



GIS Policy Committee

MINUTES – APPROVED AS DISTRIBUTED ON JANUARY 22, 2020

DATE: Friday, October 18, 2019
TIME: 11:00 am
PLACE: Lyle Shield’s Meeting Room
 Brookens Administrative Center
 1776 E. Washington St.
 Urbana, Illinois

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

Others: None
CCGIS Staff: Leanne Brehob-Riley (Director), Rita Kincheloe (Recording Secretary)

MINUTES

I. Call to Order

Mr. Rhodes called the meeting to order at 11:02 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. July 12, 2019 Regular Meeting

MOTION by Mr. Hess to approve the July 12, 2019 minutes as distributed; second by Mr. Hazel. Upon vote, the **MOTION CARRIED** unanimously.

29 **V. Financial Statements**

30 *A. FY2019 – 1/1/19 through 9/30/19*

31 Ms. Brehob-Riley noted that membership assessments have not yet been received from the
32 University or Urbana. In addition, the County has yet to pay its 3rd quarter assessment. Ms.
33 Brehob-Riley anticipates the year end revenue for Technical Services between \$40,000 and
34 \$45,000. She noted Map and Data sales slowed the second half of the year and anticipates year
35 end revenues at \$9,000. Based on projections, financial outlook is good. Total fund revenue is
36 anticipated to be ahead of expenditures.

37 **MOTION** by Mr. Hess to put these reports on record; second by Ms. Pfeifer. Upon vote, the
38 **MOTION CARRIED** unanimously.

39 **VI. Business Items**

40 *A. Approval of the 2020 CCGISC Policy Committee Schedule*

41 Ms. Brehob-Riley stated meetings are typically held once per quarter on the 3rd Friday of the
42 month, however it is proposed the July meeting occur on the 2nd Friday of the month.

43 **MOTON** by Mr. Hazel to approve the Committee Schedule; second by Ms. Pfeifer. Upon vote, the
44 **MOTION CARRIED** unanimously.

45 *B. Approval of Fund Transfer – 850-111 to 850-112*

46 At the July budget meeting there was concern about a lack of a financial cushion in the Capital and
47 Technology department. To address this concern, Ms. Brehob-Riley recommended the Committee
48 approve a transfer of unused FY2019 funds up to \$20,000 to the restricted fund balance line item
49 in 850-112 for future capital and technology purchases.

50 **MOTION** by Mr. Hess to approve the Fund Transfer. Second by Ms. Pfeifer. Upon vote, the
51 **MOTION CARRIED** unanimously.

52 *C. Approval of NG-911 Contract with METCAD*

53 Ms. Brehob-Riley generally explained that each state is responsible for implementing the national
54 Next Generation 911 (NG-911) initiative. The State of Illinois is utilizing local data and resources
55 to implement NG-911. The State offered grant opportunities to each PSAP to assist with the
56 financial obligation. METCAD, the PSAP for Champaign County, secured a GIS Service grant that
57 utilizes CCGISC staff. The provided contract formalizes the agreement between CCGISC and
58 METCAD.

59 The question was asked if the grant would cover all the costs; Ms. Brehob-Riley affirmed the grant
60 would cover the costs.

61 Mr. Hazel asked about any ongoing requirements. Ms. Brehob-Riley said there would be on-going
62 maintenance, however as part of the grant CCGISC staff plans to automate much of the process.
63 Should the project require more time and resources than anticipated, funding discussions with
64 METCAD will ensue.

65 **MOTION** by Ms. Pfeifer to approve the contract pending any changes made by the State’s Attorney
66 Office. Second by Mr. Hazel. Upon vote, the **MOTION CARRIED** unanimously.
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D. *GIS Director's Report*

1. **Work Plan Status Report**

The work plan status report has been updated.

2. **Lidar**

Based on the last report (9/10/2019), the QL1 area LiDAR classification was 75% complete. Two QL1 area progress bills have been paid. Based on information provided by the USGS, QL1 delivery is expected prior to the end of the year.

3. **DEVNET & Parcel Mapping**

Staff is caught up on parcel mapping, however the County Assessor recently revised the subdivision procedures. Subdivisions will once again be assessed the following year i.e. subdivisions recorded in 2019 will not be assessed until 2020. CCGISC will map and assign parcel numbers to all subdivisions as they are recorded – the Tax Parcel Dissolve layer will contain all mapped parcels, including the subdivisions. Staff is working on SQL view to distribute a parcel layer that only contains the parcels in current revenue year. However, published labels and annotation will reference Tax Parcel Dissolve layer.

The County/CCGISC staff continues to wait for DevNet to import assessment data including 2000 and prior sales history, tax payer name history with associated deeds, and U of I parcels. In addition, a solution to regularly update/import property location addresses has not been developed by DevNet. Various projects are on hold until the data is imported – VILRANT file export, sales app, deed lookup, public website update, etc.

4. **LUCA/NEW Construction Program**

LUCA feedback was provided in August. Of the 26,772 updates submitted, 1,892 were rejected. The Census Bureau allowed for the appeal of 260 of the rejected addresses. Of these, 24 addresses were appealed. It was found the majority of the 260 were commercial addresses marked in the database as residential.

An additional 1,543 addresses were submitted as part of the New Construction program. These are residential addresses added or updated in the address database since the LUCA submission.

5. **Orthophotography**

2020 is an acquisition year. The RFP has been distributed to each of the Technical Representatives for review. Douglas and Piatt counties are participating in the RFP process. As a reminder the RFP does not obligate CCGISC, Piatt, or Douglas to award a contract. Parkland has once again agreed to complete all the survey work required for the acquisition.

6. **Base Station Agreement**

Still waiting for Urbana and Village of Savoy.

7. **IGA**

Received all except the City of Champaign.

8. **ESRI Software:**

Prior to the end of the year, the ArcGIS Enterprise Basic license will be updated to a Standard license to accommodate the 250 + published services consumed in numerous maps and apps.

111 VII. **Adjournment**

112 **MOTION** to adjourn by Ms. Pfeifer; second by Mr. Hess. Upon vote, the **MOTION CARRIED**
113 unanimously.

114 Mr. Rhodes adjourned the meeting at 11:28 a.m.