

# MEETING MINUTES

## COUNTY-CITY GIS COMMITTEE

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**Meeting Date and Time:**  
11-02-00 @ 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  
Rowe, Sally – Building Commissioner

*City of Auburn:*  
Schweitzer, Chris – GIS/MIS Manager  
Bruns, Steve – City Engineer  
Seedorf, Charles – Inspector

**Others Present:**

**Meeting Minutes By:**  
Brad Stump

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### Items Discussed

1. Landbase Delivery Area Status
  - 1.1. Chris and Brad updated the Committee on the status of the Landbase project. We are still waiting on corrections from Areas 1 & 2. The review for Area 3 has been completed and the review findings will be sent to ASI within the next couple of days.
2. City of Anderson/Madison County Visit
  - 2.1. Chris discussed the visit by representatives from the City of Anderson and Madison County. They currently have some digital mapping capability based on data conversion performed in the early 90's but data is segmented between departments with little or no interconnectivity. They are exploring the possibility of implementing an enterprise GIS system. Additionally, there is little data sharing between the City and the County at present however they are exploring the possibilities of an inter-governmental partnership. Some shared planning concerns such as stormwater issues are helping drive cooperation issues.
3. GIS Day
  - 3.1. The Committee has nearly completed planning the activities for GIS Day. We will be making a morning presentation to third graders at Butler Elementary School. We will be hosting open houses in the afternoon for County and City employees as well as the general public. Invitations to the open houses have been sent to the department heads as well as the County and City decision makers and a press release has been sent to the Auburn Evening Star.
4. Cadastral Conversion Project Status
  - 4.1. Monumentation plans for the PLSS network were discussed. We received the control point requirements from ASI yesterday. Unfortunately they arrived after the end of the last 2 and one-half weeks of exceptionally good weather. Also, the Surveyor's Office is now fully involved in updating and certifying regulated drains for 2001 collection which takes them out of the field. This may delay the capture of the control points until spring. We can use the period before spring to conduct a pilot project in an area where control is already adequate.
  - 4.2. The County and City hope to obtain GPS coordinates for as many existing PLSS control points as money will allow. The County Surveyor's Office will lead this project and fund it from the monument perpetuation fund.
  - 4.3. ASI has not yet delivered a scope of services for the Cadastral Conversion Project. Chris and Brad will review this document as soon as it comes in and will have any suggested revisions ready for discussion by the Committee.
  - 4.4. The draft of the cadastral inter-local agreement was discussed. It is ready for forwarding to the attorneys for their review.
5. GIS data use agreement
  - 5.1. The Committee discussed a simple data use agreement. It was determined that the issue of data use and data sharing was complex and important enough that we should research more thoroughly and formulate a policy to recommend to the attorneys and decision makers. The issue is not a desire to restrict access to the data. We hope to protect the Committee and the partners from liability resulting in incorrect use of the data by others, to allow us to leverage our data by forming partnerships with other organizations and to limit the commercial use of the data by others unless the partners (and thereby, the taxpayers) are appropriately compensated. General issues will be brought back for discussion over the course of several meetings.

6. Works in Progress

- 6.1. Work continues on the website.
- 6.2. The geographic data inventory is on hold at the moment. The initial data collection for the first phase is nearly complete for County departments. Auburn departments have not been contacted as of this date.
- 6.3. We are continuing to do testing on the ArcGIS Beta 2 software however our time has been limited by other concerns.
- 6.4. The data for FEMA's digital data inventory is being completed. At a future meeting we will discuss the various partnership options available through FEMA's CTC program (Cooperating Technical Community).

**Action Items**

- Committee to begin debating Policies for distribution of data in preparation for BOW/County Commissioners approval.
- 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**

- November 16, 2000 @ 1:00 - Second Flood Conference Room City Hall
- December 7, 2000 @ 1:00 - Second Flood Conference Room City Hall