



GIS Policy Committee

MINUTES – Approved as Distributed July 15, 2022

DATE: Friday, April 22, 2022
TIME: 11:00 am
PLACE: Brookens Administrative Center
 1776 E. Washington St.
 Urbana, Illinois

Consortium Member Agencies	Present	Absent
Champaign	Roger Diercks	Mark Toalson
Urbana	John Zeman	Sanford Hess
Rantoul	Jonathan Morrison	Jake McCoy
Champaign County	M.C. Neal	
UIUC	Chad Kupferschmid	James Sims
Mahomet	Abby Heckman	Kelly Pfeifer
Savoy		Christopher Walton

Others: None
CCGIS Staff: Leanne Brehob-Riley (Director), Mary Ward (Recording Secretary)

MINUTES

I. Call to Order

Mr. Neal called the meeting to order at 11:00 a.m.

II. Roll Call

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

III. Approval of Agenda

MOTION by Ms. Heckman to approve the agenda with one change, to move Public Participation to after the Approval of the Agenda; second by Mr. Morrison. Upon vote, the **MOTION CARRIED** unanimously.

IV. Approval of Minutes

A. *January 21, 2022 Meeting*

MOTION by Mr. Kupferschmid to approve the January 21, 2022 minutes as distributed; second by Ms. Heckman. Upon vote, the **MOTION CARRIED** unanimously.

V. Financial Statements

- A. *FY 2021 – 1/1/2021 through 12/31/2021 (not final)*
- FY2022 – 1/1/2022 through 02/28/2022*

FY2021 financials are not final. Various membership contributions, contour project fees and technical services funds were not collected in FY2021. All outstanding revenue was collected in March and April and are not reflected on the FY2022 financials.

MOTION by Mr. Zeman to receive and place on file the financial statement; seconded by Mr. Kupferschmid. Upon roll call vote, the **MOTION CARRIED** unanimously.

B. Receive and Place on File – FY2020 External Audit

There were no findings on the FY2020 audit. The reported ending fund balance was \$501,581.

MOTION by Ms. Heckman to receive and place on file the FY2020 External Audit; seconded by Mr. Morrison.

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

VI. Business Items

A. Approval of Updates to CCGISC Rules and Procedures

MOTION by Mr. Kupferschmid to approve the updates to the CCGISC Rules and Procedures; seconded by Ms. Heckman.

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

B. Approval of FY2022 Budgetary Adjustments

FY2022 budgetary adjustments as outlined in the supplied memo are needed to cover FY2021 unpaid expenses and uncollected revenue.

MOTION by Ms. Heckman to approve the FY2022 budgetary adjustments; seconded by Mr. Morrison.

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

C. Impact of 2020 Census Population Changes on Membership Assessments

Champaign County population redistributions as captured in the decennial census impacts membership and ortho-imagery assessments. The memo supplied by Ms. Brehob-Riley outlined the anticipated assessment impacts for each member agency.

D. GIS Director's Report

1. Work Plan Status Report

Updates to the Work Plan Status Report are denoted in bold font. The Report was updated to reflect the 2022 Work Plan.

2. Contour/Building Footprint Project

Ms. Brehob-Riley shared her frustration with this project. There have been two main issues: incorrect depression contour classification and errant data values in the DTM/DEM files. The DTM/DEM issue was recently corrected by ASI. In addition, ASI provided updated contour tiles. These will be reviewed in detail. If no issues are found, the project deliverables will be supplied to each member agency.

3. **Upgrades**

The Enterprise Geodatabases need to be upgraded. An email outlining any impacts will be sent prior to the upgrade.

4. **Finalized Annual QC & Easement Mapping**

CCGIS staff completed the annual QC tasks and began mapping subdivisions and parcel changes. Starting this year, easements will be mapped as received.

5. **Off Site VM Backups**

Working with County IT to begin off-site VM backups to the County Courthouse. Once all is configured, VM backups will occur every two weeks. With future IT software purchases, the plan is for more frequent VM backups.

Mr. Diercks asked about the timeline on the Geodatabase upgrade. It is planned for July or August. A compatibility discussion ensued. Ms. Brehob-Riley noted there could be issues with older versions of ArcGIS Desktop clients. Ms. Brehob-Riley will investigate the upgrade impacts in more detail.

VII. **Adjournment**

Seeing there was no other business, Mr. Neal adjourned the meeting at 11:20 a.m.