

Fall 2007 ORMAP Tech Group Meeting Meeting Minutes

September 6, 2007
10:00 am – 12:10 pm
Benton Plaza Meeting Room, Corvallis OR

Present:

Name	Organization	Name	Organization
Phil McClellan	DOR	Alisha Macaulay	DOR
Brett Juul	DOR	Hall Guttormsen	IDS Inc.
Steve Ganoë	Marion County	Brian Hansberry	Yamhill County
Jessica Adine	Benton County	Donna Morse	Benton County
Rod Therriault	DOR	Byron Clayton	BLM
David Barbour	Tillamook County	Wendy Schink	Tillamook County
Doug Sackinger	Benton County	Cress Bates	Lane County
David Cutting	Lane County	Roger Livingston	Washington County
Paul Kaufman	Washington County		

Call in:

Name	Organization	Name	Organization
Ann Cacka	Jackson County	Bob Haas	Deschutes County
Andrea Westersund	Multnomah County		

Facilitator: Phil McClellan

Scribe: Alisha Macauley

Introductions

Phil opened the meeting with introductions.

Review of Fall 2007 ORMAP Grant Applications

Phil explained with the estimates that DOR has for the projected fund balance on September 30, 2007, when the grants will be awarded, we will be short nearly \$68K. We may need to ask some of the counties requesting larger amounts or those with a large outstanding balance if it can be possible to reduce the scale of their projects. This raised the question of whether or not it would affect everyone across the board. We will not know the answer to that question until we have received funds at the end of the month.

Benton County

Q: Can Benton County complete their 2006 – 2008 projects (in progress and under an extension to 6/2008) and also complete the project they are requesting which has a completion date of March 2008?

A: *Yes, they should be able to complete the project. They were down one cartographer but they are back on schedule and will be fully staffed within the next couple of days.*

Q: Is the CAD data you're converting already tied to the accurate control? In section III. B. 2. (Technical Approach) you mention geo-referencing scanned A&T maps for reference (step 1), but then in step 6 you mention QC'ing against other sources, including GPS control. Will the CAD data get converted to an accurate control base?

A: *Yes, the work has been done. In the future they plan to abandon AutoCAD completely. This will be a slow process.*

Coos County

Q: Business plan predicts that Coos Co. will be 100% complete by spring 2008 (section 2) but section 5 (Timeline) mentions being 83.1% done. Is spring 2008 when they will be 100% done to Goal 6?

A: *The 83.1% is a more accurate percentage. Barbara has reviewed and updated the business plan to match the grant application.*

Q: How far along in the overall project is "Phase 6 in Project Area #3"?

A: *Close to being done. The overall project is about 15-17% away from being complete. It will also meet or exceed ORMAP's technical specifications.*

Deschutes County

Q: Deliverables mention 94 taxmaps at a cost of \$354/taxmap. Do we also want to know how many tax lots this will produce and the cost/tax lot? It seems like DOR has requested this information for other grants of this nature.

A: *Yes. The department would like to know how many taxlots will be produced. The county gave a rough estimate of approximately 3700 tax lots. A little more time will be needed to come up with a better estimate. They will report the number to Phil.*

*Phil will send a reminder to Deschutes to work on getting a better estimate.

Q: Under the current grant will Deschutes Co. request an extension? They mention that a key staff person retired and they may be able to produce 55 maps but not all of the remapped tax lots. Do they feel they can complete the work in this new grant request (it proposes doing almost double the map deliverables)?

A: *No, they do not plan on requesting an extension. They are planning to finish the work with the current staff.*

Jackson County

Q: Not sure how this should be measured but it seems like they are proposing to finish 50 assessor maps containing 7,315 tax lots for a cost of \$54,263. This is a per tax lot cost of \$7.14 (which is better). Their cost of \$8.79/ tax lot includes the GPS control work which is really a different deliverable. Has DOR been involved in reviewing any of Jackson Co. GIS maps (III. C. 3.)?

A: *No, DOR has not been involved in reviewing any of Jackson County's maps. They have a head cartographer who does the review work.*

Although it is not a requirement, DOR added that they could assist counties in the QC process and are willing to review maps.

Josephine County

Q: You show the cost per tax.lot at \$26.33 but seem to be showing that ORMAP will pay for 4,810 tax lots for \$50,659, which is \$10.53/tax lot. Are you getting help from other sources? If so, can these be listed in II. D. – “Partnerships & Contributions”?

A: *It was explained that they were attempting to get the “up front” work completed, which is about 40% of the remapping process of the 4,810 taxlots listed.*

The group suggested that they just reduce the number of taxlots to avoid the possibility that future funding may not be available and these taxlots would be left partially completed.

