



Meeting Announcement

GIS POLICY COMMITTEE MEETING
Friday, January 18, 2019 at 11:00am
LYLE SHEILDS 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 - REVISED

- I. Call to Order**
- II. Roll Call – Sign-in Sheet**
- III. Approval of Agenda**
- IV. Approval of Minutes**
 - A. *October 26, 2018 Special Meeting*
- V. Financial Statements**
 - A. *FY2018 – 1/1/2018 through 12/31/2018 (not final)*
 - B. *Receive and Place on File – FY2017 CCGISC External Audit*
- VI. Business Items**
 - A. *Approval of 2019 Revised Meeting Schedule*
 - B. *Approval of Amendments to CCGISC Intergovernmental Agreement*
 - C. *Approval of Budgetary Changes to Accommodate Lidar Acquisition*
 - D. *Approval of Principal Data Client Agreement for Non-governmental Organizations*
 - E. *GIS Director’s Report*



GIS Policy Committee

MINUTES – SUBJECT TO APPROVAL

DATE: Friday, October 26, 2018
TIME: 11:00 am
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E. Washington St.
Urbana, Illinois

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

Others:

CCGIS Staff: Leanne Brehob-Riley (Director), Tammy Asplund (Recording Secretary)

MINUTES

I. Call to Order

Mr. Toalson called the meeting to order at 11:00 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. Hess to approve the agenda as distributed; second by Mr. Rhodes. Upon vote, the **MOTION CARRIED** unanimously.

IV. Approval of Minutes

A. October 19, 2018 Regular Meeting

MOTION by Mr. Hess to approve the October 19, 2018 minutes; second by Mr. Rhodes. Upon vote, the **MOTION CARRIED** unanimously.

V. Business Items

A. LIDAR Acquisition and Payment Discussion for Approval

Ms. Brehob-Riley reviewed the memo in the agenda packet. She stated that at last week's meeting the members expressed interest in utilizing \$10,000 of the CCGISC fund balance to help offset member agency costs & applying the ortho-imagery formula to calculate proportionate costs. Ms. Brehob-Riley reminded all that buy-up options are contingent upon the NRCS receiving the 3DEP grant.

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Mr. Rhodes stated the County agrees to this formula for this particular project, but future special projects should be re-evaluated.

MOTION by Mr. Hess to proceed with the Two Classification Option presented in the memo dated October 26, 2018 and allow the CCGISC to spend a maximum of \$15,000 total; seconded by Ms. Pfeifer. Upon vote, the **MOTION CARRIED** unanimously.

VI. Adjournment

Mr. Toalson adjourned the meeting at 11:13 a.m.

DRAFT

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

REVENUE	Budgeted	Actual YTD 12/31/2018	Actual % of Budget	Unrealized Balance
Budgeted Local Government				
Champaign County	\$296,628.00	\$226,728.25	76.44%	\$69,899.75
City of Champaign	\$69,383.00	\$69,382.00	100.00%	\$1.00
City of Urbana	\$39,506.00	\$39,506.00	100.00%	\$0.00
University of Illinois	\$35,159.00	\$35,159.25	100.00%	- \$0.25
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	\$423,462.46	85.72%	\$70,526.54
Local Government Reimbursement	\$15,700.00	\$15,700.00	100.00%	\$0.00
Charges for Services	\$57,000.00	\$41,780.43	73.30%	\$15,219.57
Investment Interest	\$750.00	\$4,199.22	559.90%	- \$3,449.22
Maps & Data Sales	\$13,500.00	\$14,188.10	105.10%	- \$688.10
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	\$584,630.21	87.86%	\$80,808.79

EXPENDITURE	Budgeted (Original)	Budgeted (Amended)	Actual YTD 12/31/2018	Actual % of Budget	Unencumbered Balance
Personnel					
Salaries & Wages	\$328,295.00	\$328,295.00	\$312,233.25	95.11%	\$16,061.75
Fringe Benefits	\$118,755.00	\$118,755.00	\$88,293.94	74.35%	\$30,461.06
Personnel Total	\$447,050.00	\$447,050.00	\$400,527.19	89.59%	\$46,522.81
Commodities	\$20,275.00	\$33,115.00	\$16,582.02	50.07%	\$8,258.18
Services					
Audit	\$11,200.00	\$11,200.00	\$7,340.00	65.54%	\$3,860.00
Professional Services	\$1,750.00	\$1,750.00	\$0.00	0.00%	\$1,750.00
Job Required Travel	\$500.00	\$600.00	\$498.28	83.05%	\$101.72
Utilities	\$2,250.00	\$2,250.00	\$1,213.17	53.92%	\$1,036.83
Computer/InfoTech Services	\$5,000.00	\$5,000.00	\$20.17	0.40%	\$4,979.83
Telephone Service	\$700.00	\$700.00	\$717.76	102.54%	- \$17.76
Equipment Maintenance	\$40,775.00	\$40,815.00	\$38,747.48	94.93%	\$2,067.52
Conferences & Training	\$3,000.00	\$3,000.00	\$564.59	18.82%	\$2,435.41
All Other Services	\$8,210.00	\$8,210.00	\$693.47	8.45%	\$7,516.53
Services Total	\$73,385.00	\$73,525.00	\$49,794.92	67.73%	\$23,730.08
Capital	\$28,975.00	\$17,900.00	\$0.00	0.00%	\$17,900.00
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	\$551,404.13	83.71%	\$99,006.07

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

**CHAMPAIGN COUNTY GEOGRAPHIC
INFORMATION SYSTEM CONSORTIUM**
CHAMPAIGN, ILLINOIS

FINANCIAL STATEMENTS

AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017
AND
INDEPENDENT AUDITORS' REPORT

**CHAMPAIGN COUNTY GEOGRAPHIC
INFORMATION SYSTEM CONSORTIUM**
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017
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INDEPENDENT AUDITORS' REPORT

To the Members of the County Board
Champaign County Geographic Information System Consortium
Urbana, Illinois

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the major fund of the Champaign County Geographic Information System Consortium, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Champaign County Geographic Information System Consortium's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Champaign County Geographic Information System Consortium's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Champaign County Geographic Information System Consortium's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

To the Members of the County Board
Champaign County Geographic Information System Consortium

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Champaign County Geographic Information System Consortium as of December 31, 2017 and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matter

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the required supplementary information as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinions on the basic financial statements are not affected by this missing information.

Baker Tilly Virchow Krause, LLP

Oak Brook, Illinois
December 6, 2018

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM
STATEMENT OF NET POSITION
AS OF DECEMBER 31, 2017

	GOVERNMENTAL ACTIVITIES
Assets	
Cash	\$ 318,167
Receivables	74,770
Prepaid items	9,392
Net pension asset	75,518
Capital assets, net of accumulated depreciation	<u>6,599</u>
Total assets	<u>484,446</u>
Deferred outflows of resources	
Deferred outflows related to pensions	<u>1,059</u>
Total assets and deferred outflows of resources	<u>\$ 485,505</u>
Liabilities	
Accounts payable and accrued expenses	\$ 32,109
Compensated absences	14,581
Unearned revenue	<u>34,012</u>
Total liabilities	<u>80,702</u>
Deferred inflows of resources	
Deferred inflows related to pensions	<u>98,865</u>
Net position	
Net investment in capital assets	6,599
Unrestricted	<u>299,339</u>
Total net position	<u>305,938</u>
Total liabilities, deferred inflows of resources, and net position	<u>\$ 485,505</u>

See Notes to Basic Financial Statements

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM
STATEMENT OF ACTIVITIES
 FOR THE YEAR ENDED DECEMBER 31, 2017

FUNCTIONS/PROGRAMS	EXPENSES	PROGRAM REVENUES	CHARGES FOR SERVICES	NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION
<u>GOVERNMENTAL ACTIVITIES</u>				
GIS operations	\$ 617,914	\$ 72,973	\$	(544,941)
Total governmental activities	<u>\$ 617,914</u>	<u>\$ 72,973</u>		<u>(544,941)</u>
General revenues:				
Member contributions:				
Champaign County				311,683
City of Champaign				75,957
City of Urbana				43,221
Piatt County				31,000
Village of Rantoul				26,021
Village of Mahomet				15,826
Village of Savoy				15,192
University of Illinois				38,541
Net investment income				<u>2,205</u>
Total general revenues				<u>559,646</u>
Change in net position				14,705
Net position, December 31, 2016				<u>291,233</u>
Net position, December 31, 2017				<u>\$ 305,938</u>

See Notes to Basic Financial Statements

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM
GOVERNMENTAL FUND
BALANCE SHEET
AS OF DECEMBER 31, 2017

Assets

Cash	\$ 318,167
Other receivables	74,770
Prepaid items	<u>9,392</u>
 Total assets	 <u>\$ 402,329</u>

Liabilities

Accounts payable and accrued expenses	\$ 32,109
Unearned revenue	<u>34,012</u>
 Total liabilities	 <u>66,121</u>

Fund balance

Nonspendable	9,392
Unassigned	<u>326,816</u>
Total fund balance	<u>336,208</u>
 Total liabilities and fund balance	 <u>\$ 402,329</u>

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM
 RECONCILIATION OF THE GOVERNMENTAL FUND
 BALANCE SHEET TO THE STATEMENT OF NET POSITION
 AS OF DECEMBER 31, 2017

Total fund balances - governmental fund \$ 336,208

Amounts reported for governmental activities in the Statement of Net Position
 is different because:

When capital assets that are to be used in governmental activities
 are purchased, the cost is reported as expenditures in the
 governmental fund. However, the statement of net position includes
 those capital assets as assets of the Consortium, and depreciates them.

