607
Waukesha, Wisconsin 53187-1607

MEMORANDUM

TO: MCAMLIS Steering Committee

FROM: Thomas D. Patterson, SEWRPC MCAMLIS Project Manager

DATE: December 9, 2004

SUBJECT: **MCAMLIS Program Status Report**

PURPOSES

Effective December 31, 2004, the Southeastern Wisconsin Regional Planning Commission (SEWRPC) will relinquish responsibility for management of the MCAMLIS Program to the Milwaukee County Department of Parks and Public Infrastructure (DPPI). This memorandum is intended to serve two purposes: for the MCAMLIS Steering Committee, it constitutes a report identifying either policy or major project issues that remain unaddressed; for the incoming MCAMLIS Project Manager, it constitutes a statement of the status of the MCAMLIS Program at the time of the transfer of responsibilities and provides DPPI and the incoming Project Manager with a statement of individual work tasks that remain to be completed.

BRIEF HISTORY OF THE MCAMLIS PROGRAM

In November of 1990, Milwaukee County, the Wisconsin Electric Power Company (WEPCO now We Energies), the Wisconsin Gas Company (also now We Energies), and Wisconsin Bell (now SBC) entered into a Cooperative Agreement to create a countywide system of survey control and digital topographic and cadastral base maps to be used cooperatively by the signatories to the Cooperative Agreement and, by extension, the local area municipalities, in the creation of automated parcel based land information and public works management systems. During 1993, the Milwaukee Metropolitan Sewerage District (MMSD) also became a signatory of the Cooperative Agreement. At the time that the Cooperative Agreement was executed, the SEWRPC had already prepared, at the request of the Milwaukee County Board of Supervisors, a feasibility study for an Automated Mapping System for Milwaukee County. This

feasibility study was documented in SEWRPC Community Assistance Planning Report (CAPR) No. 177, *Feasibility Study for a Milwaukee County Automated Mapping and Land Information System*, October 1989. The recommendations made in this study became the basis of the initial MCAMLIS work program; the principal recommendation of the report being that an Automated Mapping System for Milwaukee County should consist of four major components:

1. Completion of an already initiated program to permanently monument all U.S. Public Land Survey corners in the County.
2. Completion of an already initiated program to obtain both horizontal coordinates related to the State Plane Coordinate System, Wisconsin South Zone, North American Datum of 1927, and vertical elevations related to the National Geodetic Vertical Datum of 1929, for each of the monumented U. S. Public Land Survey corners, and for certain accessories thereto.
3. Acquisition of digital, large-scale, topographic base maps with two feet vertical contour intervals prepared to meet National Map Accuracy Standards at a map scale of 1:1200 (1 inch equals 100 feet) for each U.S. Public Land Survey one-quarter section in the County. These maps would be referenced to the countywide Survey Control Network resulting from the completion of the two above components, and would provide the necessary "ground truth" for the computation of the companion cadastral maps.
4. Creation of a series of digital, real property boundary line, or cadastral, maps -- also at a map scale of 1:1200 -- compiled from official records as overlays to the large-scale, one-quarter section topographic base maps and containing a unique parcel identification number for each parcel mapped.

Coincident with this activity in Milwaukee County, the Wisconsin Legislature acted to create the Wisconsin Land Information Program (WLIP), which included a Grants-In-Aid Program, and the provision for the retention at the County level of specified fees collected for documents recorded in the County Register of Deed's Office. The recording fees thus collected and the grants available under the WLIP have provided the single largest source of funding for the MCAMLIS Program since its inception.

During 1991, the MCAMLIS Steering Committee engaged the firm of UGC Consulting, Inc., to prepare an implementation plan for the Milwaukee County Automated Mapping and Land Information System. In addition to reinforcing the call for the four principal components – foundational elements -- identified in the SEWRPC CAPR No. 177, this implementation study additionally recommended the creation of a

countywide system of street addresses geographically tied to real estate parcels and to the structures upon those parcels.

Prior to August 1991, the MCAMLIS Steering Committee had engaged the services of a part-time Project Manager. During 1991, upon the recommendation of the UGC Consulting, Inc. implementation study, and in response to a request from the MCAMLIS Steering Committee, the SEWRPC assumed responsibility as the Project Manager for the implementation of the MCAMLIS program. For the majority of that time since August 1991, Mr. Thomas D. Patterson, a member of the SEWRPC professional staff, was assigned as the MCAMLIS Project Manager. Mr. Patterson was also involved, together with Mr. K. W. Bauer, the Executive Director of the Commission staff and County Surveyor, in writing SEWRPC CAPR No. 177, and in "ad-hoc" discussions involving the private and public utilities and Milwaukee County municipalities that occurred during the late 1970s and the middle 1980s concerning the potential, for a coordinated, multi-participant, approach to a countywide digital mapping program.

BRIEF HISTORY OF MCAMLIS WORK PROJECTS

By the end of 1991, all recommended land and control survey work had been completed. Coincident with the completion of these first two components recommended in the SEWRPC CAPR No. 177, the creation of the digital topographic base maps was begun with completion of this component during 1995. Also, the digital real property boundary line mapping, initiated during 1992, was completed for that portion of the County lying outside the City of Milwaukee during 1998. During 1999, action was taken by the MCAMLIS Steering Committee to fund the City of Milwaukee to transform and, in some cases recompile, the City of Milwaukee digital maps to fit the geometric framework established by the MCAMLIS Control Survey Network, thereby creating a set of real property boundary line maps covering the City of Milwaukee compatible with MCAMLIS Mapping Standards, the completed MCAMLIS topographic maps, and with the MCAMLIS Control Survey Network. As of the date of this memorandum, only three square miles of this cooperative MCAMLIS and City of Milwaukee effort remain to be completed, all in the northwestern corner of the City. It is currently expected that these remaining maps will be completed before the end of January 2005.

