



Meeting Announcement

GIS POLICY COMMITTEE MEETING

Friday, April 22, 2022 at 11:00am

LYLE SHIELDS MEETING ROOM

1776 E. Washington Street, Urbana, IL

COMMITTEE MEMBERS

Christopher Walton – *Chair*

Jake McCoy

Mark Toalson

Kelly Pfeifer – *Vice Chair*

Sanford Hess

M.C. Neal

James Sims

AGENDA

- I. **Call to Order**
- II. **Roll Call – Sign-in Sheet**
- III. **Public Participation**
- IV. **Approval of Agenda**
- V. **Approval of Minutes**
 - A. *January 21, 2022*
- VI. **Financial Statements**
 - A. *CCGISC Financial Statements*
 - *FY2021 - 1/1/2021 through 12/31/2021 – not final*
 - *FY2022 - 1/1/2022 through 02/28/2022*
 - B. *Receive and Place on File – FY2020 External Audit*
- VII. **Business Items**
 - A. *Approval of Updates to CCGISC Rules and Procedures*
 - B. *Approval of FY2022 Budgetary Adjustments*
 - C. *Impact of 2020 Census Population Changes on Membership Assessments*
 - D. *GIS Director's Report*



GIS Policy Committee

MINUTES – Subject to Review and Approval

DATE: Friday, January 21, 2022
TIME: 11:00 am
PLACE: Brookens Administrative Center
1776 E. Washington St.
Urbana, Illinois

Consortium Member Agencies	Present	Absent
Champaign	Mark Toalson	
Urbana	Sanford Hess	
Rantoul	Jake McCoy	
Champaign County	M.C. Neal	
UIUC	Chad Kupferschmid	James Sims
Mahomet	Kelly Pfeifer	
Savoy	Christopher Walton	

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

MINUTES

I. Call to Order

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

IV. Approval of Minutes

A. October 15, 2021 Meeting

MOTION by Mr. Toalson to approve the October 15, 2021 minutes as distributed; second by Mr. Kupferschmid. Upon vote, the **MOTION CARRIED** unanimously.

V. Financial Statements

A. FY2021 Financial Statement - 1/1/2021 through 12/31/2021 (not final)

MOTION by Mr. McCoy to receive and place on file the financial statement; seconded by Mr. Hess.

Mr. Hess had a question about the professional services line. Ms. Brehob-Riley stated ASI has not yet been paid for the contour project. They will be paid once the data is fully corrected.

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

VI. Business Items

A. *Approval of Douglas County Intergovernmental Agreement for GIS Services*

Ms. Brehob-Riley gave a brief overview of the agreement. Douglas County would like to shift its cadastral maintenance and related GIS services to the Consortium. The agreement mimics the Piatt County contract with cost share fees and staff rates calculated in the same manner. This should bring in an additional \$6,000 to \$10,000 annually. The contract will provide an on-going stable source of revenue.

MOTION by Mr. Toalson to approve the Douglas County Intergovernmental Agreement for GIS Services; second by Mr. Hess.

Mr. Toalson asked how many parcels there were in Douglas County. Ms. Brehob-Riley stated the number of parcels is similar Piatt County. Mr. Hess expressed his appreciation for the work to secure the contract. This is what was talked about several years ago as a way this Consortium can grow and provide more value to the wider area. It speaks to the quality of the work the team has done.

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

B. *Update of Management's Discussion and Analysis for future CCGISC Audits*

Ms. Brehob-Riley spoke with the Chief Deputy Auditor about moving forward with an MD&A for future audits. He echoed the statement made by the external Auditor; the financial statements are not impacted by its absence. However, going forward Ms. Brehob-Riley will work with the Deputy Auditor to develop an MD&A. With the ERP transition and the need for the County to finalize the FY2020 audit as soon as possible, the first MD&A will be issued with the FY2021 audit.

C. *GIS Director's Report*

1. **Work Plan Status Report**

The work plan status report has been provided and changes are in bold. We had hoped to update the CCGISC website during the past year; will try to get this done in 2022.

2. **Redistricting**

Staff assisted the County Clerk with the necessary election code updates. This included geocoding voter addresses, updating existing codes, and working with their vendor. This was a demanding project with a short timeframe.

3. **Upgrades**

The ArcGIS Enterprise upgrade to 10.9.1 for both Server and Portal was done over the Martin Luther King holiday weekend. It was successful, but problematic. There was some confusion because the software signaled the Portal upgrade was complete, yet the software was not responding correctly. As a result, the 6 to 7-hour upgrade was rolled back and restarted. With the second attempt it became clear that while the software signaled its completion, the software had not completed its full installation cycle.

After the ArcGIS Enterprise upgrade, we upgraded the parcel fabric to take advantage of some more advanced editing tools. This was also a problematic upgrade.

79 **4. Contour/Building Footprint Project**

80 As you are all aware, this project has been wrought with issues. The two main ones being
81 assignment of depression contours and bad values in the DTM/DEM files. Based on a spot
82 check of files, it appears the DTM/DEM file issues may have been resolved. We are still
83 waiting on ASI to re-supply corrected contours files.
84

85 Mr. Toalson had a question about the web update mentioned previously. Will that be done internally or
86 outsourced? Ms. Brehob-Riley stated the plan is to complete this internally using the County's site as a
87 template.