Cost of capital assets	105,507
Accumulated depreciation	(98,908)

Deferred outflows of resources related to pension do not relate to current financial resources and are not reported in the governmental fund.	1,059
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Deferred inflows of resources related to pension do not relate to current financial resources and are not reported in the governmental fund.	(98,865)
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The IMRF net pension liability/asset is not due and payable in the current period and, therefore, is not reported in the governmental fund.	75,518
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Compensated absences are not due and payable in the current period and, therefore, are not reported in the fund.	<u>(14,581)</u>
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Net Position of Governmental Activities	<u>\$ 305,938</u>
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CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM
GOVERNMENTAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED DECEMBER 31, 2017

Program revenues

Subscription fees	\$	15,700
Sale of maps and data		10,170
Technical service contracts		<u>47,103</u>
Total program revenues		<u>72,973</u>

General revenues

Member Contributions:		
Champaign County		311,683
City of Champaign		75,957
City of Urbana		43,221
Piatt County		31,000
Village of Rantoul		26,021
Village of Mahomet		15,826
Village of Savoy		15,192
University of Illinois		38,541
Investment income		<u>2,205</u>
Total general revenues		<u>559,646</u>

Expenditures

Salaries and benefits		417,649
Supplies and materials		13,435
Annual audit		10,409
Services		121,946
Technology		<u>37,552</u>
Total expenditures		<u>600,991</u>

Net change in fund balance		31,628
Fund balance, beginning of year		<u>304,580</u>
Fund balance, end of year	\$	<u><u>336,208</u></u>

See Notes to Basic Financial Statements

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM
RECONCILIATION OF THE GOVERNMENTAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2017

Net change in fund balance - governmental fund	\$	31,628
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Amounts reported for governmental activities in the Statement of Activities are different because:

The governmental fund reports capital outlays as expenditures. However, in the statement of net position, the cost of these assets is capitalized and they are depreciated over their estimated useful lives and reported as depreciation expense in the statement of activities.

Depreciation expense		(5,972)
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Some expenses in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental fund.

Net pension liability/asset		158,511
Deferred outflows of resources related to pensions		(72,222)
Deferred inflows of resources related to pensions		(96,911)
Compensated absences		<u>(329)</u>

Change in net position	\$	<u>14,705</u>
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CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTANT POLICES

The Consortium was created as a joint venture in August, 2002 to “develop and operate a coordinated county-wide geographic information system”. The Consortium was established and governed by an intergovernmental agreement between Champaign County, City of Champaign, City of Urbana, Village of Rantoul, Village of Mahomet, Village of Savoy, and the University of Illinois.

The accounting policies of the Consortium conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The accepted standard-setting body for establishing governmental accounting and financial reporting principles is the Governmental Accounting Standards Board (GASB).

Reporting Entity

This report includes all of the funds of the Consortium. The reporting entity for the Consortium consists of the primary government and its component units. Component units are legally separate organizations for which the primary government is financially accountable or other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading. The Consortium has not identified any organizations that meet this criteria.

The Consortium was established by an intergovernmental agreement as a joint venture of Champaign County, City of Champaign, City of Urbana, Village of Rantoul, Village of Mahomet, Village of Savoy, and the University of Illinois.

Government-Wide and Fund Financial Statements

Government-Wide Financial Statements

The statement of net position and statement of activities display information about the reporting government as a whole. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Member contributions and other items not included among program revenues are reported as general revenues.

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTANT POLICES (CONTINUED)

Fund Financial Statements

The financial statements of the Consortium are organized into funds, each of which is considered a separate accounting entity. Each fund is accounted for with a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund balance, revenues and expenditures. The following fund is the only fund used by the Consortium:

Governmental Fund - The general operating fund of the Consortium. All revenues that are not allocated by law or contractual agreement to some other fund are accounted for in this fund.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-Wide Financial Statements

The government-wide statement of net position and statement of activities are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of the related cash flow.

Governmental Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the Consortium considers revenues to be available if they are collected within 90 days of the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTANT POLICES (CONTINUED)

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity

Deposits

The Consortium’s cash is made up of cash in banks and assets on deposit in the Illinois Funds. The Illinois Funds are stated at cost, which approximates fair value.

Receivables

Receivables are reported net of an allowance for uncollectible amounts, if applicable.

Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets

Capital assets are reported in the government-wide financial statements. Capital assets are defined by the Consortium as assets with an initial cost of more than \$5,000 and an estimated useful life in excess of 1 year. All capital assets are valued at historical cost, or estimated historical cost if actual amounts are unavailable. Donated capital assets are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible capital assets is recorded as an expense in the statement of activities, with accumulated depreciation reflected in the statement of net position. Depreciation is provided over the assets’ estimated useful lives using the straight-line method. The range of estimated useful lives by type of asset is as follows:

Furniture	7 years
Major appliances	7 years
Computers, office equipment	5 years
Other equipment	5 years

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Deferred Outflows of Resources

A deferred outflow of resources represents a consumption of net position/fund balance that applies to a future period and will not be recognized as an outflow of resources (expense/expenditure) until that future time.

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTANT POLICES (CONTINUED)

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (continued)

Compensated Absences

Accumulated unpaid vacation and personal leave (compensated absences) is reported in the government-wide statements in the period in which it is incurred.

Deferred Inflows of Resources

A deferred inflow of resources represents an acquisition of net position/fund balance that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until that future time.

Net Position

Equity in the government-wide financial statements is classified as net position and displayed in three components:

- a. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances (excluding unspent debt proceeds) of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position - Consists of net position with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or, 2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position - All other net positions that do not meet the definitions of "restricted" or "net investment in capital assets."

When both restricted and unrestricted resources are available for use, it is the Consortium's policy to use restricted resources first, then unrestricted resources as they are needed.

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTANT POLICES (CONTINUED)

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (continued)

Fund Balance

Governmental fund balances are displayed as follows:

- a. Nonspendable - Includes fund balance amounts that cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained intact.
- b. Restricted - Consists of fund balances with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or 2) law through constitutional provisions or enabling legislation.
- c. Committed - Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority. Fund balance amounts are committed through a formal action (resolution) of the Consortium Policy Board. This formal action must occur prior to the end of the reporting period, but the amount of the commitment, which will be subject to the constraints, may be determined in the subsequent period. Any changes to the constraints imposed require the same formal action of the Consortium Policy Board that originally created the commitment.
- d. Assigned - Includes spendable fund balance amounts that are intended to be used for specific purposes that do not meet the criteria to be classified as restricted or committed. The Consortium Policy Board may take official action to assign amounts. Assignments may take place after the end of the reporting period.
- e. Unassigned - Includes residual positive fund balance within the general fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those purposes.

The Consortium considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents / contracts that prohibit doing this. Additionally, the Consortium would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017

NOTE 2 – DEPOSITS AND INVESTMENTS

The Consortium's cash is held by Champaign County (County), and is not physically segregated. The Consortium deposits are comingled with other County funds but are tracked separately on the general ledger.

Custodial Credit Risk

Custodial credit risk is the risk that, in the event of a bank failure of the counterparty, the County will not be able to recover the value of its deposits or collateral securities that are in the possession of an outside party. It is the County's policy to require collateral for deposit balances above FDIC insurance coverage. All bank balances of deposits as of the balance sheet date are entirely insured or collateralized with securities held by the Champaign County Treasurer or by its agent in the County's name. Illinois Funds are also fully collateralized.

NOTE 3 – CAPITAL ASSETS

Capital asset activity for the Agreement for the year ended December 31, 2017, was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Capital assets being depreciated:				
Equipment	\$ 105,507	\$ -	\$ -	\$ 105,507
Less accumulated depreciation	<u>92,936</u>	<u>5,972</u>	<u>-</u>	<u>98,908</u>
Capital assets, net of accumulated depreciation	<u>\$ 12,571</u>	<u>\$ 5,972</u>	<u>\$ -</u>	<u>\$ 6,599</u>

NOTE 4 – COMPENSATED ABSENCES

The following is a summary of changes in the Consortium's compensated absence liability for the year ended December 31, 2017:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Compensated absences	<u>\$ 14,252</u>	<u>\$ 27,957</u>	<u>\$ 27,628</u>	<u>\$ 14,581</u>

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017

NOTE 5 – RETIREMENT SYSTEM

Illinois Municipal Retirement Fund

The Consortium contributes to the Illinois Municipal Retirement Fund (IMRF) an agent multiple employer pension plan that acts as a common investment and administrative agent for local governments and school districts in Illinois through Champaign County. The Illinois Pension Code establishes the benefit provisions of the plan that can only be amended by the Illinois General Assembly. IMRF issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Illinois Municipal Retirement Fund, 2211 York Road, Suite 500, Oak Brook, Illinois 60523.