Beginning in 1996, work was initiated on the creation of a uniform system of street addresses for Milwaukee County. This effort was completed for that portion of Milwaukee County lying outside the City of Milwaukee by 2000 and a continuous update and maintenance program centered in the Milwaukee

County Register of Deeds Office was established for these data as well as for the completed digital cadastral maps. Integration of the existing City of Milwaukee street address system with the system covering the balance of the County has yet to be undertaken. Remaining to be addressed by the Steering Committee is the mechanism by which the digital cadastral maps created to cover the City of Milwaukee will be integrated into the existing MCAMLIS cadastral map update and maintenance procedures.

Over the course of the MCAMLIS Work Program to date, a number of additional projects have been undertaken to provide additional digital map layers and related information covering Milwaukee County. In cooperation with the SEWRPC, the SEWRPC Regional Land Use Inventory was converted to use the MCAMLIS larger scale base maps as a basis for this inventory. The SEWRPC has agreed, as part of its continuing regional planning work, to update this inventory on approximately five year intervals. In addition, various administrative boundaries, various election district boundaries, and census geographic boundaries have been delineated on the MCAMLIS base maps and are available to all MCAMLIS partners as digital map files. Also, Federal Geographic Data Committee (FGDC) compliant metadata files have been prepared for all MCAMLIS digital map layers and for the MCAMLIS street address database.

One quite unique project was completed under the auspices of the MCAMLIS work program during 1999. This project, undertaken at the request of the Airport Engineer for Milwaukee County General Mitchell International Airport, involved the acquisition of digital topographic mapping for the airport and its adjacent planning area; the computation of three-dimensional, imaginary surfaces representing aircraft approach zones to the approaches to the airport's runways, and the mapping of objects protruding from the ground into that space which constituted hazards to air navigation. SEWRPC staff carrying out this project at the request of the MCAMLIS Steering Committee were unable to locate any previous project of this type in the United States. Accordingly, it became necessary for SEWRPC staff to develop a specialized set of mapping specifications for this project, including a methodology for accurately determining the position, both horizontally and vertically, of these imaginary slopes. This project was successfully completed and the requested maps delivered to the Airport Engineer during 2000.

Additionally, at the request of the Assistant Director of Emergency Management, Milwaukee County Sheriff's Department, a comprehensive work effort was initiated to map at a uniform scale and on a consistent basis, the 10, 50, 100, and 500 year recurrence interval flood hazard areas and the 100 year

recurrence interval floodways within the County. This effort was initiated during 2001 and is currently scheduled for completion during 2006.

During the 14 years since its founding, the MCAMLIS Program has remained unique in Wisconsin as a true public-private, partnership. In recognition of this fact and of the Program's potential to reduce duplication of effort between and among the private and public utilities and the County and its constituent municipal units of government, and of its potential for future cost avoidance for utility ratepayers and for the County and municipal taxpayers, the Public Policy Forum in 1995 recognized the MCAMLIS Program with an award for overall management innovation in local government.

CURRENT STATUS OF THE MCAMLIS WORK PROGRAM AND PROJECT MANAGEMENT TASKS

The responsibilities of the current MCAMLIS Project Manager can be categorized into the following six general groupings:

- Coordination and organization of MCAMLIS Steering Committee meetings;
- Coordination of the MCAMLIS work program with the Wisconsin Land Information Program;
- Administration of the MCAMLIS copyright and distribution of MCAMLIS digital mapping materials;
- Coordination of MCAMLIS budget preparation and accounting activities with Milwaukee County staff;
- General project management including development of detailed project descriptions, scopes of work and specifications for specific projects.
- General maintenance of MCAMLIS data holdings and the incorporation of new material into the MCAMLIS archive files.

A more detailed itemization of work tasks within each of these particular categories and the current status of each individual work task follows.

Coordination and Organization of MCAMLIS Steering Committee Meetings

Responsibilities under this category fall under the following general work tasks.

- Organization of Steering Committee meetings.

  There are currently no additional Steering Committee meetings scheduled for 2004; therefore, there are presently no unaddressed activities under this task. Prior to the end of this year, the

outgoing Project Manager will provide the incoming Project Manager with a complete and updated MCAMLIS Steering Committee roster, including postal addresses and telephone numbers. The incoming Project Manager will also be provided with a complete list of interested parties and their postal addresses. These lists will be needed for notification of any MCAMLIS Steering Committee meetings scheduled after January 1, 2005.

- Preparation of meeting agendas.
  There are currently no additional MCAMLIS Steering Committee meetings scheduled for the balance of 2004; therefore, there are no unfinished activities under this work task.

- Completion of minutes following meetings.
  The outgoing Project Manager will complete the minutes for the December 14, 2004, Steering Committee meeting and will provide 25 copies of the meeting minutes to the incoming Project Manager for his distribution to the Steering Committee as he may deem appropriate after January 1, 2005. Following approval by the Steering Committee of the minutes of the December 14, 2004, Steering Committee meeting, the SEWRPC will bind into a single volume the minutes of all meetings held by the MCAMLIS Steering Committee during 2003 and 2004; a total of 10 meetings. This bound volume will join the three previously bound volumes of the MCAMLIS Steering Committee meeting minutes covering the period from 1990 through and including 2002. These four volumes will be kept in the SEWRPC library as a permanent detailed record of the history of the MCAMLIS Program since its inception through the end of 2004.

