



# GIS Policy Committee

**MINUTES – APPROVED AS DISTRIBUTED ON JULY 10, 2020**

**DATE:** Wednesday, January 22, 2020  
**TIME:** 11:00 am  
**PLACE:** Jennifer K. Putman Meeting Room  
 Brookens Administrative Center  
 1776 E. Washington St.  
 Urbana, Illinois

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

**Others:** Orië Turnbull (Savoy)  
**CCGIS Staff:** Leanne Brehob-Riley (Director), Rita Kincheloe (Recording Secretary)

**MINUTES**

**I. Call to Order**

Mr. Rhodes called the meeting to order at 11:05 a.m.

**II. Roll Call**

A verbal roll call was taken by written record and a quorum was declared present.

**III. Approval of Agenda**

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

**IV. Approval of Minutes**

*A. October 18, 2019 Regular Meeting*

**MOTION** by Mr. Hess to approve the October 18, 2019 amended minutes as distributed; second by Mr. Kupferschmid. Upon vote, the **MOTION CARRIED** unanimously.

**V. Financial Statements**

*A. FY2019 – 1/1/19 through 11/30/19*

Ms. Brehob-Riley stated the Champaign County 4<sup>th</sup> quarter membership assessment had not yet been collected. The unrealized balance for budgeted local government revenue will not be zeroed out this year due to the Lidar project delay. 2019 service revenue needs to be collected from Douglas County and the NG-911 project. Services should end around \$45,000. The projected financial outlook is good. Total fund revenue is anticipated to be ahead of expenditures.

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

**VI. Business Items**

*A. Approval to Award Ortho-Imagery Acquisition Contract*

Ms. Brehob-Riley stated she received RFP responses from Ayres, Kucera and Surdex. The Consortium has worked with each of the three vendors. The Technical representatives met on Tuesday, December 17, to discuss the RFP responses. The group decided to recommend Ayres. Ayres was chosen for their approach to reduce and eliminate building lean (nadir shots vs. increased overlay) and their shorter delivery timeframe (9/30 vs. 10/31). Ayres reference checks were positive.

**MOTON** by Mr. Kopmann to approve the award of the Ortho-Imagery Contract to Ayers Associates and the authority to execute the contract based on the information provided in the memo dated January 22, 2020; second by Mr. Toalson. Upon vote, the **MOTION CARRIED** unanimously.

*B. Approval of FY2020 Budgetary Changes to Accommodate Lidar Acquisition*

The requested increases were previously approved in January of 2019 for the Lidar acquisition project. Due to the delay of the QL2 portion, and the billing delay for the QL1 project update, the 2020 budget requires the same budget adjustments, less the \$2,245.26, already billed for the QL1 area. These adjustments result in a revenue increase totaling \$24,856.64 and an expenditure increasing totaling \$39,856.64.

**MOTION** by Mr. Kopmann to approve the FY2020 budgetary changes to accommodate the Lidar acquisition. Second by Mr. Kupferschmid.

Discussion followed. Mr. Hess asked about expenses being higher than revenue. Ms. Brehob-Riley explained the Policy Committee originally approved a Consortium expenditure of up to \$15,000 should project costs be greater than anticipated.

Upon vote, the **MOTION CARRIED** unanimously.

*C. GIS Director’s Report*

**1. Work Plan Status Report**

The work plan status report has been updated; changes to task status are indicated with **bold** font.

County IT has made strides in implementing Microsoft Azure. The next step is the creation of an additional virtual server. CCGISC stores large amounts of data on a non-virtual file server, Microsoft Azure best practices requires a virtual server.

**2. Budget Transfer Update**

At the October meeting, the Policy Committee approved a year-end transfer of unused funds to the Capital and Technology restricted fund balance line to off-set future capital and technology costs. This transfer will occur sometime after the close of FY2019.

3. **Lidar**

QL1 area (Champaign & Urbana) was delivered. The USGS has not provided the final invoices. Staff is working to put together a raster mosaic of the DEM and intensity tiles. The QL2 portion is in progress, the capture of Champaign County is complete. The QL2 data delivery is anticipated prior to the end of 2020.

4. **DEVNET & Parcel Mapping**

DevNET has not yet imported the tax parcel history prior to 2000. This includes sales history, taxpayer name history as well as the U of I parcels for 2018 and 2019.

5. **NG-911 and METCAD Software Migration**

In addition to the NG-911 project, METCAD is also transitioning to a new CAD system. The CAD system requires up-to-date one-way streets and speed limits. To that end, the CCGISC staff will contact the Technical Representatives to obtain this information. Updates will need to be supplied as changes are made and roadways added.

6. **Sanitary Sewer**

CCGISC staff updated the quality control script used to identify areas where entities require additional data and/or edits. USCD set a deadline of March 17. The participating entities should complete their corrections by this date.

**VII. Adjournment**

**MOTION** to adjourn by Mr. Kopmann; second by Mr. Toalson. Upon vote, the **MOTION CARRIED** unanimously.

Mr. Rhodes adjourned the meeting at 11:24 a.m.