88 **5. Drainage Districts**

89 The CCGISC interns mapped all the certified drainage rolls found in the County Clerk's
90 office. In the coming months we plan to work with the County Clerk and the Circuit Clerk
91 to locate the remaining rolls. Once all the rolls are located and mapped, the next step will
92 for the County Clerk/Circuit Clerk to resolve the fallout between mapped districts and tax
93 system.

94 **6. Failover and Cloud Storage**

95 Met with M.C. to discuss off-site backups and failover options. CCGISC needs to be better
96 positioned to combat a disaster. The short-term plan is to push VM backups to a CCGISC
97 server that will be placed at the Courthouse. This will provide some peace of mind. It is
98 hoped IT will have the time to set this up in the coming months.
99

100 Mr. Hess expressed the need to have back-ups offsite as soon as possible.

101
102 Mr. Toalson had a couple of questions about where the Douglas County data will be hosted and if there are
103 plans to edge-match Douglas to Champaign County. Ms. Brehob-Riley responded, stating the Douglas
104 County data will be hosted on the CCGISC SQL box and staff will likely move forward with edge-matching
105 the cadastral base like what was done for Piatt County.

106 VII. Adjournment

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

GIS Consortium
FY2021 (01/01/2021-12/31/2021) Financial Report
Fund 8850

REVENUE	Budgeted (Original)	Budgeted (Amended)	Actual YTD 12/31/2021	Actual % of Budget	Unrealized Balance
Budgeted Local Government					
Champaign County	\$314,032.00	\$324,982.00	\$331,720.23	102%	- \$6,738.23
City of Champaign	\$73,522.00	\$83,536.00	\$0.00	0%	\$83,536.00
City of Urbana	\$41,830.00	\$44,084.00	\$41,830.00	95%	\$2,254.00
U-C Sanitary District	\$1,157.00	\$1,157.00	\$1,156.25	100%	\$0.75
University of Illinois	\$37,294.00	\$39,363.00	\$37,294.25	95%	\$2,068.75
Village of Mahomet	\$17,267.00	\$18,069.00	\$18,262.80	101%	- \$193.80
Village of Rantoul	\$25,935.00	\$26,938.00	\$30,529.32	113%	- \$3,591.32
Village of Savoy	\$18,450.00	\$19,261.00	\$18,490.56	96%	\$770.44
Local Government Total	\$529,487.00	\$557,390.00	\$479,283.41	86%	\$78,106.59
Local Government Reimbursement	\$23,008.00	\$23,008.00	\$22,866.00	99%	\$142.00
Charges for Services	\$54,000.00	\$54,000.00	\$43,889.93	81%	\$10,110.07
Investment Interest	\$5,500.00	\$5,500.00	\$181.14	3%	\$5,318.86
Maps & Data Sales	\$13,500.00	\$13,500.00	\$8,395.69	62%	\$5,104.31
Interdepartment Transfers	\$57,000.00	\$57,000.00	\$57,000.00	100%	\$0.00
REVENUE TOTAL	\$682,495.00	\$710,398.00	\$611,616.17	86%	\$98,781.83
EXPENDITURE	Budgeted (Original)	Budgeted (Amended)	Actual YTD 12/31/2021	Actual % of Budget	Unencumbered Balance
Personnel					
Salaries & Wages	\$362,804.00	\$377,247.00	\$376,246.80	100%	\$1,000.20
Fringe Benefits	\$122,037.00	\$107,594.00	\$84,339.17	78%	\$23,254.83
Personnel Total	\$484,841.00	\$484,841.00	\$460,585.97	95%	\$24,255.03
Commodities	\$15,050.00	\$15,050.00	\$5,419.46	36%	\$9,630.54
Services					
Audit	\$11,500.00	\$16,450.00	\$16,449.41	100%	\$0.59
Professional Services	\$2,000.00	\$31,900.00	\$5,756.55	18%	\$26,143.45
Job Required Travel	\$500.00	\$500.00	\$87.26	17%	\$412.74
Utilities	\$2,250.00	\$2,250.00	\$1,483.33	66%	\$766.67
Computer/InfoTech Services	\$23,000.00	\$24,806.00	\$15,919.73	64%	\$8,886.27
Telephone Service	\$1,000.00	\$1,000.00	\$691.79	69%	\$308.21
Equipment Maintenance	\$45,625.00	\$45,425.00	\$41,774.30	92%	\$3,650.70
Conferences & Training	\$3,000.00	\$1,194.00	\$0.00	0%	\$1,194.00
All Other Services	\$9,000.00	\$9,000.00	\$1,310.00	15%	\$7,690.00
Services Total	\$97,875.00	\$132,525.00	\$83,472.37	63%	\$49,052.63
Transfer to General County Fund	\$10,000.00	\$3,250.00	\$2,921.37	90%	\$328.63
Interdepartment Transfers	\$57,000.00	\$57,000.00	\$57,000.00	100%	\$0.00
EXPENDITURE TOTAL	\$664,766.00	\$692,666.00	\$609,399.17	88%	\$83,266.83