The employees of the Consortium are pooled with the employees of Champaign County for purposes of actuarial valuation. As the Consortium is participating under the County's employer number, IMRF is considered to be a cost-sharing plan for the Consortium.

Plan Description. All employees hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. IMRF has a two tier plan. Members who first participated in IMRF or an Illinois Reciprocal System prior to January 1, 2011 participate in Tier 1. All other members participate in Tier 2. For Tier 1 participants, pension benefits vest after 8 years of service. Participating members who retire at or after age 60 with 8 years of service are entitled to an annual retirement benefit, payable monthly for life in an amount equal to 1 2/3% of their final rate of earnings (average of the highest 48 consecutive months' earnings during the last 10 years) for credited service up to 15 years and 2% for each year thereafter.

For Tier 2 participants, pension benefits vest after 10 years of service. Participating members who retire at or after age 67 with 10 years of service are entitled to an annual retirement benefit, payable monthly for life in an amount equal to 1 2/3% of their final rate of earnings (average of the highest 96 consecutive months' earnings during the last 10 years, capped at \$106,800) for credited service up to 15 years and 2% for each year thereafter. However, an employee's total pension cannot exceed 75% of their final rate of earnings. If an employee retires after 10 years of service between the ages of 62 and 67, and has less than 30 years of service credit, the pension will be reduced by 1/2% for each month that the employee is under the age of 67. If an employee retires after 10 years of service between the ages of 62 and 67, and has between 30 and 35 years of service credit, the pension will be reduced by the lesser of 1/2% for each month that the employee is under the age of 67 or 1/2% for each month of service credit less than 35 years. IMRF also provides death and disability benefits. These benefit provisions and all other requirements are established by Illinois Compiled Statutes.

Contributions. As set by statute, Consortium employees participating in IMRF are required to contribute 4.50% of their annual covered salary. The statute requires the Consortium to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The Consortium's actuarially determined contribution rate for calendar year 2017 was 8.43% percent of annual covered payroll. The Consortium also contributes for disability benefits, death benefits and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017

NOTE 5 – RETIREMENT SYSTEM (CONTINUED)

Fiduciary Net Position. Detailed information about the IMRF fiduciary net position as of December 31, 2017 is available in the separately issued Champaign County, Illinois Comprehensive Annual Financial Report as of and for the year ended December 31, 2017.

Net Pension Liability. At December 31, 2017, the Consortium reported a liability for its proportionate share of the net pension liability that reflected the Consortium's portion of the total net pension liability associated with the County's employer number. The amount recognized by the Consortium as its proportionate share of the net pension liability, the County's share of the net pension liability, and the total net pension liability associated with the County's employer number were as follows:

Consortium's proportionate share of the collective net pension liability/asset	\$	(75,518)
County's proportionate share of the collective net pension liability/asset		<u>(7,256,322)</u>
Total	\$	<u><u>(7,331,840)</u></u>

The net pension liability was measured as of December 31, 2017. The Consortium's proportion of the net pension liability was based on the Consortium's share of contributions to IMRF for the fiscal year ended December 31, 2017, relative to the total contributions of the Consortium and County during that period. At December 31, 2017, the Consortium's proportion was 1.03%, the same as the prior year.

Summary of Significant Accounting Policies. For purposes of measuring the collective net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of IMRF and additions to/deductions from IMRF fiduciary net position have been determined on the same basis as they are reported by IMRF. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Actuarial Assumptions. The assumptions used to measure the total pension liability in the December 31, 2017 annual actuarial valuation included a 7.50% investment rate of return, (b) projected salary increases from 3.39% to 14.25%, including inflation, and (c) price inflation of 2.50%. The retirement age is based on experience-based table of rates that are specific to the type of eligibility condition. The tables were last updated for the 2017 valuation pursuant to an experience study of the period 2014-2016.

Mortality. For non-disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustment that were applied for non-disabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017

NOTE 5 – RETIREMENT SYSTEM (CONTINUED)

Long-Term Expected Real Rate of Return. The long-term expected rate of return on pension plan investments was determined using an asset allocation study in which best-estimate ranges of expected future real rates of return (net of pension plan investment expense and inflation) were developed for each major asset class. These ranges were combined to produce long-term expected rate of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Allocation	Projected Returns/Risks	
		One Year Arithmetic	Ten Year Geometric
Equities	37.00 %	8.30%	6.85%
International equities	18.00 %	8.45%	6.75%
Fixed income	28.00 %	3.05%	3.00%
Real estate	9.00 %	6.90%	5.75%
Alternatives	7.00 %		
Private equity		12.45%	7.35%
Hedge funds		5.35%	5.05%
Commodities		4.25%	2.65%
Cash equivalents	1.00 %	2.25%	2.25%

Discount Rate. The discount rate used to measure the total collective pension liability for IMRF was 7.50%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Consortium’s contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on investments was applied to all periods of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity. The following is a sensitivity analysis of the Consortium’s proportionate share of the net pension liability / (asset) to changes in the discount rate. The table below presents the Consortium’s proportionate share of the net pension liability calculated using the discount rate of 7.50% as well as what the Consortium’s proportionate share of the net pension liability / (asset) would be if it were to be calculated using a discount rate that is 1 percentage point lower (6.50%) or 1 percentage point higher (8.50%) than the current rate:

	1% Decrease	Current Discount Rate	1% Increase
Consortium’s proportionate share of the collective net pension liability	\$ 66,209	\$ (75,518)	\$ (190,740)

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2017

NOTE 5 – RETIREMENT SYSTEM (CONTINUED)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions. For the year ended December 31, 2017, the Consortium recognized pension expense of \$35,899. The Consortium reported deferred outflows and inflows of resources related to pension from the following sources:

	Deferred	
	Outflows of	Deferred Inflows
	Resources	of Resources
	<hr/>	
Difference between expected and actual experience	\$ 841	\$ 2,907
Changes in assumptions	218	32,280
Net difference between projected and actual earnings on pension plan investments	-	63,678
	<hr/>	<hr/>
Total	<u>\$ 1,059</u>	<u>\$ 98,865</u>

The amounts reported as deferred outflows and inflows of resources related to pensions \$97,806 will be recognized in pension expense as follows:

Year Ending December 31	Amount
<hr/>	<hr/>
2018	\$ (16,590)
2019	(20,210)
2020	(34,355)
2021	(26,651)
Total	<u>\$ (97,806)</u>

NOTE 6 - CONTINGENCIES

The Lead Agency (Champaign County) of the Consortium procures and maintains property, liability and worker's compensation insurance for this program. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years. Certificates of insurance are maintained that name each Consortium member agency as an additional insured under the liability policy.

NOTE 7 – EFFECT OF NEW ACCOUNTING STANDARDS ON CURRENT-PERIOD FINANCIAL STATEMENTS

The Governmental Accounting Standards Board (GASB) has approved GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*, GASB Statement No. 83, *Certain Asset Retirement Obligations*, GASB Statement No. 84, *Fiduciary Activities*, GASB Statement No. 85, *Omnibus 2017*, GASB Statement No. 86, *Certain Debt Extinguishment Issues*, GASB Statement No. 87, *Leases*, and GASB Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*. Application of these standards may restate portions of these financial statements.

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM
ILLINOIS MUNICIPAL RETIREMENT FUND
 SCHEDULE OF CONSORTIUM'S PROPORTIONATE SHARE
 OF THE NET PENSION LIABILITY AND CONSORTIUM CONTRIBUTIONS

Last Three Fiscal Years

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Consortium's proportion of the net pension asset / liability	1.03%	1.03%	0.80%
Consortium's proportionate share of the net pension liability (asset)	\$ (75,518)	\$ 82,993	\$ 68,474
County's proportionate share of the net pension liability (asset)	<u>(7,256,322)</u>	<u>7,974,565</u>	<u>8,490,797</u>
Total net pension liability (asset)	<u>\$ (7,331,840)</u>	<u>\$ 8,057,558</u>	<u>\$ 8,559,271</u>
Covered-employee payroll	\$ 299,675	\$ 300,143	\$ 225,027
Consortium's proportionate share of the net pension liability (asset) as a percentage of covered payroll	(25.20%)	27.65%	30.43%
Plan fiduciary net position as a percentage of the total pension liability	106.71%	93.99%	93.30%
Contractually required contribution	\$ 25,325	\$ 25,872	\$ 20,185
Contributions in relation to the contractually required contribution	<u>(25,274)</u>	<u>(26,757)</u>	<u>(20,281)</u>
Contribution deficiency (excess)	<u>\$ 51</u>	<u>\$ (885)</u>	<u>\$ (96)</u>
Contributions as a percentage of covered employee payroll	8.43%	8.91%	9.01%

Notes to Schedule:

The Consortium implemented GASB 68 in 2015. Information for fiscal years prior to 2015 is not applicable.

