



Upper White River Watershed Alliance, Inc.
Technical Committee Minutes
April 9, 2003

The meeting was called to order at 2:36 PM Wednesday April 9, 2003. Those present were as follows: Mr. Kenton Ward, Hamilton County Surveyor; Mr. Robert Thompson, Hamilton County Surveyor's Office; Mr. Don Anthis, City of Noblesville; Mr. Bob Meyer, Upper White River Board of Directors; Mr. Larry Stout, ISSD; John R. Wilkins, Upper White River Board of Directors; Mr. Bob Weaver, Upper Whiter River Board of Directors; Mr. Val Swift, Hamilton County Surveyor's Office.

Review of Minutes of December 19, 2002 Meeting:

There were no changes made. The minutes were approved.

Stormwater Phase II Update:

Mr. Thompson stated that March 12 the Water Pollution Control Board finally adopted Rule 13. It will now go to the Attorney General's Office, the Governor's Office and Secretary of State's Office for review and signature, which probably will take approximately 3 to 4 months to get through the channels. At that time it will become effective and we (the County) will have 90 days to submit the Letter of Intent, which will be due around September or October. In preparation for that Hamilton County and the designated entities have been meeting separately; now they are taking the two committees and forming a Steering Committee for Phase II. They will meet for the first time as a joint meeting next week and start organizing various sub-committees; Public Education and Outreach; Stormwater Ordinance and Stormwater Standards; Infrastructure, Enforcement and Mapping. They are looking to fill various committee membership positions; some have been filled and some they are still soliciting, especially in Public Education and Outreach.

Mr. Anthis asked if Mr. Thompson believed that IDEM was going to be looking for an annual report at the end of the year.

Mr. Thompson stated that it was part of the requirement. There are various reports monthly and annually.

Guide Settlement - Citizens Advisory Committee for White River Fish Kill:

Mr. Ward asked Mr. Meyer if he had any idea for where he wants this meeting to go.

Mr. Meyer stated that they have from this committee a spoken specifications document that came out some time ago, which he had passed on to Beth Admire at IDEM and Scott Davis who is no longer there. The Committee knows what they want to do can they go ahead and release the money so they can get a feasibility study done. Since then there has been more delays. He believed that just by getting together and showing her that they know what they are doing, somewhat organized and that they were not trying to misuse money; that they can get some clarification; what else does she wish to know or may they go ahead and get started. He stated that they are operating under the assumption that they all know what they would do if the money

were in their hands today; he gathered that this would largely be the responsibility of this committee. He asked if everybody else was under that assumption as well.

Mr. Ward stated that the Board had not issued a statement either way.

Mr. Wilkins stated that at the last Board meeting he took what was said that as a commissioning of this group to take responsibility of that; they even talked about having an executive meeting with the Board to talk about the responsibility of getting a full time director or overseer of the Upper White River Watershed Alliance. As this GIS project gets up to speed it will take somebody to be a project manager and once it is installed they can't just leave it; there will be constant maintenance on it. That could be a person who works on a contract basis for the Alliance; it could be going to a company like Goode & Associates.

Mr. Ward stated that they also talked about the possibility of having Polis maintain the system.

Mr. Wilkins stated that he believed that the Board was expecting that this group make some recommendations and take them back to the Board and put the executive committee of the Board needs to determine where the money is going to come from. The Settlement Money as he understands it will be seed money to go out for a scoping proposal. This means going to the Polis Center or others that they need to communicate with so they have a plan of where's the data going to come from; how are people going to use the data so they can design the system so when it's put into place it will be something that will be used. What they are all struggling with is that none of them have the time to do this and it will take a project manager to pull this together.

Mr. Ward asked if the funding include the Project Manager.

Mr. Meyer stated that his suggestion to Ms. Admire was that the project manager would be paid for by Upper White River Watershed Alliance and GIS would be paid for from the funds.

Mr. Wilkins stated that this is the kind of commitment he believes that Ms. Admire is looking for. That the Alliance is really into this and it will not last for six months and the data is obsolete.

Mr. Anthis asked how many hours a week are they going to be looking at for a project manager; what kind of talent are they looking for.

Mr. Meyer stated that those are excellent questions and he did not know that he was capability of answering those.

Mr. Ward stated that he believed that the feasibility study is something that can flush that out with a job description.

Mr. Wilkins stated that his idea of a feasibility was to study what the market wants; what is the information providers able to provide; do they match; and can technically get into this internet so the market can see it when it is all done. Who maintains it; what is the expected outcome of costs and some specific specifications so that the project can be competed for at arms length basis and doesn't look like a set up job for some insider to get although realistically apparently the Polis Center is working on a statewide GIS program that he describes as a mile wide and an inch deep and they are talking about spending a whole lot of money to do a GIS program that gathers existing data to make something along the White River a mile deep and an inch wide. How do they actually do something that doesn't waste money; he did not know how that is really done. She may not want to release the money until they show her the road map.

