



Meeting Announcement

GIS POLICY COMMITTEE MEETING
Friday, October 20, 2023 at 11:00am
SHIELDS-CARTER MEETING ROOM
1776 E. Washington Street, Urbana, IL

COMMITTEE MEMBERS

Christopher Walton – *Chair*
Abby Heckman – *Vice Chair*
James Sims

Jake McCoy
Tim Cowan
Joe Hackney

Mark Toalson
M.C. Neal

AGENDA - REVISED

- I. **Call to Order**
- II. **Roll Call – Sign-in Sheet**
- III. **Approval of Agenda**
- IV. **Public Participation**
- V. **Approval of Minutes**
 - A. *July 21, 2023*
- VI. **Financial Statements**
 - A. *FY2023 - 1/1/2022 through 09/30/2023*
- VII. **Business Items**
 - A. *Approval of the 2023 CCGISC Policy Committee Meeting Schedule*
 - B. *Approval of the City of Urbana Intergovernmental Agreement for GIS Services*
 - C. *Approval of Updates to the Digital Data Release Agreement*
 - D. *GIS Director’s Report*



GIS Policy Committee

MINUTES – Subject to Review and Approval

DATE: Friday, July 21, 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	Abby Heckman	
Savoy	Christopher Walton	
St. Joseph	Joe Hackney	

Others:

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 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. *May 5, 2023 Meeting*

MOTION by Mr. McCoy to approve the May 5, 2023 minutes as distributed; second by Mr. Hess. Upon voice vote, the **MOTION CARRIED** unanimously.

30 VI. Financial Statements

31 A. *FY 2022 – 1/1/2022 through 12/31/2022 – FINAL*

32 Ms. Brehob-Riley presented the 2022 financials. She reminded the committee that the
33 unrealized balances are the result of the ortho-imagery assessments being moved to
34 deferred revenue. Year-end revenues ended ahead of expenditures. This is primarily due
35 to payment of 2021 City of Champaign assessments in 2022.

36 **MOTION** by Mr. Hess to receive and place on file the financial statement; seconded by
37 Mr. McCoy. Upon roll call vote, the **MOTION CARRIED** unanimously. The financial
38 statement has been approved and placed on file.

39 B. *FY 2023 – 1/1/2023 through 06/30/2023*

40 Ms. Brehob-Riley reminded the Committee member assessments are not collected until
41 July, as such expenditures currently exceed revenue.

42 **MOTION** by Mr. Toalson and seconded by Mr. Hess to approve the financial statement.
43 Upon voice vote, the **MOTION CARRIED** unanimously.

44 VII. Business Items

45 A. *Presentation of the FY2024 Budget for Approval*

- 46 - FY 2024 Capital and Technology Plan
- 47 - FY 2024 Work Plan and Report

48 The Capital and Technology plan anticipates the hardware and technology / maintenance
49 fees for the next year five-years. For fiscal year 2024, it is proposed \$60,500 be
50 transferred to the Capital and Technology budget from the operating budget and \$10,000
51 transferred from the unreserved fund balance to the Capital and Technology reserved
52 fund balance.

53 In the Work Plan, the orthophotography assessments were adjusted to account for the
54 membership of the Village of St. Joseph; the total ortho-assessment is unchanged. A
55 membership fee increase of 3% is requested for FY2024, this is 0.5% lower than
56 anticipated in the FY2023 fiscal projections. This will help cover increases in health
57 insurance and audit fees as well as the 5% salary increase recommended by County
58 Administration.

59 Ms. Brehob-Riley also mentioned the health insurance increase for FY2024 may be
60 substantially higher than budgeted; the County is still in negotiations with the insurance
61 carrier. This could result in larger future membership increases than anticipated in the
62 projections.

63 **MOTION** by Mr. Hess to approve the budget; seconded by Mr. Neal. Upon roll call vote,
64 the **MOTION CARRIED** unanimously.

65 B. *Approval of Pass-through Budgetary Adjustments*

66 As the memo states, approval is needed to accommodate the pass-through funds.

67 **MOTION** to approve the pass-through budgetary adjustments made by Mr. Hess and
68 seconded by Mr. McCoy. Upon roll call vote, the **MOTION CARRIED** unanimously.