- Follow-up on any assignments made at Steering Committee meetings.
  There are currently no unfinished assignments under this task.

Coordination of the MCAMLIS Work Program with the Wisconsin Land Information Program.
Responsibilities under this category can be generally summarized as itemized below:

- Monitoring of program activities.
- Preparation of grant applications.
- Negotiation with State staff to resolve issues and questions concerning grant applications.
- Negotiation of grant agreements following awards.
- Fiscal monitoring of grant awards.

- Writing and filing of project completion reports for MCAMLIS projects wholly or partially funded by WLIP grants.
- Preparation and filing of the annual Milwaukee County Land Records Modernization Status Report.

Historically, the WLIP has been the single largest source of funds available to support the MCAMLIS work program and the afore itemized tasks formerly required several man-months of effort annually. Over the past several years, however, the WLIP has become increasingly moribund as the fees formerly collected by the State and used to support the WLIP grants-in-aid program have been redirected by the Wisconsin Legislature through its recent biennial budgets to fund County and municipal "smart growth" planning grants. A number of projects, however, wholly or partially funded by previous grants from the WLIP, remain to be completed.

For the remaining uncompleted projects the following general work tasks set forth below still require attention. These projects and their status are as follows:

WLIP 2001 Strategic Initiatives Project.

This grant was made for the purpose of developing a set of real property ownership and tax assessment data for Milwaukee County to be transferred to a statewide data base to be established and maintained by the Wisconsin Department of Administration and accessible to public inquiry. This project was undertaken jointly by the Register of Deed's Office, DPPI, and the Information Management Services Division of the Milwaukee County Department of Administrative Services (DAS). For several years, the Wisconsin Department of Administration was delayed in setting up the statewide database and developing the necessary software to provide public access. Recently, however, WLIP staff has notified the County that these data can now be transferred to the State for "loading" into the centralized data base. Once this is done, this project will be completed although it should be noted that under the terms and conditions of the Grant Agreement covering this project, Milwaukee County is still obligated to "refresh" these data during 2005 and 2006. The incoming Project Manager will take responsibility for coordinating the closing of this grant and will provide the Milwaukee County Land Information Officer with a project completion report to be filed with the State. The outgoing Project Manager will make himself available to assist in this matter as may be necessary.

WLIP 2002 Strategic Initiatives Project

This grant was made for the purpose of assisting counties in developing data useful for flood hazard area mapping and related flood hazard zoning. Under the terms of this grant, measurements were acquired for 30, hydraulically significant structures along the Root River and tributaries of the Root River in southwestern Milwaukee County. This project was completed during 2004 and recently all final payments associated with closing down the project were also completed. The outgoing Project Manager will collate the material needed for the project completion report, prepare that report, and provide it to the Milwaukee County Land Information Officer for filing with the State.

City of Milwaukee Cadastral Map Transformation Project – Phase 8

This project was funded with a portion of the County's 2002 contribution based grant award, the most recent contribution based grant award allocated to Milwaukee County. This project was completed during September 2004. During November 2004, the remaining fiscal tasks associated with closing down this project were also completed. The outgoing Project Manager will collate the material needed for the project completion report, prepare that report, and provide it to the Milwaukee County Land Information Officer for filing with the State.

City of Milwaukee Cadastral Map Transformation Project – Phase 9A

This project was also funded with a portion of the County's 2002 contribution based grant award. This project completed during the first week of December and the fiscal tasks needed to close the project have been initiated. Upon completion of those fiscal tasks, the outgoing Project Manager will collate the material needed for the project completion report, prepare that report, and provide it to the Milwaukee County Land Information Officer for filing with the State.

City of Milwaukee Cadastral Map Transformation Project – Phase 9B

This project was also funded with a portion of the County's 2002 contribution based grant award. This project will soon be completed and, upon completion, the outgoing Project Manager will initiate the fiscal tasks needed to close the project. Upon completion of those fiscal tasks, the outgoing Project Manager will then collate the material needed for the project completion report, prepare that report, and provide it to the Milwaukee County Land Information Officer for filing with the State.

WLIP 2002 Training and Education Grant

This grant is administratively associated with the WLIP 2002 contribution based grant award made to Milwaukee County and will be closed in conjunction with the project completion report prepared for the City of Milwaukee Cadastral Map Transformation Project - Phase 8 noted above.

WLIP 2004 Training and Education Grant

Since there were no WLIP contribution based grant awards made to counties in 2004, this particular training and education grant is a free-standing grant and must be closed out under the terms and conditions set forth in the associated Grant Agreement. The manner in which this should to be done will not become fully evident until the project completion report for the WLIP 2002 training and education grant noted above has been completed. At such time as the manner in which this grant needs to be closed becomes apparent, the outgoing Project Manager will coordinate the preparation of the project completion report for this grant with the incoming Project Manager and the Milwaukee County Land Information Officer. The incoming Project Manager and the Milwaukee County Land Information Officer will be responsible for filing the project completion report with the State.

