

MEETING MINUTES

COUNTY-CITY GIS COMMITTEE

Meeting Date and Time:
09-07-00 @ 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
Rowe, Sally – Building Commissioner
Damerell, Bruce – Technical Resource Coordinator

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

Others Present:

Meeting Minutes By:
Brad Stump

Items Discussed

1. *Landbase Area 2 Delivery Status*
 - 1.1. Chris informed the Committee that review of the data for delivery area 2 was underway. As with previous deliverables, Chad Depew, Brad and Chris were each responsible for reviewing various parts of the data. The review had just started so no significant amount of data has been checked to date. Chris and Brad hope to have more complete information on the review by the next meeting.
2. *Cadastral Conversion Project Status*
 - 2.1. The Committee discussed the terms and conditions of the Cadastral Conversion Project. It is anticipated that the terms and conditions will be substantially the same as the last project. This will be especially true if we exercise the cadastral conversion option in the existing Landbase project.
 - 2.2. ASI is working on the scope of services based on the discussions held during the project kickoff meeting. Our ASI Project Manager, Mike Nicolls, stated that once they had the cadastral control and easement estimate information they should be able to get a scope of services, project schedule and cost quotes back to us within a week to ten days.
 - 2.3. The City and County are providing the cadastral control and easement estimate information to ASI as requested and it should be sent to them by September 21st. The easement information will include the City's and County's best estimates of the number and types of easements (i.e. metes and bounds vs. property line offsets). The cadastral control information will include an ESRI shape file showing the location of the PLSS points that have been recovered and monumented and also which points have GPS coordinates.
 - 2.4. Some work has been completed on an Inter-Local agreement for cadastral conversion however it has been put temporarily on hold while we check data for area 2. We seem to have enough time between checking each data deliverable that we can complete one significant project. Between areas 1 & 2 we completed the cadastral control inventory. Between areas 2 & 3 Chris and Brad will try to continue to work on the cadastral agreement. The goal is to have it in place before signing the contract with ASI.
3. *ARCSD and published GIS maps*
 - 3.1. Chris showed the Committee the progress made thus far on the Intranet web site. Other data that Chris and Brad would like to place on the website include the GIS Committee minutes and possibly the Geographic Data Inventory. Chris also demonstrated the two data layers now available to City employees via their desktop web browsers. Data layers for the Auburn parks inventory and proposed locations for sexually oriented businesses are served via ARCIMS. ARCIMS is the software by which we will eventually serve much of our information to both the Internet and our local intranet.
4. *Communications Issues*
 - 4.1. Chris discussed two communications with the Committee. Chris offered some items to think about during the County's search for a communications (e-mail) server. Compatibility with the City's server software is important because of the interconnection between City and County government, from both a GIS- and non-GIS standpoint. Also important is the ability to leverage each other's knowledge about implementation and administration of similar software. If competing products are selected then we will not be able to lean on the other jurisdiction for help when troubleshooting problems and/or for discussing routine administrative issues. The second issue is the issue of trusted domains. Once the GIS system is fully available to all City and County users, the County will need to have a domain in place to allow for County users to authenticate on the County side of the system and then,

through the use of trusted domains, reach through the network and connect to the GIS server. This really appears to point us strongly toward a Windows NT Server-based domain.

5. *ESRI Visit*

- 5.1. Our ESRI representative, Mike Klepper, would like to come out to Auburn and observe how and why we do what we do from a GIS and an inter-governmental cooperation standpoint. Mike is looking at how governments cooperate on GIS projects in order to see how ESRI can offer better products and/or assistance in the future. Mike has been a fantastic advocate for the success of our project and both Chris and Brad are looking forward to the opportunity to work with him again. Mike is scheduled to be here October 4th –6th and will be able to attend our regular GIS Committee meeting and a City of Auburn Information Technology (IT) Committee meeting.

Action Items

- Committee to work on Cadastral Inter-local agreements.
- City to begin working on Utility Conversion RFQ
- Chris, Brad and Chad Depew (Engineering Dept) to continue QA/QC work on the second deliverable.

Upcoming Meetings

- September 21, 2000 @ 1:00 - Second Floor Conference Room City Hall
- October 5, 2000 @ 1:00 - Second Floor Conference Room City Hall