

# MEETING MINUTES

## COUNTY-CITY GIS COMMITTEE

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**Meeting Date and Time:**  
12-21-2000 @ 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

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

**Others Present:**

**Meeting Minutes By:**  
Chris Schweitzer & Brad Stump

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### Items Discussed

1. Landbase Delivery Area Status
  - 1.1. Chris and Brad reported that Area 1 fixes were 95% completed, and that it appeared that a few remaining errors (errors not addressed) would be sent back. Area 2 fixes review was in progress.
2. Cadastral Project
  - 2.1. Implementation of the monumentation plan for PLSS control was on hold due to weather. Implementation will begin in the spring. The Committee felt that we can still proceed with a cadastral pilot project based on an area where we have adequate existing control. Methods we could potentially use to establish the PLSS grid were discussed. This included an option where ASI would furnish their best guess of the PLSS grid location and the Committee would refine it for use as the cadastral framework.
  - 2.2. The group discussed the 1<sup>st</sup> draft of the cadastral scope of work with ASI. Chris and Brad noted that they had recommended numerous changes, and they shared those with the committee. Discussion continued, and after additional changes, the group agreed to forward the changes to ASI for amendment.
  - 2.3. The inter-local agreement was being reviewed and would be up for voting at the next GIS Committee meeting. The draft document had been forwarded to attorneys for the Cities of Butler and Garrett and we are awaiting their comments.
3. GIS Data Use
  - 3.1. The group discussed the first issue of data use – Sharing scenarios. (Scenarios and notes can be found on I:\common\GISCommitteeReview)
4. FEMA DFIRM
  - 4.1. Brad reported that an inquiry letter was sent to FEMA in efforts to get the necessary partnership between the County-City GIS Committee and FEMA established. This letter outlined our digital data inventory and asked FEMA for additional information to allow us to determine how the data would be used and distributed.
  - 4.2. Letters have been sent to the cities and towns in the County regarding support for the County entering into a CTC partnership with FEMA.

### Action Items

- Committee to continue debating Policies for distribution of data in preparation for BOW/CoC 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 and second deliverable.

### Upcoming Meetings

- January 4, 2001 @ 1:00 - Second Flood Conference Room City Hall
- January 18, 2001 @ 1:00 - Second Flood Conference Room City Hall