Amounts reported in 2017 and 2016 reflect an investment rate of return of 7.50%, an inflation rate of 3.00%, a real return of 4.50%, and a salary increase assumption of 4.40% to 16.00% including inflation.

**CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM
GOVERNMENTAL FUND**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND
ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>
Program revenues			
Subscription fees	\$ 14,200	\$ 14,200	\$ 15,700
Sale of maps and data	13,500	13,500	10,170
Technical service contracts	<u>57,000</u>	<u>57,000</u>	<u>47,103</u>
Total program revenues	<u>84,700</u>	<u>84,700</u>	<u>72,973</u>
General revenues			
Member Contributions:			
Champaign County	347,808	347,808	311,683
City of Champaign	67,861	67,861	75,957
City of Urbana	38,652	38,652	43,221
Piatt County	60,000	60,000	31,000
Village of Rantoul	24,393	24,393	26,021
Village of Mahomet	14,303	14,303	15,826
Village of Savoy	13,667	13,667	15,192
University of Illinois	34,375	34,375	38,541
Investment income	<u>200</u>	<u>200</u>	<u>2,205</u>
Total general revenues	<u>601,259</u>	<u>601,259</u>	<u>559,646</u>
Expenditures			
Salaries and benefits	500,455	495,299	417,649
Supplies and materials	16,850	17,611	13,435
Annual audit	11,200	11,200	10,409
Services	169,660	174,055	121,946
Technology	37,625	37,625	37,552
Capital outlay	<u>10,625</u>	<u>10,625</u>	<u>-</u>
Total expenditures	<u>746,415</u>	<u>746,415</u>	<u>600,991</u>
Net change in fund balance	<u>\$ (60,456)</u>	<u>\$ (60,456)</u>	31,628
Fund balance, beginning of year			<u>304,580</u>
Fund balance, end of year			<u>\$ 336,208</u>

See Auditors' Report



GIS Policy Committee

REVISED 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 26, 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

To: CCGISC Policy Committee
From: Leanne Brehob-Riley, GIS Director
Date: January 18, 2019
Re: Proposed CCGISC Intergovernmental Agreement (IGA) Revisions and Review

CCGISC INTERGOVERNMENTAL AGREEMENT (IGA) REVISIONS

The proposed revisions to the CCGISC Intergovernmental Agreement (IGA) are based on discussions held at the January and April (2018) CCGISC Policy Committee meetings. These revisions provide payment flexibility and encourage membership for non-member municipalities within Champaign County while protecting the investment made by existing members.

Two sections of the IGA are impacted by the revisions, Section 15 - *Disposition of Consortium Assets Upon Dissolution* and Section 19 - *Additional Members*. Barb Mann, Chief of the Civil Division for the Champaign County State's Attorney's Office, reviewed the provided revisions.

The proposed language changes are found below:

~~Strikethrough~~ = Deleted Language, **Grey Highlight** = Added Language (Prior to April 20, 2018), **Red Font** = Added Language (After April 20, 2018)

Section 15 - *Disposition of Consortium Assets Upon Dissolution*

Upon dissolution of Consortium, all assets held in trust by the Lead Agency on behalf of the Parties of this Agreement will be sold and the proceeds, after deducting all costs of sales and any unpaid obligations relating to such assets or operating expenses of Consortium, shall be divided among all Parties to this Agreement in accordance with the proportion that the amount of funding of that party bears to the total during the period of time from the ~~effective date of this Agreement~~ **date of membership** until the date that Consortium is dissolved. Any one (1) or more of the Parties shall have the right to purchase such assets at their fair market value prior to any public sale. Such fair market value shall be determined by unanimous vote of the Policy Committee. If more than one (1) party wishes to purchase such assets or a particular asset for the fair market value, the matter will be decided by lot.

Section 19 - *Additional Members*

New members may only be added to the Consortium by a unanimous vote of the Policy Committee. New members shall pay an initial ~~buy-in capital and data development~~ fee of 3 times the first year's membership fee payable **as a one-time upfront payment or in annual equal installments over within the first 5-years of membership**. The new member is obligated to pay the full buy-in fee even if the **new member** terminates membership prior to the end of the 5-years. ~~equivalent to a pro-rata share of the capital/data development costs incurred by Consortium for providing existing service.~~ New members shall agree to pay monthly fees in accordance with the funding formula.

New members shall agree in writing to all the terms of this Agreement before membership becomes effective.

CCGIS INTERGOVERNMENTAL AGREEMENT (IGA) REVIEW

In addition to reviewing the provided revisions, Ms. Mann was asked to perform a comprehensive review the IGA. Of specific interest were whether 1) changes to the IGA are necessary due to the adoption of the County Executive style of government and 2) the IGA provides the CCGISC Policy Committee with the necessary authority to approve hourly cost rates for the CCGISC staff and fees for other supplied services. At this time, Ms. Mann does not foresee any changes to the IGA because of the government style change. She also believes **Section 10 – Consortium Data Policies**, provides the necessary authority to the CCGISC Policy Committee to approve hourly cost rates for CCGISC staff and set fees for other supplied services. No other edit suggestions were made.

AMENDED
INTERGOVERNMENTAL AGREEMENT
PROVIDING FOR THE CREATION OF THE
CHAMPAIGN COUNTY
GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

Revised 2014

UNDER REVIEW

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UNDER REVIEW

INTERGOVERNMENTAL AGREEMENT PROVIDING FOR THE CREATION OF THE CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

THIS AGREEMENT is made and entered by and between Champaign County, the City of Champaign, the City of Urbana, the Board of Trustees of the University of Illinois, the Village of Rantoul, the Village of Savoy, and the Village of Mahomet, all with offices in Champaign County, Illinois, and collectively referred to as "Parties".

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq. enables the Parties here to enter into agreements among themselves and provide authority for intergovernmental cooperation; and,

WHEREAS, the Parties find it to be in the best interest of Champaign County, the City of Champaign, the City of Urbana, the University of Illinois, the Village of Rantoul, the Village of Savoy, and the Village of Mahomet to develop and operate a coordinated countywide geographic information system; and,

WHEREAS, the Parties are committed to the principles of intergovernmental cooperation; and,

WHEREAS, the Parties desire to operate such a system in the most cost effective and efficient manner; and,

WHEREAS, in order to develop and operate a coordinated countywide geographic information system, it is necessary to establish a geographic information system consortium; and,

WHEREAS, the mission of such a consortium is to develop, provide, and operate a coordinated countywide geographic information system for the purpose of providing geographic information at a reasonable cost in the best interest of all the constituents and citizens of the respective entities; and,

WHEREAS, it is necessary to provide for operations and joint funding of a geographic information system consortium; and,

WHEREAS, the Parties desire that the system be operated and managed with clear lines of authority for implementing policies to achieve the mission and goals of a geographic information consortium as set forth and as articulated from time to time by the Parties; and,

WHEREAS, the Parties have recently supported, and continue to support, the fee authorized by 55 ILCS 5/3-5018 P.A. 91-0791, in order to defray the cost of implementing and maintaining a geographic information system.

NOW, THEREFORE, the Parties agree as follows:

SECTION 1. DEFINITIONS

- a) "Consortium" means the Champaign County Geographic Information System Consortium, consisting of the members, equipment, personnel, and data established by and operating pursuant to this Agreement and created to perform the tasks necessary to establish and maintain the countywide Geographic Information System.

- b) "Consortium Director" is an employee of the Lead Agency charged by the Lead Agency with the responsibility of administering, supervising, managing and directing the activities and employees assigned to the Consortium in order to successfully operate the GIS.
- c) "Consortium Staff" means staff of the Lead Agency who are assigned work on Consortium activities under the direction of the Consortium Director.
- d) "Data" means information in a form suitable for storing and processing by a computer or computer system.
- e) "GIS" means geographic information system. A GIS is a system of hardware, software, and data used for storage, retrieval, mapping, and analysis of geographic data.
- f) "Good standing" means the member is not delinquent on any financial obligations to the Consortium.
- g) "Lead Agency" means the party designated by the members, pursuant to this Agreement as the party having overall responsibility for Consortium operations on an ongoing basis in accordance with the policies established by the Policy Committee and this Agreement.
- h) "Members" mean County of Champaign, Illinois; the City of Champaign, Illinois; the City of Urbana, Illinois; the University of Illinois at Urbana-Champaign; the Village of Rantoul, Illinois; the Village of Savoy, Illinois; and the Village of Mahomet, Illinois; and such other members who become signatories to the Agreement.
- i) "Party (or Member) in Good Standing" means a member that has not delivered a notice of its intent to withdraw from this Agreement or for which the Policy Committee has not issued a notice of payment default.
- j) "Policy Committee" means the body created by this Agreement to approve the budget for the Consortium, to develop cooperative approaches regarding countywide GIS and the concerns of each party, and to perform such other functions as are set forth in this Agreement.

