

MEETING MINUTES

COUNTY-CITY GIS COMMITTEE



Meeting Date and Time: 12-20-01 @ 1:00PM

Meeting Type: Regular with Full Committee

Meeting Location: Council Chambers, City Hall

Members Present:

DeKalb County:

Strong, Mark – Surveyor
Stump, Brad – GIS Coordinator

City of Auburn:

Bruns, Steve – City Engineer
Lochner, Dave – WPC Superintendent
Schweitzer, Chris, AICP – IS Manager

City of Butler:

Schweitzer, Amy, AICP – City Planner

City of Garrett:

Bingham, Steve – City Planner

Meeting Minutes By:

Chris Schweitzer, AICP

<http://www.ci.auburn.in.us/cocigis/index.htm>

Items Discussed

1. Updates

- 1.1. CoCiGIS Web Page Updates. Several new additions have been made to the CoCiGIS website, including CoCiGIS history and project information, as well as information on recent awards. Check it out at www.ci.auburn.in.us/cocigis
- 1.2. IDNR and Allen County Visits. IDNR visited to learn more about GIS and how they might successfully implement it in the Division of Parks and Reservoirs. Allen County visited to see how the City of Auburn is using GIS in public meetings. Learn more at www.ci.auburn.in.us/cocigis.
- 1.3. INASFM Award. The Indiana Association of Stormwater and Floodplain Managers, Inc recently recognized DeKalb County and the City of Auburn with an Excellence in Floodplain Management Award. Learn more at www.ci.auburn.in.us/cocigis.
- 1.4. Network Connections. The City of Auburn plans to have the County Sheriff and County Highway Department on the City fiber network by mid-January.
- 1.5. City of Auburn Address QA/QC. The Auburn Police and Fire Departments are assisting in checking the City's portion of the road and address database.
- 1.6. Landbase Project Update. The CoCiGIS landbase review team recently sent back final error notes on Areas 1-5. All data was accepted except for a few orthos scattered throughout the County and several road surface errors in Area 5. Project completion is now just around the corner. Fingers crossed.
- 1.7. Cadastral Project Update. CoCiGIS just received the pilot project from Sanborn. While review of the pilot will begin, delivery of area 1 WILL NOT begin until the Landbase project is complete.

2. CoCiGIS Data Access Discussion

2.1. Overview

- 2.1.1. Since the first deliveries of electronic data for the Landbase Mapping Project in July of 1999, requests for map products and electronic data have grown. It is anticipated that demand for map products and electronic data will only continue to increase as the data holdings of the CoCiGIS expands in scope, quality and value.

For several months Brad and Chris have been researching the legal aspects of electronic map data access. Contact with the State Public Access Counselor, attendance at a seminar on "The Legal Aspects of Spatial Data Access", and several hours of research, reading and discussion have yielded a first stab at an Inter-Local Agreement/Ordinance and Electronic Data License that hope to achieve the goals of CoCiGIS and its partnering Agencies. This meeting hopes to discuss and draw conclusions on appropriate actions for dealing with CoCiGIS data access, use and distribution.

2.2. Goals of CoCiGIS Data Access, Use and Distributions

- 2.2.1. CoCiGIS and its partnering agencies wish to provide data, map products, and Internet map services to interested parties to facilitate improved decision making, heightened community awareness, increased data accuracy, more and improved community relationships, and increased sharing of knowledge and information.

- 2.2.2. CoCiGIS, while providing data, map products, and Internet map services to interested parties, also wishes to protect the integrity, quality, and investment of data and map products. Further, CoCiGIS wishes to mitigate any risks and its liability associated with the access, use and distribution of data, map products and Internet map services.
- 2.3. Legal Background of Spatial Data Access.
 - 2.3.1. Electronic Map data is exempt from Access and Copy Requirements of traditional Public Information (5-14-3-3-d)
 - 2.3.2. Jurisdictions can establish special fees for this data (5-14-3-8-j)
 - 2.3.3. If a jurisdiction establishes fees, they must create a fund for special fees (5-14-3-8.5)
- 2.4. Mechanisms/Tools for Managing CoCiGIS Data Access, Use and Distribution.
 - 2.4.1. Inter-Local Agreement/Ordinance. This document would be implemented among the CoCiGIS Partners to layout common rules for providing access, using CoCiGIS data, and allowing proper distribution of data and map products.
 - 2.4.2. Electronic Data Use License. This tool would be used only during the distribution of electronic data. It would set out to address the unique issues associated with electronic data distribution and use.
 - 2.4.3. Map Product Statement. A simply statement of accuracy, liability, etc would accompany every hard and soft copy map product published by CoCiGIS. The goal here is to protect CoCiGIS and properly inform CoCiGIS data users.
- 2.5. Parties involved in CoCiGIS Data Access, Use and Distribution
 - 2.5.1. CoCiGIS Partnering Agencies. (i.e. DeKalb County, Cities of Auburn, Butler and Garret, and future partners).
 - 2.5.2. Government/Quasi-Government Agencies. (e.g. FEMA, IDNR, Public School Systems, Public Libraries, etc)
 - 2.5.3. Private Organizations/Individuals (e.g. City resident, private engineer, etc)
- 2.6. Issues
 - 2.6.1. Data Access. Who has access and to what?
 - 2.6.2. Data Use. When access is granted, are there restrictions and/or special considerations?
 - 2.6.3. Data Distribution and Redistribution. Who can redistribute CoCiGIS data and what are the limitations.
- 2.7. Discussion, Conclusions and Next Steps
 - 2.7.1. The group discussed all the above issues and the draft ordinance for 90 minutes. Key items included:
 - 2.7.1.1. Common Data Sets. "Common Data Sets" and any CoCiGIS published map products are proposed to be distributable by any partnering agency. The goal here is to improve customer service and promote a holistic approach to data use. Confusion was discovered when asked to define these "Common Data Sets". Conceptually, they are intended to define data not owned and legally maintained exclusively by a partnering agency. i.e. RoadSurfaces, Buildings. Data sets outside of this definition would include, for example, a jurisdiction's zoning districts, parcels (County maintained), or contours (currently solely owned by Auburn). An applied example of distributing a common data set might include the City of Butler including roads outside their interest area for the purposes of creating a road map for a school district primarily serving their City. Everyone agreed that, while data and map products like zoning would not be, by default, distributable by another partner, informal understanding between partners might allow such activities to take place.
 - 2.7.1.2. Defining what Data is Accessible. Some members noted a desire to explicitly list the geographic data to be made accessible and to whom. Others noted that a more efficient approach might be to have policy makers set formal guidelines for defining the types of data to be made accessible and then allowing the CoCiGIS Committee to identify accessible data based on these guidelines. Under this scenario, CoCiGIS Committee would need to become a formal body via resolution.
 - 2.7.2. The group agreed to have Chris and Brad amend the draft agreement/ordinance to reflect discussion. All also agreed to discuss fees at the next regular meeting January 17, 2002.

Action Items

- ?? County Surveyor to continue establishing Harris on Monuments throughout County for use in construction of PLSS base.
- ?? Chris and Brad to continue PLSS research and forward info to County Surveyor
- ?? CoCiGIS to plan Pilot Project visit

Upcoming Meetings

- January 3, 2001 @ 1:00 PM – Second Floor Conference Room City Hall (Special Meeting)
- January 17, 2002 @ 1:00 - Second Flood Conference Room City Hall