



Meeting Announcement

GIS POLICY COMMITTEE
Friday, October 19, 2018 at 11:00am
LYLE SHIELDS MEETING ROOM
1776 E. Washington Street, Urbana, IL

COMMITTEE MEMBERS

Mark Toalson– Chair
Andy Rhodes – Vice Chair
James Sims

Greg Hazel
Sanford Hess
Kelly Pfeifer

Levi Kopmann

AGENDA

- I. **Call to Order**
- II. **Roll Call – Sign-in Sheet**
- III. **Approval of Agenda**
- IV. **Approval of Minutes**
 - A. *July 20, 2018 Regular Meeting*
- V. **Financial Statements**
 - A. *FY2018 – 01/01/2018 through 09/30/2018*
- VI. **Business Items**
 - A. *Approval of the FY2019 CCGISC Policy Committee Meeting Schedule*
 - B. *LiDAR Acquisition and Payment Discussion for Approval*
 - C. *GIS Director’s Report*



GIS Policy Committee

MINUTES – SUBJECT TO APPROVAL

5 **DATE:** Friday, July 20, 2018
 6 **TIME:** 11:00 am
 7 **PLACE:** Lyle Shields Meeting Room
 8 Brookens Administrative Center
 9 1776 E. Washington St.
 10 Urbana, Illinois

Consortium Agencies	Member	Present	Absent
Champaign		Mark Toalson (Chair)	
Urbana		Sanford Hess	
Rantoul		Greg Hazel	
Champaign County		Andy Rhodes (Vice-Chair)	
UIUC		Chad Kupferschmid	
Mahomet		Kelly Pfeifer	
Savoy		Levi Kopmann	

12 **Others:** Jake McCoy (Rantoul)
 13 **CCGIS Staff:** Leanne Brehob-Riley (Director), Tammy Asplund (Recording Secretary)

MINUTES

I. Call to Order

Mr. Toalson called the meeting to order at 11:03 a.m.

II. Roll Call

Roll call was taken by written record and a quorum was declared present.

III. Approval of Agenda

MOTION by Mr. Hazel to approve the agenda as distributed; second by Mr. Hess. Upon vote, the **MOTION CARRIED** unanimously.

IV. Approval of Minutes

A. *April 20, 2018 Regular Meeting*

MOTION by Mr. Hess to approve the April 20, 2018 minutes as amended; second by Mr. Hazel. Upon vote, the **MOTION CARRIED** unanimously.

Mr. Rhodes requested the word "said" be added to line 39 on page 2.

V. Financial Statements

A. *FY2018– 1/1/18 through 06/30/18*

Ms. Brehob-Riley stated she will begin invoicing member agencies next week. She noted the County pays quarterly rather than yearly. While the County's second quarter payment was received it, the payment was not yet posted to the June financials.

1 **MOTION** by Mr. Hazel to accept and put these reports on file; seconded by Mr. Hess. Upon vote, the **MOTION**
2 **CARRIED** unanimously.
3

4 **VI. Business Items**

5 *A. Presentation of the FY2019 Budget for Approval*

6 Ms. Brehob-Riley handed out a revised FY2019 Capital and Technology Improvement Plan. She explained
7 the change, requested by Mr. Hess, on page three. According to Ms. Brehob-Riley, the intention is to clarify
8 the language related to prioritizing.
9

10 Ms. Brehob-Riley reviewed the FY2019 Work Plan and Report. She noted the 3-year budgetary projections
11 include 2.5% increases for FY2020 and FY2021. Without the future increases, the Consortium will experience
12 a deficient budget in coming years however; approval of the presented Work Plan and Report does not mean
13 the Committee is approving the future increasing. Ms. Brehob-Riley commented that the decrease to the
14 benefit line item is primarily due to the decrease in the IMRF employer contribution.
15

16 Ms. Brehob-Riley noted the Savoy membership assessment does not include a per capita adjustment based
17 on the most recent Special Census.
18

19 **MOTION** by Ms. Pfeifer to accept the work plan and budget based on the addition of the per capita adjustment for
20 the Village of Savoy; seconded by Mr. Hess. Upon vote, the **MOTION CARRIED** unanimously.
21

22 *B. CCGISC Director's Report*

23
24 • IGA

25 Ms. Brehob-Riley submitted the Intergovernmental Agreement to the State's Attorney's office for a
26 comprehensive review. She hopes to have it prior to the October Policy meeting.
27

