



## Meeting Announcement

### GIS POLICY COMMITTEE MEETING

Friday, October 16, 2020 at 11:00am

**ONLINE/ZOOM MEETING**

### COMMITTEE MEMBERS

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Andy Rhodes – Chair  
Village of Savoy – Vice Chair  
James Sims

Greg Hazel  
Sanford Hess  
Kelly Pfeifer

Mark Toalson

### AGENDA

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- I. Call to Order**
- II. Roll Call – Sign-in Sheet**
- III. Approval of Agenda**
- IV. Approval of Minutes**
  - A. July 10, 2020*
- V. Financial Statements**
  - A. FY2020 - 1/1/2020 through 09/30/2020*
  - B. Receive and Place on File – FY2018 CCGISC External Audit*
- VI. Business Items**
  - A. Approval of the 2021 CCGISC Policy Committee Schedule*
  - B. GIS Director's Report*



# GIS Policy Committee

## **MINUTES – SUBJECT TO REVIEW AND APPROVAL**

**DATE:** Friday, July 10, 2020  
**TIME:** 11:00 am  
**PLACE:** Via Zoom and in the Lyle Shields 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:** None  
**CCGIS Staff:** Leanne Brehob-Riley (Director), Mary Ward (Recording Secretary)

## **MINUTES**

### **I. Call to Order**

Mr. Rhodes called the meeting to order at 11:10 a.m.

### **II. Roll Call**

A verbal roll call was taken, and a quorum was declared present.

### **III. Approval of Agenda**

**MOTION** by Mr. Kupferschmid 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 January 22, 2020 minutes as distributed; second by Ms. Pfeifer. Upon vote, the **MOTION CARRIED** unanimously.

29     **V.     Financial Statements**

30             A.   *FY2019 – 1/1/19 through 12/31/19 (Final)*

31             B.   *FY2020 – 1/1/2020 through 5/31/2020*

32             Ms. Brehob-Riley briefly went over the 2019 financial statement. She explained the County Auditor  
33             did not shift 2019 ortho revenue to deferred revenue. This will be handled in the via future  
34             adjustments by the County Auditor. Less the ortho-imagery revenue, total revenue ended about  
35             \$62,000 ahead of expenditures.

36  
37             Ms. Brehob-Riley then discussed the FY2020 financials and reminded the Committee this is the  
38             time of year when expenditures are ahead of revenue. Member fee invoices will be sent to the  
39             member agencies in the coming weeks. Based on projections, the financial outlook is good. Total  
40             fund revenue is anticipated to be ahead of expenditures.

41             **MOTION** by Mr. Hazel to put these reports on record; second by Ms. Pfeifer. Upon vote, the  
42             **MOTION CARRIED** unanimously.

43     **VI.    Business Items**

44             A.   *Presentation of the FY2021 Budget for Approval*

45             Ms. Brehob-Riley presented the FY2021 Capital and Technology Plan followed by the FY2021 Work  
46             Plan and Report. The budget includes a membership fee increase of 1.5%. This is lower than the  
47             increase projected for FY2021 in the FY2020 Work Plan and Report. The increase will help cover  
48             the GIS portion of ERP system fees, an increase in health insurance costs, and an overall 2.5% salary  
49             increase as recommended by County Administration. No changes were proposed to the  
50             orthophotography assessment.

51             **MOTON** by Mr. Hazel to approve the FY2021 Budget as presented; second by Mr. Hess. Upon vote,  
52             the **MOTION CARRIED** unanimously.

53             B.   *GIS Director's Report*

54                 1.   **Work Plan Status Report**

55                 The work plan status report has been updated to reflect the 2020 work plan.

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57                 2.   **Orthophotography**

58                 This is ahead of schedule. A pilot area was supplied to the technical reps in May and a  
59                 sample area was provided for members to review and no issues were reported by  
60                 member agencies. Ms. Brehob-Riley thanked Parkland, specifically Dr. Kory Allred and  
61                 the Parkland students for their help collecting the survey points in a timely manner.

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63                 3.   **Lidar**

64                 On track to receive by year end. Champaign County classification is 95% complete.

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66                 4.   **METCAD**

67                 NG-911 project complete. Staff plans to develop a QC script for long-term maintenance  
68                 purposes. Once the State provides a location to push regular updates, a script to  
69                 automate this task will be created and scheduled.

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71                 5.   **Sanitary Sewer**

72                 The sanitary sewer data was provided to Innovyze. There are problems with connectivity  
73                 issues and missing junctions. These are issues that the participating agencies need to  
74                 correct.

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6. **DEVNET**

Waiting on DEVNET to import several provided data tables including tax parcel history prior to 2000.

7. **ArcGIS Portal Migration**

We have purchased a second ArcGIS Server. Services and apps are being migrated to Portal. The updated apps will be distributed soon.

8. **Annexations**

We have only received one annexation from the County Clerk in 2020. We are unable to map annexations until received by the County Clerk. The Clerk's office has stated that going forward they plan to process annexations on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month.

