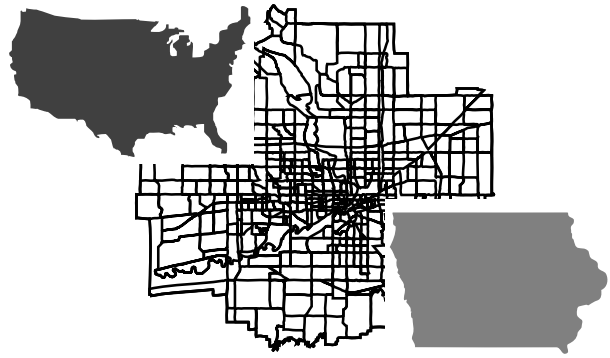


# Coordinated GIS



Sharing data, exploring standards, and facilitating cooperation among Iowans who use Geographic Information Systems

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## IGIC becomes official!

The Iowa Geographic Information Council, having been officially recognized by the governor through Iowa Executive Order 65 (see page 2), took the final steps to become a formal organization in early August.

At its August 5, 1998, meeting, the Iowa Geographic Information Council formally adopted bylaws (see page 4) and elected the following officers for the August 1998-July 1999 year:

**Chairperson:** Kevin Kane, Iowa State University, Ames

**Vice Chairperson:** Steve Williams, East Central Intergovernmental Association, Dubuque

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*Governor Branstad holds the executive order that made IGIC a formal organization.*



## GIS across Iowa

## Text of Executive

**coordinated GIS** is a publication of the Iowa Geographic Information Council. The council is a partnership consisting of representatives of the geographic information system (GIS) user community in Iowa.

The GIS community includes federal, state, and local government agencies; universities; businesses; and nonprofit organizations that use or are planning to use GIS or global positioning system (GPS) technologies. These powerful technologies combine electronic maps, databases, and precision locations and can be used to improve decisions, save money, and enhance the quality of life of Iowa's citizens.

For more information about the council and its activities, contact the following members:

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We welcome your comments and suggestions regarding **coordinated GIS**. What would **you** like to see in this newsletter?

Submit suggestions or questions to Reg Souleyrette

- by e-mail to [reg@iastate.edu](mailto:reg@iastate.edu)
- by mail (disk copy preferred; see the address listed above) or
- by fax to 515-294-0467

or to Marcia Brink

- by e-mail to [marcia@ctre.iastate.edu](mailto:marcia@ctre.iastate.edu) or
- by fax to 515-294-0467

The opinions, findings, or recommendations published here are those of the authors and do not necessarily reflect the views of the Iowa Geographic Information Council.

Managing Editor — Reg Souleyrette

Editor — Marcia Brink

Cover depiction of traffic analysis zones courtesy of the Des Moines MPO.



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Recycled Paper

*WHEREAS*, the State of Iowa is a large geographic region including both finite and renewable resources, diverse economic activities, valuable public and private infrastructure, numerous business firms and government organizations, and a diverse population; and

*WHEREAS*, the management of geographic information about the character and location of the state's natural, physical, economic, and cultural resources and human activity is becoming more important to both the public and private sectors; and

*WHEREAS*, there are various spatial information technologies available to assist Iowa businesses and organizations meet their various and unique information needs; and

*WHEREAS*, there are various governmental, business, and educational users of spatial data technologies who would benefit from data sharing, coordination of technology development activities, the development of common standards and conventions, and educational activities; and

*WHEREAS*, there is a need to coordinate the various activities in geographic information systems (GIS) and related technologies in order to better exchange and share information and to enhance the stewardship of geographic information in the management of public resources; and

*WHEREAS*, the current Iowa Geographic Information Council, a volunteer organization, has been involved in a variety of educational, communications, and information sharing activities but lacks the explicit authority to recommend policies, guidelines, and standards; and

*WHEREAS*, there is a need to recommend policies, guidelines, and standards to the Office of Information Technology Services and other units of government for developing and sharing geographic information; and