Preparation and filing of the annual WLIP County Land Records Modernization Status Report

On an annual basis, the WLIP requires the filing of a County Land Records Modernization Status Report. The filing of this report is required in order for the County to retain its eligibility to collect and retain the locally designated portion of the document recording fees provided for under the WLIP. The report for 2004 was completed and filed with the State during the first calendar quarter of 2004. The report for 2005 has yet to be distributed, but can be expected in early 2005. Responsibility for completion of this and all future annual reports will pass to the incoming Project Manager effective with the 2005 report.

Administration of the MCAMLIS Copyright and Distribution Of MCAMLIS "Digital Mapping Materials"

Distribution of all MCAMLIS "digital mapping materials[a]" is covered by the provisions contained in two documents.

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[a] The phrase "digital mapping materials" is used in all official MCAMLIS documents concerning the copyright.

During December, 1993 Milwaukee County, the MMSD, WEPCO (now We Energies), the Wisconsin Gas Company (also now We Energies), and Ameritech (the successor to Wisconsin Bell at that time, now SBC) executed a License Agreement that set the general conditions under which the signatories to the original MCAMLIS Cooperative Agreement would be permitted to use the digital mapping materials created under the auspices of the MCAMLIS Program. This document, in recognition of the significant funding contribution made to the creation of these materials by the WEPCO, the Wisconsin Gas Company, and Wisconsin Bell conveyed the copyright of these digital mapping materials to the three private utilities named. Paper copies produced from the digital map materials were not made subject to this copyright and could be freely used and distributed by all participants. This document, in effect, constituted a "policy statement" concerning the permitted uses of the digital mapping materials.

To provide an operational structure for the policy document represented by the MCAMLIS License Agreement noted above, the MCAMLIS Steering Committee, in 1995, promulgated a second document, "Data Requisition and Distribution Guidelines," which set forth the conditions under which potential users other than the signatories to the original Cooperative Agreement could access and use the MCAMLIS digital mapping materials. During 2000, the Steering Committee took action to include the MCAMLIS street address data base under the definition of digital mapping materials. Minor changes have been made to the provisions of this set of guidelines on several occasions since its original adoption.

Responsibilities under this category fall generally into the following work tasks:

- Answering general inquiries
  Responsibility for this task will pass to the incoming Project Manager effective January 1, 2005.

- Providing consultation to potential users on specific available MCAMLIS products
  Responsibility for this task will pass to the incoming Project Manager effective January 1, 2005.

- Securing and filing of executed MCAMLIS License Agreements
  Responsibility for this task will pass to the incoming Project Manager effective January 1, 2005.

  All previously executed and filed MCAMLIS Licensing Agreements will be passed to the incoming Project Manager shortly after January 1, 2005, for his use in administering requests for MCAMLIS digital data.

- Managing the MCAMLIS copyright requirements and distributing data upon request
  Responsibilities for this task will pass to the incoming Project Manager effective January 1, 2005.

  The outgoing Project Manager will provide copies of data file structures for the digital topographic maps and the digital cadastral maps for all software formats currently supported within the MCAMLIS Program; that is, AutoCAD DWG, Intergraph/Bentley DGN, and ESRI ArcInfo coverages. Also, as may be helpful to the incoming Project Manager, and upon his request, copies of all software programs developed by the SEWRPC for moving MCAMLIS data between and among these various formats will be provided.

  Completion of the remaining MCAMLIS format City of Milwaukee cadastral maps is expected during January of 2005. Upon completion of this work effort, the SEWRPC will provide the incoming project Manager with a complete set of these finished maps. The SEWRPC has one remaining commitment with respect to distribution of the City of Milwaukee maps under this work element. The University of Wisconsin-Milwaukee has previously requested, under its MCAMLIS Licensing Agreement, copies of these maps, and the SEWRPC will provide the maps remaining under this commitment directly to the University. The incoming Project Manager will be provided with copies of all correspondence concerning this distribution.

Several important tasks need to be completed or pursued under this category.

By action taken by the MCAMLIS Steering Committee at its meeting held on July 15, 2003, MCAMLIS project staff (that is, the SEWRPC) was directed to convene a meeting with representatives from We Energies, SBC, the MMSD, and Milwaukee County to discuss whether or not the copyright to the MCAMLIS digital map materials held by We Energies and SBC should be retained by those entities or returned to the MCAMLIS Steering Committee. As reported at the MCAMLIS Steering Committee meeting held on July 20, 2004, We Energies representatives stated that We Energies is willing to relinquish its portion of the copyright; however, SBC representatives indicated that they had yet to receive direction from corporate officials with respect to SBC's position on this matter. At last report, a decision on this matter still lies with SBC corporate officials in Texas. This activity therefore will remain incomplete until such time as SBC articulates its position on this issue; therefore, responsibility for pursuing resolution of this issue will pass to the incoming Project Manager effective January 1, 2005.

In addition, the "Data Requisition and Distribution Guidelines" have become outdated and, with respect to newer computer software formats utilized by the MCAMLIS Program, technologically obsolete. These guidelines need to be revised; however, a decision as to when this revision should be made is tied, at least in part, to a resolution of the copyright issue noted above since much of the text in the Guidelines is tied to the copyright ownership.

Furthermore, resolution of the copyright issue would be advantageous in view of the request of a commercial firm, TeleAtlas of North America, (formerly GDT), to acquire the MCAMLIS digital mapping materials to "improve" the commercial database that it uses for address geocoding automated vehicle routing and similar applications. While this company has indicated that it's would not redistribute those MCAMLIS digital mapping materials acquired, improvement of the company's own commercial database may well be equivalent to "copying" the MCAMLIS digital mapping materials. Resolution of the copyright issue would help alleviate difficulties associated with the incoming Project Manager's assumption of discussions with this company.