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C. *GIS Director's Report*

1. Work Plan Status Report

The work plan and report document is provided for reference. Changes are noted in bold font.

2. Ortho-imagery

The project seems to be on track. The acquisition phase was completed in late March – early April.

3. Property/Land Use Codes

The Technical Representatives met to discuss the development of a countywide property/land use layer in late May. The representatives expressed interest in moving forward with such an initiative. It will require agencies to agree upon a coding system and be responsible for any updates within their respective jurisdictions. Proposed property / land use codes are currently under review.

Mr. Hess asked how the initial data would be loaded. The initial data will be populated with the current code or its equivalent.

4. Sanitary Sewer

Updates to the import and quality control scripts are on-going. Staff are also working with the agencies to ensure the proprietary IDs are filled out for each feature in the various layers.

5. Census Data

Staff prepared the US Census Demographic and Housing Characteristics data for import in the Census Data Enterprise Geodatabase. This was a large undertaking as the data tables were not provided in a user-friendly format.

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

Seeing there was no other business, Mr. Walton adjourned the meeting at 11:14 a.m.

GIS Consortium
 FY2023 (01/01/2023-12/31/2023) Financial Report
 Fund 8850

REVENUE	Budgeted (Original)	Budgeted (Amended)	Actual YTD 09/30/2023	Actual % of Budget	Unrealized Balance
Budgeted Local Government					
Champaign County	\$329,127.00	\$329,127.00	\$198,751.00	60%	\$130,376.00
City of Champaign	\$81,049.00	\$81,049.00	\$96,453.50	119%	- \$15,404.50
City of Urbana	\$40,432.00	\$40,432.00	\$49,188.50	122%	- \$8,756.50
Douglas County	\$35,000.00	\$35,000.00	\$0.00	0%	\$35,000.00
Piatt County	\$40,000.00	\$40,000.00	\$0.00	0%	\$40,000.00
U-C Sanitary District	\$1,157.00	\$1,157.00	\$1,156.25	100%	\$0.75
University of Illinois	\$38,999.00	\$38,999.00	\$8,003.75	21%	\$30,995.25
Village of Mahomet	\$19,134.00	\$19,134.00	\$23,110.67	121%	- \$3,976.67
Village of Rantoul	\$26,267.00	\$26,267.00	\$29,547.69	112%	- \$3,280.69
Village of Savoy	\$19,155.00	\$19,155.00	\$23,126.86	121%	- \$3,971.86
Village of St Joseph	\$0.00	\$0.00	\$9,843.00	0%	- \$9,843.00
Local Government Total	\$630,320.00	\$630,320.00	\$439,181.22	70%	\$191,138.78
Local Government Reimbursement	\$22,866.00	\$22,866.00	\$18,003.00	79%	\$4,863.00
Charges for Services	\$60,500.00	\$60,500.00	\$49,793.19	82%	\$10,706.81
Investment Interest	\$500.00	\$500.00	\$7,702.62	1541%	- \$7,202.62
Maps & Data Sales	\$13,000.00	\$13,000.00	\$5,319.81	41%	\$7,680.19
Miscellaneous Revenue	\$0.00	\$0.00	\$0.00	0%	\$0.00
Interfund Transfers	\$58,500.00	\$58,500.00	\$58,500.00	100%	\$0.00
REVENUE TOTAL	\$785,686.00	\$785,686.00	\$578,499.84	74%	\$207,186.16
EXPENDITURE					
Personnel					
Salaries & Wages	\$412,332.00	\$412,332.00	\$290,397.59	70%	\$121,934.41
Fringe Benefits	\$124,425.00	\$124,425.00	\$69,008.15	55%	\$55,416.85
Personnel Total	\$536,757.00	\$536,757.00	\$359,405.74	67%	\$177,351.26
Commodities	\$4,700.00	\$7,700.00	\$6,767.38	88%	\$932.62
Services					
Audit	\$10,500.00	\$10,500.00	\$5,090.40	48%	\$5,409.60
Professional Services	\$187,000.00	\$187,000.00	\$93,000.00	50%	\$94,000.00
Job Required Travel	\$500.00	\$500.00	\$343.22	69%	\$156.78
Utilities	\$2,250.00	\$2,250.00	\$1,328.63	59%	\$921.37
Computer/InfoTech Services	\$8,500.00	\$8,500.00	\$71.16	1%	\$8,428.84
Telephone Service	\$1,000.00	\$1,000.00	\$531.87	53%	\$468.13
Equipment Maintenance	\$63,375.00	\$61,190.00	\$57,470.70	94%	\$3,719.30
Conferences & Training	\$2,500.00	\$2,685.00	\$2,685.00	100%	\$0.00
All Other Services	\$9,800.00	\$9,800.00	\$1,414.01	14%	\$8,385.99
Services Total	\$285,425.00	\$283,425.00	\$161,934.99	57%	\$121,490.01
Capital	\$10,000.00	\$9,000.00	\$0.00	0%	\$9,000.00
Transfer to County Fund	\$3,000.00	\$3,000.00	\$0.00	0%	\$3,000.00
Interdepartment Transfers	\$58,500.00	\$58,500.00	\$58,500.00	100%	\$0.00
EXPENDITURE TOTAL	\$898,382.00	\$898,382.00	\$586,608.11	65%	\$311,773.89

