

# MEETING MINUTES

## DEKALB COUNTY/CITY OF AUBURN GIS COMMITTEE

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**Meeting Date and Time:**  
11-18-99 @ 1:00 p.m.

**Meeting Type:** Regular, Full Committee

**Meeting Location:**  
Second Floor Conference Room, City Hall

**Members Present:**  
*DeKalb County:*  
Strong, Mark – County Surveyor  
Jacobs, Lean – SWCD

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

*City of Butler:*  
Schweitzer, Amy – City Planner

**Others Present:**

**Meeting Minutes By:**  
Chris Schweitzer

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### Items Discussed

1. *ArclInfo Database Review and Comments.* The Committee reviewed the entire ArclInfo database design provided by ASI for the Landbase project. In detail, comments were made regarding each feature, and noted in the database design document to be sent back to ASI for revisions. See database design draft 3 for a complete discussion. The group spent nearly 1.5 hours on the review of this important document.
2. *GIS Day Update.* Chris noted the group was prepared for the GIS Day open house tomorrow. Scott and Chris would be presenting at Lakewood Park Christian School in the morning, then returning to City Hall for various presentations.
3. *County-City Connectivity Agreement.* Bruce noted that the County has researched the legal issues of holding the County's data in City Hall on the GIS server/database. The outcome yields that the State Tax Board allows the offsite storage of data provided there are means to recover the data in place. The City and County to continue working on this agreement.
4. *DeKalb County City of Butler Agreement.* The County is simply waiting on the Auburn City attorney to forward an approved statement before going before the Commissioners.
5. *Bylaws.* Brad noted that recent discussions with the Butler City Attorney and other have indicated possible future need for bylaws. The group agreed they should begin defining the policies we should and already do follow. However, in the intermediate, the group concurred to not fix something that wasn't broken.

### Action Items

- Committee to work on Connectivity Agreement
- 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 19, 1999 8 am to 5 pm in City Council Chambers and Courthouse – GIS Day Open House
- December 2, 1999 1:00 pm in Conference Room, 2<sup>nd</sup> Floor City Hall
- December 17, 1999 11:00 am in Conference Room, 2<sup>nd</sup> Floor City Hall (Rescheduling of normal meeting)