28 • Work Plan Status

29 Ms. Brehob-Riley stated status changes are indicated with bold font. She explained that the report
30 includes a number of completion date delays due to the transition to the Parcel Fabric, loss of an
31 employee, LUCA initiative, Sanitary Sewer project and, assistance provided to the City of Urbana for
32 the Lucity work order system. She also anticipates a hectic second half of 2018 with the
33 implementation of Microsoft Azure and ArcGIS Portal, new employee training, and the purchase of at
34 least on new server. Mr. Hess commended the department for its help on the Urbana work order
35 system.
36

37 • Sanitary Sewer

38 Ms. Brehob-Riley stated GIS provided each agency with error reports on March 26, 2018 and a follow
39 up on June 20, 2018. Ms. Brehob-Riley expects Innovyze to train the participating agencies on the
40 modeling software sometime this fall.
41

42 • Parcel Genealogy

43 Ms. Brehob-Riley commented the web-based tool is available for use.
44

45 • Parcel Fabric

46 Ms. Brehob-Riley noted GIS is finalizing transition tasks. She anticipates additional workflow changes
47 will be necessary once the transition is complete.
48

49 • LUCA

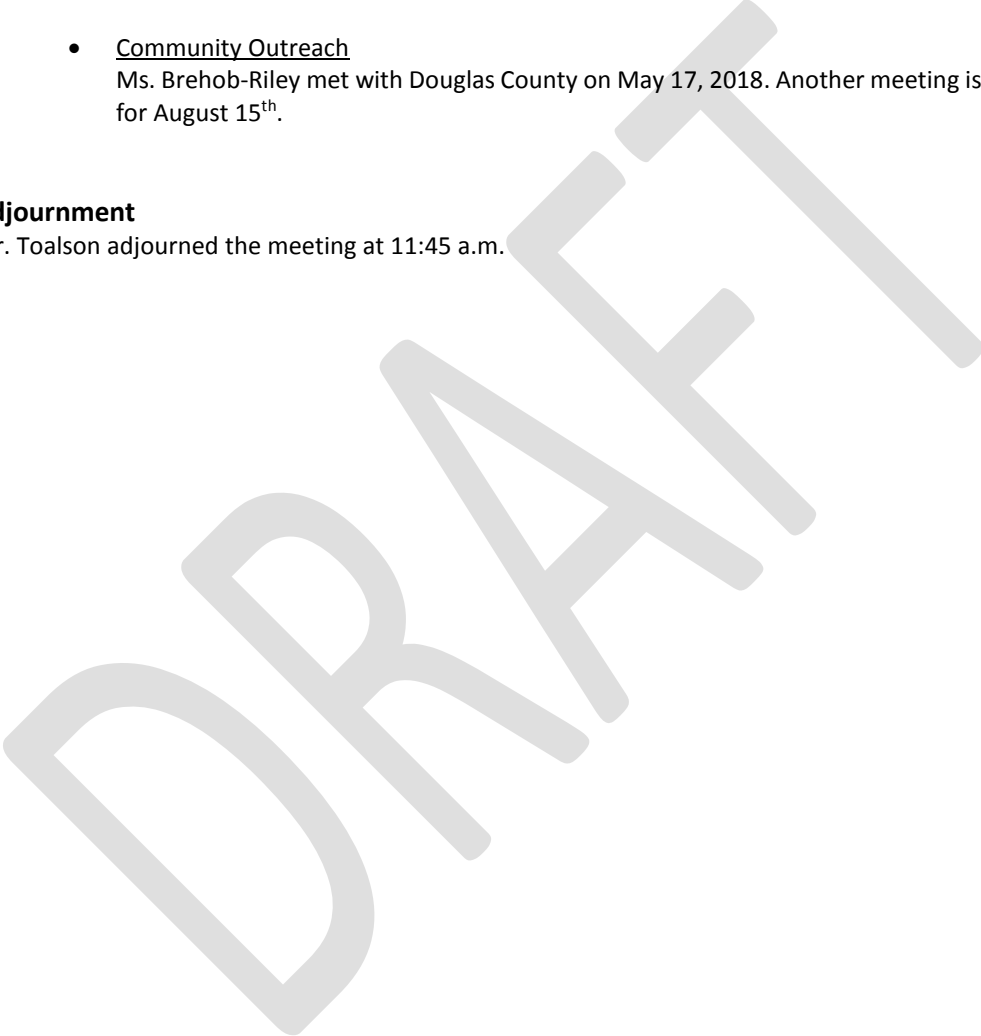
50 Ms. Brehob-Riley stated she submitted the information on June 15, 2018. CCGISC returned a total
51 28,664 to the Census Bureau for correction, addition, or deletion. She reviewed the next steps,
52 including the U.S. Census Bureau New Construction Program slated to begin in the spring of 2019.