850 FUND BALANCE - 01/01/2021	Balance
FY2021 Beginning Fund Balance (unaudited)	\$534,470.01
Reserve for Aerial Photography	- \$32,889.06
10% Restricted Reserve	- \$60,252.40
Restricted Capital and Technology Reserve	- \$61,458.98
FY2021 Remaining Unreserved Fund Balance (unaudited)	\$379,869.57

GIS Consortium
FY2022 (01/01/2022-12/31/2022) Financial Report
Fund 8850

REVENUE	Budgeted (Original)	Budgeted (Amended)	Actual YTD 02/28/2022	Actual % of Budget	Unrealized Balance
Budgeted Local Government					
Champaign County	\$321,486.00	\$321,486.00	\$0.00	0%	\$321,486.00
City of Champaign	\$75,186.00	\$75,186.00	\$0.00	0%	\$75,186.00
City of Urbana	\$42,765.00	\$42,765.00	\$0.00	0%	\$42,765.00
Douglas County	\$0.00	\$0.00	\$0.00	0%	\$0.00
Piatt County	\$0.00	\$0.00	\$0.00	0%	\$0.00
U-C Sanitary District	\$1,157.00	\$1,157.00	\$0.00	0%	\$1,157.00
University of Illinois	\$38,151.00	\$38,151.00	\$0.00	0%	\$38,151.00
Village of Mahomet	\$18,100.00	\$18,100.00	\$0.00	0%	\$18,100.00
Village of Rantoul	\$26,651.00	\$26,651.00	\$0.00	0%	\$26,651.00
Village of Savoy	\$18,787.00	\$18,787.00	\$0.00	0%	\$18,787.00
Local Government Total	\$542,283.00	\$542,283.00	\$0.00	0%	\$542,283.00
Local Government Reimbursement	\$23,008.00	\$23,008.00	\$0.00	0%	\$23,008.00
Charges for Services	\$55,000.00	\$55,000.00	\$0.00	0%	\$55,000.00
Investment Interest	\$500.00	\$500.00	\$0.00	0%	\$500.00
Maps & Data Sales	\$12,500.00	\$12,500.00	\$0.00	0%	\$12,500.00
Miscellaneous Revenue	\$0.00	\$0.00	\$0.00	0%	\$0.00
Interfund Transfers	\$57,500.00	\$57,500.00	\$0.00	0%	\$57,500.00
REVENUE TOTAL	\$690,791.00	\$690,791.00	\$0.00	0%	\$690,791.00
EXPENDITURE	Budgeted (Original)	Budgeted (Amended)	Actual YTD 02/28/2022	Actual % of Budget	Unencumbered Balance
Personnel					
Salaries & Wages	\$395,343.00	\$395,343.00	\$7,173.27	0%	\$388,169.73
Fringe Benefits	\$131,952.00	\$131,952.00	\$7,970.97	0%	\$123,981.03
Personnel Total	\$527,295.00	\$527,295.00	\$15,144.24	3%	\$512,150.76
Commodities	\$24,050.00	\$24,050.00	\$25.48	0%	\$24,024.52
Services					
Audit	\$12,290.00	\$12,290.00	\$0.00	0%	\$12,290.00
Professional Services	\$2,000.00	\$2,000.00	\$0.00	0%	\$2,000.00
Job Required Travel	\$500.00	\$500.00	\$0.00	0%	\$500.00
Utilities	\$2,250.00	\$2,250.00	\$272.13	0%	\$1,977.87
Computer/InfoTech Services	\$26,250.00	\$26,250.00	\$0.00	0%	\$26,250.00
Telephone Service	\$1,000.00	\$1,000.00	\$85.10	0%	\$914.90
Equipment Maintenance	\$47,125.00	\$47,125.00	\$12,437.81	0%	\$34,687.19
Conferences & Training	\$3,000.00	\$3,000.00	\$0.00	0%	\$3,000.00
All Other Services	\$10,000.00	\$10,000.00	\$5.00	0%	\$9,995.00
Services Total	\$104,415.00	\$104,415.00	\$12,800.04	12%	\$91,614.96
Capital	\$0.00	\$0.00	\$0.00	0%	\$0.00
Transfer to County Fund	\$3,250.00	\$3,250.00	\$0.00	0%	\$3,250.00
Interdepartment Transfers	\$57,500.00	\$57,500.00	\$0.00	0%	\$57,500.00
EXPENDITURE TOTAL	\$716,510.00	\$716,510.00	\$27,969.76	4%	\$688,540.24

Beginning Fund Balance not available at this time

**CHAMPAIGN COUNTY GEOGRAPHIC
INFORMATION SYSTEM CONSORTIUM**

CHAMPAIGN, ILLINOIS

FINANCIAL STATEMENTS

AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2020

AND

INDEPENDENT AUDITORS' REPORT

**CHAMPAIGN COUNTY GEOGRAPHIC
INFORMATION SYSTEM CONSORTIUM**
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2020
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Independent Auditors' Report

To the Members of the County Board of
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, 2020, 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.