850 FUND BALANCE - 01/01/2023

Balance

FY2023 Beginning Fund Balance (unaudited)	\$646,583.12
Reserve for Aerial Photography	- \$96,389.06
10% Restricted Reserve	- \$89,778.26
Restricted Capital and Technology Reserve	- \$75,933.49
FY2023 Remaining Unreserved Fund Balance (unaudited)	\$384,482.31



GIS Policy Committee

Proposed Meeting Schedule for 2024

Unless otherwise indicated

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

Shields-Carter Meeting Room, Brookens Administrative Center

1776 E. Washington St.

Urbana, Illinois

ANY OTHER CHANGES WILL BE ANNOUNCED

Friday, January 19, 2024

Friday, April 19, 2024

Friday, July 19, 2024

Friday, October 18, 2024

Chair: **Village of Mahomet**

Vice-Chair: **Village of Rantoul**



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

To: CCGISC Policy Committee
From: Leanne Brehob-Riley, GIS Director
Date: October 20, 2023
Re: City of Urbana Intergovernmental Agreement for GIS Services

BACKGROUND

Through an informal arrangement the last few years, CCGISC provided various GIS services, including ArcGIS Enterprise administration, to the City of Urbana. Urbana intends to continue these services on a long-term basis and a formal arrangement is necessary. All prior services were paid for by Urbana.

CITY OF URBANA INTERGOVERNMENTAL AGREEMENT FOR GIS SERVICES

The provided agreement mirrors the Intergovernmental Agreement (IGA) for GIS Services with METCAD. The Scope of Services as found at Appendix A includes annual fees calculated with the established formulas. Hourly staff costs are consistent with the member agency rates and are subject to change the beginning of each term to account for increases or decreases in staff salaries. The agreement automatically renews each year unless terminated for cause or convenience pursuant to Sections 9 and 10.

Because this agreement simply formalizes an existing arrangement between CCGISC and the City of Urbana, there is not an anticipated impact from a financial or workload perspective.

The presented agreement was reviewed by the State's Attorney's Office and the City of Urbana. After review, Urbana approved the agreement.

RECOMMENDATION

It is recommended the Policy Committee approve the City of Urbana Intergovernmental Agreement for GIS Services.



Champaign County
City of Champaign
City of Urbana
University of Illinois
Village of Rantoul
Village of Mahomet
Village of Savoy
Village of St. Joseph

**INTERGOVERNMENTAL AGREEMENT
FOR GEOGRAPHIC INFORMATION SYSTEM SERVICES
BETWEEN THE CHAMPAIGN COUNTY GIS CONSORTIUM AND THE CITY OF URBANA**

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter “the Agreement”) is entered by and between the City of Urbana (hereinafter “Urbana”), the Champaign County Geographic Information Consortium (hereinafter “CCGISC”), and Champaign County (hereinafter “County”) (collectively “the Parties”) on the date that it is fully executed by both the Parties.

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or by ordinance; and

WHEREAS, the CCGISC, the County, and Urbana wish to cooperate to provide Urbana with GIS and IT services.

