

MEETING MINUTES

DEKALB COUNTY/CITY OF AUBURN GIS COMMITTEE

Meeting Date and Time:
09-02-99 @ 1:00 p.m.

Meeting Type: Regular, Full Committee

Meeting Location:
Commissioners Court

Members Present:

DeKalb County:
Damerall, Bruce – Technical Resource Coordinator, Data Processing
Appleman, Chad – Soil and Water Conservation Service
Strong, Mark – County Surveyor
Stump, Brad – Building Commissioner

City of Auburn:
Schweitzer, Chris – GIS/MIS Manager
Bruns, Steve - City Engineer

Others Present:

DeKalb County Deputy Assessor
DeKalb County Recorder
Pat Rothenhofer – Data Processing, DeKalb County
Schweitzer, Amy – Planner, City of Butler

Meeting Minutes By:
Chris Schweitzer

Items Discussed

- Landbase Contract.** Chris and Brad informed the group that the Aerial Triangulation was complete for the entire county, and that the report indicates good results. (Aerial triangulation (AT) is a computer automated procedure that interpolates ground contours from minimal known geodetic coordinates. Ground elevations are required to produce contour information, but more importantly assist in the production of the Digital orthophotography – photos that are corrected for differences in elevation, camera angle, plane tilt, etc. The AT process is much more cost effective than gathering control required to construct contour information - if we had to survey all the control required to create digital orthos, it would cost 10 times as much). Chris noted that all the check points provided by the City and County were used for quality control of the mapping products. All of the results were within the mapping requirements. Brad reported that an initially perceived error was corrected by ASI. Non of the points provided by the City or County were used in the final adjustment, however. They were omitted so as not taint the mapping product with any inconstancies or introduce any unknown errors – keep the product “pure”. Chris noted that he and Brad were working on the Database design of the deliverable products, and when finalized, ASI would proceed with compilation of data. A pilot project would subsequently be delivered.
- Agreements.** The Committee discussed the connectivity agreement and its components. The Committee agreed that the agreement shall address costs of database storage and administration and use of the server and bandwidth. Drafts of the agreement are forthcoming.

Brad noted that any tariff issues with other municipalities and a gencies would need to be addressed by the Committee. He further noted that the County’s computer committee should be consulted on all issues.

Jackie noted that security and access issues would arise and should be a priority by the Committee a nd all affected departments. The Committee concurred. Pat noted that access to information was a big issue today, citing an experience she just had that morning.

Chris reported that the Committee is also working on the Cadastral agreement.
- GIS Day.** The Committee discussed GIS Day. Chris and Chad introduced concepts for holding GIS Day events. They explained that two open houses could be held– one by City and County local government and one industry-specific by the Soil and Water Conservation District. They explained that it may be a good idea to hold open houses at different locations, and schedule periodic presentations targeted at different audiences (school children, employees, decision makers, public, etc). The Committee agreed GIS Day would be a good way to help ga in support and understanding.
- GPS Equipment.** Mark recommended that the City and County begin discussing the p rocurement and use of GPS data collectors to assist in maintenance of the GIS Database. The Committee agreed that Trimble and Leica were both quality products, and should be the level of quality the City and County pursue. The Committee noted that GPS receivers came in two flavors – sub meter and survey grade. Mark and Steve noted that the use of the GPS units would go beyond that of GIS data collection, but would also be used for other everyday survey use. The Committee concurred that the survey quality units should be procured, and that each agency should purchase their own rover unit. However, the agencies should

share the cost of a required base station.

5. *Electronic Document Management.* Jackie stated the Recorder's office was, and has been for some time, interested in imaging (imaging is the digital scanning and archiving of paper documents for purposes of increased access, searchability, and better organization). She noted that ¼ of all Recorder's in Indiana have implemented imaging, and that more are doing so everyday. Jackie noted that she realized the relationship between imaging and GIS and that they should be integrated. The Committee noted appreciation for her concerns and commended her for pursuing an integrated and shared solution that would benefit everyone in both County and City government. The Committee began initial discussions about hardware and software requirements, and inter-local arrangements. Chris noted that he would forward what information he had regarding the integration of GIS and EDM.

Action Items

- Committee to work on Connectivity Agreement
- County to prepare timeline and costs for Council
- Chris to forward GIS/EDM integration information to Jackie
- Committee to continue working on Implementation Plan and Cadastral Agreement
- Committee to work on GIS Day events
- County and City to finalize landbase Database design with ESRI and ASI

Upcoming Meetings

- September 16, 1999 @ 1:00 Commissioners Court
- September 29, 1999 @ 1:00 County Annex Red Room - SSURGO Presentation (Soils)
- November 19, 1999 8 am to 4 pm in City Council Chambers and Courthouse – GIS Day Open House