Coordination Of MCAMLIS Annual Budget Preparation and Related Accounting Activities With Milwaukee County Staff

Principal activities carried out under this heading are as follows:

- Preparation of an annual budget

  Action concerning the MCAMLIS 2005 budget has been completed. Responsibility for the 2006 MCAMLIS Program budget request and all successive budget requests, will pass to the Project Manager and the designated Fiscal and Management Analyst from the DAS effective January 1, 2005.

- Monitoring of project revenues and expenditures

  Responsibility for this task will pass to the incoming Project Manager and the designated Fiscal and Management Analyst from the DAS effective January 1, 2005.

  An important task still remains to be accomplished under this work element in that expenditures made from the $1.00 locally retained document filing fee are not separately identified in the accounting reports provided to the MCAMLIS Project Manager. The rules and procedures for expenditure of funds under the $4.00 recording fee and the $1.00 recording fee are different and expenditures made with the $1.00 fee are currently being "lumped together" with expenditures

made from the $4.00 fee in these reports. Expenditures from the $1.00 fee receipts are currently required to be reported separately in the WLIP Annual County Land Records Modernization Status Report. Ideally, separation of these expenditures should be determined as far back as 2001, the year in which the $1.00 fee began to be collected.

- Interaction with County staff to carry out the annual MCAMLIS single audit
  Preparation of the Milwaukee County 2004 single audit has already begun with preliminary materials due to be filed with the DAS before the end of 2004. Accordingly, the outgoing Project Manager will complete this task and will provide complete copies of all correspondence and reports to the incoming Project Manager. The outgoing Project Manager will also inform the DAS staff of the change in management responsibilities for the MCAMLIS program and will indicate to that staff that responsibilities for providing assistance for the Milwaukee County 2005 single audit will rest with the incoming Project Manager.

General Project Management

General work tasks associated with this category are as follows:

- Conceptual development of individual projects and development of project technical specifications where needed.
  Responsibility for this task will pass to the incoming Project Manager effective January 1, 2005.

- Preparation of contracts.
  Responsibility for this task will pass to the incoming Project Manager effective January 1, 2005.

- Preparation of invoices to draw down funds as expended.
  With the assumption of the management of the MCAMLIS Program by County staff after January 1, 2005, it is unlikely that this task will be needed in the future.

- Approval of payments to contractors.
  Responsibility for this task will pass to the incoming Project Manager effective January 1, 2005.

- Associated record keeping.
  Responsibility for this task will pass to the incoming Project Manager effective January 1, 2005.

Shortly after January 1, 2005, the outgoing Project Manager will provide the incoming Project Manager with a complete list of all "active" MCAMLIS projects; active projects being defined as those projects for which the Agreements governing these projects have yet to be closed, or, in the case of WLIP grant funded projects, the project completion report has yet to be filed with the State and payment of the final portion of the grant award made to the County.

With respect to projects recently approved by the Steering Committee, their current status can be summarized as follows:

- Participation in the Regional Water Supply System Study, approved by the Steering Committee at its meeting held on September 14, 2004.

  This Agreement has been executed and filed with the Milwaukee County Department of Administrative Services.

- The MCAMLIS Replacement Digital Topographic Mapping Program, approved by the Steering Committee at its meeting held on November 2, 2004.

  This Agreement has been filed for review by cognizant Milwaukee County officials. Upon completion of that review, the Agreement will be executed by the appropriate MCAMLIS and SEWRPC officials and a copy of the executed Agreement will be filed with the Milwaukee County Department of Administrative Services.

- The Agreement covering SEWRPC staff services for 2005 as the Milwaukee County Surveyor, approved by the Steering Committee at its meeting held on November 16, 2004.

  This Agreement has been filed for review by cognizant Milwaukee County officials. Upon completion of this review, the Agreement will be executed by appropriate MCAMLIS and SEWRPC officials and a copy of the executed Agreement will be filed with the Milwaukee County Department of Administrative Services.

- The MCAMLIS/Diggers' Hot Line Cooperative Pilot Study, approved by the Steering Committee at its meeting held on November 16, 2004.

  The Agreement covering this project has been prepared by Diggers' Hot Line representatives and submitted to cognizant Milwaukee County officials for review. Following its review by the County officials, the Agreement will be executed by appropriate MCAMLIS and Diggers' Hot Line representatives and a copy of the executed Agreement filed with the Milwaukee County Department of Administrative Services.

- The Agreement covering the provision of administrative staff services to the MCAMLIS Program for 2005 by the Milwaukee County Department of Administrative Services staff, approved by the Steering Committee at its meeting held on November 16, 2004.

  This Agreement is currently under review by cognizant Milwaukee County officials. Upon completion of this review, this Agreement will be executed by appropriate MCAMLIS and Milwaukee County officials and a copy of the executed Agreement will be filed with the Milwaukee County Department of Administrative Services.

- The Agreement covering the provision of project management services to the MCAMLIS Program for 2005 by the Milwaukee County Department of Parks and Public Infrastructure staff, approved by the Steering Committee at its meeting held on November 16, 2004.

  This Agreement is currently being reviewed by cognizant Milwaukee County officials. Upon completion of this review, the Agreement will be executed by appropriate MCAMLIS and Milwaukee County representatives and a copy of the executed Agreement will be filed with the Milwaukee County Department of Administrative Services.