VII. **Adjournment**

Mr. Rhodes adjourned the meeting at 11:30 a.m.

GIS Consortium  
FY2020 (01/01/2020-12/31/2020) Financial Report  
Fund 850

REVENUE	Budgeted	Actual YTD 09/30/2020	Actual % of Budget	Unrealized Balance
<b>Budgeted Local Government</b>				
Champaign County	\$315,813.00	\$168,937.50	53.49%	\$146,875.50
City of Champaign	\$81,538.00	\$2,346.19	2.88%	\$79,191.81
City of Urbana	\$48,199.00	\$1,806.35	3.75%	\$46,392.65
Douglas County	\$28,577.00	\$28,576.19	100.00%	\$0.81
Piatt County	\$50,000.00	\$0.00	0.00%	\$50,000.00
University of Illinois	\$37,956.00	\$1,169.00	3.08%	\$36,787.00
Urbana Champaign Sanitary District	\$0.00	\$0.00	0.00%	\$0.00
Village of Mahomet	\$17,637.00	\$1,955.91	11.09%	\$15,681.09
Village of Rantoul	\$26,257.00	\$25,873.03	98.54%	\$383.97
Village of Savoy	\$15,960.00	\$0.00	0.00%	\$15,960.00
<b>Local Government Total</b>	<b>\$621,937.00</b>	<b>\$230,664.17</b>	<b>37.09%</b>	<b>\$391,272.83</b>
Local Government Reimbursement	\$22,123.00	\$10,855.00	49.07%	\$11,268.00
Charges for Services	\$54,000.00	\$47,050.34	87.13%	\$6,949.66
Investment Interest	\$5,000.00	\$1,348.61	26.97%	\$3,651.39
Maps & Data Sales	\$13,500.00	\$3,837.78	28.43%	\$9,662.22
Interdepartment Transfers	\$65,000.00	\$0.00	0.00%	\$65,000.00
<b>REVENUE TOTAL</b>	<b>\$781,560.00</b>	<b>\$293,755.90</b>	<b>37.59%</b>	<b>\$487,804.10</b>

EXPENDITURE	Budgeted (Original)	Budgeted (Amended)	Actual YTD 09/30/2020	Actual % of Budget	Unencumbered Balance
<b>Personnel</b>					
Salaries & Wages	\$355,216.00	\$355,216.00	\$254,936.24	71.77%	\$100,279.76
Fringe Benefits	\$118,740.00	\$118,740.00	\$58,015.64	48.86%	\$60,724.36
<b>Personnel Total</b>	<b>\$473,956.00</b>	<b>\$473,956.00</b>	<b>\$312,951.88</b>	<b>66.03%</b>	<b>\$161,004.12</b>
Commodities	\$24,702.00	\$16,691.00	\$4,455.53	26.69%	\$12,235.47
<b>Services</b>					
Audit	\$11,500.00	\$11,500.00	\$0.00	0.00%	\$11,500.00
Professional Services	\$152,000.00	\$220,433.00	\$113,371.00	51.43%	\$107,062.00
Job Required Travel	\$500.00	\$500.00	\$226.56	45.31%	\$273.44
Utilities	\$2,250.00	\$2,250.00	\$738.28	32.81%	\$1,511.72
Computer/InfoTech Services	\$10,627.00	\$18,638.00	\$10,667.61	57.24%	\$7,970.39
Telephone Service	\$1,000.00	\$1,000.00	\$567.13	56.71%	\$432.87
Equipment Maintenance	\$45,525.00	\$45,525.00	\$35,636.30	78.28%	\$9,888.70
Conferences & Training	\$3,000.00	\$3,000.00	\$17.00	0.57%	\$2,983.00
All Other Services	\$9,000.00	\$9,000.00	\$269.83	3.00%	\$8,730.17
<b>Services Total</b>	<b>\$235,402.00</b>	<b>\$311,846.00</b>	<b>\$161,493.71</b>	<b>51.79%</b>	<b>\$150,352.29</b>
Capital	\$9,000.00	\$9,000.00	\$0.00	0.00%	\$9,000.00
Transfer to General County Fund	\$921.00	\$921.00	\$0.00	0.00%	\$921.00
Interdepartment Transfers	\$65,000.00	\$65,000.00	\$0.00	0.00%	\$65,000.00
<b>EXPENDITURE TOTAL</b>	<b>\$808,981.00</b>	<b>\$877,414.00</b>	<b>\$478,901.12</b>	<b>54.58%</b>	<b>\$398,512.88</b>

850 FUND BALANCE - 01/01/2020	Balance
<b>FY2020 Beginning Fund Balance (unaudited)</b>	<b>\$528,488.80</b>
Reserve for Aerial Photography	- \$94,696.04
10% Restricted Reserve	- \$57,157.20
Restricted Capital and Technology Reserve	- \$51,482.67
<b>FY2020 Remaining Unreserved Fund Balance (unaudited)</b>	<b>\$325,152.89</b>

