



# GIS Policy Committee

## MINUTES – APPROVED AS AMENDED ON JULY 20, 2018

**DATE:** Friday, April 20, 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		Greg Hazel	
Champaign County			Andy Rhodes (Vice-Chair)
UIUC		Chad Kupferschmid	
Mahomet		Kelly Pfeifer	
Savoy			Levi Kopmann

**Others:** None  
**CCGIS Staff:** Leanne Brehob-Riley (Director), Tammy Asplund (Recording Secretary)

### MINUTES

#### I. Call to Order

Mr. Toalson called the meeting to order at 11:07 a.m.

#### II. Roll Call

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

#### III. Approval of Agenda

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

#### IV. Approval of Minutes

##### A. January 19, 2018 Regular Meeting

**MOTION** by Ms. Pfeifer to approve the January 19, 2018 minutes as distributed; second by Mr. Hazel. Upon vote, the **MOTION CARRIED** unanimously.

#### V. Financial Statements

##### A. FY2017– 1/1/17 through 12/31/17 (final)

Ms. Brehob-Riley noted the actual YTD revenues from consortium members are higher than the budgeted. This is due to the deferred revenue being recognized for the ortho expenditure for 2017. Ms. Brehob-Riley provided a spreadsheet as an explanation and provided a summary of ortho-imagery collections and expenditures since 2014.

1 B. *FY2018 – 1/1/18 through 03/31/18*

2 Ms. Brehob-Riley reviewed year-to-date revenues and expenditures and noted that in the first half of the  
3 year, expenditures are always greater than revenues. CCGISC will begin collecting membership assessments  
4 after July 1, 2018.  
5

6 **Omnibus MOTION** by Ms. Pfeifer to accept and put these reports on file; seconded by Mr. Kupferschmid. Upon  
7 vote, the **MOTION CARRIED** unanimously.  
8

9 **VI. Business Items**

10 A. *Membership Fees for Small Municipal Agencies*

11 Ms. Brehob-Riley discussed the memo provided in the agenda packet, including the proposed funding  
12 formula. The committee agreed that a population of 5,000 is a reasonable threshold. The committee agreed  
13 with the proposal.  
14

15 B. *Intergovernmental Agreement (IGA) language Changes for Review/Approval*

16 Ms. Brehob-Riley reviewed the proposed language changes, which were developed with the assistance of  
17 the State’s Attorney’s office. After some discussion, the members were interested in altering the language  
18 to provide additional payment flexibility. Ms. Brehob-Riley will make the necessary change then provide the  
19 IGA to the State’s Attorney’s office for a comprehensive review. She will report any comments made by the  
20 State’s Attorney’s office back to the Committee.  
21

22 C. *CCGIS Director’s Report*

- 23
- 24 • Work Plan Status Report  
25 Ms. Brehob-Riley stated status changes are indicated with bold font. She updated the work plan to  
26 reflect 2018 improvements and work tasks.  
27
  - 28 • Sanitary Sewer  
29 On March 26, CCGISC emailed entities Error geodatabases with review and correction instructions. She  
30 noted many of these errors must be corrected to create an accurate system map.  
31
  - 32 • Parcel Genealogy  
33 Ms. Brehob-Riley stated CCGISC created a web-based interface to distribute the parcel history  
34 information to member agencies. The Supervisor of Assessments approved the web-app. CCGISC will  
35 email member agencies within a week.  
36
  - 37 • Parcel Fabric  
38 Ms. Brehob-Riley noted the migration to the Parcel Fabric is complete. Ms. Brehob-Riley said this is a  
39 transition year and it may take longer than normal to map parcel changes.  
40
  - 41 • U.S. Census – LUCA Project  
42 Ms. Brehob-Riley discussed the 2020 census. She expects the review to be complete by the end of  
43 May. She noted the review will need to take place in the CCGISC offices, and the reviewer will need to  
44 sign the US Census confidentiality agreement.  
45
  - 46 • City of Champaign/City of Urbana Request for Lidar  
47 Ms. Brehob-Riley plans to meet Sheena Beaverson, the Program Manager for the Illinois Height  
48 Modernization at the Prairie Research Institute, to find out more information about funding assistance  
49 opportunities for upgrading/acquiring new Lidar.  
50  
51

- 1                                   • Community Outreach
- 2                                    Ms. Brehob-Riley provided updates on Douglas County and Tolono.
- 3

4   **VII. Adjournment**

5       Mr. Toalson adjourned the meeting at 12:07 p.m.