

MEETING MINUTES

DEKALB COUNTY/CITY OF AUBURN GIS COMMITTEE

Meeting Date and Time:
10-19-99 @ 1:00 p.m.

Meeting Type: Regular, Full Committee

Meeting Location:
Commissioners Court, Court House

Members Present:
DeKalb County:
Strong, Mark – County Surveyor
Miles, Connie – DeKalb County Commissioner

City of Auburn:
Schweitzer, Chris – GIS/MIS Manager
Bruns, Steve - City Engineer
Bowles, Scott – ITMP Project Manager, Spectrum Engineering Corp

Others Present:

Meeting Minutes By:
Chris Schweitzer

Items Discussed

1. *County GIS Coordinator Job Description.* Chris requested (in Brad's absence) that the Committee offer any comments to the draft of the County GIS Coordinator job description. Connie noted that she had reviewed the description and it appeared to be in order. The group concurred.
2. *County-City Connectivity Agreement.* Chris reported that the City was working on the cost allocations of the agreement and that the numbers were in draft form. Chris noted that the City was striving to make the agreement as equitable as possible for both parties, and that the City encouraged the County to examine what costs would be to build and maintain their own infrastructure – this would help both sides in illustrating the agreement's justification.
3. *Butler-DeKalb County Inter-local Agreement.* Amy provided an update that the County and the City of Butler were working on the agreements, and that final details were being taken care of.
4. *Pilot Project Update.* Chris noted that ASI had requested the Pilot Project be decreased in size, due to the high quantity of stereo models that were required for the geographic area. Chris noted that he told ASI the committee likely did not care what size the pilot project was, but that it must, at whatever size, be a representative sample of the project and include all feature types, map scales, and resolutions. Mark Strong noted concern for the lack size of pilot project. Chris asked if the committee should have something put in writing that makes it very clear to ASI of the County-City GIS Committee's concerns. The group concurred.
5. *Database Design Discussion.* Chris noted that ASI was responding to the Committee's database design changes, and that another draft was forthcoming. Steve asked how the committee was to handle database design issues for features that did share common geographic boundaries (i.e. City of Auburn utilities and City of Garrett Utilities). Steve noted that even though the utility departments would not likely share utility data directly, there is likely benefit in having the utilities features maintain common database design structure. This would benefit users looking at data from multiple jurisdictions, as well as facilitate sharing of knowledge and building a knowledge base among jurisdictions. The group concurred.

Action Items

- Committee to work on Connectivity Agreement
- Chris to document pilot project size concerns and forward to ASI.
- County to prepare for procurement of GIS Coordinator
- County to prepare timeline and costs for Council
- 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

- November 4, 1999 @ 1:00 in Commissioner Court, Court House
- November 18, 1999 @ 1:00 in Commissioners Court, Court House
- November 19, 1999 8 am to 5 pm in City Council Chambers and Courthouse – GIS Day Open House