**CHAMPAIGN COUNTY GEOGRAPHIC  
INFORMATION SYSTEM CONSORTIUM**

CHAMPAIGN, ILLINOIS

FINANCIAL STATEMENTS

AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

AND

INDEPENDENT AUDITORS' REPORT

**CHAMPAIGN COUNTY GEOGRAPHIC  
INFORMATION SYSTEM CONSORTIUM**  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018  
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## INDEPENDENT AUDITORS' REPORT

To the Members of the County Board  
Champaign County Geographic Information System Consortium  
Urbana, Illinois

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and the major fund of the Champaign County Geographic Information System Consortium, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Champaign County Geographic Information System Consortium's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditors' Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Champaign County Geographic Information System Consortium's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Champaign County Geographic Information System Consortium's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

To the Members of the County Board  
Champaign County Geographic Information System Consortium

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Champaign County Geographic Information System Consortium as of December 31, 2018 and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the required supplementary information as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinions on the basic financial statements are not affected by this missing information.

*Baker Tilly Virchow Krause, LLP*

Oak Brook, Illinois  
July 8, 2020

**CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM**  
**STATEMENT OF NET POSITION**  
AS OF DECEMBER 31, 2018

	GOVERNMENTAL ACTIVITIES
<b>Assets</b>	
Cash	\$ 394,280
Receivables	73,323
Prepaid items	9,759
Capital assets, net of accumulated depreciation	<u>2,876</u>
Total assets	<u>480,238</u>
<b>Deferred outflows of resources</b>	
Deferred outflows related to pensions	<u>123,013</u>
<b>Total assets and deferred outflows of resources</b>	<b><u>\$ 603,251</u></b>
<b>Liabilities</b>	
Accounts payable and accrued expenses	\$ 39,886
Compensated absences	10,129
Unearned revenue	65,659
Net pension liability	<u>111,795</u>
Total liabilities	<u>227,469</u>
<b>Deferred inflows of resources</b>	
Deferred inflows related to pensions	<u>26,371</u>
<b>Net position</b>	
Net investment in capital assets	2,876
Unrestricted	<u>346,535</u>
Total net position	<u>349,411</u>
<b>Total liabilities, deferred inflows of resources, and net position</b>	<b><u>\$ 603,251</u></b>

See Notes to Basic Financial Statements

**CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM**  
**STATEMENT OF ACTIVITIES**  
FOR THE YEAR ENDED DECEMBER 31, 2018

		PROGRAM REVENUES	NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION
FUNCTIONS/PROGRAMS	EXPENSES	CHARGES FOR SERVICES	GOVERNMENTAL ACTIVITIES
<b><u>GOVERNMENTAL ACTIVITIES</u></b>			
GIS operations	\$ 498,846	\$ 75,793	\$ (423,053)
Total governmental activities	<u>\$ 498,846</u>	<u>\$ 75,793</u>	<u>(423,053)</u>
General revenues:			
Member contributions:			
Champaign County			280,752
City of Champaign			63,508
City of Urbana			36,172
Village of Rantoul			22,965
Village of Mahomet			13,230
Village of Savoy			12,841
University of Illinois			32,143
Net investment income			<u>4,915</u>
Total general revenues			<u>466,526</u>
Change in net position			43,473
Net position, December 31, 2017			<u>305,938</u>
Net position, December 31, 2018			\$ 349,411

See Notes to Basic Financial Statements

**CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM**  
**GOVERNMENTAL FUND**  
**BALANCE SHEET**  
**AS OF DECEMBER 31, 2018**

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**Assets**

Cash	\$ 394,280
Other receivables	73,323
Prepaid items	<u>9,759</u>
 Total assets	 <u><u>\$ 477,362</u></u>

**Liabilities**

Accounts payable and accrued expenses	\$ 39,886
Unearned revenue	<u>65,659</u>
 Total liabilities	 <u>105,545</u>

**Fund balance**

Nonspendable	9,759
Unassigned	<u>362,058</u>
Total fund balance	<u>371,817</u>
 Total liabilities and fund balance	 <u><u>\$ 477,362</u></u>

# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

## RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET TO THE STATEMENT OF NET POSITION AS OF DECEMBER 31, 2018

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Total fund balances - governmental fund \$ 371,817

Amounts reported for governmental activities in the Statement of Net Position  
is different because:

When capital assets that are to be used in governmental activities  
are purchased, the cost is reported as expenditures in the  
governmental fund. However, the statement of net position includes  
those capital assets as assets of the Consortium, and depreciates them.