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- Lidar
Ms. Brehob-Riley organized a LiDAR presentation on June 26, 2018. At the presentation, ISGS staff reviewed LiDAR uses, specifications, and possible purchase options. According to Ms. Brehob-Riley, FEMA categorized Champaign County as a priority acquisition area. Should FEMA move forward with the acquisition, there might be a “buy-up” opportunity - member agencies request additional specifications in return for funding assistance.
- HAZUS
Ms. Brehob-Riley noted the Regional Planning Commission (RPC) plans to update the Hazardous Mitigation Plan in fall 2019. RPC plans to contract with CCGISC for the modeling/mapping portion of the update.
- Community Outreach
Ms. Brehob-Riley met with Douglas County on May 17, 2018. Another meeting is tentatively scheduled for August 15th.

VII. Adjournment

Mr. Toalson adjourned the meeting at 11:45 a.m.



GIS Consortium
 FY2018 (01/01/2018-12/31/2018) Financial Report
 Fund 850

REVENUE	Budgeted	Actual YTD 09/30/2018	Actual % of Budget	Unrealized Balance
Budgeted Local Government				
Champaign County	\$296,628.00	\$156,829.25	52.87%	\$139,798.75
City of Champaign	\$69,383.00	\$69,382.00	100.00%	\$1.00
City of Urbana	\$39,506.00	\$4,490.00	11.37%	\$35,016.00
University of Illinois	\$35,159.00	\$0.00	0.00%	\$35,159.00
Village of Mahomet	\$14,588.00	\$14,341.27	98.31%	\$246.73
Village of Rantoul	\$24,773.00	\$24,393.19	98.47%	\$379.81
Village of Savoy	\$13,952.00	\$13,952.50	100.00%	-\$0.50
Local Government Total	\$493,989.00	\$283,388.21	57.37%	\$210,600.79
Local Government Reimbursement	\$15,700.00	\$15,700.00	100.00%	\$0.00
Charges for Services	\$57,000.00	\$33,448.10	58.68%	\$23,551.90
Investment Interest	\$750.00	\$2,505.05	334.01%	-\$1,755.05
Maps & Data Sales	\$13,500.00	\$12,962.15	96.02%	\$537.85
Miscellaneous Revenue	\$0.00	\$800.00	0.00%	-\$800.00
Interdepartment Transfers	\$84,500.00	\$84,500.00	100.00%	\$0.00
REVENUE TOTAL	\$665,439.00	\$433,303.51	65.12%	\$232,135.49

EXPENDITURE	Budgeted (Original)	Budgeted (Amended)	Actual YTD 09/30/2018	Actual % of Budget	Unencumbered Balance
Personnel					
Salaries & Wages	\$328,295.00	\$328,295.00	\$236,614.90	72.07%	\$91,680.10
Fringe Benefits	\$118,755.00	\$118,755.00	\$63,207.65	53.23%	\$55,547.35
Personnel Total	\$447,050.00	\$447,050.00	\$299,822.55	67.07%	\$147,227.45
Commodities	\$20,275.00	\$22,140.00	\$15,577.64	70.36%	\$6,562.36
Services					
Audit	\$11,200.00	\$11,200.00	\$6,000.00	53.57%	\$5,200.00
Professional Services	\$1,750.00	\$1,750.00	\$0.00	0.00%	\$1,750.00
Job Required Travel	\$500.00	\$500.00	\$476.92	95.38%	\$23.08
Utilities	\$2,250.00	\$2,250.00	\$664.97	29.55%	\$1,585.03
Computer/InfoTech Services	\$5,000.00	\$5,000.00	\$20.17	0.40%	\$4,979.83
Telephone Service	\$700.00	\$700.00	\$527.16	75.31%	\$172.84
Equipment Maintenance	\$40,775.00	\$40,815.00	\$38,747.48	94.93%	\$2,067.52
Conferences & Training	\$3,000.00	\$3,000.00	\$0.00	0.00%	\$3,000.00
All Other Services	\$8,210.00	\$8,210.00	\$678.47	8.26%	\$7,531.53
Services Total	\$73,385.00	\$73,425.00	\$47,115.17	64.17%	\$26,309.83
Capital	\$28,975.00	\$28,975.00	\$0.00	0.00%	\$28,975.00
Transfer to General County Fund	\$4,500.00	\$2,595.00	\$0.00	0.00%	\$2,595.00
Interdepartment Transfers	\$84,500.00	\$84,500.00	\$84,500.00	100.00%	\$0.00
EXPENDITURE TOTAL	\$658,685.00	\$658,685.00	\$447,015.36	67.86%	\$211,669.64

