



Winnebago County Geographic Information System

**Call In**  
**Friday, April 24, 2020**  
**9:15 a.m.**

**Present by Roll Call:**

John Donahue, North Park Public Water District  
Jonathan Oelshlager, City of Rockford  
Jack Armstrong, Rockford Park District  
Chad Hunter, Village of Machesney Park  
Christopher Dornbush, Winnebago County

**Others Present:**

Steven Gregg, Michael Dunn, Julia Halsted

**ABSENT**

City of Loves Park, Village of Cherry Valley, Rock River Water Reclamation District

**CALL TO ORDER**

The meeting was called to order at 9:15 AM

**APPROVAL OF MINUTES**

Motion to approve the minutes from the January 31, 2020 meeting by **Winnebago County**; Second by **Rockford Park District**; **Minutes were approved by a vote of 5:0:3.**

**PRESENTATIONS & PUBLIC PARTICIPATION**

None

**ACTION ITEMS**

None

**OLD BUSINESS**

**a) Technical Committee Updates**

Mr. Gregg reported that WinGIS has completed a number of mapping and data editing applications allowing users from our various agencies to work remotely during the shelter in place order. Request for quotes have been sent to various organizations to complete our Control Monument inventory. All who were sent requests replied with quotes ranging from \$5700 to \$15K. All lower the original quote from Ayres in 2019 for \$20K. The quotes will be scored internally and an agency awarded the contract within the next few weeks.

**NEW BUSINESS**

**a) Executive Director Report**

Mr. Dunn informed the group that the R1PC committed to future new landlord that the transition to our new space will be completed May 1<sup>st</sup> though with the 2 free months of rent provided to the R1PC, the first payment will be June 1<sup>st</sup>. Mr. Dunn, along with Sarah (Stromberg), Steven (Gregg)

and Gus (Gentner), has worked to guarantee that the facility's internet and network will be up and running at the time of relocation.

**b) FY21 Budget Review**

With a new facility there are some new charges in this year's budget. That considered, Mr. Gregg reported that the budget, before the carry over amount was applied, only increased by approximately \$1K. This year's budget included the second installment for aerial photography which was going to be \$25. But, since last year's budget contained \$20K for the Control Monument Inventory (based on a quote from Ayres) and most estimates are around the \$7K range, we have a surplus of \$18K that will be applied to this year's aerial photography, bringing that line item to \$13K. Mr. Gregg went on to mention that some of the line item numbers and category headings have changed in an effort to combine all budgets for R1 agencies to a consistent format. This year's carry over amount is \$48K based on the step down formula agreed upon in 2019 (25% decrease per year) – provided our account balance is what is estimated it would be at this point. Mr. Armstrong inquired as to whether or not rent will increase in the new facility. Mr. Dunn responded that because utilities are included and janitorial costs are decreasing rent is increasing just under \$7K annually. Mr. Donahue clarified that the board wasn't voting on the budget at this meeting. Mr. Gregg confirmed that this was simply an opportunity for review and discussion. The vote will take place at the June meeting.

**OTHER MATTERS**

**NEXT MEETING**

The next WinGIS Policy Meeting will be held Friday, June 19, 2020 at 9:15 am – Call In

**ADJOURNMENT**

Motion to adjourn by **Winnebago County**; Seconded by the **Machesney Park**. **Motion approved by a vote of 5:0:3.**

Respectfully submitted,

**WinGIS**