General Maintenance of MCAMLIS Data Holdings and Incorporation of New Materials into Archive Files

Responsibilities for any work tasks associated with this project management services category will pass to the incoming Project Manager effective January 1, 2005.

The recently completed Milwaukee County GIS Needs Assessment and Geodatabase Design Study identified several deficiencies, not detected during quality assurance review, in the map layer specifications for the MCAMLIS format City of Milwaukee cadastral maps. These identified deficiencies are being corrected by SEWRPC staff and upon delivery of the MCAMLIS format City of Milwaukee cadastral maps to the incoming Project Manager, all of these identified deficiencies will have been corrected.

An additional item of some importance still needs to be addressed concerning the MCAMLIS format City of Milwaukee cadastral maps. As of yet, a satisfactory means of obtaining all of the information needed by the Milwaukee County Register of Deed's Office to maintain these maps in a manner similar to the maintenance procedures that have been developed for the MCAMLIS cadastral maps outside the City of Milwaukee has yet to be determined.

Discussions originally initiated to address this matter became focused instead on the potential for integration of the City of Milwaukee and the Milwaukee County tax listing and tax mapping operations. These discussions were eventually broken off following the determination by the Steering Committee that the process for the attainment of such integration would have to be enacted by cognizant elected City and County officials.

It remains necessary to find a means for the efficient access by the County Register of Deed's staff to information needed to incorporate the MCAMLIS format City of Milwaukee cadastral maps into the current map maintenance activities of the Register of Deeds Office.

CONCLUDING REMARKS

The MCAMLIS Program and its antecedents represents a truly unique public-private partnership created to provide the foundational elements for the creation of coordinated automated parcel land, land information and public works management systems at the County and municipal levels of government and by the public utilities operating within the County. The Program has been successful in its creation of the foundational elements for the creation of such systems and for the creation of some thematic data layers for use in the systems. It is hoped that the Program will now be continued under the County management.

A major policy issue remains to be resolved with respect to the future direction and management of the Program; namely: the role of the Steering Committee created by contract between the County, the Metropolitan Sewerage District (MMSD), and the private utilities operating within the County. A proposal to replace this contractual governing body with an internal County Advisory Committee has been advanced in a recently completed County "GIS Needs Assessment and Geodata Base Design Study". The members of the Steering Committee, including the utility, MMSD, City of Milwaukee and suburban municipality representatives and the County Register of Deeds have, however, indicated a desire to maintain the present role of the Committee. Resolution of this important issue will require discussions and a decision by the parties that originally created the contractual relationship defining the funding and governance of the Program.

* * * * *

TDP/lgh
#102181 V1 - MCAMLIS Status Report

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

W239 N1812 ROCKWOOD DRIVE • PO BOX 1607 • WAUKESHA, WI 53187-1607• **TELEPHONE (262) 547-6721**
FAX (262) 547-1103

Serving the Counties of: KENOSHA MILWAUKEE OZAUKEE RACINE WALWORTH WASHINGTON WAUKESHA

January 17, 2005

Mr. Gregory G. High, Director
Architectural and Engineering Services
Department of Parks and Public Infrastructure
2711 W. Wells Street
Second Floor
Milwaukee, WI 53208

Dear Mr. High:

At the December 14, 2004, meeting of the Milwaukee County Automated Mapping and Land Information System (MCAMLIS) Steering Committee, Chairman Bauer noted -- as an aside to a more general discussion of the MCAMLIS Floodland Mapping Project -- that paper preliminary draft floodplain maps for the Milwaukee River Watershed had been distributed to Milwaukee County and affected municipalities for their review and comment. You responded that Milwaukee County had indeed received these maps for the Milwaukee River Watershed and asked if there were preliminary draft floodplain maps for other watersheds that had been distributed for similar review -- noting that the Milwaukee River Watershed maps were the first that had been received by the County. Chairman Bauer expressed surprise that Milwaukee County had not previously received any preliminary draft floodplain maps for review and stated to you that this situation would be investigated by MCAMLIS project staff.

Subsequent investigation by MCAMLIS project staff determined that Milwaukee County should have received preliminary draft floodplain maps for the following additional streams: the Oak Creek Watershed, Legend Creek, Underwood Creek, the South Branch of Underwood Creek, and Lincoln Creek. This finding was communicated to you by electronic mail on January 10, 2005. Your response of January 11, 2005, indicated that you would prefer to receive the additional preliminary draft floodplain maps for these streams in digital rather than in hard copy form. You also stated that you would like to receive digital copies of the "old" floodplain boundaries so that the changes between these two sets of boundaries could more easily be reviewed and evaluated.

Pursuant to your request, please find enclosed herewith, a CD containing both the "old" and the more recent preliminary draft floodplain boundary delineations for your review and comment. Should you wish to make any comments on these delineations, they should be directed to Mr. Michael G. Hahn, Principal Engineer, of the Commission staff. Should you have any further questions or comments in this regard, please do not hesitate to contact this writer.