850 FUND BALANCE - 01/01/2018	Balance
<hr/> FY2018 Beginning Fund Balance (unaudited)	\$367,304.64
Reserve for Aerial Photography	- \$31,196.04
10% Restricted Reserve	- \$52,690.70
<hr/> FY2018 Remaining Unreserved Fund Balance (unaudited)	\$283,417.90



GIS Policy Committee

Proposed Meeting Schedule for 2019

Unless otherwise indicated

Meetings will be held at 11:00 A.M.

Lyle Shields Meeting Room, Brookens Administrative Center

1776 E. Washington St.

Urbana, Illinois

ANY OTHER CHANGES WILL BE ANNOUNCED

Friday, January 18, 2019

Friday, April 19, 2019

Friday, July 12, 2019

Friday, October 18, 2019

Chair: Champaign

Vice-Chair: Champaign County



Champaign County
 City of Champaign
 City of Urbana
 University of Illinois
 Village of Rantoul
 Village of Mahomet
 Village of Savoy

FY2018 Work Plan Status Report

Task	Status
2018 Improvement Tasks (Short-term)	
Implement Parcel Fabric	
1 Migrate parcel layers to Parcel Fabric	complete; anticipate workflow changes as the fabric is integrated into annual processes
Software Upgrades	
2 ArcGIS Server 10.5.1 Upgrade & Installation of ArcGIS Portal 10.5.1	upgrade complete; to complete Portal implementation end of Q4
Implement Long-term Technology Plan	
3-A Implement 1-2 year plan objectives	in progress; implement Microsoft Azure in Q3 and Q4 of 2018
3-B Implement 3 year plan objectives	to complete by 2021
Create ISO Compliant Metadata	
4-A Update existing metadata to be ISO compliant	in progress; postponed completion until Q2 of 2019
4-B Create ISO compliant metadata for other layers	in progress; postponed completion until Q2 of 2019
ESRI Data Models	
5 Investigate and Implement Data Models; specifically feasibility of sanitary sewer data model	to complete in FY2019 once sanitary sewer corrections complete
Automate Technical Service Contract Invoices	
6-A Create Relational Database	delayed; waiting to determine when/if County implements new system
6-B Create web-based interface that includes invoice generation	delayed; waiting to determine when/if County implements new system
Migrate Sales Database to SQL Server	
7-A Migrate the existing Access relational sales database to SQL Server	postponed: to complete in FY2019
7-B Create a web-based interface	postponed: to complete in FY2019
2018 Work Plan Tasks	
LUCA - Local Update of Census Addresses	
1 Compare CC-RAD addresses residential addresses to LUCA addresses and report findings to US Census Bureau	complete
ESRI Linear Referencing for Roads and Highways	
2-A Review Transportation feature dataset	to complete in FY2019
2-B Research and, if feasible, implement ESRI Roads and Highways linear referencing system	in progress; to complete in Q4
2-C Gather impedance and jurisdiction data	to complete in FY2019
Public ArcGIS Online Web-Applications	
3 Continue to develop public ArcGIS Online web applications i.e. polling places, construction	to complete in FY2019
Parcel Genealogy	
4 Create web-based interface and/or reports leveraging the genealogy database	complete
Map Drainage Districts and Subdistricts	
5-A Begin pilot project utilizing Circuit Clerk documents	complete
5-B Map drainage districts - county-wide	to complete in FY2020; 12 main drainage districts & 24 sub districts mapped
Map Drainage District Tiles	
6 Utilize Circuit Clerk documents to map original location of drainage tiles	to complete in FY2020
Reconcile Drainage Districts and Sub-districts	
7 Reconcile Drainage Districts and Subdistricts with appropriate county offices	to complete in FY2020
Update StreetCenterline 100-block Data on Even Side of Roadway (FY2017 work plan task)	
8 Manually update the even 100-block <i>from</i> address range field where appropriate	to complete in FY2019
2018 Contract Tasks	
1-A Piatt County	on going - general GIS tasks
1-B Village of Mahomet	on going - general GIS tasks
1-C City of Champaign	on going - general GIS tasks
1-D Urbana Champaign Sanitary District	on going - general GIS tasks

Status updates found in **bold**