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, 2020 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 Matter

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 US, LLP

Oak Brook, Illinois
March 18, 2022

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM
STATEMENT OF NET POSITION
AS OF DECEMBER 31, 2020

	GOVERNMENTAL ACTIVITIES
Assets	
Cash	\$ 363,213
Receivables	192,747
Prepaid items	10,347
Net pension asset	188,419
Capital assets, net of accumulated depreciation	<u>13,699</u>
Total assets	<u>768,425</u>
Deferred outflows of resources	
Deferred outflows related to pensions	<u>23,171</u>
Total assets and deferred outflows of resources	<u>\$ 791,596</u>
Liabilities	
Accounts payable and accrued expenses	\$ 29,074
Compensated absences	17,726
Unearned revenue	<u>35,652</u>
Total liabilities	<u>82,452</u>
Deferred inflows of resources	
Deferred inflows related to pensions	<u>175,811</u>
Net position	
Net investment in capital assets	13,699
Unrestricted	<u>519,634</u>
Total net position	<u>533,333</u>
Total liabilities, deferred inflows of resources, and net position	<u>\$ 791,596</u>

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2020

FUNCTIONS/PROGRAMS	EXPENSES	PROGRAM REVENUES	NET (EXPENSE) REVENUE AND CHANGES IN NET POSITION
		CHARGES FOR SERVICES	GOVERNMENTAL ACTIVITIES
<u>GOVERNMENTAL ACTIVITIES</u>			
GIS operations	\$ 643,108	\$ 92,276	\$ (550,832)
Total governmental activities	<u>\$ 643,108</u>	<u>\$ 92,276</u>	<u>(550,832)</u>
General revenues:			
Member contributions:			
Champaign County			346,716
City of Champaign			90,501
City of Urbana			52,321
Piatt County			34,195
Douglas County			28,576
Village of Rantoul			28,654
Village of Mahomet			18,316
Village of Savoy			20,874
University of Illinois			43,828
Urbana-Champaign Sanitary District			1,156
Net investment income			<u>1,438</u>
Total general revenues			<u>666,575</u>
Change in net position			115,743
Net position, December 31, 2019			<u>417,590</u>
Net position, December 31, 2020			<u><u>\$ 533,333</u></u>

See Notes to Basic Financial Statements

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM
GOVERNMENTAL FUND
BALANCE SHEET
AS OF DECEMBER 31, 2020

Assets

Cash	\$ 363,213
Other receivables	192,747
Prepaid items	<u>10,347</u>
 Total assets	 <u><u>\$ 566,307</u></u>

Liabilities

Accounts payable and accrued expenses	\$ 29,074
Unearned revenue	<u>35,652</u>
 Total liabilities	 <u>64,726</u>

Fund balance

Nonspendable	10,347
Unassigned	<u>491,234</u>
Total fund balance	<u>501,581</u>
 Total liabilities and fund balance	 <u><u>\$ 566,307</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, 2020

Total fund balances - governmental fund	\$ 501,581
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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	100,100
Accumulated depreciation	(86,401)

Deferred outflows of resources related to pension do not relate to current financial resources and are not reported in the governmental fund.	23,171
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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.	(175,811)
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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.	188,419
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Compensated absences are not due and payable in the current period and, therefore, are not reported in the fund.	<u>(17,726)</u>
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Net Position of Governmental Activities	<u>\$ 533,333</u>
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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, 2020

Program revenues

Subscription fees	\$ 21,985
Sale of maps and data	7,598
Technical service contracts	<u>62,693</u>

Total program revenues	<u>92,276</u>
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General revenues

Member Contributions:	
Champaign County	346,716
City of Champaign	90,501
City of Urbana	52,321
Piatt County	34,195
Douglas County	28,576
Village of Rantoul	28,654
Village of Mahomet	18,316
Village of Savoy	20,874
University of Illinois	43,828
Urbana-Champaign Sanitary District	1,156
Investment income	<u>1,438</u>

Total general revenues	<u>666,575</u>
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Expenditures

Salaries and benefits	437,192
Supplies and materials	10,448
Annual audit	6,593
Services	189,833
Technology	<u>46,282</u>

Total expenditures	<u>690,348</u>
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Net change in fund balance	68,503
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Fund balance, beginning of year	<u>433,078</u>
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Fund balance, end of year	<u>\$ 501,581</u>
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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 31,2020

Net change in fund balance - governmental fund	\$ 68,503
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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	(4,646)
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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 asset	131,143
Deferred outflows of resources related to pensions	4,787
Deferred inflows of resources related to pensions	(80,490)
Compensated absences	<u>(3,554)</u>

Change in net position	<u>\$ 115,743</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, 2020

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, 2020

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, 2020

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, 2020

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, 2020

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, 2020

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, 2020, was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Capital assets being depreciated:				
Equipment	\$ 120,126	\$ -	\$ (20,026)	\$ 100,100
Less accumulated depreciation	<u>101,781</u>	<u>4,646</u>	<u>(20,026)</u>	<u>86,401</u>
Capital assets, net of accumulated depreciation	<u>\$ 18,345</u>	<u>\$ (4,646)</u>	<u>\$ -</u>	<u>\$ 13,699</u>

NOTE 4 – COMPENSATED ABSENCES

The following is a summary of changes in the Consortium's compensated absence liability for the year ended December 31, 2020:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Compensated absences	<u>\$ 14,172</u>	<u>\$ 32,343</u>	<u>\$ 28,789</u>	<u>\$ 17,726</u>

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2020

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 2020 was 7.31% 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, 2020

NOTE 5 – RETIREMENT SYSTEM (CONTINUED)

Fiduciary Net Position. Detailed information about the IMRF fiduciary net position as of December 31, 2020 is available in the separately issued Champaign County, Illinois Comprehensive Annual Financial Report as of and for the year ended December 31, 2020.