NOW, THEREFORE, pursuant to the Intergovernmental Cooperation Act 5 ILCS 220/1 et. seq. and in consideration of the terms, conditions and covenants contained herein, or attached hereto and incorporated by reference, the Parties agree as follows:

1. **Employment of CCGISC:** Urbana hereby agrees to engage the CCGISC, and the CCGISC hereby agrees to perform the GIS services set forth in this contract.
2. **Cooperation of Urbana:** Urbana will make available at no cost to the CCGISC any information and data in the possession of Urbana that is required to complete mutually agreed upon GIS services.
3. **Personnel:** The CCGISC represents that it has, or will secure its own expense, all personnel required in performing the services under this contract.
4. **Scope of Services:** CCGISC will provide GIS services and data as described in the Scope of Services at Appendix A.
5. **Quality Control:** CCGISC will utilize GIS best practice techniques when creating, reviewing, or maintaining data for the Urbana. These best practice techniques include topology and data integrity checks. The final quality control checks are the responsibility of Urbana.
6. **Data Ownership:** All data produced under the scope of this agreement shall be the property of Urbana. Urbana will grant to the CCGISC the right to store the data on CCGISC computers for the term of this agreement. The data produced under the scope of this agreement shall not be distributed by the CCGISC in any form to any entity without the consent of Urbana, unless otherwise required by law. After termination of this agreement, the CCGISC will, upon direction of Urbana, remove all Urbana data from CCGISC computers.

7. Compensation: Urbana agrees to pay the CCGISC the hourly cost rate of the CCGISC staff for services rendered as found in the Scope of Services at Appendix A. Hourly cost rates may change each term due to staff changes, salary increases, or changes in benefits. CCGISC shall increase or decrease the hourly rate accordingly. Urbana also agrees to pay CCGISC the Data Hosting and ArcGIS Enterprise Administration & Server Management fees as described in the Scope of Services at Appendix A. CCGISC shall notify Urbana of any hourly rate and/or fee changes prior to the beginning of each term.
8. Term: The initial term of this Agreement shall begin on **July 1, 2023, and end June 30, 2024**. Thereafter, the Agreement shall automatically renew from July 1st through June 30th of each subsequent year unless terminated for cause or convenience pursuant to Paragraph 9 or 10 herein.
9. Termination of Contract for Cause: If for any cause CCGISC shall fail to fulfill, in a timely and proper manner, its obligations under this Agreement, or if CCGISC violates any of the covenants, agreements, or stipulations of this Agreement, Urbana shall thereupon provide written notice to CCGISC of its intent to terminate this Agreement and the specific details of the default and reason for termination. CCGISC shall have ten (10) business days from the receipt of notice to cure any default, or any longer period of time to which the Parties agree in writing. If CCGISC fails to cure the default to Urbana's satisfaction Urbana may exercise its right to terminate the Agreement under this paragraph. The annual fee shall be prorated based on the hours of work completed at the date of termination and returned to Urbana. Should the number of work hours exceed the number of hours used to calculate the annual fee, no funds shall be returned to Urbana.

Likewise, if for any cause Urbana shall fail to fulfill, in a timely and proper manner, its obligations under this Agreement, or if Urbana violates any of the covenants, agreements, or stipulations of this Agreement, CCGISC shall thereupon provide written notice to Urbana of its intent to terminate and the specific details of the default and reason for termination. Urbana shall have ten (10) business days from the receipt of notice to cure any default, or any longer period of time to which the Parties agree in writing. If Urbana fails to cure the default to CCGISC's satisfaction CCGISC may exercise its right to terminate the Agreement under this paragraph. The annual fee shall be prorated based on the hours of work completed at the date of termination and returned to Urbana. Should the number of work hours exceed the number of hours used to calculate the annual fee, no funds shall be returned to Urbana.

10. Termination of Contract for Convenience: This agreement may be terminated by either party at any time by a notice in writing to the other party at least thirty (30) calendar days before such terminations. Once the Contract is terminated as provided herein, a determination of the number of hours CCGISC has completed for a contracted service shall be made. Final payment for all service hours completed by CCGISC for a contracted service shall be paid to CCGISC.
11. Notice: For purposes of notice under this Agreement, including Paragraph 9 and 10 herein, notice to each party shall be sent as follows:

To CCGISC via US Mail to: CCGISC, 1776 East Washington Street, Urbana, Illinois 61803-7760;
and via email to: Director of CCGISC, lbrehob-riley@co.champaign.il.us

To Urbana via US Mail to: Urbana Public Works, 706 S Glover Avenue, Urbana, Illinois 61802;
and via email to: Public Works Director, tcowan@urbanaillinois.us; and
City Engineer, jczeman@urbanaillinois.us

The addresses and email addresses above may be amended from time-to-time by mutual agreement of the Parties in writing.