*WHEREAS*, there is a need to avoid duplication of effort so as to reduce the costs that would otherwise be involved if each organization developed its own GIS and related capabilities independently; and

*WHEREAS*, there is a need to establish a formal forum in order to discuss, debate, and decide general issues related to geographic information; and

*WHEREAS*, there is a need to establish a formal forum in order to discuss, debate, and issue guidelines on confidentiality and privacy issues related to geographic information; and

*WHEREAS*, there is a need to prioritize and schedule the development of public-funded data programs, define the roles and responsibilities of data

## Order Number 65

stewardship, and formulate policies for the access, distribution, and pricing of data; and

*WHEREAS*, there is a need to support the ongoing development of a geographic information clearinghouse in order to foster the sharing of geographic data; and

*WHEREAS*, there is a need to provide education, training, and support for users of geographic information to support the better management of public resources.

*NOW, THEREFORE, I*, Terry E. Branstad, Governor of the State of Iowa, by the virtue of the authority vested in me by the Laws and Constitution of the State of Iowa, do hereby order that:

The Iowa Geographic Information Council (hereinafter referred to as IGIC) shall be formally established.

The members of the IGIC shall be appointed by the Director of the Office of Information Technology Services from nominations received from the existing IGIC. The IGIC shall be composed of members with knowledge and interest in the GIS field representing state government, federal government, city government, county government, regional and metropolitan planning, universities and private colleges, community colleges, and GIS user(s) in the private sector.

The IGIC shall formulate and adopt a charter and bylaws delineating its

operation, elections and formation of topical subcommittees.

The IGIC shall receive administrative staff support from the Office of Information Technology Services.

The IGIC shall prepare an annual report to the Governor by June 30th of each year to be submitted to the Director of the Office of Information Technology Services describing accomplishments from the previous year and recommendations for the future.

The annual report due on June 30, 1998, shall include recommendations with respect to the future organizational structure of the IGIC and detailed recommendations in the form of a plan for addressing the needs described in this Executive Order.

Policies, guidelines, standards and conventions developed by the IGIC shall be widely distributed throughout Iowa for discussion and shall be recommended for implementation through the Office of Technology Services and other organizations as appropriate.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and caused the Great Seal of the State of Iowa to be affixed. Done at Des Moines this twentieth day of May in the year of our Lord one thousand nine hundred and ninety-eight.

## IGIC becomes official!

*continued from page 1*

**Secretary:** Tom Kane, Des Moines Area Metropolitan Planning Organization

**Treasurer:** David Plazak, Center for Transportation Research and Education, Ames

With the exception of the vice chairperson, all officers will serve a one-year term of office. The vice chairperson will serve a one-year term in that office and then automatically become the chairperson at the Council's July 1999 meeting.

Nominations for officers for 1999-2000 will open in Spring 1999. The vice chairperson will also serve as the conference chairperson for the IGIC's next statewide conference, which will tentatively be held on August 5-6, 1999 at Buena Vista College in Storm Lake.

For more information contact the author:

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## Iowa Geographic Information Council bylaws

August 6, 1998

### Article I. Name

The name of this association shall be the Iowa Geographic Information Council, hereafter referred to as IGIC.

The Iowa Geographic Information Council was originally established by Iowa Executive Order No. 65, Exhibit A, containing a copy of Executive Order No. 65 is hereto made a part of these bylaws.

### Article II. Purpose

The purpose of IGIC is to foster an efficient GIS environment through cooperative partnerships with public and private organizations that access, collect, and share data, metadata, applications, and education.

### Article III. Objectives

The objectives of IGIC are as follows:

**Sec. 1** To coordinate the management of statewide geographic information and provide guidance and direction in the management of a statewide geographic information system.

**Sec. 2** To identify, make known, and recommend actions to meet automated geographic information needs in the State of Iowa.

