

MEETING MINUTES

DEKALB COUNTY/CITY OF AUBURN GIS COMMITTEE

Meeting Date and Time:
04-15-99 @ 1:00 p.m.

Meeting Type: Regular, Full Committee

Meeting Location:
Commissioners Court

Members Present:

DeKalb County:
Damerall, Bruce – Technical Resource Coordinator, Data Processing
Gerig, Mike – County Councilman
Miles, Connie – County Commissioners
Stump, Brad – Building Commissioner, Plan Commission

City of Auburn:
Bowles, Scott – Information Technology Technical Committee Chair
Lochner, Dave – WPC Superintendent
Schweitzer, Chris – Planner, Dept of Building, Planning, and Development

Others Present:

Pat Rothenhofer – Data Processing, DeKalb County

Meeting Minutes By:

Chris Schweitzer

Items Discussed

1. The Committee reviewed the status of the Contract negotiations with ASI. The general terms and conditions had been approved by the County and City attorneys. The scope of services was nearly complete, as the "options" of utility and cadastral conversion were still being finalized. The project schedule was had not changed from original proposal, and a invoicing schedule was being developed for financial planning purposes (a non-standard document).
2. The Committee discussed the ground control issue – Poor communication between the City, County, and ASI led ASI to believe that 60 "Existing" points to be used for the ground control campaign had coordinates. While in reality only 18 of the 60 points had coordinates, observed in a 1997 GPS project overseen by the Engineering Department. A decision was to be made regarding the means by which to obtain these needed points. The Committee discussed three options: 1) Have D.A. Brown Engineering Consultants, Inc perform the work; 2) Have George Macklin perform the work; 3) Have ASI perform the work. The Committee decided to have ASI perform the work, as these 60 points were vital to the completion of the project. Third party control work would come at the QC stages of the project (AT and data delivery). Independent work would better serve the project at the QC stage. Also, if there were to be problems/discrepancies between ASI and the third party surveyor, the project could experience difficulties, and more money might be spent verifying work. Therefore, ASI was selected to perform the work.
3. The Committee discussed the software selection process, and noted Mike Klepper of ESRI would be visiting on the 29th of April for an informal discussion. All were invited.
4. The Committee began discussion of a potential cadastral conversion project. Issues include the development of an inter-local agreement, cost sharing formula, data maintenance workflows, physical server/workstation requirements, and delineation of a final scope of services. The Committee agreed a cost sharing formula mirroring that of the land-base project be proposed.
5. The Committee then also intensely discussed the various means to provide GIS Management and coordination services. Various ideas are being explored:
 - 5.1. Single Manager between County and City
 - 5.2. Separate Managers for County and City of Auburn
6. Timeline for implementation was also of concern of Committee members. There is hesitancy to "push" forward at a faster rate than what is comfortable. The Committee regained a sense of comfort as it was concluded neither the City nor county would move forward at an uncomfortable rate. The expected timeline for implementation of the existing landbase contract is 12 months. The cadastral project, if implemented, would be another 2-3 years out.

Action Items

1. **Develop County Lease of City Services Inter-local Agreement**
2. **Develop Cadastral Inter-local Agreement**

Upcoming Meetings

- April 29th @ 9:00 AM – ESRI Meeting at Electric Dept
- May 6th @ 1:00 PM – Commissioners Court