12. Indemnification: Urbana shall indemnify, defend, and hold harmless CCGISC and the County and any of their members, directors, officers, employees, agents and representatives from and against any and all liability, loss, costs, causes of actions, demands, attorney fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against CCGISC or the County that arises solely from an act, failure or omission on the part of CCGISC or the County, or any of their members, officers, employees, agents, representatives, and volunteers in carrying out the terms of this Agreement.

CCGISC and the County shall indemnify, defend and hold harmless Urbana and any of its members, directors, officers, employees, agents, representatives, and volunteers from and against any and all liability, loss, costs, causes of actions, demands, attorney’s fees, expenses, claims, suits and judgments of whatsoever kind and character, including without limitation, all possible costs of responding to demands, in whatever form that may take, with respect to any claim made against Urbana that arises solely from an act, failure or omission on the part of CCGISC or the County or any of their members, directors, officers, employees, agents and representatives in carrying out of the terms of this Agreement.

Each party shall obtain and maintain at its own expense appropriate insurance providing coverage for comprehensive general liability and professional liability, having such limits and deductibles, and upon such terms and conditions, as are common and customary.

13. Data Access: Every effort will be made to ensure Urbana is able to access their data, websites, custom applications, etc. 7 days a week, 24 hours a day, including holidays. Exceptions include periods of preventive or remedial maintenance and/or operational or security issues. Neither CCGISC nor the County will be liable financially or otherwise for periods of inaccessibility.
14. Changes: Urbana may from time-to-time request changes in the services of the CCGISC to be performed hereunder. Such changes, including any increase or decrease in the amount of the CCGISC's compensation, which are mutually agreed upon by and between Urbana and the CCGISC, shall be incorporated in written amendments to this Contract.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by its officers as of the date first written above.

City of Urbana

CCGISC

BY: _____
Title:

BY: Steve Summers
Title: County Executive

Signature

Signature

Date

Date

APPENDIX A

1.0 SCOPE OF SERVICES

The City of Urbana (Urbana) has identified the need for consistent, continuous, and centralized GIS support and guidance (GIS services). To that end, the following scope of services is being proposed for consideration by Urbana.

1.1 GIS Services

This Agreement allows CCGISC to complete any requested GIS tasks or services without the need to enter into subsequent agreements. Prior to the beginning of a task, an informal cost proposal will be supplied by CCGISC to Urbana. Work on a project will not begin until Urbana accepts the cost proposal. As Urbana is a member of the Champaign County GIS Consortium, CCGISC can offer GIS support to Urbana at staff hourly cost rates. These rates are subject to change July 1st of each year.

1.2 Data Hosting

Urbana shall utilize resources of CCGISC to store the Urbana GIS data in an Enterprise Geodatabase. This will allow Urbana to minimize data layer redundancy and confusion and help ensure long-term data integrity. In addition, edits made by either party could be immediately viewed by the other party. The Urbana data will be maintained in a dedicated and separate database. Approximately one month of backups will be retained on a CCGISC server. In addition, one backup per month shall be archived. Archives shall be provided to Urbana upon request.

1.3 ArcGIS Enterprise (Portal/Server/Data Store) Administration & Server Management

CCGISC shall provide Urbana with the necessary virtual server(s) to house Urbana's ArcGIS Enterprise software. CCGISC will also be responsible for the administration of this software. This includes, but is not limited to, ArcGIS Enterprise software installation, upgrades, configuration, and management. Physical server and virtual server management (*hardware upgrades, creation of virtual servers, operating system upgrades, etc.*) shall be performed by the County Information Technology (IT) department.

Urbana is responsible for the purchase of all ESRI ArcGIS licenses and users.

2.0 FEES

CCGISC proposes to perform the above-described services based on the fees as described below.