Mr. Anthis asked if Mr. Stout had any idea of how they get started.

Mr. Stout he believed that Polis is exaggerating what they are doing on a statewide basis and he would be careful on that track. Indiana Geological Survey is doing some statewide things that perhaps this group should be aware of when it comes to GIS. It started with southwestern Indiana and I-69 corridor, but has now been extended to be something that is going to go statewide. They seem to be good folks. As best as he can determine their commission in life is to make the world a better place; they are affiliated with the University. What he does not know is what they want to accomplish with the GIS; if one of those things is analysis then the job gets a lot bigger because with the Hamilton County GIS data they don't have anything in hydro that could be readily used for analysis; it's just like a picture.

Mr. Wilkins asked if Mr. Stout meant by analysis he was speaking of taking the information in GIS and inquiring the data.

Mr. Stout stated that information like what the direction of drain flow; what's the direction of stream flow; if they think of it as analogy to the road centerlines; what they have on hydro in Hamilton County is sort of like the edges of pavement; they have the edges of the streams, but they have no centerline network that has connectivity and direction of flow; if something goes into the stream here where does it end up; they can't do that analysis and he doubts that very many counties can. It is not clear to him where they are trying to go; whether they want pictures or whether they want models that they can do some sort of analysis with.

Mr. Anthis asked how much data is out there in the watershed right now.

Mr. Stout stated that he know that Madison County is trying to do photography this spring, but whenever someone is thinking of doing photography that is a reasonably serious commitment.

Mr. Ward stated that one of the things that they have to do is go out and find out who is doing what in the watershed; where is the data; what is the data; what system is it in.

Mr. Meyer asked if he understood Mr. Stout correctly; that the data that may exist today may be inadequate to bother putting into GIS without a much deeper effort.

Mr. Stout stated that it depends on what they want to do with it. He knows that in Hamilton County they have been sort of going after a drainage network where they have direction of flow and centerlines and connectivity; so you can ask the question that if something goes in where does it come out at; what is the path it follows to work its way downstream into the watershed, but he did not know if that is what they want to do.

Mr. Ward stated that it was one of the things they talked about with the Commissioners.

Mr. Stout stated that these would be questions to ask in a feasibility study and he didn't mean to sound like they shouldn't consider Polis at all because they have done, for very much of the same area, the are doing this MIBOR Project, which is Metropolitan Indianapolis Board of Realtors, where they are collecting data from different counties and putting it together so it can be published on a single website. MIBOR has updated their website and it is very GIS now.

Mr. Anthis asked if they were still working with TIGER files or are have they got a full blown GIS.

Mr. Stout stated that they'll work with whatever they pay them to work with; as far as a feasibility study goes he believes that Polis has a pretty good network of contacts with most of the folks they are interested in just because of MIBOR.

Mr. Weaver stated that the Indiana Water Quality Atlas has an IDEM grant.

Mr. Stout stated that he had no idea of what that consists of; he has heard about it.

***The technical committee adjourned for an informal Q and A session with the state trustee representatives.**

Mr. Meyer asked if they were comfortable with what they were doing.

Mr. Ward stated that when they get into this he believes that they are going to have a tough time trying to figure out where they are going to get it all. He was listening to all the ideas that were being thrown out and was thinking about how much money the County has spent and it's going to be hard to decide what they don't need.

Mr. Stout stated that Polis has done so much of this already; it seems like an awful lot of it would be free. They have already put together land ownership for MIBOR; they are doing a water quality atlas.

Mr. Weaver stated that it would be a starting point; the thing that is free is the interface that they have worked out and some of the manipulation tools to go along with that.

Mr. Ward asked if they have made this web based yet.

Mr. Weaver stated that it was ready to interfuse to the public and to them within 30 days or so. He saw a trial run on it two weeks ago and saw parts of it.

Mr. Stout asked if they were doing it in ArcTriangles.

Mr. Weaver stated that he believed so, but he was not sure.

Mr. Stout stated that it seems to him that the State is going to really want that.

Mr. Wilkins asked if the Polis Center had any history of developing requests for proposals.

Mr. Stout stated that they did.

Mr. Wilkins stated that this was what they were asking for now; what they need from them is their time to talk to different stake holders and to work with the Committee and come up with a scope for this project for various phases and steps so when they bid this out and it comes back at \$800,000.00 that there is a fall back position.

Mr. Weaver stated that a relationship is going to have to exist between the Committee and them to make that happen; it will not be automatic.

Mr. Thompson asked if there may be a potential conflict there; them writing their own RFP.

Mr. Weaver stated that this is one thing that they demand that is addressed; the feasibility is that they RFP and the concept of the project is billed by other people.