Sincerely,

Thomas D. Patterson
Project Manager

TDP/lgh
#103157 V1 - High Letter
Enclosures

cc: Mr. Kurt W. Bauer, Chairman, MCAMLIS Steering Committee
Mr. Michael G. Hahn, Principal Engineer, SEWRPC

THE
MILWAUKEE COUNTY AUTOMATED MAPPING AND
LAND INFORMATION SYSTEM STEERING COMMITTEE
PRESENTS THIS CITATION
TO

THOMAS D. PATTERSON

IN SINCERE APPRECIATION
OF HIS DEDICATED SERVICE
AS THE MCAMLIS PROJECT MANAGER AND SECRETARY
FROM OCTOBER 16, 1991 THROUGH JUNE 15, 1995, AND
AGAIN FROM JUNE 26, 1996 THROUGH DECEMBER 31, 2004

Whereas, Thomas D. Patterson has served as the Project Manager of the Milwaukee County Automated Mapping and Land Information System Program and as the Secretary to the MCAMLIS Steering Committee from October 16, 1991 through June 15, 1995, and again from June 26, 1996 through December 31, 2004; and

Whereas, he also provided valuable contributions to the initial organization of the MCAMLIS Program, including the Milwaukee County Mapping Task Force, the immediate predecessor to the Steering Committee, and to the formation of the original Steering Committee; and

Whereas, he played an important role in the research and authorship of the Southeastern Wisconsin Regional Planning Commission Community Assistance Planning Report Number 177, "Feasibility Study for a Milwaukee County Automated Mapping and Land Information System", published October 1989, which report provided the initial work program for MCAMLIS and a recommended organizational structure which subsequently became the Steering Committee; and

Whereas, he unstintingly placed his knowledge of, and expertise in, cartography, automated mapping systems, the creation and maintenance of automated land records systems, and his skills in public administration and project management at the disposal of the Steering Committee;

Now, therefore, this citation is presented to Thomas D. Patterson in sincere appreciation of his faithful and distinguished service in the public interest.

In testimony whereof, Mr. Kurt W. Bauer, the Milwaukee County Surveyor, as Chairman of the Steering Committee, and Mr. John L. La Fave, Milwaukee County Register of Deeds, as Vice Chairman of the Steering Committee, have here below affixed their signatures.

Kurt W. Bauer
Milwaukee County Surveyor

John L. La Fave
Milwaukee County Register of Deeds

MILWAUKEE COUNTY

AUTOMATED MAPPING AND

LAND INFORMATION SYSTEM

c/o Southeastern Wisconsin
Regional Planning Commission
W239 N1812 Rockwood Drive
PO Box 1607
Waukesha, Wisconsin 53187-1607

MEMORANDUM

TO: MCAMLIS Steering Committee

FROM: Thomas D. Patterson, MCAMLIS Project Manager

DATE: December 3, 2004

SUBJECT: **Recommendation for the Cancellation, by Mutual Consent, Effective December 31, 2004, of the Agreement between the MCAMLIS Steering Committee and the SEWRPC Concerning the Provision of Updating and Maintenance Services for the MCAMLIS Street Address Database and the MCAMLIS Digital Cadastral Maps.**

BACKGROUND

On April 4, 2000, the MCAMLIS Steering Committee entered into an Agreement with the Southeastern Wisconsin Regional Planning Commission (SEWRPC) for the provision of updating and maintenance services to previously completed MCAMLIS cadastral maps and street address files. Coincident with the execution of that Agreement, the SEWRPC entered into a second Agreement with the Milwaukee County Register of Deed's Office (ROD) to provide working space, computer equipment and software and a staff position to carry out the actual maintenance activities; the SEWRPC maintaining oversight and quality assurance of these services on behalf of the MCAMLIS Steering Committee. Understanding that these arrangements would at some point be replaced by other, more permanent, arrangements, each of these Agreements provided for the termination of the respective arrangements by mutual consent of the parties concerned. Action taken by the MCAMLIS Steering Committee at its meeting held on November 16, 2004, officially transferred the oversight responsibilities for this work to the Milwaukee County Department of Parks and Public Infrastructure (DPPI), this oversight to become effective January 1, 2005.

FISCAL CONSIDERATIONS

Under the terms and conditions of the Agreement between the MCAMLIS Steering Committee and the SEWRPC, the Steering Committee has made regularly scheduled payments to the SEWRPC in support of the specified activity in accordance with a payment schedule set forth in the Agreement. Under the terms of the Agreement between the SEWRPC and the ROD, expenses borne by the ROD in providing the updating and maintenance services have been reimbursed by the SEWRPC upon receipt from the ROD of invoices submitted on a quarterly calendar basis.

Under the terms of the payment schedule set forth in the Agreement between the Steering Committee and the SEWRPC, SEWRPC has received a total amount of $330,000 from the Steering Committee in support of this service with no additional amounts scheduled to be received by the SEWRPC from the Steering Committee through December 31, 2004. Through the end of the third calendar quarter of 2004, the SEWRPC has reimbursed the ROD in the total amount of $292,895 with one additional invoice still to be received by the SEWRPC from the ROD covering the period from October 1, 2004, through December 31, 2004.

RECOMMENDATION

In view of the approaching assumption of responsibilities for the map maintenance function by the DPPI, it is recommended that the MCAMLIS Steering Committee and the SEWRPC, by mutual consent terminate the aforereferenced April 4, 2000, Agreement effective December 31, 2004. The SEWRPC will in turn terminate its Agreement with the ROD by mutual consent also as of December 31, 2004, and will make one final payment to the ROD for expenditures incurred during the 4th calendar quarter of 2004 upon receipt of an appropriate invoice from the ROD during January, 2005. At such time that this final payment is made to the ROD, the SEWRPC will refund any remaining balance collected from the MCAMLIS Steering Committee for this service over and above the amount paid to the ROD as reimbursement for costs incurred by that Office.