SECTION 2. CONSORTIUM CREATED

- a) The Parties hereby create the Champaign County Geographic Information System Consortium, an undertaking to operate a countywide geographic information system. The Consortium is created to develop and operate a coordinated countywide geographic information system. Service from Consortium and access to Consortium services shall be in accordance with this Agreement.
- b) The Consortium shall be a unit of the Lead Agency, subject to the Lead Agency's policies and procedures, except as otherwise specified in the Agreement. The Parties hereby authorize and direct the Lead Agency to operate pursuant to this Agreement, and the Lead Agency hereby agrees to operate pursuant to this Agreement.

SECTION 3. CONSORTIUM MISSION

The mission of the Consortium and its Members is to:

- a) Lead development effort for acquisition of data;
- b) Act as a data repository/custodian;
- c) Establish standards for content, quality, and structure of repository data;
- d) Host data on server accessible to all Members;
- e) Provide all Members access to data;
- f) Establish and maintain metadata for data held in the repository;
- g) Provide computer system administration and ongoing system support, upgrades, and maintenance for Consortium-controlled assets;
- h) Provide services to Members in accord with a work plan approved by the Policy Committee;
- i) Promote use of the GIS county wide by contributing data and utilizing the GIS;
- j) Establish operational, administrative, and procedural policy as related to the GIS system operations, data standards, and data distribution.

SECTION 4. POLICY COMMITTEE CREATED

The Policy Committee is hereby created in accordance with the following provisions:

- a) Membership. The Policy Committee shall be comprised of one (1) representative to be designated by the Chancellor of the University and by the Chief Administrative Officer of other Members. The designation shall be made in writing and sent to the Chancellor and the Chief Administrative Officer of the other Members. These shall be voting representatives.
- b) Voting. In those matters required by this Agreement to be decided by the Policy Committee, unless otherwise specified in this Agreement, the proposition voted upon shall not be considered approved unless it receives an affirmative vote from at least a majority or such greater percentage vote specified of all representatives of the Policy Committee Members in good standing.
- c) Quorum. A quorum shall consist of a majority of voting representatives of the Policy Committee Members in good standing.
- d) Unanimous Vote. In those matters required by this Agreement to be decided by a unanimous vote of the Policy Committee, a proposition shall not be considered adopted unless *it* receives an affirmative vote from the voting representative of each and every Member that is in good standing at the time of the vote.
- e) Representative's Substitute. A Member's designated representative to the Policy Committee may select a designated voting representative to serve in the designated representative's absence.

- f) Regularity of Meetings. The Policy Committee shall meet at least quarterly. Other meetings may be called at the request of the Policy Committee Chair or any two (2) of the voting Members' representatives on the Policy Committee.

SECTION 5. POLICY COMMITTEE FUNCTIONS AND RESPONSIBILITIES

The Policy Committee shall have the following functions and responsibilities:

- a) Mission/By-Laws/Committees. The Policy Committee shall have the authority to adopt a mission statement, to enact procedural by-laws governing or directing the activities of the Consortium, provided such mission statement and by-laws do not conflict with the terms of this Agreement, and to create such committees as it deems advisable.
- b) Officers. The Policy Committee shall elect a Chair and such officers as it deems advisable from among the voting representatives of the Members, said election to occur every two (2) years in June, or whenever a vacancy in office occurs.
- c) General Responsibilities. The Policy Committee is responsible for approving: policy, priorities, budget, work plan, and technical standards.
- d) Budget.
- i. The Policy Committee shall, by 3/4 affirmative vote including the vote of the County:
 - 1) annually approve Consortium's budget; and
 - 2) approve amendments to said budget and expenditures as from time to time deemed necessary by the Parties.
 - ii. The tentative budget for each year shall be submitted by the lead agency to the Policy Committee during July of each year.
 - iii. Unless a new budget is approved by January 1st of any year, the last previously approved budget shall continue from year to year.
 - iv. The format of the budget shall conform to the format of the Lead Agency's budget unless otherwise directed by 3/4 vote, including the vote of the County, vote of the Policy Committee.
- e) Funding Formula. The Policy Committee shall annually on or before July 1 of each year, by a unanimous vote, approve the funding formula to determine the Parties' share of expenses for Consortium operations, provided, however, that the most recently approved cost-sharing formula shall continue unless amended by the unanimous vote of the Parties.
- f) Intergovernmental Agreement. The Policy Committee may approve contracts with other governmental entities to provide some or all of Consortium services on a contractual basis.

- g) Purchases. The Policy Committee may approve contracts for the purchase of goods or services with units of federal, state and local units of government, private corporations, not-for-profit organizations, partners and individuals. All such purchases shall be made in accordance with the purchasing policies of the Lead Agency.
- h) Gifts. The Policy Committee may approve the receipt by the Consortium of grants, loans, gifts, bequests, funding, in-kind services from federal, state and local units of government, and from public and private sources.
- i) Lead Agency. The Policy Committee may redesignate the Lead Agency by at least a three fourths (3/4) affirmative vote of all Members, provided that no Members shall be designated Lead Agency without its consent, and provided further that, unless the Parties agree otherwise, no change in the Lead Agency shall take place without at least one hundred and eighty (180) days' prior notice prior to the beginning of the next fiscal year of the current Lead Agency.
- j) Role of the Consortium Director. The Consortium Director, with input from such member agency representatives as the Director may elect to utilize, shall make recommendations to the Policy Committee concerning:
 - 1) Hardware requirements;
 - 2) Software requirements;
 - 3) Networking;
 - 4) Data Standards;
 - 5) Development/Prioritization of the Work Plan;
 - 6) Other aspects of the GIS as requested by the Policy Committee.
- k) Data Fee Policies. The Policy Committee shall have the authority to adopt data policies referred to in Section 10 and a fee schedule by a unanimous vote.

SECTION 6. LEAD AGENCY DESIGNATED

The Lead Agency shall be Champaign County.

SECTION 7. LEAD AGENCY DUTIES

The Lead Agency shall be responsible for, and is hereby empowered to take, all actions to support the overall operation of Consortium and its affairs in accordance with this Agreement and the mission, goals and objectives approved by the Policy Committee. These duties include, but are not limited to:

- a) Employing and supervising all personnel assigned to the Consortium in accordance with the Lead Agency's policies and procedures, including, but not limited to, hiring, firing, disciplining, establishing incentives, benefits, negotiations with unions, and all other employment decisions.
- b) Directing the management and supervision of all employees assigned to Consortium duties in accordance with the policies and procedures of the Lead Agency.
- c) Incurring and paying, on the behalf of the Members and in accordance with this Agreement and Consortium's approved budget, all Consortium expenses.
- d) Entering into all contracts, lease and procurement agreements in accordance with this Agreement, the approved budget, and the policies and procedures of the Lead Agency.

- e) Expending funds in accordance with the Consortium's approved budget. Purchasing shall be conducted in accordance with the Consortium approved budget and the purchasing policies and procedures of the Lead Agency.
- f) Providing all personnel administration, financial support staff, insurance, legal advice and management support and services in accordance with this Agreement and the approved Consortium budget and the policies and procedures of the Lead Agency.
- g) Billing and collecting from each member its share of the cost of Consortium's operations as provided in this Agreement and the approved annual budget and work plan of Consortium.
- h) Overseeing the establishment and implementation of policies and procedures at the Consortium staff level to implement the mission, goals, and work plan of the Consortium.
- i) Developing a proposed annual budget and work plan and administering the approved budget, expenditures, and work plan in accordance with this Agreement.
- j) Providing staff support, including the recording and distribution of minutes for the Consortium Policy Committee.
- k) Providing necessary office space, furnishings, equipment, hardware, software, and technical support for the Consortium to operate.
- l) Providing generally for the audit, accounting for, receipt, and custody of consortium funds.

The Lead Agency shall be entitled to reimbursement for the costs it incurs in performing these functions, which costs shall be included in Consortium's budget, as amended from time to time in accordance with this Agreement. The formula for cost reimbursement shall be established as part of the funding formula.

SECTION 8. MEMBER RESPONSIBILITIES

Each Member shall:

- a) Utilize the Consortium GIS only in accordance with Consortium policies;
- b) Designate (1) person to serve as an active voting representative on the Policy Committee;
- c) Provide original data and data updates on a regular or as needed basis to Consortium in order to maintain the master GIS dataset as required by Consortium policy;
- d) Distribute Consortium data to non-members only in accordance with the adopted Consortium data distribution policy.
- e) Retain legal responsibility and liability, if any, for the quality of the data that it provides.
- f) Retain ownership of the data that it provides.
- g) Be responsible for providing and maintaining its own GIS equipment, software, and GIS-related items.

- h) Be responsible for contributing to the Consortium budget and expenses based on a cost-sharing formula established from time to time by the Members.

