

MEETING MINUTES

COUNTY-CITY GIS COMMITTEE



Meeting Date and Time: 1-17-02 @ 1:00PM

Meeting Type: Regular with Full Committee

Meeting Location: Council Chambers, City Hall

Members Present:

DeKalb County:

Strong, Mark – Surveyor
Rowe, Sally – Building Commissioner

City of Butler:

City of Garrett:

City of Auburn:

Bruns, Steve – City Engineer
Schweitzer, Chris, AICP – IS Manager

Meeting Minutes By:

Chris Schweitzer, AICP

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

Items Discussed

1. Discussion

1.1. Data Access Part 2: Fees?

1.1.1. Having discussed the concepts and issue of data access (see 12-20-01 meeting minutes), the group discussed data access fees. Chris noted the written commentary of Mike Boswell, Amy Schweitzer, David Lochner and Brad Stump, as they were unable to attend the meeting. Copies of said commentary were made available to all members.

1.1.2. There are two types of fees that may be charged, per State Code: 1) "Maintenance" and 2) Direct Costs of providing map (Time/Materials).

Maintenance is described as those activities/items required to keep existing data up-to-date. You cannot charge for the cost of new acquisition. For example, CoCiGIS may charge a flat fee of \$15 for every data request to cover the costs of software/servers/time required to maintain the CoCiGIS database. However, CoCiGIS could not charge a fee reflecting the initial cost of data conversion/acquisition. The group's research has yielded that charging this type of fee generally does not work well due to the overhead of collecting fees for EVERY request.

Direct costs include time and materials. For example, the cost of the paper and toner required to provide a hard copy map, and the time required to prepare the map. Another example might include the cost of 3 CD and the time required for someone to extract select data and burn it onto disc. The group's research has yielded this to be the most common form of fees associated with GIS. It is more widely used than "maintenance" fees because it is very similar to existing fee ordinances many jurisdictions have already for making copies, etc.

1.1.3. The goals the group has identified that impact our decision about fees include:

1.1.3.1. Promote CoCiGIS and use of GIS/Mapping

1.1.3.2. Facilitate sharing of data/knowledge

1.1.3.3. Promote system efficiency and value

1.1.3.4. Guard against unreasonable requests

1.1.3.5. Minimize Administrative Overhead / Costs

1.1.4. Given all the research, state law provisions, committee input, the following recommendation was made:

1.1.4.1. Do NOT charge for "maintenance". This portion of a fee could be reevaluated in a year or two to determine if it would degrade/benefit the goals of CoCiGIS.

1.1.4.2. Let individual CoCiGIS Partners manage "direct costs" for map and data requests. This would likely be done in the context of general paper/electronic records fee schedule

1.1.4.3. Spatial data requests can be denied, per State code and per administrative decision. Use this tool to ward off unreasonable or undoable requests!

1.1.4.4. CoCiGIS can discuss costs and make recommendations for special requests that require it.

1.1.4.5. Data/map products accessible (per CoCiGIS) via web for free.

1.1.4.6. Will deal with selling to commercial data resellers later, right now not allowed?!

Action Items

- County Surveyor to continue establishing Harrison 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

February 21, 2002 @ 1:00 - Second Flood Conference Room City Hall