



GIS Policy Committee

MINUTES – Approved as Distributed May 5, 2023

DATE: Friday, January 20, 2023
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: Steve Summers (County Executive), Joe Hackney (Village of St. Joseph), and Tim Cowan (Urbana)
CCGIS Staff: Leanne Brehob-Riley (Director), Mary Ward (Recording Secretary)

MINUTES

- I. Call to Order
 Chair Walton called the meeting to order at 11:03 a.m.
- II. Roll Call
 Roll call was taken by written record and a quorum was declared present.
- III. Approval of Agenda
MOTION by Mr. Hess to approve the agenda; second by Mr. McCoy. Upon voice vote, the **MOTION CARRIED** unanimously.
- IV. Public Participation
 There was no public participation.
- V. Approval of Minutes
 - A. *October 21, 2022 Meeting*
MOTION by Ms. Pfeifer to approve the October 21, 2022 minutes as distributed; second by Mr. Hess. Upon voice vote, the **MOTION CARRIED** unanimously.

VI. Financial Statements

A. *FY 2022 – 1/1/2022 through 12/31/2022 – Not Final*

Ms. Brehob-Riley reminded the Committee the financials are not final. The U of I assessments were received; she expects the County fourth quarter payment prior to the close of the fiscal year. The remaining unrealized revenue are pending ESRI maintenance fee adjustments. All adjustments will be made prior to the close of the fiscal year.

MOTION by Ms. Pfeifer to receive and place on file the financial statement; seconded by Mr. Toalson. Upon voice vote, the **MOTION CARRIED** unanimously. The financial statement has been placed on file.

VII. Business Items

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

This is for approval of a contract with Kucera in an amount not to exceed \$147,260.00.

MOTION by Mr. Hess to approve the contract; seconded by Ms. Pfeifer.

Discussion followed. Ms. Brehob-Riley asked that the motion include final review by County legal, including any amendments. The City of Champaign may be interested in an amendment to purchase 3-inch resolution ortho-imagery.

The **MOTION** was amended by Mr. Hess and seconded by Ms. Pfeifer to approve the contract subject to county final review and any further amendments to the contract that does not incur additional costs for CCGISC.

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

B. *GIS Director's Report*

1. **Work Plan Status Report**

Updates to the Work Plan Status Report are denoted in bold font.

2. **Contour Project**

The contour project is complete. The updated contours were added to the Enterprise geodatabase, the public web map, and applications. Agencies will be provided the data on an external hard drive.

3. **Annual Quality Control**

The process takes 2-3 months; no parcel changes will be made until the process is complete. Hope to have this finished by mid-March.

4. **Property Use Codes**

After internal discussions, it is believed CCGISC can support a feasible solution. Ms Brehob-Riley will coordinate a meeting with the member agencies.

A brief discussion regarding the benefits of county-wide land use layer ensued. It was mentioned RPC created land use layers for the urbanized area using the American Planning Association (APA) Land-based Classification System (LBCS).

5. **IGA**

We are still waiting on 2-3 signature pages. Once all are received, we can officially welcome the Village of St. Joseph as a member.

6. **Offsite VM Backups**

County IT is now fully staffed and committed to making progress with pushing VM backups to the County Courthouse and making needed server repairs and configuration updates. Currently, only database backups, ArcGIS Server and Portal backups, and other mission critical folders are pushed to the cloud using One-drive – not an ideal situation. A brief discussion regarding potential future locations off-site backups followed; a possible option included Champaign’s Fire Station 6.

7. **Other**

Mr. Toalson asked Mr. Summers if the CCGISC members would be getting data from the Mahomet Aquifer mapping project that was mentioned by the previous County Executive at the last meeting. Mr. Summers said he would find out.

Ms. Brehob-Riley hopes to present proposed Data Policy changes at the next meeting.

MOTION to accept and place on file the Director’s Report was made by Ms. Pfeifer and seconded by Mr. Hess. Upon voice vote, the **MOTION CARRIED** unanimously.

Seeing there was no other business, Mr. Walton adjourned the meeting at 11:23 a.m.