**Sec. 3** To act as a clearinghouse for Geographic Information System (GIS) information and expertise in Iowa.

**Sec. 4** To formulate and recommend standards for data architecture, quality, accuracy, resolution and maintenance. To formulate and recommend metadata standards based upon a widely accepted version of the Federal Geographic Data Committee (FGDC) metadata standards and to assist Iowans with metadata development and enhancement.

**Sec. 5** To promote voluntary sharing of geographic information by recommending and developing model agreements, publishing directories and newsletters and performing other appropriate information-sharing actions.

**Sec. 6** To serve as a focal point for intergovernmental efforts to receive additional funds, especially federal funds, for GIS development in Iowa.

### Article IV. Iowa GIS Community

The Iowa GIS Community is made up of individuals and organizations that support the activities of the IGIC, to include, but not limited to, the bi-annual conference, newsletter, IGIC subcommittees, educational seminars, etc. This community will be encouraged to participate with the IGIC in planning and implementing statewide coordinated GIS activities. Meetings of the IGIC and its subcommittees will be conducted on the ICN when possible and will be open to the public (unless previously indicated).

### Article V. Membership

**Sec. 1** Voting membership shall be

appointed by the Director of the Office of Information Technology Services from nominations received from the existing IGIC. The IGIC shall be composed of members with knowledge and interest in the GIS field. Configuration of the IGIC may be as follows: University (4), County (3), Municipal (3), State Agency (4), Federal (2), Community College (2), Private College (1), Private Sector (2), Utility (2), Regional Organization (2) for a total of 25 members.

**Sec. 2** It is the responsibility of each member to be active in IGIC and to attend scheduled meetings. Representatives may send alternates to IGIC meetings and the alternates may vote for the Representatives on official matters if designated in writing as proxies. However, the representative should attend at least 50% of all meetings called annually by the IGIC Chairperson.

**Sec. 3** If a vacancy in voting membership as described in Article VI occurs, the Chairperson shall contact the designating organization within 30 days of the notification of, or occurrence of, the vacancy to request that the designated organization recommend to the IGIC a replacement.

**Sec. 4** Any member may withdraw from IGIC upon giving notice in writing to the IGIC Chairperson.

### Article VI. Officers

**Sec. 1** The elected officers of IGIC shall be the Chairperson,

Vice Chairperson, Secretary, and Treasurer, all of whom shall serve without compensation from IGIC.

**Sec. 2** The State GIS Coordinator shall serve as an ex-officio member of the IGIC. The State GIS Coordinator and staff will serve as advisors and staff for the IGIC and its subcommittees.

**Sec. 3** Elected officers shall assume their official duties on July 1 and shall serve one-year terms or until a successor is elected. The Chairperson and Vice Chairperson shall not be retained in office more than one consecutive term in the same office, but may reassume an office after one term out of office.

**Sec. 4** Officers shall be elected by the voting members of IGIC, as hereinafter provided. Officers may be removed by a majority vote of the voting members of IGIC.

**Article VII. Duties of Officers**

**Sec. 1** The Chairperson shall preside at all meetings of IGIC and shall be responsible for the implementation of the Council's decisions. The State GIS Coordinator, Chairperson and Vice Chairperson are authorized to represent IGIC with other organizations.

**Sec. 2** The Vice Chairperson will assist the Chairperson in the discharge of the Chairperson's duties as requested and, in the absence or inability of the Chairperson to act, shall perform the Chairperson's duties. Additionally, the Vice-

Chairperson shall Chair the IGIC Conference Committee.

**Sec. 3** The Secretary shall record meeting minutes and provide those to the State GIS Coordinator for archival and distribution. Additionally, the Secretary shall monitor attendance and notify the Chairperson in writing of poor attendance by IGIC members.

**Sec. 4** The Treasurer shall provide financial reports to the IGIC and be responsible for managing the funds generated through the IGIC.

**Article VIII. Committees or Subcommittees**

**Sec. 1** Committees from the Iowa GIS Community may be authorized, created, directed, or dissolved by majority of the voting members in attendance at an IGIC meeting.

**Sec. 2** IGIC will foster GIS activities in Iowa through various committees and other related activities. Standing committees include: Education, Clearinghouse, and Conference.