* * * * *

TDP/lgh/mlh
#102152 V1 - Recommendations For Agreement Cancelllation

ILWAUKEE
COUNTY
PARK
SYSTEM

SCOTT WALKER
County Executive

SUE BLACK
Parks Director

To: MCAMLIS Steering Committee

From: Milwaukee County Register of Deeds, Department of Parks and Public Infrastructure, and Department of Administrative Services

Date: December 1, 2004

Subject: Proposed Program for the Migration of MCAMLIS Data Holdings to a Geodatabase Environment.

Background

At the June 2003 meeting of the MCAMLIS Steering Committee, two work proposals were submitted for your consideration, Reorganization of Digital Cadastral Base into a Continuous Base Map and Extension of the Milwaukee County Street Address Database. While the County believed that these two work efforts would be of value to the County and other MCAMLIS members, we felt that to move forward as proposed, would cause serious problems for the maintenance and usability of these data products by the County.

At the July, 2003 MCAMLIS Steering Committee meeting, the County proposed and the committee approved a request for funding for the County to proceed with an internal study to develop geodatabase designs for the conversion MCAMLIS data holdings. The study focused on a County needs assessment, municipal database design workshops, detailed database designs and implementation strategies.

In January 2004, the County began it needs assessment and database design study. At the November 2004 meeting, after careful review by all MCAMLIS Steering committee members, the technical specifications for the migration of the MCAMLIS data were approved.

Need for Conversion of MCAMLIS Data Holdings

Milwaukee County, and its departments and offices, have determined that a number of significant opportunities exist to improve their internal management and use of geographic and land information data and systems (GIS/LIS). In particular, there is an opportunity to improve both the efficiency and effectiveness of departments in carrying out their missions and mandates by embracing an enterprise-wide approach to GIS. To that end, the County has determined that it needs a coordinated effort to continue build a countywide enterprise GIS.

9480 Watertown Plank Road, Wauwatosa, WI 53226, (414) 257-6100 TTY: (414) 257-8193 Fax: (414) 257-6466
www.countyparks.com

The primary purpose of the Milwaukee County GIS Database Design Project has been to design of a formal ArcGIS-based system for the maintenance of key GIS foundation layers within the context of a County enterprise-wide GIS. The migration of the MCAMLIS digital cadastral and street address/centerline data to a seamless geodatabase environment will allow the ROD Office to more efficiently maintain and use the MCAMLIS data. The new data structures will also create opportunities for increased use and facilitate data sharing by other county departments, municipalities and MCAMLIS utility partners.

Migration Plan and Estimated Costs

The following is a set of specific migration steps identified in the GIS Database Design Project Requirements & Design Document to be initiated in 2004.

County Cadastral Conversion to Geodatabase

Description

This migration activity involves the planning, design, and conversion of the existing County parcel and PLSS information in the GIS to the finalized geodatabase model specification. The effort includes the development of a detailed RFP for conversion services, with deliverables requirements. Final QA/QC provided by County staff to check converted cadastral layer with existing master land records of the ROD office to verify accuracy of the final cadastral.

Timeline

The overall timeline associated with completion of those tasks outlined below shall commence in Q4 of 2004 into at least Q3 of 2005 depending on funding and the availability of County staff to provide final QA/QC activities.

Estimated Cost

The estimated cost associated with this activity ranges from $148,500 to $231,000. It assumes a reasonable level of effort to design and deploy a cadastral system that meets County needs.

County Street Address Conversion to Geodatabase

Description

Includes work efforts to upgrade existing street centerline data layers found within the County, and adding Situs address locations. Edits to County centerline coverage to add missing streets, or delete vacated streets using standardized digitizing methods in coverage format. Complete QA/QC effort on editing work, which includes spot field checks to verify addresses and address locations. Creation of Situs address locations based upon parcel centroids. Verification of address and related street centerline information will need to be completed. Links to ParcelID and TaxKeys checked and verified. Convert the data from coverage format into the final geodatabase model. Initial work should be conducted by an outside vendor with RFP and final

delivery requirements. Final QA/QC control should be performed by County GIS staff prior to placing the data into the County ArcSDE data repository.

Timeline

This activity should begin in Q4 of FY2004 and could be included in the cadastral migration effort if desired. Data should be ready for loading into ArcSDE data repository by the end of FY2005.

Estimated Cost

The estimated cost associated with this activity ranges from $57,500 to $95,000. It assumes a reasonable level of effort to design and deploy a cadastral system that meets County needs.

County Annotation Conversion to Geodatabase

Description

This implementation activity involves the planning, design, and conversion of the existing County annotation layers included in the GIS to the finalized geodatabase model specification. This effort includes the development of a detailed geodatabase model that incorporates County and ROD requirements for both digital and paper map production. This work effort includes conversion of existing annotation levels with deliverables requirements. Final QA/QC provided by County staff to verify accuracy of the final annotation placement on the map in both digital and paper formats.

Timeline

The overall timeline associated with completion of those tasks outlined below shall commence in Q4 of 2004 and last into Q3 of 2005.

Estimated Cost

The estimated cost associated with this activity ranges from $10,000 to $20,000. It assumes a reasonable level of effort to design and deploy an annotation system that meets County needs. This work effort will require a limited project management role for County staff.

Recommendations

Based on the county's assessment of this issue and the recommendations from the database design study, we are requesting that the MCAMLIS Steering Committee approve expenditure not to exceed $346,000 to begin the migration tasks listed.