SECTION 9. FINANCES

- a) Contributions. Each party shall be responsible for contributing to the Consortium budget and expenses based on a cost-sharing formula established from time to time by the Members. Any change in the formula may be made by a unanimous vote of the Policy Committee. The initial approved cost-sharing formula is attached in Appendix A. The most recently approved cost-sharing formula shall continue unless amended by unanimous vote of the Parties.
- b) Records. The Lead Agency shall maintain financial records regarding Consortium operations and finances in accordance with generally accepted governmental accounting standards, which records shall be available at the Lead Agency's finance offices for inspection by any of the Parties during regular business hours.
- c) Invoices. The Lead Agency shall invoice each Member on the first day of each quarter for the next quarter's service for its share of Consortium costs based on the approved cost sharing formula
- d) Payment. Members shall pay said bills within thirty (30) days of receipt of an invoice for the same.
- e) Audit. Consortium financial records shall be audited on an annual basis by the outside accountant used by the Lead Agency for its other audits and the cost of such audit shall be considered an operating expense of Consortium.
- f) University. All commitments by the University are subject to constitutional and statutory restrictions and limitations binding upon the University and to the availability of funds which may be lawfully applied thereto.
- g) Fiscal Year. Consortium's fiscal year shall follow the fiscal year of the Lead Agency.

SECTION 10. CONSORTIUM DATA POLICIES

- a) Policies and Procedure.
1. The Policy Committee shall develop and approve policies and procedures on the following topics:
 - Data distribution or disclosure to Consortium Members
 - Data distribution or disclosure to non-members, including policies to protect the privacy of individuals
 - Data sales
 - Data licensing
 - Freedom of Information requests
 - Data security
 - Public Internet data distribution
 2. The policies and procedures shall be consistent with this Agreement.
 3. Individual Consortium Members shall release or sell GIS data only consistent with the policies and procedures developed under this Agreement.

b) Ownership.

1. Data supplied by individual Members shall continue to be owned by the individual Member, but may be utilized by the Consortium for Consortium purposes consistent with this Agreement and the policies and procedures developed under the authority of the Agreement.
2. The Consortium shall own GIS data which the Consortium develops through processing or altering of the original configuration of the data by the Consortium software.
3. Any Member has the right to refuse to provide data to GIS if required by federal or state statute, court order, or local ordinance or contract predating this Agreement, and to the limited extent necessary to preserve or recognize any statutory or common law privilege.

c) Freedom of Information Act (FOIA).

In the event that the Consortium receives a FOIA request which seeks data owned by a Member, the Consortium shall respond to the said FOIA in accordance with FOIA, and notify the appropriate Policy Committee representatives of FOIA request and response.

d) Other Disclosures to Non-Members.

1. Information protocols will allow disclosure of data in GIS to third Parties required by federal or state statute (such as the Freedom of Information Act), local ordinance or contract predating the agreement, or court order (including a judicial subpoena). The Consortium shall notify the appropriate Policy Committee representatives of the disclosure.
2. Information protocols will allow disclosure of data in GIS to third Parties to the extent necessary to maintain GIS and related systems, and to perform law enforcement and investigatory functions, prosecution, and defense of criminal cases, defense of civil claims, and coordination with other government agencies (such as DCFS and the Attorney General).
3. Additional guidelines are documented in the Champaign County GIS Consortium Digital Data Policy.

SECTION 11. TERMINATION BY PARTIES

- a) Withdrawal. A party may terminate its participation in this Agreement as of July 1 of any year by giving written notice to each of the other Parties. Such notice shall be given prior to December 31 of the year before the desired termination date.
- b) Failure to Budget. Notwithstanding any provision of this Agreement to the contrary, a Member may withdraw by giving prior written notice thirty (30) days in advance to each of the other Parties indicating its intent to terminate its participation in this Agreement as of the end of the month following the expiration of such thirty (30) days, provided, however, withdrawal under this section can only be invoked if the corporate authorities of such Member, or the legislature in the case of the University, have failed or refused to authorize, appropriate or budget the funds necessary to pay such Member's share of the costs, as such costs are determined by the Policy Committee pursuant to this Agreement. Each party will utilize its best efforts to appropriate and budget sufficient funds to meet its obligations under this Agreement in full.
- c) Default. If a party to this Agreement is in default of its payment obligations, the Policy Committee may so declare and terminate GIS services to that Member thirty (30) days after the date of mailing of notice of default and termination of services to the defaulting party, unless the defaulting party cures the default in full prior to the expiration of the thirty (30) days set forth in the notice. The notice of the default declared by the Policy Committee shall be issued by the Lead Agency. The defaulting party shall continue to be responsible to pay its assigned share of the cost of Consortium as determined in accordance with this Agreement for the ensuing nine (9) months following the termination of GIS services. If the defaulting party, within the nine (9) month period, pays all amounts due and the costs incurred by the Consortium in updating the information in relevant databases, GIS services to the party shall be reinstated.
- d) Data Developed Prior to Withdrawal. A party terminating its participation in this Agreement shall have the right to one (1) electronic copy of the data developed prior to the first occurring of these dates: the date of Member termination or date of Member default.

SECTION 12. DISSOLUTION

It is the intent of the Parties to maintain Consortium as a continuing operation. However, should any of the Parties elect to withdraw its participation in and support of Consortium, then Consortium may continue in operation for the benefit of the remaining Parties if a minimum of two (2) of the Parties elect to continue their participation.

SECTION 13. EQUIPMENT; USE AND OWNERSHIP; LOAN EQUIPMENT

All equipment purchased for Consortium shall be purchased, utilized and disposed of by the Lead Agency and held in trust for Consortium use. It shall be recorded and identified by the Lead Agency as Consortium Agreement property, separate from other Lead Agency property. Prior to dissolution of Consortium, all proceeds from the sale of any Consortium Agreement property or data shall be devoted solely to the operation of Consortium. In the case of a change in Lead Agency, Consortium property shall be transferred with the Lead Agency function to the new Lead Agency.

Any Member agency may, with approval of the Policy Committee, loan property or equipment to the Lead Agency for the use of Consortium. Such property shall continue to be owned by the member agency, and the Lead Agency shall keep written records of such loaned equipment. If the party owning

the loaned equipment wishes to withdraw it from Consortium service, that party may do so provided that, if in the opinion of the Consortium Director, the property is essential to Consortium and requires replacement to ensure consistency and proper functioning of Consortium, then such loaned equipment shall be withdrawn only after providing a reasonable notice of withdrawal to the other Parties.

SECTION 14. RIGHTS OF TERMINATING PARTY TO CONSORTIUM ASSETS

A party terminating its participation in this Agreement shall continue to maintain its financial interest in all equipment purchased for the Consortium operation prior to the date of that member's termination. Such equipment or proceeds derived from the disposition of the equipment shall continue to be used for the continued operation of Consortium until Consortium is dissolved.

SECTION 15. DISPOSITION OF CONSORTIUM ASSETS UPON DISSOLUTION

Upon dissolution of Consortium, all assets held in trust by the Lead Agency on behalf of the Parties of this Agreement will be sold and the proceeds, after deducting all costs of sales and any unpaid obligations relating to such assets or operating expenses of Consortium, shall be divided among all Parties to this Agreement in accordance with the proportion that the amount of funding of that party bears to the total during the period of time from the ~~effective date of this Agreement~~ date of membership until the date that Consortium is dissolved. Any one (1) or more of the Parties shall have the right to purchase such assets at their fair market value prior to any public sale. Such fair market value shall be determined by unanimous vote of the Policy Committee. If more than one (1) party wishes to purchase such assets or a particular asset for the fair market value, the matter will be decided by lot.

SECTION 16. INSURANCE

The Lead Agency shall procure and maintain, during the term of this Agreement or any extension thereof, sufficient property insurance to cover the replacement value of the Consortium equipment and all equipment loaned to Consortium, against all direct loss or damage. The cost of any such insurance shall be a cost of operating Consortium, to be borne by the Parties hereto in the same manner as other costs in accordance with this Agreement. The Lead Agency shall procure and maintain liability and worker's compensation insurance for Consortium operations in accordance with insurance purchase standards for its other operating departments. The insurance shall name each member agency as additional insured under the liability policy procured.

SECTION 17. LIMITATIONS OF PERSONNEL

No employee shall have authority to commit, obligate or bind any party hereto to any contract or obligation unless specifically authorized by said party, except as provided for in this Agreement.

SECTION 18. AMENDMENTS

This Agreement may be amended in writing at any time by mutual agreement of all of the Parties to the Agreement. Amendments shall refer back to this Agreement and to subsequent amendments, if any, on the same subject and shall specify the language to be changed or to be added. The execution of any amendment shall be authorized by passage of an appropriate ordinance or other proper and lawful corporate action by the corporate authorities of each party.

SECTION 19. ADDITIONAL MEMBERS

New members may only be added to Consortium by a unanimous vote of the Policy Committee. New members shall pay an initial buy-in ~~capital and data development~~ fee of 3 times the first year's membership fee payable **as a one-time upfront payment or in annual equal installments over within the first 5-years of membership.** The new member is obligated to pay the full buy-in fee even if the **new member** terminates membership prior to the end of the 5-years. ~~equivalent to a pro-rata share of the capital/data development costs incurred by Consortium for providing existing service.~~ New members shall agree to pay monthly fees in accordance with the funding formula.