2.1 GIS Services

The staff hourly cost rates listed by staff classification are directly calculated from the staff hourly pay rates.

Staff Classification	Hourly Cost Rate* <i>(July 1, 2023 – June 30, 2024)</i>
GIS Technician	\$38.77
GIS Specialist	\$41.39
GIS Analyst	\$54.48
GIS Programmer	\$60.85
GIS Manager	\$73.04

**Hourly cost rates are subject to change on July 1st, the beginning of each term. Changes are due to staff changes, salary increases or decreases, or changes in benefits. CCGISC shall notify Urbana of any rate changes prior to the beginning of each term.*

2.2 Data Hosting

Costs associated with data hosting are derived from software and hardware costs based on the estimated percentage of server usage. Server usage is determined by the estimated size of the Urbana GIS data. Costs subject to change at the beginning of each term, fluctuations based on % usage, software, and server costs.

Estimated Server Costs

15% of \$12,000 is \$1800; \$1800/4 = \$450.00..... **\$450.00 / year**

Servers are purchased on a 4-year rotation.

Annual Software Costs

15% of \$6,155.00..... **\$923.25 / year**

Annual Data Hosting Fee: \$1,373.25

2.3 ArcGIS Enterprise (Portal/Server/Data Store) Administration & Server Management

Costs associated with data hosting are derived from software and hardware costs based on the estimated percentage of server usage. Server usage is determined by the number and size of published services and usage. Costs subject to change at the beginning of each term, fluctuations based on staff hourly rates, number of virtual servers, % usage, software, and server costs.

Estimated Server Costs

15% of \$12,000 is \$1800; \$1800/4 = \$450.00..... **\$450.00 / year**

Servers are purchased on a 4-year rotation.

ArcGIS Enterprise Administration Costs

30 hours annually at Level 2 (Programmer) Support..... **\$1,825.50 / year**

Server Management Costs (1 Virtual Server)

County Information Technology Management Fee **\$750.00 / year**

Annual Server Administration & Management Fee: \$3,025.50



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

To: CCGISC Policy Committee
From: Leanne Brehob-Riley, GIS Director
Date: October 20, 2023
Re: Proposed Changes to the CCGISC Digital Data Release License Agreement

REQUEST

Approval of the CCGISC Digital Data Release License Agreement with the changes as outlined below.

BACKGROUND AND LANGUAGE UPDATES

The CCGISC Digital Data Release License Agreement (Release Agreement) is Appendix C of the [CCGISC Digital Data Policy](#). Upon execution of the Release Agreement, consultants are provided CCGISC data at no charge. It was recently pointed out language in the agreement is unnecessarily restrictive. Upon review, I concur with this assessment. It is not reasonable for CCGISC to expect a consultant to delete all data backups or disclose all data modifications on a hard copy map. As such, it is proposed the redlined language, as found below, be omitted from the **Protection of Proprietary Rights** and **Credits** sections of Release Agreement.

The State's Attorney's Office reviewed the changes as presented.

PROTECTION OF PROPRIETARY RIGHTS

Reproduction or redistribution of the data or products derived there from outside the Consultant's organization or entity is expressly forbidden. The data shall only be used by the Consultant only on the specified project for the unit of local government. The Consultant may not further reproduce or redistribute the data beyond the scope of the specified project. Upon project completion all files containing any source data or products derived there from shall be returned by the Consultant to CCGISC.; ~~all copies of CCGISC data installed on all the Consultant's computers shall be removed by the Consultant, and all backup copies made by the Consultant shall be destroyed by the Consultant.~~ None of the data shall be electronically duplicated by the Consultant by any means for use by others, in whole or in part, without express written permission of the CCGISC. Resale of the data by the Consultant is prohibited.

CREDITS

Source to list: **Champaign County GIS Consortium**

Any hard copies made by the Consultant utilizing any of the data shall clearly indicate the source. ~~If the Consultant has modified or supplemented the data in any way, the Consultant is obligated to describe the types of modifications or supplementation they have performed on the hard copy map.~~ The Consultant specifically agrees not to misrepresent any data, nor to express or imply any changes made in the data have been approved unless actual prior approval by CCGISC has been obtained.

For additional reference, the full Release Agreement with the redlined language is found on the subsequent pages.