Cost of capital assets	105,507
Accumulated depreciation	(102,631)

Deferred outflows of resources related to pension do not relate to current financial resources and are not reported in the governmental fund.	123,013
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Deferred inflows of resources related to pension do not relate to current financial resources and are not reported in the governmental fund.	(26,371)
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The IMRF net pension liability/asset is not due and payable in the current period and, therefore, is not reported in the governmental fund.	(111,795)
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Compensated absences are not due and payable in the current period and, therefore, are not reported in the fund.	<u>(10,129)</u>
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<b>Net Position of Governmental Activities</b>	<b><u>\$ 349,411</u></b>
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**CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM**  
**GOVERNMENTAL FUND**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE YEAR ENDED DECEMBER 31, 2018

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**Program revenues**

Subscription fees	\$ 15,700
Sale of maps and data	15,579
Technical service contracts	<u>44,514</u>

Total program revenues	<u>75,793</u>
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**General revenues**

Member Contributions:	
Champaign County	280,752
City of Champaign	63,508
City of Urbana	36,172
Village of Rantoul	22,965
Village of Mahomet	13,230
Village of Savoy	12,841
University of Illinois	32,143
Investment income	<u>4,915</u>

Total general revenues	<u>466,526</u>
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**Expenditures**

Salaries and benefits	418,746
Supplies and materials	25,165
Annual audit	10,404
Services	13,648
Technology	<u>38,747</u>

Total expenditures	<u>506,710</u>
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Net change in fund balance	35,609
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Fund balance, beginning of year	<u>336,208</u>
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Fund balance, end of year	<u><u>\$ 371,817</u></u>
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See Notes to Basic Financial Statements

# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

## RECONCILIATION OF THE GOVERNMENTAL FUND STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31,2018

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Net change in fund balance - governmental fund	\$	35,609
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Amounts reported for governmental activities in the Statement of Activities are different because:

The governmental fund reports capital outlays as expenditures. However, in the statement of net position, the cost of these assets is capitalized and they are depreciated over their estimated useful lives and reported as depreciation expense in the statement of activities.

Depreciation expense	(3,723)
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Some expenses in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental fund.

Net pension liability/asset	(187,313)
Deferred outflows of resources related to pensions	121,954
Deferred inflows of resources related to pensions	72,494
Compensated absences	<u>4,452</u>

Change in net position	\$	<u>43,473</u>
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# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

## NOTES TO BASIC FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

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### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTANT POLICES**

The Consortium was created as a joint venture in August, 2002 to “develop and operate a coordinated county-wide geographic information system”. The Consortium was established and governed by an intergovernmental agreement between Champaign County, City of Champaign, City of Urbana, Village of Rantoul, Village of Mahomet, Village of Savoy, and the University of Illinois.

The accounting policies of the Consortium conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The accepted standard-setting body for establishing governmental accounting and financial reporting principles is the Governmental Accounting Standards Board (GASB).

#### **Reporting Entity**

This report includes all of the funds of the Consortium. The reporting entity for the Consortium consists of the primary government and its component units. Component units are legally separate organizations for which the primary government is financially accountable or other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading. The Consortium has not identified any organizations that meet this criteria.

The Consortium was established by an intergovernmental agreement as a joint venture of Champaign County, City of Champaign, City of Urbana, Village of Rantoul, Village of Mahomet, Village of Savoy, and the University of Illinois.

#### **Government-Wide and Fund Financial Statements**

##### *Government-Wide Financial Statements*

The statement of net position and statement of activities display information about the reporting government as a whole. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Member contributions and other items not included among program revenues are reported as general revenues.

# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

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## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTANT POLICES (CONTINUED)

### *Fund Financial Statements*

The financial statements of the Consortium are organized into funds, each of which is considered a separate accounting entity. Each fund is accounted for with a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund balance, revenues and expenditures. The following fund is the only fund used by the Consortium:

Governmental Fund - The general operating fund of the Consortium. All revenues that are not allocated by law or contractual agreement to some other fund are accounted for in this fund.

### **Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

#### *Government-Wide Financial Statements*

The government-wide statement of net position and statement of activities are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues are recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of the related cash flow.

#### *Governmental Fund Financial Statements*

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the Consortium considers revenues to be available if they are collected within 90 days of the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred.

### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

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## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTANT POLICES (CONTINUED)

### **Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity**

#### *Deposits*

The Consortium's cash is made up of cash in banks and assets on deposit in the Illinois Funds. The Illinois Funds are stated at cost, which approximates fair value.

#### *Receivables*

Receivables are reported net of an allowance for uncollectible amounts, if applicable.

#### *Prepaid Items*

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

#### *Capital Assets*

Capital assets are reported in the government-wide financial statements. Capital assets are defined by the Consortium as assets with an initial cost of more than \$5,000 and an estimated useful life in excess of 1 year. All capital assets are valued at historical cost, or estimated historical cost if actual amounts are unavailable. Donated capital assets are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible capital assets is recorded as an expense in the statement of activities, with accumulated depreciation reflected in the statement of net position. Depreciation is provided over the assets' estimated useful lives using the straight-line method. The range of estimated useful lives by type of asset is as follows:

Furniture	7 years
Major appliances	7 years
Computers, office equipment	5 years
Other equipment	5 years

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

#### *Deferred Outflows of Resources*

A deferred outflow of resources represents a consumption of net position/fund balance that applies to a future period and will not be recognized as an outflow of resources (expense/expenditure) until that future time.

# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

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## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTANT POLICES (CONTINUED)

### **Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (continued)**

#### *Compensated Absences*

Accumulated unpaid vacation and personal leave (compensated absences) is reported in the government-wide statements in the period in which it is incurred.

#### *Deferred Inflows of Resources*

A deferred inflow of resources represents an acquisition of net position/fund balance that applies to a future period and therefore will not be recognized as an inflow of resources (revenue) until that future time.

#### *Net Position*

Equity in the government-wide financial statements is classified as net position and displayed in three components:

- a. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances (excluding unspent debt proceeds) of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted net position - Consists of net position with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or, 2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net position - All other net positions that do not meet the definitions of "restricted" or "net investment in capital assets."

When both restricted and unrestricted resources are available for use, it is the Consortium's policy to use restricted resources first, then unrestricted resources as they are needed.

# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

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## NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTANT POLICES (CONTINUED)

### **Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position or Equity (continued)**

#### *Fund Balance*

Governmental fund balances are displayed as follows:

- a. Nonspendable - Includes fund balance amounts that cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained intact.
- b. Restricted - Consists of fund balances with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or 2) law through constitutional provisions or enabling legislation.
- c. Committed - Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority. Fund balance amounts are committed through a formal action (resolution) of the Consortium Policy Board. This formal action must occur prior to the end of the reporting period, but the amount of the commitment, which will be subject to the constraints, may be determined in the subsequent period. Any changes to the constraints imposed require the same formal action of the Consortium Policy Board that originally created the commitment.
- d. Assigned - Includes spendable fund balance amounts that are intended to be used for specific purposes that do not meet the criteria to be classified as restricted or committed. The Consortium Policy Board may take official action to assign amounts. Assignments may take place after the end of the reporting period.
- e. Unassigned - Includes residual positive fund balance within the general fund which has not been classified within the other above mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed, or assigned for those purposes.

The Consortium considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents / contracts that prohibit doing this. Additionally, the Consortium would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

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## NOTE 2 – DEPOSITS AND INVESTMENTS

The Consortium's cash is held by Champaign County (County), and is not physically segregated. The Consortium deposits are comingled with other County funds but are tracked separately on the general ledger.

### Custodial Credit Risk

Custodial credit risk is the risk that, in the event of a bank failure of the counterparty, the County will not be able to recover the value of its deposits or collateral securities that are in the possession of an outside party. It is the County's policy to require collateral for deposit balances above FDIC insurance coverage. All bank balances of deposits as of the balance sheet date are entirely insured or collateralized with securities held by the Champaign County Treasurer or by its agent in the County's name. Illinois Funds are also fully collateralized.

## NOTE 3 – CAPITAL ASSETS

Capital asset activity for the Agreement for the year ended December 31, 2018, was as follows:

	<b><u>Beginning Balance</u></b>	<b><u>Additions</u></b>	<b><u>Deletions</u></b>	<b><u>Ending Balance</u></b>
<b>Capital assets being depreciated:</b>				
Equipment	\$ 105,507	\$ -	\$ -	\$ 105,507
Less accumulated depreciation	<u>98,908</u>	<u>3,723</u>	<u>-</u>	<u>102,631</u>
<b>Capital assets, net of accumulated depreciation</b>	<b><u>\$ 6,599</u></b>	<b><u>\$ 3,723</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 2,876</u></b>

## NOTE 4 – COMPENSATED ABSENCES

The following is a summary of changes in the Consortium's compensated absence liability for the year ended December 31, 2018:

	<b><u>Beginning Balance</u></b>	<b><u>Additions</u></b>	<b><u>Deletions</u></b>	<b><u>Ending Balance</u></b>
Compensated absences	<u>\$ 14,581</u>	<u>\$ 27,859</u>	<u>\$ 32,311</u>	<u>\$ 10,129</u>

# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

## NOTES TO BASIC FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

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### NOTE 5 – RETIREMENT SYSTEM

#### *Illinois Municipal Retirement Fund*

The Consortium contributes to the Illinois Municipal Retirement Fund (IMRF) an agent multiple employer pension plan that acts as a common investment and administrative agent for local governments and school districts in Illinois through Champaign County. The Illinois Pension Code establishes the benefit provisions of the plan that can only be amended by the Illinois General Assembly. IMRF issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to the Illinois Municipal Retirement Fund, 2211 York Road, Suite 500, Oak Brook, Illinois 60523.

The employees of the Consortium are pooled with the employees of Champaign County for purposes of actuarial valuation. As the Consortium is participating under the County's employer number, IMRF is considered to be a cost-sharing plan for the Consortium.

*Plan Description.* All employees hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. IMRF has a two tier plan. Members who first participated in IMRF or an Illinois Reciprocal System prior to January 1, 2011 participate in Tier 1. All other members participate in Tier 2. For Tier 1 participants, pension benefits vest after 8 years of service. Participating members who retire at or after age 60 with 8 years of service are entitled to an annual retirement benefit, payable monthly for life in an amount equal to 1 2/3% of their final rate of earnings (average of the highest 48 consecutive months' earnings during the last 10 years) for credited service up to 15 years and 2% for each year thereafter.