New members shall agree in writing to all the terms of this Agreement before membership becomes effective.

SECTION 20. EFFECTIVE DATE

This Agreement shall be effective as to each member on the date such member executed the Agreement.

SECTION 21. NOTICES

Notices hereunder shall be provided personally or by first class mail to the Chancellor of the University and to the Chief Administrative Officer of each party and to the attorney representing each party. The date of the notice shall be the third day after the date of mailing of notice is provided by mail. If the notice is provided by personal delivery, the date of personal delivery is the date of the notice.

SECTION 22. COUNTERPARTS

This Agreement may be signed in several counterparts, each of which shall be considered an originally executed agreement for all purposes.

IN WITNESS WHEREOF, the Parties have hereunto set their hands and seals to this Agreement as of the dates below indicated.

CITY OF CHAMPAIGN

By: _____
City Manager

Date: _____

ATTEST: _____
City Clerk

APPROVED AS TO FORM:

City Attorney

UNDER REVIEW

CITY OF URBANA

By: _____
Mayor

Date: _____

ATTEST: _____
City Clerk

APPROVED AS TO FORM:

City Attorney

UNDER REVIEW

COUNTY OF CHAMPAIGN

By: _____
Chair

Date: _____

ATTEST: _____
County Clerk

APPROVED AS TO FORM:

State's Attorney

UNDER REVIEW

**THE BOARD OF TRUSTEES OF THE
UNIVERSITY OF ILLINOIS**

By: _____
Comptroller

Chancellor

Executive Director, Facilities and Services

APPROVED AS TO FORM:

Campus Legal Counsel

UNDER REVIEW

VILLAGE OF MAHOMET

By: _____
Village President

Date: _____

ATTEST: _____
Village Clerk

APPROVED AS TO FORM:

Village Attorney

UNDER REVIEW

VILLAGE OF RANTOUL

By: _____
Village President

Date: _____

ATTEST: _____
Village Clerk

APPROVED AS TO FORM:

Village Attorney

UNDER REVIEW

VILLAGE OF SAVOY

By: _____
Village President

Date: _____

ATTEST: _____
Village Clerk

APPROVED AS TO FORM:

Village Attorney

ACKNOWLEDGED BY:
CHAMPAIGN COUNTY RECORDER

By: _____
Date: _____

ACKNOWLEDGED BY:
CHAMPAIGN COUNTY

By: _____
Date: _____

UNDER REVIEW

APPENDIX A

CHAMPAIGN COUNTY GIS CONSORTIUM AGREEMENT PROPOSED ATTACHMENT A

GIS Consortium Member	Population 2000 Census	<i>Fiscal Year 2003</i> 7/1/02 - 6/30/03				<i>Fiscal Year 2004</i> 7/1/03 - 6/30/04			
		Base	Per Capita Rate	Per Capita	Total	Base	Per Capita Rate	Per Capita	Total
Champaign County	37,072	\$200,000.00			\$200,000.00	\$200,000.00			\$200,000.00
Champaign	67,518	\$5,000.00	\$0.27	\$18,229.86	\$23,229.86	\$5,000.00	\$0.56	\$37,810.08	\$42,810.08
Urbana	36,395	\$5,000.00	\$0.27	\$9,826.65	\$14,826.65	\$5,000.00	\$0.56	\$20,381.20	\$25,381.20
Rantoul	12,857	\$5,000.00	\$0.27	\$3,471.39	\$8,471.39	\$5,000.00	\$0.56	\$7,199.92	\$12,199.92
Mahomet	4,877	\$5,000.00	\$0.27	\$1,316.79	\$6,316.79	\$5,000.00	\$0.56	\$2,731.12	\$7,731.12
Savoy	4,476	\$5,000.00	\$0.27	\$1,208.52	\$6,208.52	\$5,000.00	\$0.56	\$2,506.56	\$7,506.56
University of Illinois		\$25,000.00			\$25,000.00	\$25,000.00			\$25,000.00
Total		\$250,000.00		\$34,053.21	\$284,053.21	\$250,000.00		\$70,628.88	\$320,628.88

The first two year's budget reflects phased costs of bringing the system online. Future budgets are expected to remain near the \$300,000 level, plus annual inflation.

Initial Projections have the per capita rate reducing to \$.48 in the third year.

The per capita would be set each year based upon the budget and expected contributors. For instance, if additional entities join the consortium, the per capita amount would be reduced by the added base amounts received.



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

To: CCGISC Policy Committee
 From: Leanne Brehob-Riley, GIS Director
 Date: January 18, 2019
 Re: Fiscal Year 2019 Budget Adjustments to Accommodate LiDAR Acquisition

FISCAL YEAR 2019 BUDGET ADJUSTMENTS FOR LIDAR ACQUISITION

At the October 26, 2018 meeting, the Policy Committee approved a CCGISC fund balance expenditure up to \$15,000 for the LiDAR acquisition project. The Committee also approved a cost share formula resulting in the member agency assessments found in the table below. Subsequent to the meeting, the cities of Champaign and Urbana, decided to upgrade the point density for a 115 square mile area from 4ppsm to 8 ppsm. Champaign and Urbana are solely responsible for the associated QL 1 upgrade costs.

The Consortium will act as the partner agency on behalf of the member agencies for the LiDAR project; therefore, all funds will pass through the Consortium budget. To that end, the following changes to the FY2019 CCGISC budget require approval.

Budgetary Adjustments - Fiscal Year 2019

REVENUE ADJUSTMENTS

Line Items	Entity	QL1 Upgrade Estimated Costs* 4 ppsm to 8 ppsm	LiDAR Cost Share Totals Building Classification	Revenue Increase
850-111-336.09	Champaign County	\$ -	\$6,187.00	\$ 6,187.00
336.01	City of Champaign	\$ 8,000.00	\$2,268.00	\$ 10,268.00
336.02	City of Urbana	\$ 6,623.00	\$1,274.00	\$ 7,897.00
336.03	Village of Rantoul	\$ -	\$567.00	\$ 567.00
336.16	Village of Mahomet	\$ -	\$453.00	\$ 453.00
336.14	Village of Savoy	\$ -	\$459.00	\$ 459.00
336.06	University of Illinois	\$ -	\$1,169.00	\$ 1,169.00
TOTAL Revenue Increase		\$ 14,623.00	\$12,377.00	\$ 27,000.00

EXPENDITURE ADJUSTMENTS**

Line Item	Description	Expenditure Increase
850-111-533.07	Professional Services	\$ 42,000.00
TOTAL Expenditure Increase		\$ 42,000.00

* QL1 estimated costs overstated to accommodate any changes to the final costs. Final costs to be supplied and agreed upon by Champaign and Urbana prior to entering a formal Agreement

** \$27,000 of the expenditure increase from LiDAR assessments; the remaining \$15,000 from the CCGISC fund balance

Please note the provided costs for the QL 1 point density upgrade are estimates provided by the United States Geologic Survey (USGS) and may be subject to change. As a result, increases for the QL 1 upgrade for the City of Champaign and the City of Urbana are overstated. The Cities will *only* be responsible for paying the actual upgrade cost. Final costs to be supplied by the USGS and agreed upon by Champaign and Urbana prior to entering a formal Agreement.



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

To: CCGISC Policy Committee
From: Leanne Brehob-Riley, GIS Director
Date: January 18, 2019
Re: Proposed CCGISC Principal Data Client (PDC) License Agreement for Non-Governmental Agencies

CCGISC PRINCIPAL DATA CLIENT LICENSE AGREEMENT

Existing Principal Data Client (PDC) Agreements are intergovernmental agreements. The proposed PDC Agreement is a license agreement that will allow PDC membership to non-governmental organizations. Overall, the agreement terms and conditions closely follow those found in the existing PDC and data license agreements. The same data and data access methods provided to the existing PDC clients shall be provided with the proposed license agreement. In addition, the annual fee aligns with the fee of the existing PDC intergovernmental agreements. As previously approved by the CCGISC Policy Committee, each calendar year, the fee will be subject to a percent increase equivalent to the corresponding member agency percent increase.

The term of the proposed PCD license agreement is one year from the date of payment. An automated email will be provided to Subscribers as a reminder of the agreement term end date at least 14-days prior to the end of the term.

The proposed agreement was reviewed by State's Attorney's Office.



Digital Data License Agreement

Principal Data Client Subscription

Champaign County GIS Consortium

1776 E Washington Street

Urbana, IL 61802

Phone (217) 819-3555

<http://www.ccgisc.org>

By agreeing to the terms, the user acknowledges and accepts the terms and conditions of this License Agreement.

This Agreement provides the Subscriber the ability to utilize Champaign County Geographic Information System Consortium ("CCGIS") data obtained through an annual Principal Data Client Subscription License Agreement (PDC Agreement) according to the terms and conditions herein. The PDC Agreement provides the Subscriber the ability to access the GIS data layers listed in Appendix A from the CCGISC enterprise geodatabase in exchange for a fee of \$5,500.00.