Q: Can you provide a timeline for this request?

A: *1 year*

Lane County

Q: Outstanding ORMAP fund balance, nearly \$140K. How are you planning to address this?

A: *There are 2 departments working, Public works and A&T. They will be billing out half by the end of the calendar year. Public works will receive a grant for \$70K to go towards the balance. In early summer they lost a key staff person. They are now fully staffed and back on schedule. There are factors which affect the outstanding balance, i.e. timing, how the billing is done and the progress of the work.*

Multnomah County

Q: Deliverable mentioned on pg. 6 (III.B.3.) is “seamless taxlots in specific sections of the county.” Do the deliverables also include creating a complete GIS map (since this is indicated in section II. A and again in section III.B.10. for number and percent of maps complete)?

A: 941 maps will be converted. Also through an earlier ORMAP, grant Multnomah County is working to develop a tool that will allow them to plot out taxmaps from the seamless taxlot base.

Tillamook County

Q: Is the deliverable for just tax lots (as mentioned), or also include creating/converting tax maps? Business plan seems to indicate that this grant will contribute to the number of completed maps.

A: The deliverable is only for tax lots (following suit). They will take a look at the business plan to make sure everything matches up.

Yamhill County

Q: Again, just wondering how many (if any) maps this project converts? Business plan indicates 125 maps. It seems like this could also be mentioned as part of the deliverables.

A: This project will convert approximately 104 tax maps. As stated above, DOR would like to have the number of tax lots.

*Phil will take a look at the current grant application document for changes. If you have any suggestions to the application form, please let Phil know. We could be looking at a new form in the near future.

New Business

Update ORMAP Tech Specs testing tool

ORMAP would like to have a “Tech Specs” testing tool (Automate to check & meet technical specifications). A request may need to be placed with the Parcel Model Tools Group in order to continue the work on this since many of the contributing counties have had staff turnover (Clatsop and Polk). It will not be something that will happen this cycle, but possibly next cycle.

Policy Clarifications

1. Should the DOR receipt and review of deliverables be a requirement?

Yes, ORMAP should be provided copies off all of the work that has been completed using ORMAP funds. It is just good project management to get the deliverables that are produced. This can be in the form of the annual shapefile delivery (Goal 2 data), the delivery of control points, or copies of the code used to design tools. As far as reviewing every taxlot or taxmap produced? Once a county has been able to produce taxlots that meet the tech specs and taxmaps that meet mapping standards, ORMAP will trust the professional judgment of the County Cartographer and their staff. DOR is always available to do review worked if needed.

2. Should deliverables include “Taxmap Conversion” if no newly published maps result from the project?

Yes, a count of taxmaps and taxlots should be provided on all grant applications. Although, the taxlots will be the final deliverable and provides a better idea of how far along the county is in the remapping process. It is understood that many counties have already completed all of the line work, control, and annotation to the taxlot base, and are now in the process of putting those taxlots into the appropriate taxmaps. In this case a taxlot count would provide ORMAP Admin an idea of how many taxlots (and taxmaps) are being produced. The example was given that using the number of taxmaps being produced can be misleading since a taxmap could contain a varying amount of taxlots (e.g. urban maps could have 200 taxlots while rural maps could be under 10 taxlots).

3. Should ORMAP pay for duplicate maintenance?

No, once an area has been remapped to meet the technical specification any updates would be considered part of the county's normal taxlot maintenance.

Metadata for ORMAP Funded Control Points

We again discussed the topic of metadata for ORMAP funded control points and decided that we would talk about it in more detail at the September 27th tech group meeting. The general feeling of the group was to have a basic set of data fields and let the counties expand upon those as needed.

Agenda Additions

Next meeting we will focus on data sharing, with an update from Cy Smith, State GIS Coordinator.

Round Table Discussion

Tillamook asked about printing from ARC. It is taking about 35-40 minutes to print. They wanted suggestions to cut down the time. Rod said to create a TIFF image then print from there. You will have to create a TIFF image to submit to ORMAP anyway.

Taxmap boundaries – If the counties have taxmap boundaries already produced, please give them to DOR. This will eliminate time on DOR's part (won't have to build them) and will also free up some ORMAP funds.

Brett announced to the group that he will be on a one year rotation with manager, Merri Seaton, in Valuation. He will try to keep posted on current events in the CIS unit during his time in Valuation. The change will happen the 1st of October.

The 2nd Fall 2007 ORMAP Tech Group Meeting will be on September 27, 2007 at the Department of Revenue's Salem Field Office. The meeting is scheduled from 10 am – 3 pm; if you need directions you can find them on the ORMAP site or by contacting Phil.

Meeting adjourned at 12:10 pm.