Digital Data Release Agreement

Champaign County GIS Consortium

1776 East Washington Street

Urbana, Illinois 61802

Phone (217) 819-3555

<http://www.ccgisc.org>

LICENSE AGREEMENT FOR USE of CHAMPAIGN COUNTY GIS CONSORTIUM DATA BY CONSULTANTS ON A MEMBER AGENCY PROJECT

DATA DISTRIBUTION

Data distribution shall be requested from the Champaign County GIS Consortium (CCGISC). All Digital data is provided for distribution by E-MAIL or via the Champaign County GIS Consortium (CCGISC) download site unless other media is agreed upon.

NO WARRANTY

The data files are provided "as is". There is no guarantee or warranty concerning the accuracy of information contained in the data. **No warranty is made, either expressed or implied, as to any other matter whatsoever, including, without limitation, the condition of the product, or its fitness for any particular purpose.** The burden for determining fitness for use lies entirely with the user.

LIMITATION OF LIABILITY

In no event shall any of the agencies who are part of the CCGISC have any liability whatsoever resulting from the use of CCGISC Data by the Consultant with whom CCGISC has entered into this License Agreement for payment of any consequential, incidental, indirect, special, or tort damages of any kind, including, but not limited to, any loss of profits arising out of use of or reliance on the data or arising out of the delivery, installation, operation, or user support relating to the same.

PROTECTION OF PROPRIETARY RIGHTS

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Source to list: **Champaign County GIS Consortium**

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The digital data is authorized to:

BUSINESS

ADDRESS

PHONE

CITY, STATE, ZIP

pursuant to the terms and conditions listed in this LICENSE AGREEMENT. The data is provided for use in completing the following project:

PROJECT

DATA REQUESTED

for the: _____

GIS CONSORTIUM MEMBER AGENCY

MEMBER REPRESENTATIVE NAME

MEMBER REPRESENTATIVE PHONE and EMAIL ADDRESS

The Consultant hereby agrees to the terms and conditions in the attached LICENSE AGREEMENT and agrees to abide by same.

Printed Name

Title

Signature

Date

E-mail

COMPLETE AND E-MAIL TO:

ccgisc@co.champaign.il.us

*Any questions, please call the GIS Consortium office at
Phone (217) 819-3555*



Champaign County
 City of Champaign
 City of Urbana
 University of Illinois
 Village of Rantoul
 Village of Mahomet
 Village of Savoy
 Village of St. Joseph

2023 Work Plan Status Report – Quarter 3

Task		Status
2023 Initiatives		
Create Metadata		
1	Semi automate metadata creation for tables, views, and layers in CCGISV	Metadata script complete & template data populated in CCGISV layers; layer/table specific data to be populated
CCGIS Website		
2	Overhaul CCGISC website; implement responsive design	anticipated completion 2024
Addressing Website		
3	Correct issues (identify tool, handle UIUC building code duplicate addresses) & cosmetic updates (render correctly in different browsers)	anticipated completion early 2024
Address Schema Changes		
4	Remove Address Number Suffix from Main Address Table i.e. 102A Main Street. Main Address to be 102 Main Street	anticipated completion early 2024
Devnet Quality Control Script		
5	Create Devnet Quality Control Script that checks for data entry inconsistencies; this impacts the Consortium as entry errors may create problems for views. It is also to limit the distribution of bad data. Examples: Document numbers, dates, etc.	anticipated completion late 2023/early 2024
CCGIS Data Policy Review		
6	Internal review of CCGISC Data Policy and recommend any necessary updates/changes to Policy Committee (<i>last reviewed in 2017</i>)	complete
Parcel Genealogy Review/Updates		
7	Update/Correct Genealogy Entry Issues	anticipated completion 2023
Geolocator Upgrade to ArcGIS Pro		
8	Upgrade Geolocators to ArcGIS Pro	complete
Ongoing Tasks		
Drainage District Project		
1	Map drainage districts - county-wide	all available drainage district rolls mapped; 45 could not be located or did not contain necessary legal descriptions
2	Reconcile Drainage Districts and Subdistricts with appropriate county offices	dependent upon staff time of the County Clerk's office
2023 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
E.	City of Urbana	pending contract - general GIS tasks

Status updates found in **bold**