**Sec. 3** IGIC members will voluntarily participate in the committees by requesting input and support from the Iowa GIS Community they represent.

**Sec. 4** Each committee shall appoint a Committee Chair to organize the group and to act as a spokesperson representing the committee before the IGIC. The Chair must be an active IGIC member.

**Sec. 5** Committee Chairs shall be responsible for maintaining membership on the committees and shall notify the IGIC of any changes in membership.

**Sec. 6** Committees shall keep a record of all proceedings and provide a copy to the State GIS Coordinator.

**Sec. 7** The State GIS Coordinator or staff will attend the committee meetings.

**Article IX. Meetings**

**Sec. 1** All references to the IGIC calendar relate to the Iowa State Fiscal Year; July 1, through June 30, inclusively.

**Sec. 2** IGIC meetings will be held at least quarterly. The time, agenda and additional Iowa Communication Network (ICN) sites will be posted on the Clearinghouse site at least seven days prior to the meeting.

**Sec. 3** Additional meetings of the IGIC may be called by the Chairperson with at least a 24-hour notice to discuss and take action on critical issues.

**Sec. 4** Committees shall meet, discuss, study and/or resolve assigned issues as needed to carry out the objectives of IGIC. Committees shall meet at least quarterly. These meetings may be held in connection with IGIC meetings.

**Sec. 5** If physical presence is not feasible, then written, facsimile,

*continued on page 6*

## Iowa Geographic Information Council bylaws

*continued from page 5*

electronic, or ICN shall substitute for a group meeting.

**Sec. 6** The Chairperson may call meetings of Committee Chairs to obtain progress reports to be presented to the IGIC.

### Article X. Nomination and Election of Officers

**Sec. 1** IGIC members who desire to serve as officers of IGIC can provide nominations to the Chairperson.

**Sec. 2** Voting will take place at the final meeting of the IGIC calendar year. (Ref. Art.9, Sec. 1)

**Sec. 3** The State GIS Coordinator will tally the results of the election, notify the newly elected and incumbent officers, announce the results to the IGIC and post the results to the Clearinghouse.

**Sec. 4** Elections shall be conducted by secret ballot, with officers selected by a majority of votes cast.

**Sec. 5** The Vice Chairperson will ascend to the office of Chairperson at the end of the Chairperson's term and a new Vice Chairperson will be elected to fill the vacancy.

### Article XI. Administration

**Sec. 1** Whenever possible, IGIC meetings will be posted six months in advance.

**Sec. 2** The State GIS Coordinator shall keep the official current and complete books and records of the decisions, members, actions and obligations of IGIC. The Secretary, in cooperation with the State GIS

Coordinator, shall coordinate newsletters, meeting notices and locations, and shall keep a record of names and addresses of the members of the IGIC and the Iowa GIS Community. All books and records may be inspected by any member of the IGIC for good purposes at a reasonable time and location.

**Sec. 3** Nothing in these bylaws is intended to restrict IGIC from sponsoring or collection of fees from meetings, conferences, workshops, seminars or symposia or sharing of Geographic Information related to the State of Iowa.

### Article XII. Dissolution of IGIC

**Sec. 1** In the event the Council is dissolved, the State GIS Coordinator will be responsible for the books, records and distribution of any other assets to the Voting Member Agencies of IGIC.

### Article XIII. Quorum and Amendment of Bylaws

**Sec. 1** A Quorum is established when more than one-half of the members of IGIC, exclusive of vacancies, are present in a meeting of IGIC.

**Sec.2** A majority of affirmative votes from the quorum on any issue will establish IGIC decision.

**Sec. 3** Voting may be by proxy, when a proxy is designated in writing by the Member or designated alternate.

**Sec. 4** Power to repeal or amend these bylaws and to adopt addi-

tional Bylaws is hereby delegated to the IGIC and may be executed at any meeting of the IGIC; provided that notice, at least 15 days prior to the meeting, has first been given to the IGIC. These bylaws may be amended by a 2/3 vote of Board members voting.