Data

All GIS layers shall be projected in Illinois State Plane East (US Survey Feet) Coordinates, NAD83. Data shall be provided to the Subscriber through an ESRI Enterprise Geodatabase connection (*if the Subscriber supplies CCGISC with their agency's external IP addresses for white listing purposes*) or through quarterly file geodatabase updates. The ESRI Enterprise Geodatabase connection provides the Licensee with access to up-to-date data. The quarterly updates shall be copies of the data provided in each of the following months – *February, May, August, and November*.

The Subscriber shall have access to the data described in Appendix A. The descriptions in Appendix A have been abbreviated for inclusion within this document. Complete data descriptions shall be contained within corresponding Metadata that shall be available to the Subscriber as it becomes available from the CCGISC. The layers listed in Appendix A is subject to change without notice as new layers may be added or unutilized layers may be retired.

Terms and Conditions

DATA ACCESS TERMS

Enterprise Geodatabase access in form of a username and password shall be provided upon receipt of payment and the external IP address(es). Distribution of the credentials outside the Subscriber's organization or entity is expressly forbidden. Should the Subscriber opt to receive the data as quarterly file geodatabase updates, an initial file geodatabase will be supplied upon receipt of payment. Subsequent file geodatabase updates shall be provided in February, May, August, and November until one year from the date of payment. Enterprise Geodatabase access shall be terminated by CCGISC one year from the date of the receipt of payment.

NO WARRANTY

The data files are provided “as is”. There is no guarantee or warranty concerning the accuracy, adequacy, completeness, legality, reliability or usefulness of information contained in the data. This disclaimer applies to both isolated and aggregate uses of the data. **No warranty is made, either expressed or implied, as to any other matter whatsoever, including, without limitation, the condition of the product, merchantability, freedom from contamination by computer viruses and non-infringement of proprietary rights or its fitness for any particular purpose.** The burden for determining fitness for use lies entirely with the user.

LIMITATION OF LIABILITY

Neither CCGISC, nor any of the agencies who are part of CCGISC, shall be held liable for any improper or incorrect use of the data and assumes no responsibility for anyone’s use of the data. In no event shall CCGISC, or any of the agencies who are part of the CCGISC have any liability whatsoever resulting from the use of CCGISC data by the Subscriber for any consequential, incidental, indirect, special, or tort damages of any kind, including, but not limited to, any loss of profits, data or use; procurement of substitute goods or services or business interruption however, caused and on any theory of liability, whether in contract strict liability or tort (including negligence or otherwise) arising in any way out of use of or reliance on the data or arising out of the delivery, installation, operation, or user support relating to the same even if advised of the possibility of such damage. This limitation of liability applies to any damages or injury, including but not limited to those caused by any failure of performance, error, omission, interruption, deletion, defect, delay in operation or transmission, computer virus, theft destruction or unauthorized access to, alteration of, or use of data whether for breach of contract, tortious behavior, negligence or under any other cause of action.

DATA SENSITIVITY AND SECURITY

The Subscriber acknowledges that certain GIS layers to which they have been provided access through this agreement may contain sensitive data and may, if revealed to the general public, convey a security risk to the community. If so requested, the Subscriber will agree to restrict data viewing, in digital or printed form, as directed by the CCGISC.

PROTECTION OF PROPRIETARY RIGHTS

Reproduction, resale, or redistribution of the digital data for use by others outside of the Subscriber’s organization or entity is expressly forbidden. Notwithstanding the above prohibition, digital data may be distributed by the Subscriber in a “view-only” capacity on hardcopy, through digital documents or web-based maps if appropriately credited as set forth below. None of the data shall be electronically duplicated by the Subscriber by any means for use by others, in whole or in part, without express written permission of the CCGISC. Resale of the data by the Subscriber is prohibited. The data provided by the CCGISC shall remain the property of the CCGISC, which shall retain all rights commensurate with ownership, including the right to sell, release, license, use, or provide the data to others as it deems appropriate in its sole discretion.

Upon the completion of the annual subscription , should the Subscriber elect not to renew this agreement with the CCGISC, all copies of CCGISC data installed on all computers shall be removed by the Subscriber, and all backup copies made by the Subscriber shall be destroyed by the Subscriber.

DAYS AND HOURS OF OPERATION

Every effort will be made to ensure Enterprise Geodatabase connection is available seven days a week, 24 hours a day, including holidays. Exceptions include periods of preventive or remedial maintenance and/or operational or security issues. CCGISC will not be liable, financially or otherwise, for periods of inaccessibility.

OBLIGATIONS

It is the responsibility of the Subscriber to purchase, obtain, and install all necessary equipment, software and services necessary to access and utilize the licensed data. The Subscriber is responsible for ensuring the access credentials are not distributed outside of the Subscriber's organization or entity.

CREDITS

Source to list: ***Champaign County GIS Consortium***

Any hard copy, digital or web-based documents/maps that are distributed outside of the Subscriber's organization either by permission of CCGISC or in a "view-only" capacity, utilizing any of the data, modified or otherwise, shall clearly indicate CCGISC as the data source. If the Subscriber has modified or supplemented the data in any way, the Subscriber is obligated to describe the types of modifications or supplementation they have performed within the publication. The Subscriber specifically agrees not to misrepresent any data, nor to expressly or impliedly state any changes made in the data have been approved by CCGISC unless prior written approval by CCGISC has been obtained.

TERMINATION

This Agreement may be terminated immediately by CCGISC for Subscriber's failure to comply with any of the terms of this Agreement or failure to perform any of its obligations. This Agreement shall also terminate immediately if CCGISC Policy Board fails to appropriate or continue funding for services provided under this Agreement.

REMEDY FOR VIOLATION

In the event the Subscriber exceeds the scope of this agreement or in any other manner violates the terms and conditions hereof, CCGISC shall have the right to enjoin such activities as violate the terms of this Agreement and may seek any other allowable remedies, including the right to obtain its reasonable costs and attorney fees in connection therewith.

The Subscriber hereby agrees to the terms and conditions of this AGREEMENT and agrees to abide by the same.

Subscriber (Organization or Company Name; if not part of an Organization or Company print First and Last Name)

Phone

City, State, Zip

By: (Printed Name)

Title (if part of an organization)

E-mail

Subscriber Signature

Date

*Any questions, please call the GIS Consortium office at
Phone (217) 819-3555*

For Internal Use Only:

Data Sales Number: _____

Supplemental Information

Inquiries regarding the Agreement should be directed to CCGISC at ccgisc@co.champaign.il.us or 217.819.3555.

Payment by Check:

Mail or email this entire agreement, signed and dated, along with payment by check to:

Champaign County GIS Consortium
1776 E Washington Street
Urbana, IL 61802

Payment by Credit Card:

Email the entire agreement to ccgisc@co.champaign.il.us, upon receipt a PayPal invoice will be e-mailed to you.

Appendix A - CCGISC GIS Data List

Spatial Data

- Orthophotography – Digital orthophotography of Champaign County in its entirety as flown in March of 2002, March of 2005, March 2008, March 2011, March 2014 and March 2017.
- Contour/Elevation Data – 2ft County Contours data. This data was obtained in 2008.
- Planimetric Data – Stereographically compiled planimetric vector data covering all of Champaign County. These layers include street centerlines, water features (lakes, ponds, creeks, rivers, etc.), etc.
- Parcel Data – Mapped tax parcel polygons, easements, subdivisions, parcel right-of-ways. Each tax parcel polygon corresponds to a single tax parcel and each contains the PIN of its corresponding parcel.
- PLSS Data – Corners and lines within Champaign County established through the Federal Public Lands Survey System. This data includes points locating section corners and quarter corners as well as polygons representing quarter sections, sections, survey townships, and the entire county.
- Administrative Boundary Data – Polygons corresponding to administrative boundaries within Champaign County. This currently includes corporate boundaries and annexations. Other boundaries may be included as they become available from the CCGIS.
- Tax Districts – Polygons corresponding to Champaign County Tax Districts – school districts, fire protection districts, library districts, etc.
- Political Boundaries – Polygons corresponding to County Board, Precinct and State Representative Districts.
- Supplemental Layers – Other GIS layers for Champaign County of which the CCGIS is neither the creator nor the agency responsible for data maintenance. These layers include Federal Census Data, State Soil Data, and County Drainage Districts.
- Address Data – Spatial views that contain the addresses for all incorporated and unincorporated areas in the County.

Tabular Data

The following tabular data shall be made available to the PDC;

- Parcel records database. This database includes the Assessment Master Table, Property Location Table, and Sales Table.



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 – Quarter 4

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 Q1 - 2019
Implement Long-term Technology Plan	
3-A Implement 1-2 year plan objectives	in progress; implement Microsoft Azure in Q2 and Q3 of 2019
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 Q1 - 2019
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; 22 main drainage districts & 40 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	complete
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**