

MEETING MINUTES

COUNTY-CITY GIS COMMITTEE

Meeting Date and Time:
10-19-00 @ 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
Damerell, Bruce – Technical Resource Coordinator
Strong, Mark – Surveyor

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

City of Butler
Schweitzer, Amy – City Planner

Others Present:

Meeting Minutes By:
Brad Stump

Items Discussed

1. Landbase Delivery Area Status
 - 1.1. Area 1 Status – As previously noted, the orthophoto corrections have been delivered. ASI expects to deliver the planimetric data corrections for Area 1 the week of 10/23/00. The additional Area 1 review on selected features is complete and the results were sent to ASI on 10/13/00. These features included buildings from a silo/grain bin perspective; water bodies from a compilation percentage standpoint; and road surfaces and roadways from an absolute and relative location perspective. Area 1 review took approximately 45 days.
 - 1.2. Area 2 Status – As was noted at the last meeting, the Area 2 review findings were sent to ASI 10-2-00 for their review and action as appropriate. Depending on the feature, capture accuracy for Area 2 either improved or declined. Utility data was sent back to ASI for full re-compilation. Other data sets such as water bodies had many errors marked for recompilation however it was not deemed necessary by the GIS Committee to recompile the full data set in those cases. Chris compiled a large number of driveway entrances and ASI has tentatively indicated that because we did some local re-compilation that would have normally been sent back to ASI, they might be willing to work with us on some other requests that we made outside the bounds of the contract. Area 2 review took the full 60 days. ASI expects to deliver the corrections to us during the first or second week of November.
 - 1.3. Areas 1 & 2 Statistics – The Committee reviewed some rough statistics indicating error rates are a percentage of features. This allowed us to get a general feel for any increase or decrease in ASI's performance. Brad noted that ASI has done a good job addressing some specific types of errors that we had pointed out to them. They were committing some new errors in Area 2 that did not appear in Area 1, which made us believe that it may be due to different compilers from ASI.
 - 1.4. Area 3 Status – Area 3 data review is in progress. We anticipate that Area 3 review will take approximately 30 days.
2. Cadastral Conversion Project Status
 - 2.1. Chris and Brad noted that a draft Agreement from ASI (selected conversion vendor) was forthcoming. Mike Nichols (PM) noted on the phone that he anticipated delivery the end of this week or the beginning of the next.
 - 2.2. The draft Inter-local agreement for the Cadastral project was presented to the Committee. The Committee members were asked to review it and be ready to discuss it at the next meeting.
3. City of Anderson Visit
 - 3.1. Chris reminded the members of the upcoming visit by representatives from City of Anderson. The City has many difficult issues they are facing and would benefit by visiting our installation. Chris noted that they would be visiting October 23 @ 11:00 AM.
4. City of South Bend, St Joseph County Visit
 - 4.1. Chris noted that the City of South Bend had not contacted us with any further request to visit our installation.
5. GIS Day
 - 5.1. Chris noted that, like last year, the County-City GIS Committee would be participating in GIS Day on November 15, 2000. Butler Elementary has confirmed their participation in GIS day and would have 75 4th grade children ready

to learn about geography and GIS. The Committee also plans to host another open house, specifically targeting county and city employees as well as the general public.

6. *Works in Progress*

- 6.1. Website
 - 6.1.1. Chris and Brad noted, with Areas 1 and 2 review complete, that they would be dedicating a great deal of time to the website in order to further education on that front.
- 6.2. Data Inventory
 - 6.2.1. Brad noted that the data inventory is still being compiled, and like the website, will be getting more attention in the next several weeks.
- 6.3. ArcGIS Beta 2 and Current software issues
 - 6.3.1. Chris noted that we had received ArcGIS beta 2. The group was reviewing and playing with this new software.
- 6.4. FEMA Mapping project
 - 6.4.1. Brad noted that he was doing some additional research into FEMA's Cooperating Technical Community program. FEMA is updating our local flood maps and creating Digital Firms (DFIRMS). This data is usually built on USGS DOQQ's however they can use our existing landbase as a basemap. Brad will determine what information FEMA will need. The resulting DFIRM will be THE legal firm map thereby eliminating the need to compare several paper maps to determine floodplain location. The group concurred that the Committee should forward info to FEMA as needed.
- 6.5. GIS Data Sharing Agreement
 - 6.5.1. A draft of a GIS data sharing agreement was read to the members. Mark and Amy both indicated that some very serious thought needed to go into this document. They were specifically referring to language regarding the inter-governmental sharing of data with governmental entities outside the Committee membership. Their concern was that the agreement needs to be structured in such a way that the Committee and its members retain a level of control over the data so that we are not required to give other governmental agencies whatever data they want simply because they make a request for it. The Committee members were asked to review the draft and be ready to discuss this issue at the next meeting. This draft agreement was the result of Committee discussions regarding transfer of information to the Board of Aviation Commissioners at the last GIS Committee meeting. At that time, the Committee felt the need to draft a standard "license agreement".

7. *DeKalb County Board of Aviation Commissioners*

- 7.1. Chris and Brad demonstrated the County airport FAAR77 surfaces that were sent to us by the engineering firm retained by the Board of Aviation Commissioners. This data was imported into the CoCiGIS Geodatabase and will be available to County and City employees. As discussed by the group at the last meeting, this data was released for use to the BOAC's consultant because the following concerns were addressed: 1) the recipient of the data was using the data to make a presentation to a State agency on behalf of the BOAC and was not using it for a profit; and 2) that the recipient would reciprocate the gesture, by agreeing to turnover any other relevant data not currently obtained by the County-City GIS, in this case the FAAR77 imaginary surface information.

Action Items

- Committee to complete work on first draft of Cadastral Inter-local agreements and distribute to Committee Members.
- City to begin working on Utility Conversion RFQ
- Chris, Brad and Chad Depew to complete a secondary QA/QC review on selected data from the first deliverable.

Upcoming Meetings

- October 23, 2000 @ 12:30 - Second Floor Conference Room City Hall – Meeting with the City of Anderson representatives
- November 2, 2000 @ 1:00 - Second Floor Conference Room City Hall
- November 16, 2000 @ 1:00 - Second Flood Conference Room City Hall