### Article XIV. Parliamentary Procedure

**Sec. 1** Meetings may be conducted in an informal manner by the Chairperson, but Robert's Rules of Order (Revised) may be invoked at any time by a majority vote of the members present.

### Article XV. Obligations and Expenses

**Sec.1** It is the intent of these bylaws to set a basis for coordination between member agencies.

**Sec. 2** All IGIC Members will cooperate with the State GIS Coordinator in efforts to develop funding for IGIC activities, and are expected to assume a leadership role in obtaining funds committed to IGIC by their organizations.

**Sec. 3** All obligations and expenses for participation in IGIC shall be borne by each Board member's agency or organization, unless other arrangements are approved by the quorum of the IGIC.

**Sec. 4** The Chairperson and Treasurer shall jointly authorize the dispersal of funds on IGIC sponsored events.

## GIS implementation at Iowa DOT continues

The implementation of GIS continues in the various divisions and offices of the Iowa Department of Transportation (Iowa DOT). In May, the Iowa DOT completed a GIS implementation plan, which updated the Iowa DOT's strategic plan that was developed in 1995. The implementation plan outlines the processes that must be completed over the next few years in order for a departmental GIS to be successfully implemented. The GIS implementation plan will be a "living document" due to the rapid changes in technologies, and is an important part of our GIS development process.

As mentioned in a previous *Coordinated GIS* article, the Iowa DOT was working on the recommendations for our GIS software. The Iowa DOT selected Oracle as its relational database management system for supporting the GIS data and Intergraph's Modular GIS Environment (MGE) and MicroStation for the map maintenance software. The software given to the end users is often the most important part of the software selection process, and the Iowa DOT selected Intergraph's GeoMedia software for our end users because of its abilities to handle many data formats and map projections, and because of the simplicity of its user interface. The Iowa DOT will develop custom applications on both MGE and GeoMedia to aid the users in the successful completion of our Iowa DOT workflows.

In the last six months, approximately 100 employees of the Iowa DOT were trained in the basics of GIS and learned how to use Intergraph's GeoMedia software. The Iowa DOT personnel were varied in their experience in GIS and came from many different areas from within the Iowa DOT; including the regional Transportation Centers, Maintenance Division, Planning Division, Project Development Division, Operations and Finance Division, Director's Staff, and the Engineering Division. As you can imagine, this made any specific workflow training somewhat difficult, but the trainees learned the basics of the software tools and how to apply them to several generic workflows.

The Iowa DOT's GIS is a collection of several databases from throughout the Iowa DOT and other agencies, and in reality is a coordinated database that is used for GIS analysis and management of our transportation infrastructure. For that reason, the Iowa DOT's GIS has been named the Coordinated Transportation Analysis and Management System (CTAMS).

### New initiative

As we move forward over the next year we will continue to implement our coordinated database and GIS software, but we also have an important new initiative that will be started this year. The development of a common system to reference features along our roads is the biggest challenge for development

of CTAMS. The Iowa DOT uses several methods to locate items along the highway such as mileposts, stationing, and milepoints. Other organizations use additional methods to locate items along the roadway such as address ranges, geographic positions, and literal descriptions. All these methods are valid ways of locating features on a map, but it is often very difficult to get the desired results from a single query if that query requires the use of all the different referencing methods. For example the results of this query are challenging for most GIS data models: "find the milepoints of all pavement sections with a sufficiency rating less than 60, that are between the addresses of 2300 and 3400 Smith Road, and are near the Johnson farm house entrance." Here, to locate deteriorating pieces of highway, we combined three referencing methods, one that uses milepoints, one that uses address ranges, and one with a literal description. While any one of these referencing methods works satisfactorily by itself, they may not have any common referencing system to relate to one another. The Iowa DOT will be selecting a consultant to help in the development of a linear referencing system (LRS) design and pilot project over the next year. The development of the LRS will improve our ability to further integrate the data we already have and any data we may integrate into the GIS in the future.

