



# GIS Policy Committee

## MINUTES – APPROVED AS DISTRIBUTED ON JULY 12, 2019

**Date:** Friday, April 26, 2019  
**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:**  
**CCGIS Staff:** Leanne Brehob-Riley (Director), Rita Kincheloe (Recording Secretary)

### MINUTES

#### I. Call to Order

Mr. Toalson called the meeting to order at 11:04 a.m.

#### II. Roll Call

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

#### III. Approval of Agenda

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

#### IV. Approval of Minutes

A. *January 19, 2019 Meeting*

**MOTION** by Mr. Rhodes to approve the January 19, 2019 minutes; seconded by Mr. Hazel. Upon vote, the **MOTION CARRIED** unanimously.

#### V. Financial Statements

- A. FY2018 – 1/1/2018 through 12/31/2018 (final)
- B. FY2019 - 1/1/2019 through 03/31/2019

Ms. Brehob-Riley stated that the 2018 financials ended on track - revenues were higher than expenditures. She noted \$25,000 was anticipated for future the Capital and Technology expenditures. The remaining funds were a result of staff changes. Concerning the 2019 statements, Ms. Brehob-Riley reminded the Committee this is the time of year expenditures are ahead of revenues. She also noted that future statements will see an increase in the Technical Service line for services that have been performed but not yet been posted or collected.

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2 **MOTION** by Mr. Hess to accept and place the financials on file; seconded by Ms. Pfeiffer. Upon vote, the **MOTION**  
3 **CARRIED** unanimously.  
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5 **VI. Business Items**

6 A. Approval of External Service Intergovernmental Agreements  
7

8 **MOTION** by Mr. Hess to approve the IGA language as drafted and give the Director the ability to reformat  
9 this into a contract if desired by the other party, seconded by Mr. Hazel. Upon vote, the **MOTION CARRIED**  
10 unanimously.  
11

12 B. Approval of Principal Data Client License Agreements  
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14 **MOTION** by Mr. Rhodes to approve the Principal Data Client License Agreements; seconded by Mr. Hess.  
15 **MOTION CARRIED** unanimously.  
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17 C. GIS Director's Report  
18

19 Sanitary Sewer

20 Champaign, UCSD, and Urbana believe the sanitary sewer data is nearly ready for Innovyze. CCGISC staff  
21 plans to import the data, calculate the rim elevations, and provide any fall-out back to the agencies for  
22 correction. It is up to the individual agencies to correct the fall-out. CCGISC will supply the data to Innovyze  
23 upon request.

24 LiDAR

25 Due to standing water as result of all the rain this spring, the LiDAR project has been put on hold until the  
26 fall of 2019. Of the 9 County project area, Champaign/Urbana was the only area LiDAR was acquired.  
27 Acquisition occurred on Tuesday, April 16<sup>th</sup>. Ms. Brehob-Riley requested the Champaign/Urbana area be  
28 processed and delivered according to the original project timeline. ASI, the LiDAR vendor, and the USGS are  
29 considering the request.  
30

31 Base Station

32 The Base Station agreement with the University ended in September of 2018. Ms. Brehob-Riley hopes to  
33 have the new agreements available for approval at the July Policy Committee meeting.  
34

35 METCAD

36 CCGISC worked with METCAD to put together a \$34,000 GIS expense grant for the NG-911 project. Assuming  
37 the grant is awarded to METCAD by the State, staff plans to begin to work on the project in September of  
38 2019.  
39

40 County Tax System and Parcel Mapping

41 Due to the transition to the DEVNET tax system, parcel mapping is on hold. It is hoped mapping can resume  
42 mid to late May. As part of the transition, CCGISC will be provided VIEW-ONLY access to the back-end  
43 DEVNET tables. Once access is supplied, CCGISC can begin creating the necessary database views for the  
44 distribution to the member agencies and the web maps and apps.  
45

46 Tax Map Book Atlas

47 CCGISC does not plan to continue generating the annual digital tax map atlas. A snap shot of the revenue  
48 year will be available as a web mapping application. Because of this change, CCGISC prefers not to maintain  
49 parcel number, lot number, subdivision, road name, and acreage annotation. This information would instead  
50 be provided as labels.  
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Other

Ms. Brehob-Riley mentioned salaries and staff retention. She plans to research GIS salaries, examine the budget, and, if feasible, may include suggested salary increases in the 2020 budget beyond the standard COLA increase.

**VII. Adjournment**

**MOTION** to adjourn by Mr. Rhodes; seconded by Ms. Pfeifer. Upon vote, the **MOTION CARRIED** unanimously. Mr. Toalson adjourned the meeting at 11:51 a.m.