

MEETING MINUTES

DEKALB COUNTY/CITY OF AUBURN GIS COMMITTEE

Meeting Date and Time:
07-01-99 @ 1:00 p.m.

Meeting Type: Regular, Full Committee

Meeting Location:
Commissioners Court

Members Present:
DeKalb County:
Strong, Mark – County Surveyor
Stump, Brad – Building Commissioner, Plan Commission

City of Auburn:
Bruns, Steve – City Civil Engineer
Schweitzer, Chris – Planner, Dept of Building, Planning, and Development

Others Present:
Leins, Dottie - DeKalb County Assessor
Whorwitz, Carolyn- City of Auburn Summer Intern

Meeting Minutes By:
Chris Schweitzer

Items Discussed

1. *Intergraph's Request for Debriefing.* Chris noted that Intergraph desired reasons why they were not selected to provide GIS software. Chris presented a draft of a memo summarizing the QBS process used and the Committee evaluation of Intergraph and ESRI. The Committee concurred with the memo approved its delivery to Intergraph.
2. *July 14 ESRI Visit.* Chris noted that a previous conference call between ESRI and Committee members indicated a possible visit date on July 14 to discuss implementation issues. The Committee agreed to meet @ 1:00 on the 14 in Commissioners Court.
3. *Implementation Planning.* The group briefly discussed two pressing implementation issues:
 - 3.1. *System Design.* Chris and Bruce recommended that the City and County utilize a single server/database schema. This would likely mean the server and database reside within City Hall. This has many benefits, including lower cost of database administration, lower cost of database software installation and maintenance, mitigation of end user confusion when working on/near geographic boundaries of City/County data capture territories. By simplifying the system design, however, an Inter-Local Agreement needs to be put in place.
 - 3.2. *QA/QA for Land Base Contract.* Chris and Brad presented the idea that the County and City share a single seat of software and a single workstation until the City and County's LANs are in place. This would mitigate the hassle of dealing with separate databases, and encourage further cooperation, and propel better understanding (two heads are better than one).
4. *QA/QC Coordinates.* The Committee discussed the need for the 3rd party Coordinates for QA/QC of the AT performed by ASI. The City inquired to having the County provide coordinates for 6 to 12 points the City did not have coordinates for. The County agreed. The County planned to use George Machlan, but Mark Strong reminded everyone that Mr. Machlan was not registered.
5. *County-City GIS Committee Presentation.* The Committee discussed a beneficial presentation to update City and County of the accomplishments thus far. The Committee agreed that the presentation should take place once the City network was installed (place to effectively present info) and a portion of data had been delivered. It appeared that a possible date for a presentation would be November or December 1999.
6. *Organizational Model and Software.* The DeKalb County Assessor inquired about the software selection project and what the next steps would be for the County. She inquired about who would be maintaining the information and when. She also asked about a GIS Department and suggested the County consider seeking alternative ways to fund this type of department (county-wide tax). Steve Bruns noted that doing so may bring the County out of compliance with the City of Auburn Inter-Local Agreement, as the City property owners would be getting taxed for something they have already paid for. Brad Stump noted that a new GIS department was not the model the of implementation sought by either the City or County, but rather the more contemporary distributed GIS model, where those that owned and maintained the information simply replace older manual methods with GIS tools.

Action Items

1. Chris to confirm ESRI July 14 visit.
2. Committee to select photo ID points for George Machlan to capture, then forward to ASI.
3. Other on-going items:
 - Presentation
 - Cadastral Inter-Local Agreement
 - Cadastral RFQ
 - Implementation Planning

Upcoming Meetings

- July 15, 1999 @ Commissioners Court
- August 5, 1999 @ Commissioners Court