Net Pension Asset/Liability. At December 31, 2020, the Consortium reported an asset for its proportionate share of the net pension asset that reflected the Consortium's portion of the total net pension asset associated with the County's employer number. The amount recognized by the Consortium as its proportionate share of the net pension asset, the County's share of the net pension asset, and the total net pension asset associated with the County's employer number were as follows:

Consortium's proportionate share of the collective net pension liability/(asset)	\$ (188,419)
County's proportionate share of the collective net pension liability/(asset)	<u>(15,915,760)</u>
Total	<u>\$ (16,104,179)</u>

The net pension asset was measured as of December 31, 2020. The Consortium's proportion of the net pension asset was based on the Consortium's share of contributions to IMRF for the fiscal year ended December 31, 2020, relative to the total contributions of the Consortium and County during that period. At December 31, 2020, the Consortium's proportion was 1.17%, an increase from the prior year proportion of 1.13%.

Summary of Significant Accounting Policies. For purposes of measuring the collective net pension asset, 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, 2020 annual actuarial valuation included a 7.25% investment rate of return, (b) projected salary increases from 2.85% to 13.75%, including inflation, and (c) price inflation of 2.25%. 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 2020 valuation pursuant to an experience study of the period 2017-2019.

Mortality. For non-disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 106%) and Female (adjusted 105%) mortality table was used with future mortality improvements projected using scale MP-2020. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) mortality table was used with future mortality improvements projected using scale MP-2020. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) mortality table was used with future mortality improvements projected using scale MP-2020.

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2020

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 %	6.35%	5.00%
International equities	18.00 %	7.65%	6.00%
Fixed income	28.00 %	1.40%	1.30%
Real estate	9.00 %	7.10%	6.20%
Alternatives	7.00 %		
Private equity		10.35%	6.95%
Hedge funds		N/A	N/A
Commodities		3.90%	2.85%
Cash equivalents	1.00 %	0.70%	0.70%

Discount Rate. The discount rate used to measure the total collective pension liability for IMRF was 7.25%, which is the same discount rate used 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 / (asset) 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/(asset)	\$ 16,346	\$ (188,419)	\$ (348,616)

CHAMPAIGN COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

NOTES TO BASIC FINANCIAL STATEMENTS
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2020

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, 2020, the Consortium recognized pension expense of \$(30,143). 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	\$ 18,013	\$ 6,588
Changes in assumptions	5,158	11,900
Net difference between projected and actual earnings on pension plan investments	-	157,323
Total	<u>\$ 23,171</u>	<u>\$ 175,811</u>

The amounts reported as deferred outflows and inflows of resources related to pensions \$(152,640) will be recognized in pension expense as follows:

Year Ending December 31	Amount
2021	\$ (46,331)
2022	(17,618)
2023	(62,663)
2024	(26,028)
Total	<u>\$ (152,640)</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, 2020

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

The Governmental Accounting Standards Board (GASB) has approved GASB Statement No. 87, *Leases*, GASB Statement No. 89, *Accounting for Interest Cost Incurred before the End of a Construction Period*, 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*, Statement No. 96, *Subscription-Based Information Technology Arrangements*, and GASB Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans-an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*. 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 Six Fiscal Years

	2020	2019	2018	2017	2016	2015
Consortium's proportion of the net pension asset / liability	1.17%	1.13%	1.03%	1.03%	1.03%	0.80%
Consortium's proportionate share of the net pension liability (asset)	\$ (188,419)	\$ (57,276)	\$ 111,795	\$ (75,518)	\$ 82,993	\$ 68,474
County's proportionate share of the net pension liability (asset)	(15,915,760)	(5,011,376)	10,742,098	(7,256,322)	7,974,565	8,490,797
Total net pension liability (asset)	\$ (16,104,179)	\$ (5,068,652)	\$ 10,853,893	\$ (7,331,840)	\$ 8,057,558	\$ 8,559,271
Covered payroll	\$ 355,880	\$ 321,357	\$ 314,060	\$ 299,675	\$ 300,143	\$ 225,027
Consortium's proportionate share of the net pension liability (asset) as a percentage of covered payroll	(52.94%)	(17.82%)	35.6%	(25.20%)	27.65%	30.43%
Plan fiduciary net position as a percentage of the total pension liability	110.31%	103.39%	92.53%	106.71%	93.99%	93.30%
Contractually required contribution	\$ 26,015	\$ 18,967	\$ 25,879	\$ 25,325	\$ 25,872	\$ 20,185
Contributions in relation to the contractually required contribution	(26,015)	(18,961)	(25,879)	(25,274)	(26,757)	(20,281)
Contribution deficiency (excess)	\$ -	\$ 6	\$ -	\$ 51	\$ (885)	\$ (96)
Contributions as a percentage of covered payroll	7.31%	5.90%	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 2019 reflect an investment rate of return of 7.25%, an inflation rate of 2.50%, and a salary increase assumption of 3.35% to 14.25% including inflation. Amounts reported in 2018 reflect an investment rate of return of 7.25%, an inflation rate of 2.50%, and a salary increases assumption of 3.39% to 14.25% 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, 2020