*continued on page 8*

### GIS implementation at Iowa DOT continues

*continued from page 7*

#### GIS position

The Iowa DOT will also have a new GIS position to fill around the end of September. We are excited to get some additional help with all of the tasks we have undertaken for this next year. We are hoping to find a candidate with a good GIS background, a little transportation knowledge, and a desire to work closely with lots of different people. The person filling the position will be responsible for overseeing the development our GIS/CTAMS applications, working closely with internal and external data producers and users, and developing a training curriculum for our GIS users. If you know of any potential candidates for this position, please have them contact:

Bill Schuman  
GIS Coordinator, Iowa Department  
of Transportation  
515-233-7770  
wschuma@max.state.ia.us

### Using GIS in archaeology

The Iowa Office of the State Archaeologist has begun using CAD and GIS to evaluate the effects of proposed highway construction on archaeological sites. For years, archaeologists have used CAD plans provided by the Iowa Department of Transportation and county road departments to conduct cultural resource surveys prior to highway construction. In recent pilot projects, the highway CAD files have been brought successfully into a GIS environment; they help to better visualize and analyze the location of the proposed projects in relation to features of the natural and cultural environment, such as topography, soils, streams, natural vegetation, and known archaeological sites. GIS promises to become a powerful interface for sharing information among planners,

designers, regulators, and members of the historic and natural preservation communities.

A brief article describing the integration of CAD and GIS, "Past Landscapes, Future Roads: GIS, Archaeology, and Highway Planning in Iowa," appears in a recent issue of *CRM*, a National Park Service publication devoted to cultural resource management. The full article, including figures, is online at [http://www.cr.nps.gov/crm/crm\\_curr.htm](http://www.cr.nps.gov/crm/crm_curr.htm).

For more information contact the author:

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### Advertise in Coordinated GIS

*Coordinated GIS* now offers advertising space for interested vendors and maintains the following policy: the price for a half page advertisement is \$100 (approximately 300 words, less with graphics); a full page is \$200 (approximately 650 words, less with graphics). For ads with graphics, submit black and white .eps files along with the ad copy, and please specify the dimensions of the graphic.

Product reviews written by vendors will be considered advertising.

However, material that covers *non-product specific subjects* may be submitted by vendors as articles rather than advertisements. Classification of all submitted material is made at the discretion of *Coordinated GIS* editorial staff. Submissions should be directed to:

Marcia Brink  
Center for Transportation Research  
and Education  
Iowa State University  
2625 North Loop Drive, Suite 2100  
Ames, Iowa 50010-8615  
515-294-9480

# Iowa Geographic Information Council

The 1998–1999 Iowa Geographic Information Council is comprised of representatives from Iowa’s GIS user community, including federal, state, and local governments; universities; businesses; and nonprofit organizations.

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## Vacant

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## Vacant

## Want to get on our mailing list?

If you want to be added to the mailing list for **coordinated GIS**, or to add a colleague to the list, fill out the following information and mail this page to the address listed below. You may also telephone Sharon Prochnow at 515-294-8103 or fax your mailing address to 515-294-0467.

**Remember: coordinated GIS** is now on line at <http://www.ctre.iastate.edu/pubs/>

Name/Title \_\_\_\_\_

Business or agency \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Work phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_

Clip and mail to the following address: Center for Transportation Research and Education (CTRE)  
**coordinated GIS** mailing list  
2625 N. Loop Drive, Suite 2100  
Ames, IA 50010-8615

## We want your e-mail address!

The IGIC is developing a group e-mail address list. Please help us reach you by e-mail with announcements, updates, etc., by adding your e-mail address to the group list.

To get on the e-mail address list, contact Reg Souleyrette or David Plazak (their telephone numbers and e-mail addresses are listed on page 7).

To send a message to everyone on our e-mail address list, address your message to [igic@iastate.edu](mailto:igic@iastate.edu).

Thanks for your help!

**P486-1066**

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