

MEETING MINUTES

COUNTY-CITY GIS COMMITTEE

Meeting Date and Time:
04-06-00 @ 1:00 p.m.

Meeting Type: Regular, Full Committee

Meeting Location:
Second Floor Conference Room, City Hall

Members Present:

DeKalb County:
Stump, Brad – GIS Coordinator
Strong, Mark – Surveyor
Reymann, Sarah – DeKalb County SWCD
Damerell, Bruce – Technical Resource Coordinator
Miles, Connie – Commissioner

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

City of Butler:
Schweitzer, Amy – City Planner

Others Present:
Hayes, Sharon – County Auditor

Meeting Minutes By:
Brad Stump

Items Discussed

1. *Pilot Project.*
 - 1.1. The Committee was informed that ASI was nearing completion of the changes requested after the initial review of the pilot project submittal. ASI anticipated delivering on the 7th, the revised database design, the features definitions document and one file from within the pilot area containing revised data to match the corrections and/or changes resulting from the review. As soon as this information is received, we will make every effort to review it and turn it around as soon as possible while still consistent with our practice of giving it a careful review. We are anxious for ASI to begin full production of the orthophotography.
 - 1.2. Chris and Brad informed the Committee of ASI's earlier request to utilize subcontractors. ASI withdrew that request upon the expression of concerns by the City and County. The utilization of heretofore-unknown subcontractors would totally invalidate the efforts of the City and County in making a qualifications-based selection and visiting ASI's production facility to examine the production process and met the project team.
2. *County Connectivity Status.*
 - 2.1. Chris explained the issue of network connectivity between the City and County. An initial draft of the connectivity agreement was introduced for discussion. Chris explained the benefits of inter-jurisdictional connectivity as well as the County's ability to utilize the fiber for its own internal network needs. This agreement or some permutation thereof will serve as the framework for City-County computer network connectivity and the provision of selected computer services. The Committee also discussed the methodology used to determine the service fee. It was decided that some amount should be built into the agreement to allow for funds to accumulate in order to provide for future equipment upgrades and replacement without the need to resort to bonding.
3. *Cadastral RFQ Status*
 - 3.1. Brad presented the initial draft of the cadastral RFQ. He asked that all members read the agreement and bring any questions, comments or corrections back to him for inclusion in a revised document. The agreement will also be presented to the Auburn Council and Board of Works, the County Commissioners and legal counsel for both Auburn and DeKalb County. It is hoped that a vendor can be tentatively selected and a price determined before budget hearings, possibly even before budgets are submitted. This RFQ follows closely along the lines of the orthophoto RFQ used for the landbase phase of the project.
4. *County Geographic Status*
 - 4.1. Brad introduced a preliminary study of the County's available geographic data. His hope is that this document, once completed, will assist in determining what information is available, what offices use it now, what offices could use it in the future and the order in which geographic datasets should be converted to digital form based on the largest number of end users. He will attempt to also get information from the cities of Auburn, Butler and Garrett. He will also make some estimations of what information is held by the towns within the County.
5. *City of Auburn's Sexual Oriented Business Ordinance*
 - 5.1. This project has been the first real use of GIS data within the County. Chris and Chad Depew (of the City Engineering Dept) have been able to visually indicate the City's zoning districts and selected land uses within the

GIS environment in order to show how proximity buffers would affect the locations available to this type of business should they wish to locate in Auburn. The time spent creating the buffer data was simply a matter of minutes rather than the hours it would have taken via manual methods. Any revisions can possibly be done on the fly during presentations to the Auburn Plan Commission or Council rather than taking instructions and then coming back at another meeting for additional presentations.

6. *E-911 Emergency Response Routing Software*

- 6.1. Brad explained that the EMS director is interested in placing real-time routing software in his vehicles and tying it to the GIS data. He would like to have some ideas on prices in order to cover the expected expense in his next budget (due at the end of April). Brad is doing some preliminary investigation on this matter. Chris mentioned that the GIS software could accommodate route planning however the real-time component is what requires specialized and expensive software. In all probability, this capability is a couple of years off.

Action Items

- Committee to review on Connectivity Agreement
- Committee to review Cadastral RFQ
- Committee to work on cadastral agreement
- City to begin working on Utility Conversion RFQ
- County to prepare timeline and costs for Council

Upcoming Meetings

- April 20, 2000 @ 1:00 - Second Floor Conference Room City Hall
- May 4, 2000 @ 1:00 - Second Floor Conference Room City Hall