



# GIS Policy Committee

**MINUTES – APPROVED AS DISTRIBUTED ON OCTOBER 26, 2018**

5 **DATE:** Friday, October 19, 2018  
 6 **TIME:** 11:00 am  
 7 **PLACE:** Lyle Shields Meeting Room  
 8 Brookens Administrative Center  
 9 1776 E. Washington St.  
 10 Urbana, Illinois

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

**Others:**

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

**MINUTES**

**I. Call to Order**

Mr. Toalson called the meeting to order at 11:01 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. *July 20, 2018 Regular Meeting*

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

**V. Financial Statements**

A. *FY2018– 1/1/18 through 09/30/18*

Ms. Brehob-Riley stated expenditures still slightly greater than revenues. This will change once payments received from County, U of I, and Urbana. She noted charges for services about \$5,000 lower than this time last year. According to Ms. Brehob-Riley, map sales about \$6,000 greater than the same time last year.

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

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2 **VI. Business Items**

3 A. *FY2019 CCGISC Policy Committee Meeting Schedule*

4 Ms. Brehob-Riley stated meetings are typically held once per quarter on the 3rd Friday of the month. Due  
5 to a scheduled vacation, a meeting is proposed on the 2nd Friday of July rather than the 3rd Friday.  
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7 **MOTION** by Mr. Hess to accept the 2019 meeting schedule; seconded by Mr. Hazel. Upon vote, the **MOTION**  
8 **CARRIED** unanimously.

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10 B. *LiDAR Acquisition and Payment Discussion for Approval*

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12 Ms. Brehob-Riley reviewed handouts summarizing several options. She reported that at the LiDAR meeting  
13 held on Monday, October 1, the Technical Representatives expressed interest in additionally acquiring  
14 automated building and road/transportation classifications. She noted the Consortium fund balance is  
15 healthy and exceeds the fund balance goal of 25% of budgeted expenditures. The committee could vote to  
16 utilize a portion of the fund balance for this project. The committee agreed the formulation for cost-sharing  
17 is fair and consistent.  
18

19 **The committee deferred the vote until the October 26, 2018 meeting.**

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21 C. *CCGIS Director's Report*

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23 • Work Plan Status

24 Ms. Brehob-Riley stated status changes are indicated with bold font. She explained that this year has  
25 been quite busy due to the parcel fabric migration, loss of an employee, LUCA, and the sanitary sewer  
26 project. She noted that the pace will continue in the last few months of the year as CCGISC staff works  
27 to implement Microsoft Azure and ArcGIS Portal, delaying some of the work plan tasks.  
28

29  
30 • IGA

31 The State's Attorney's office reviewed and accepted the suggested language updates for municipal  
32 membership. The State's Attorney's office has not yet performed a comprehensive review of the IGA.  
33 Additional changes to the IGA might be needed for the Policy Committee to establish service fee rates  
34 and to accommodate the elected executive format of government. Once this review is complete, the  
35 IGA will be provided to the member agencies for internal review.

36 Going forward, the State's Attorney's Office believes the County Board must approve CCGISC contracts  
37 on behalf of CCGISC, provided the Policy Committee first approves the contracts. Ms. Brehob-Riley will  
38 work with the State's Attorney's Office to update/rewrite agreements.  
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41 • Sanitary Sewer

42 Ms. Brehob-Riley stated CCGISC staff is adjusting portions of the QC scripts. Once the adjustments are  
43 complete, she will forward an email detailing the changes to the appropriate representatives.  
44 Participating agencies have not reported any progress with the error correction process.

45  
46 • Parcel Fabric

47 Ms. Brehob-Riley reported that CCGISC staff continue to update workflows to accommodate the  
48 transition to the Parcel Fabric.

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50 • Community Outreach

51 Ms. Brehob-Riley met with Douglas County on August 15th and subsequently provided them with a  
52 scope of services. Douglas County has not reached to decision regarding the provided scope of services.

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**VII. Adjournment**

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