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>
Program revenues			
Subscription fees	\$ 22,123	\$ 22,123	\$ 21,985
Sale of maps and data	13,500	13,500	7,598
Technical service contracts	<u>54,000</u>	<u>54,000</u>	<u>62,693</u>
Total program revenues	<u>89,623</u>	<u>89,623</u>	<u>92,276</u>
General revenues			
Member Contributions:			
Champaign County	244,626	250,813	346,716
City of Champaign	72,540	81,538	90,501
City of Urbana	41,278	48,199	52,321
Piatt County	50,000	50,000	34,195
Douglas County	-	28,577	28,576
Village of Rantoul	25,690	26,257	28,654
Village of Mahomet	17,184	17,637	18,316
Village of Savoy	15,501	15,960	20,874
University of Illinois	36,787	37,956	43,828
Urbana-Champaign Sanitary District	-	-	1,156
Investment income	<u>5,000</u>	<u>5,000</u>	<u>1,438</u>
Total general revenues	<u>508,606</u>	<u>561,937</u>	<u>666,575</u>
Expenditures			
Salaries and benefits	539,956	539,877	437,192
Supplies and materials	29,750	16,691	10,448
Annual audit	11,500	9,694	6,593
Services	173,250	243,489	189,833
Technology	45,525	58,663	46,282
Capital outlay	<u>9,000</u>	<u>9,000</u>	<u>-</u>
Total expenditures	<u>808,981</u>	<u>877,414</u>	<u>690,348</u>
Net change in fund balance	<u>\$ (210,752)</u>	<u>\$ (225,854)</u>	68,503
Fund balance, beginning of year			<u>433,078</u>
Fund balance, end of year			<u>\$ 501,581</u>

See Auditors' Report



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

To: CCGISC Policy Committee
From: Leanne Brehob-Riley, GIS Director
Date: April 22, 2022
Re: CCGISC Policy Committee Rules and Procedures Document Updates

Request

Approval of the CCGISC Policy Committee Rules and Procedures document as updated.

Background

The Policy Committee adopted a Rules and Procedures document to enact procedural rules/by-laws that do not conflict with the terms outlined in the IGA. At the previous Policy Committee meeting it was requested public participation be included on the agenda for future Policy Committee meetings. As such section 2.1.4 of the Rules and Procedures document was updated to include proposed rules for public participation. The marked-up document is provided for your review.

Champaign County GIS Consortium

Rules and Procedures



Champaign County GIS Consortium

Approved: October 2021

Updated: April 2022

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1.0 Introduction

The Champaign County GIS Consortium, referenced herein as "CCGIS", is a joint venture created from an intergovernmental agreement. The Intergovernmental Agreement Providing for the Creation of the Champaign County Geographical Information System Consortium, referenced herein as "IGA", provides the Champaign County Geographical Information System Consortium Policy Committee, referenced herein as "Policy Committee", the authority to adopt and enact procedural rules/by-laws that do not conflict with the terms outlined in the IGA. The following rules and procedures shall be adopted by the Policy Committee.

2.0 Policy Committee

Per the IGA, the Policy Committee shall be comprised of one (1) representative to be designated by the Chancellor of the University and by the Chief Administrative Officer of the other Members. The designation shall be made in writing and sent to the Chancellor and the Chief Administrative Officer of the other Members. These shall be voting representatives.

2.1 Meetings

2.1.1 Regular Meetings

The Policy Committee shall meet at least quarterly, typically on the third Friday of January, April, July, and October. A meeting schedule of the subsequent year that includes dates, times, location, and designated officers (see section 1.2) shall be approved by the Policy Committee on or before the final meeting of the current year.

2.1.2 Special Meetings

Other meetings may be called at the request of the Policy Committee Chair or any two (2) of the voting Policy Committee members.

2.1.3 Remote Attendance – Normal Rules

Meetings shall be conducted in accordance with all applicable law, including but not limited to the Open Meetings Act, 5 ILCS 120/1 et seq. Attendance by audio or video conference may be allowed when permitted by Section 7 of the Open Meetings Act (5 ILCS 120/7, "Attendance by a means other than physical presence"), subject to all applicable requirements of said Section, including any modification or interpretation of said Section provided by gubernatorial executive order, legal opinion of the Attorney General, or other authority of law.

2.1.4 Meeting Rules

- a. The business of the Policy Committee shall be conducted in conformity with these Rules.
- b. Except as otherwise required by these Rules or by statute, the conduct of all Policy Committee meetings shall be governed by *Roberts Rules of Order Newly Revised* typically using the following general procedures.
 - i. Attendance taken using a sign-in sheet; all those in attendance by means of physical presence must sign the provided sheet, and any in attendance by a means other than physical presence shall be noted by roll call and recorded on the sign-in sheet.
 - ii. Voting done viva voce (by the voice) shall be the standard unless a roll call is required or deemed necessary.