For Tier 2 participants, pension benefits vest after 10 years of service. Participating members who retire at or after age 67 with 10 years of service are entitled to an annual retirement benefit, payable monthly for life in an amount equal to 1 2/3% of their final rate of earnings (average of the highest 96 consecutive months' earnings during the last 10 years, capped at \$106,800) for credited service up to 15 years and 2% for each year thereafter. However, an employee's total pension cannot exceed 75% of their final rate of earnings. If an employee retires after 10 years of service between the ages of 62 and 67, and has less than 30 years of service credit, the pension will be reduced by 1/2% for each month that the employee is under the age of 67. If an employee retires after 10 years of service between the ages of 62 and 67, and has between 30 and 35 years of service credit, the pension will be reduced by the lesser of 1/2% for each month that the employee is under the age of 67 or 1/2% for each month of service credit less than 35 years. IMRF also provides death and disability benefits. These benefit provisions and all other requirements are established by Illinois Compiled Statutes.

*Contributions.* As set by statute, Consortium employees participating in IMRF are required to contribute 4.50% of their annual covered salary. The statute requires the Consortium to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The Consortium's actuarially determined contribution rate for calendar year 2017 was 8.24% percent of annual covered payroll. The Consortium also contributes for disability benefits, death benefits and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

## NOTES TO BASIC FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

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### NOTE 5 – RETIREMENT SYSTEM (CONTINUED)

*Fiduciary Net Position.* Detailed information about the IMRF fiduciary net position as of December 31, 2018 is available in the separately issued Champaign County, Illinois Comprehensive Annual Financial Report as of and for the year ended December 31, 2018.

*Net Pension Liability.* At December 31, 2018, the Consortium reported a liability for its proportionate share of the net pension liability that reflected the Consortium's portion of the total net pension liability associated with the County's employer number. The amount recognized by the Consortium as its proportionate share of the net pension liability, the County's share of the net pension liability, and the total net pension liability associated with the County's employer number were as follows:

Consortium's proportionate share of the collective net pension liability/asset	\$ 111,795
County's proportionate share of the collective net pension liability/asset	<u>10,742,098</u>
Total	<u>\$ 10,853,893</u>

The net pension liability was measured as of December 31, 2018. The Consortium's proportion of the net pension liability was based on the Consortium's share of contributions to IMRF for the fiscal year ended December 31, 2018, relative to the total contributions of the Consortium and County during that period. At December 31, 2018, the Consortium's proportion was 1.03%, the same as the prior year.

*Summary of Significant Accounting Policies.* For purposes of measuring the collective net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of IMRF and additions to/deductions from IMRF fiduciary net position have been determined on the same basis as they are reported by IMRF. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

*Actuarial Assumptions.* The assumptions used to measure the total pension liability in the December 31, 2018 annual actuarial valuation included a 7.25% investment rate of return, (b) projected salary increases from 3.39% to 14.25%, including inflation, and (c) price inflation of 2.50%. The retirement age is based on experience-based table of rates that are specific to the type of eligibility condition. The tables were last updated for the 2017 valuation pursuant to an experience study of the period 2014-2016.

*Mortality.* For non-disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Blue Collar Health Annuitant Mortality Table with adjustments to match current IMRF experience. For disabled retirees, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Disabled Retirees Mortality Table applying the same adjustment that were applied for non-disabled lives. For active members, an IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015). The IMRF specific rates were developed from the RP-2014 Employee Mortality Table with adjustments to match current IMRF experience.



# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

## NOTE 5 – RETIREMENT SYSTEM (CONTINUED)

*Long-Term Expected Real Rate of Return.* The long-term expected rate of return on pension plan investments was determined using an asset allocation study in which best-estimate ranges of expected future real rates of return (net of pension plan investment expense and inflation) were developed for each major asset class. These ranges were combined to produce long-term expected rate of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic and geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Allocation	Projected Returns/Risks	
		One Year Arithmetic	Ten Year Geometric
Equities	37.00 %	8.50%	7.15%
International equities	18.00 %	9.20%	7.25%
Fixed income	28.00 %	3.75%	3.75%
Real estate	9.00 %	7.30%	6.25%
Alternatives	7.00 %		
Private equity		12.40%	8.50%
Hedge funds		5.75%	5.50%
Commodities		4.75%	3.20%
Cash equivalents	1.00 %	2.50%	2.50%

*Discount Rate.* The discount rate used to measure the total collective pension liability for IMRF was 7.25%, compared to 7.50% in the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Consortium's contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Discount Rate Sensitivity.* The following is a sensitivity analysis of the Consortium's proportionate share of the net pension liability / (asset) to changes in the discount rate. The table below presents the Consortium's proportionate share of the net pension liability calculated using the discount rate of 7.25% as well as what the Consortium's proportionate share of the net pension liability / (asset) would be if it were to be calculated using a discount rate that is 1 percentage point lower (6.25%) or 1 percentage point higher (8.25%) than the current rate:

	1% Decrease	Current Discount Rate	1% Increase
Consortium's proportionate share of the collective net pension liability	\$ 265,713	\$ 111,795	\$ (13,233)

**CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM**

NOTES TO BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

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**NOTE 5 – RETIREMENT SYSTEM (CONTINUED)**

*Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions.* For the year ended December 31, 2018, the Consortium recognized pension expense of \$18,743. The Consortium reported deferred outflows and inflows of resources related to pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 229	\$ 6,086
Changes in assumptions	28,973	20,285
Net difference between projected and actual earnings on pension plan investments	93,811	-
Total	<u>\$ 123,013</u>	<u>\$ 26,371</u>

The amounts reported as deferred outflows and inflows of resources related to pensions \$96,642 will be recognized in pension expense as follows:

Year Ending December 31	Amount
2019	\$ 28,500
2020	14,355
2021	15,506
2022	38,281
Total	<u>\$ 96,642</u>

**NOTE 6 - CONTINGENCIES**

The Lead Agency (Champaign County) of the Consortium procures and maintains property, liability and worker's compensation insurance for this program. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years. Certificates of insurance are maintained that name each Consortium member agency as an additional insured under the liability policy.

# CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2018

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## **NOTE 7 – EFFECT OF NEW ACCOUNTING STANDARDS ON CURRENT-PERIOD FINANCIAL STATEMENTS**

The Governmental Accounting Standards Board (GASB) has approved GASB Statement No. 83, *Certain Asset Retirement Obligations*, GASB Statement No. 84, *Fiduciary Activities*, GASB Statement No. 87, *Leases*, GASB Statement No. 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*, GASB Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*, GASB Statement No. 90, *Majority Equity Interests – an amendment of GASB Statements No. 14 and No. 61*, GASB Statement No. 91, *Conduit Debt Obligations*, GASB Statement No. 92, *Omnibus 2020*, GASB Statement No. 93, *Replacement of Interbank Offered Rates*, Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, and Statement No. 96, *Subscription-Based Information Technology Arrangements*. Application of these standards may restate portions of these financial statements.

The statements listed above through Statement No. 93 had their required effective dates postponed by one year with the issuance of Statement No. 95, *Postponement of Effective Dates of Certain Authoritative Guidance*, with the exception of Statement No. 87 which was postponed by one and a half years.

**CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM**  
**ILLINOIS MUNICIPAL RETIREMENT FUND**  
SCHEDULE OF CONSORTIUM'S PROPORTIONATE SHARE  
OF THE NET PENSION LIABILITY AND CONSORTIUM CONTRIBUTIONS

	Last Four Fiscal Years			
	2018	2017	2016	2015
Consortium's proportion of the net pension asset / liability	1.03%	1.03%	1.03%	0.80%
Consortium's proportionate share of the net pension liability (asset)	\$ 111,795	\$ (75,518)	\$ 82,993	\$ 68,474
County's proportionate share of the net pension liability (asset)	<u>10,742,098</u>	<u>(7,256,322)</u>	<u>7,974,565</u>	<u>8,490,797</u>
Total net pension liability (asset)	<u>\$ 10,853,893</u>	<u>\$ (7,331,840)</u>	<u>\$ 8,057,558</u>	<u>\$ 8,559,271</u>
Covered-employee payroll	\$ 314,060	\$ 299,675	\$ 300,143	\$ 225,027
Consortium's proportionate share of the net pension liability (asset) as a percentage of	35.6%	(25.20%)	27.65%	30.43%
Plan fiduciary net position as a percentage of the total pension liability	92.53%	106.71%	93.99%	93.30%
Contractually required contribution	\$ 25,879	\$ 25,325	\$ 25,872	\$ 20,185
Contributions in relation to the contractually required contribution	<u>(25,879)</u>	<u>(25,274)</u>	<u>(26,757)</u>	<u>(20,281)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ 51</u>	<u>\$ (885)</u>	<u>\$ (96)</u>
Contributions as a percentage of covered employee payroll	8.24%	8.43%	8.91%	9.01%

**Notes to Schedule:**

The Consortium implemented GASB 68 in 2015. Information for fiscal years prior to 2015 is not applicable.

Amounts reported in 2018 reflect an investment rate of return of 7.50%, an inflation rate of 2.75%, and a salary increase assumption of 3.75% to 14.50% including inflation. Amounts reported in 2017 and 2016 reflect an investment rate of return of 7.50%, an inflation rate of 3.00%, and a salary increase assumption of 4.40% to 16.00% including inflation.

**CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM**  
**GOVERNMENTAL FUND**

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND  
ACTUAL

FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>
<b>Program revenues</b>			
Subscription fees	\$ 15,700	\$ 15,700	\$ 15,700
Sale of maps and data	13,500	13,500	15,579
Technical service contracts	<u>57,000</u>	<u>57,000</u>	<u>44,514</u>
Total program revenues	<u>86,200</u>	<u>86,200</u>	<u>75,793</u>
<b>General revenues</b>			
Member Contributions:			
Champaign County	296,628	296,628	280,752
City of Champaign	69,383	69,383	63,508
City of Urbana	39,506	39,506	36,172
Village of Rantoul	24,773	24,773	22,965
Village of Mahomet	14,588	14,588	13,230
Village of Savoy	13,952	13,952	12,841
University of Illinois	35,159	35,159	32,143
Investment income	<u>750</u>	<u>750</u>	<u>4,915</u>
Total general revenues	<u>494,739</u>	<u>494,739</u>	<u>466,526</u>
<b>Expenditures</b>			
Salaries and benefits	536,050	534,145	418,746
Supplies and materials	4,275	6,265	25,165
Annual audit	11,200	11,200	10,404
Services	21,410	21,285	13,648
Technology	<u>1,250</u>	<u>1,290</u>	<u>38,747</u>
Total expenditures	<u>574,185</u>	<u>574,185</u>	<u>506,710</u>
Net change in fund balance	<u>\$ 6,754</u>	<u>\$ 6,754</u>	35,609
Fund balance, beginning of year			<u>336,208</u>
Fund balance, end of year			<u>\$ 371,817</u>

See Auditors' Report



## ***GIS Policy Committee***

### ***Proposed*** Meeting Schedule for 2021

#### ***Unless otherwise indicated***

Meetings will be held at 11:00 A.M.

Lyle Shields Meeting Room, Brookens Administrative Center

1776 E. Washington St.

Urbana, Illinois

### **ANY OTHER CHANGES WILL BE ANNOUNCED**

Friday, January 15, 2021

Friday, April 16, 2021

Friday, July 16, 2021

Friday, October 15, 2021

Chair: **Champaign County**

Vice-Chair: **Village of Savoy**



Champaign County  
City of Champaign  
City of Urbana  
University of Illinois  
Village of Rantoul  
Village of Mahomet  
Village of Savoy

## 2020 Work Plan Status Report – Quarter 3

Task	Status
<b>2020 Improvement Tasks (Short-term)</b>	
<b>Streamline, Organize and Document Script</b>	
1 Implement script standards; organize and document existing scripts	in progress & on-going
<b>Modernize Tax Map Book</b>	
2 Change format of Tax Map book to seamless web-map application	in progress; task to be completed in 2020
<b>CCGIS Website</b>	
3 Overhaul CCGIS website; implement responsive design	postponed until 2021
<b>Create Metadata (2019 Work Plan Task)</b>	
4 Create metadata for layers and tables, etc.	task to begin in 2020; work will occur as time allows; anticipated completion in 2022
<b>Sanitary Sewer Script Updates</b>	
5 Implement script standards; organize and document existing scripts	<b>complete</b>
<b>Migration to ArcPro</b>	
6 Staff to utilize ArcPro as primary mapping software	in progress; to be completed in 2021
<b>Automate Technical Service Contract Invoices</b>	
7 Create database to generate technical service contract invoices	canceled; task handled by upcoming implementation of County Enterprise Resource Planning (ERP) system
<b>Migrate Sales Database to SQL Server</b>	
8 Migrate sales database from access to SQL Server and create a web-based interface	canceled; data to be stored in County Enterprise Resource Planning (ERP) system
<b>Implement Long-term Technology Plan (2018 Work Plan Task)</b>	
9 Implement 1-2 year plan objectives	in progress; carried over from 2018; failover tested on file server; testing will continue; <b>implementation timeframe unclear.</b>
<b>Software Upgrades and Other Related Tasks</b>	
10-A ArcGIS Server Upgrade and installation of ArcGIS Portal	complete
10-B Update Apps to Reference Portal URL	complete
<b>2020 Work Plan Tasks</b>	
<b>US Census New Construction</b>	
1 Provide Census Bureau new residential addresses assigned between LUCA submission and Census Day	complete
<b>NG-911 Required Data</b>	
2 Update data to meet the NG-911 submission standards	complete with a few outstanding questions
<b>Map Drainage Districts and Subdistricts</b>	
3 Map drainage districts - county-wide	in progress; <b>to date 50 main drainage districts &amp; 126 sub districts mapped; task to continue through 2021</b>
<b>Map Drainage District Tiles</b>	
4 Utilize Circuit Clerk documents to map original location of drainage tiles	to begin in 2021
<b>Reconcile Drainage Districts and Sub-districts</b>	
5 Reconcile Drainage Districts and Subdistricts with appropriate county offices	to begin in 2021 or 2022
<b>Street Network Impedance Data for Computer Aided Dispatch</b>	
6 Gather and store street network impedance data for CAD	completed attribution of data necessary for METCAD CAD software migration to Tyler New World
<b>2020 Contracts/ Service Tasks</b>	
A. Piatt County	on going - general GIS tasks
B. Village of Mahomet	on going - general GIS tasks
C. City of Champaign	on going - general GIS tasks
D. Urbana Champaign Sanitary District	on going - general GIS tasks
E. METCAD	NG-911 Tasks

Status updates found in **bold**