Mr. Thompson stated that whoever wrote it would be prevented from bidding on it; that way they wouldn't be tempted to tailor make it, knowing what other people can do and what their strengths are.

Mr. Stout stated that they already know going in that Polis already knows all the players just about and has worked with the data.

Mr. Meyer asked if the should ask someone other than Polis to do the feasibility study.

Mr. Thompson stated that somebody who has a good grasp of GIS, but may not be interested in pursuing it any further.

Mr. Stout stated that it doesn't mean that they shouldn't go with them; just that they should know who they are going with.

Mr. Meyer stated that Steve talked to several people to give them an idea of what would be a fair price for a feasibility study and most of his calls went unreturned; he kept at it and the Polis Center promptly said \$15,000.00. Two others finally after repeated phone calls gave him the answers, but it was several others never returned his calls; they were as high as \$40,000.00; another one at \$20,000.00 to \$30,000.00 range. Polis seemed to be the most enthusiastic; they actually sat down and met with Steve and him; that is by no means a good qualification just a low price.

Mr. Wilkins asked if the \$15,000.00 that they were getting was up for debate.

Mr. Meyer stated that he has not asked that question, but he believes that if they needed \$16,000.00 or \$17,000.00 they would grant.

Mr. Stout stated that they need to write a scope of work that would become part of the contract and make sure they know what they want and what they would charge to do it. This is not the kind of work that most GIS companies look for and get excited about doing; it's labor intensive and involves a lot of personal contacts.

Mr. Weaver stated that one reason that Polis Center is going to have an advantage when it comes to bidding the project is that they are not going to have to duplicate what they've already done.

Mr. Stout stated that the bottom line is that if they're comfortable with the Polis Center to do the work you want and they're comfortable with not going out of their way to avoid the appearance of making them the favorite there shouldn't be a problem.

Mr. Wilkins asked how the Polis Center would stack up to other consulting firms.

Mr. Stout stated that Polis Center would probably be cheaper.

Mr. Wilkins asked if Polis Center was a for profit organization.

Mr. Stout stated that in theory they are; they don't make a lot of money; their sort of quasi university.

Mr. Wilkins asked if they were an arm of IU.

Mr. Stout stated that they were an arm of IUPUI. They're set up as a separate cost center; the consultants don't like them because they have access to student labor and access to university discounts. Polis charges a fee; they have to make enough money to cover their classes.

Mr. Weaver stated that the fact that the organization is a non-profit doesn't mean you don't make money on projects; you don't make income.

Mr. Ward stated that another thing they need to consider is that they talked about Polis Center as the place where it will reside and be maintained.

Mr. Meyer stated that the best protection if they are going to give it to an outfit who was also likely to be the one who does the final work is that the Committee needs to work particularly hard to scrutinize every step of the way that they are getting what they want; they are volunteers and have limited time; he's skeptical that they won't be as thorough as they need to be to really give it that oversight.

Mr. Stout asked how important it was to go through the charade. What is the worst possible outcome if somebody says 'that wasn't in arms length transaction that was designed for them to get this work right from the very beginning'? You hold the purse strings to ensure the product is good; and you make sure the specification is good.

Mr. Wilkins stated that the best way to do that is to stay very close during the initial project; you always have the right to modify, add and subtract from the RFP.

Mr. Stout stated that there is a good chance if they give Polis the feasibility and they come back with an RFP; they send the RFP out to a dozen companies they won't waste their time on something that Polis did if Polis is going to bid on the work.

Mr. Thompson asked if it was required, if it is preordained that Polis is going to get it anyway, that they have an RFP.

Mr. Stout stated that he didn't know if it was preordained; you don't make them any promise; that is how you keep them honest.

Mr. Thompson asked if it was required to have an RFP.

Mr. Stout stated that it was a non-profit and he did not believe that there was any requirement to go through any kind of bid process.

Mr. Wilkins stated that the understanding with the trustees is that they are not ready to fund the project and they are not going to fund the project unless they come back with a scope and a cost estimate.

Mr. Meyer stated that the RFP also assures the people completely outside the process are all on the same wave length as to where they are going and what it's going to look like. It's critical that something be in writing throughout this process that is quite objective. He asked when they go to Polis and ask for the RFP, it seems to him that they are going to come back and show the package and the layers that they found could be put on and what the different stakeholders want; they're already doing all these other layers for the statewide issue; should they have them identify what they are doing for the statewide, which pertains to White River so they know what they are buying in addition; should they see them both.

Mr. Stout stated that they should emphasize that they don't want to pay again for what is already available for free.

Set Meeting Date:

The next meeting was is for Thursday May 1, 2003 at 2:30 PM.

The meeting was adjourned.

Kenton C. Ward
UWRWA Technical Committee Chairman