- iii. Financial Statements, including external audits, require a motion to **be received and placed on file.**
- c. Time for public participation shall be provided on the Policy Committee agenda for members of the public to be heard as follows:
 - i. Time allotted to an individual for public participation shall be limited to five (5) minutes.
 - ii. The total time allotted for public participation shall not exceed 30 (thirty) minutes.
 - iii. Committee members shall not engage in dialogue with members of the public during public participation.
 - iv. No Committee member shall be permitted to address the Committee during the time reserved for public participation.

2.2 Officers

The Policy Committee shall elect a Chair and Vice-Chair from the among the voting members every two (2) years. The nominated Chair and Vice-Chair are designated via a rotation schedule established and approved by the Policy Committee. Every two (2) years the nominated Chair and Vice-Chair are officially elected with the approval of the regular meeting schedule (see section 1.1.1).

The rotation schedule is as follows:

	<u>Vice Chair</u>	<u>Chair</u>
Champaign County	2018-2019	2020-2021
Savoy	2020-2021	2022-2023
Mahomet	2022-2023	2024-2025
Rantoul	2024-2025	2026-2027
UIUC	2026-2027	2028-2029
Urbana	2028-2029	2030-2031
Champaign	2030-2031	2032-2033
Champaign County	2032-2033	2034-2035
Savoy	2034-2035	2036-2037
Mahomet	2036-2037	2038-2039
Rantoul	2038-2039	2040-2041

Each term is two years beginning on January 1 and ending on December 31

Figure 1. Policy Committee Chair and Vice-Chair Rotation

3.0 Technical Representatives

Each member agency shall designate a Technical Representative. The designation shall be made in writing and sent to the CCGISC Director. The duties and responsibilities of the Technical Representatives include, but are not limited to, the following:

- a. Act as their agency's primary point of contact for technical matters to CCGISC staff.
- b. Relay technical updates and/or information supplied by the CCGISC Director to the Members and their respective agencies.
- c. Provide technical and operational input as requested by CCGISC staff or direct CCGISC staff to appropriate contacts within their agency.
- d. Attend at least one informal meeting per year.

4.0 Salary Administration

The Policy Committee follows the Salary Administration policies set forth by the Lead Agency. These include, but are not limited to, establishing pay grades and pay ranges, designating positions to specific pay ranges, and recommending annual salary adjustments. However, to retain and reward valuable employees who meet certain criteria on annual performance evaluations, the Policy Committee established Pay for Performance guidelines which, at their discretion, may be funded as part of the annual budgetary approval process. Pay for Performance adjustments are in addition to the recommended salary increase by the Lead Agency.

4.1 Pay for Performance

4.1.1 Guidelines

- a. The CCGISC Director conducts annual performance evaluations for the CCGISC staff members following guidelines set forth by the Lead Agency.
- b. The Lead Agency is responsible for the annual evaluation of the CCGISC Director.
- c. Employees who are not at the maximum of their respective salary ranges may be eligible for up to a 1.25% salary increase. This increase shall not exceed the maximum of their respective salary ranges. Salary increases are based on the results of the employee's annual performance evaluation
- d. Employees who are at the maximum of their respective salary ranges, or who will reach the maximum because of their evaluation, may be eligible for a one-time bonus of up to \$650.00. One-time bonuses are based on the results of the employee's annual performance evaluation.

4.1.2 Recommendation

The CCGISC Director shall provide the Policy Committee with an annual Pay for Performance recommendation as part of the annual budgetary process. This recommendation shall consider, at a minimum, the following items:

- a. Reasonableness in relation to the recommended pay increase by the Lead Agency considering the Consumer Price Index (CPI) and/or the annual Cost of Living Adjustment (COLA).
- b. Available appropriations to sustain the increase per 3-year financial projections.



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

To: CCGISC Policy Committee
From: Leanne Brehob-Riley, GIS Director
Date: April 22, 2022
Re: Fiscal Year 2022 Budget Adjustments

FISCAL YEAR (FY) 2022 BUDGET ADJUSTMENTS

Several budget adjustments are necessary in FY2022. Details are provided below. It is requested these adjustments be approved as provided.

1. Due to issues with the ASI LiDAR enhancement project to generate contours and a more detailed hydro flattened DTM/DEM, payment has not yet been provided to ASI. The FY2021 funds appropriated to this expense (\$27,900) need to be shifted to the 2022 budget. In addition, several of member agency contributions for this project were received in FY2022, rather than FY2021. This revenue (\$15,146.20) needs to be realized in the 2022 budget.
2. The County did not bill CCGISC for the 2021 lease until FY2022. The ability for CCGISC to pay the 2022 lease requires an increased expense appropriation of \$4,975.00 to the 2022 budget. This amount is equal to the 2021 lease payment.
3. The 2020 audit was expected to be complete by the end of FY2021; however, Baker Tilly required additional time. The ability to pay for these services in FY2022, rather than FY2021, requires an increased expense appropriation of \$1,790.

REVENUE ADJUSTMENTS

Line Item	Project String	Entity	Purpose	Revenue Increase
8850-00-0226t-00-111-000-000-0000-400476	CCGIS -GIS_Assess-Champaign -ProSrvs	City of Champaign	LiDAR Enhancements	\$ 10,013.05
8850-00-0226t-00-111-000-000-0000-400476	CCGIS -GIS_Assess-Urbana -ProSrvs	City of Urbana	LiDAR Enhancements	\$ 2,253.61
8850-00-0226t-00-111-000-000-0000-400476	CCGIS -GIS_Assess-Savoy -ProSrvs	Village of Savoy	LiDAR Enhancements	\$ 810.73
8850-00-0226t-00-111-000-000-0000-400476	CCGIS -GIS_Assess-UIUC -ProSrvs	University of Illinois	LiDAR Enhancements	\$ 2,068.81
TOTAL Revenue Increase				\$ 15,146.20

EXPENDITURE ADJUSTMENTS

Line Item	Project String	Description	Expenditure Increase
8850-00-0251d-00-111-000-000-0000-502013	CCGIS -GIS_Servcs-FaciltyRent-	Facility/Office Rentals	\$ 4,975.00
8850-00-0251d-00-111-000-000-0000-502001	CCGIS -GIS_Servcs-Audit -AuditExt	External Audit Services	\$ 1,790.00
8850-00-0251d-00-111-000-000-0000-502001	CCGIS -GIS_Servcs-ProSrv111 -	Professional Services	\$ 27,900.00
TOTAL Expenditure Increase			\$ 34,665.00



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

To: CCGISC Policy Committee
From: Leanne Brehob-Riley, GIS Director
Date: April 22, 2022
Re: Impact of 2020 Census Population Changes on Membership Assessments

2020 CENSUS POPULATION CHANGES & MEMBERSHIP ASSESSMENTS

The CCGISC municipal membership assessments are calculated utilizing the following formula:

$$\text{Total Membership Assessment} = \text{Base Rate} + (\text{Population} * \text{Per Capita Rate})$$

The population for municipalities is determined from the most recent Decennial or Special Census. The US Census Bureau released the 2020 Decennial Census population figures in the second half of 2021. The CCGISC FY2023 budget will include the updated population totals.

Assuming a membership increase of 2.5% as anticipated in the FY2022 Workplan & Report, the impact of the updated population totals on the FY2023 membership assessments is provided in the table below.

Membership Assessment Comparison 2010 vs. 2020 Census Population Net Change with 2.5% Increase							
CCGIS Members	Base Rate	Per Capita Rate	2010 Census Population*	2020 Census Population	2010 Census Membership Assessment	2020 Census Membership Assessment	NET CHANGE
Champaign County	\$ 313,252	-	-	-	\$ 313,252	\$ 313,252	\$ -
City of Champaign	\$ 7,490	\$ 0.75	81,055	88,302	\$ 68,336	\$ 73,778	\$ 5,442
City of Urbana	\$ 7,490	\$ 0.75	41,250	38,336	\$ 38,455	\$ 36,269	\$ (2,186)
Village of Rantoul	\$ 7,490	\$ 0.75	12,941	12,371	\$ 17,205	\$ 16,777	\$ (428)
Village of Mahomet	\$ 7,490	\$ 0.75	8,400	9,434	\$ 13,796	\$ 14,572	\$ 776
Village of Savoy	\$ 7,490	\$ 0.75	8,607	8,857	\$ 13,951	\$ 14,139	\$ 188
University of Illinois	\$ 36,014	-	-	-	\$ 36,014	\$ 36,014	\$ -

NOTES:

- Champaign County and the University of Illinois pay a flat base rate.
- The municipal members pay a base plus a capita total (population * per capita rate).
- * Includes 2016 Special Census for Village of Mahomet and Village of Savoy
- Village of Mahomet: 7,258 to 8,400
- Village of Savoy: 7,280 to 8,607

\$ 501,009 \$ 504,801 \$ 3,792

This memo is provided for informational purposes only - no action is required.



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

2022 Work Plan Status Report – Quarter 1

Task	Status
2022 Improvement Tasks (Short-term)	
Upgrade Webserver	
1 Upgrade Scripts to Python 3.0	in progress
CCGIS Website	
2 Overhaul CCGISC website; implement responsive design	anticipated completion 2022
Upgrade Enterprise Geodatabase	
3 Upgrade ArcGIS Enterprise Geodatabases	to complete in 2022
Update Tax Map Book Web Tool	
4 Update Tax Map Book Web Tool - introduce more functionality and update interface	anticipated completion 2022
Long-term Technology Plan Objectives	
5 Work with County IT to Implement long-term Technology Plan Objectives - off site VM backups and failover	continued from 2021: Implemented nightly SQL back-ups and ESRI Server and Portal backups to OneDrive
Parcel Genealogy Review/Updates	
6 Update/Correct Genealogy Entry Issues	anticipated completion 2022
Create Metadata	
7 Create metadata for layers and tables, etc.	work will occur as time allows; anticipated completion 2023
2022 Work Plan Tasks	
Map Drainage Districts and Subdistricts	
1 Map drainage districts - county-wide	in progress; to date 81 main drainage districts & 210 sub districts mapped; task to continue into 2022
Map Drainage District Tiles	
2 Utilize Circuit Clerk documents to map original location of drainage tiles	to begin in 2022
Reconcile Drainage Districts and Sub-districts	
3 Reconcile Drainage Districts and Subdistricts with appropriate county offices	to begin in 2022/2023; dependent upon staff time of the County Clerk's office
2022 Contracts/ Service Tasks	
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	on going - general GIS tasks
F. Douglas County	on going - general GIS tasks

Status updates found in **bold**