**MINUTES**

**SAGINAW AREA GIS AUTHORITY**

**GENERAL MEETING**

**April 16, 2018**

**(9:00am)**

**MSU EXTENSION**

**1 Tuscola Street**

**Saginaw, MI 48602**

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**Members Present**: Rob Grose, Chairman; Paul Moore, Treasurer; Megan Weaver, Secretary; Jim Loiacano, Member; Rob Kehoe, Member; Annamarie Reno, Member; Bob Corrin, Member; Tom Mayan, Member; Gail Basner, Member; Josh Brown, Member; Randy Pfau, Member; Larry Tibbits, Member; Pam Moore, Member; David Smigiel, Member; Tom Luck, Member; James Frelitz, Member; Julia Darnton, Member

**Others Present:** Dan Hoffman and Bill Jeruski, GIS Authority

**Meeting called to order at 9:03 a.m. by Chairman Grose.**

**Roll Call:**

A quorum was present.

**Approval of Agenda:**

*Motion by Loiacano with support by Brown to accept agenda as presented.*

**Motion Carried.**

**Approval of Minutes from January 22, 2018:**

*Motion by Brown with support by Moore to accept January 22, 2018 minutes as presented.*

**Motion Carried.**

**Accounts Payable and Review Budget:**

Moore reported that as of March 31, 2018, the Money Market account stood at $374,915.83 and the Business Checking Account at $1,450.18. Moore also reviewed the budget performance report.  
*Motion by Tibbits with support by Brown to accept the Accounts Payables and Budget Review as reported*.  
**Motion Carried.**

**Staff Update:**

**Web Update:**

Jeruski informed the members that the 2018 tentative values would be taken off the website on May 1, as he would be rolling over the database to the new year.

Discussion was held on parcel dimensions and boundaries. Jeruski explained that the map dimensioning was initially derived directly from the original Saginaw County Equalization paper tax maps, and in some areas, the dimensioning was incomplete. He planned on auto labeling all parcel lines and providing a disclaimer stating that they are estimates. As surveys and legal descriptions are updated, parcel lines and dimensions will also be updated on the maps. Grose added that all municipalities should let their assessors and building inspectors know that if there are any conflicts between parcel lines and the aerial maps, please inform Jeruski or Hoffman.

Hoffman informed the members of two new layers on the SAGA map: addresses and a public works layers. He stated that if a municipality would like their public works layers added to contact him. Also a zip code layer will be added soon.

Hoffman stated that he would be submitting a draft to EMCOG/MDOT next month for the trails project.

Hoffman reported that he was still awaiting a response on the Homeland Security grant application.

**E-911:**

Hoffman had received all of the data from 9-1-1 for Saginaw CAD and will start working on that soon.

**Incorrect Address Issue:**

Hoffman stated that the Saginaw County Board of Commissioners will be looking at the issue of properties with incorrect addresses. Years ago, residents were allowed to pick their address and the current ordinance does not have the “teeth” to force the owners to change them. He would keep the membership updated on the progress.

**MSU Extension GIS Software:**

Hoffman referenced the letter sent out to all members in March about the use of MSU Extension’s GIS software licensing. The SAGA Executive Committee had voted to discontinue the use of MSU’s licensing after March, 2019. Any member municipality that would like to purchase their own license, the cost is approximately $1,500. Hoffman reminded everyone that most users are accessing the SAGA website for their GIS needs and only those that actually edit the GIS data would need the licensing. Discussion followed.

Julie Darnton from MSU Extension explained that while they were no longer able to provide the licensing, they are very proud to be a partner with SAGA. Grose stated that the relationship between SAGA and MSU Extension is very much appreciated.

**NRCS LiDAR Grant Update:**

Hoffman was still waiting to hear back on the grant application.

**City of Saginaw – In-Kind Services for Membership:**

Grose stated that the City of Saginaw has agreed to continue providing server access for the GIS data. The proposed agreement has been submitted to the City for approval. Grose requested that one change be made to the contract – instead of November, it should be July.   
 *Motion by Brown with support by Loiacano to approve the In-Kind Services agreement with the City of Saginaw with the one change as discussed.* **Motion carried.**

**Other Business:**

None presented.

**Adjournment:**

*Motion by Loiacano with support by Brown to adjourn.*

**Motion carried.**

Meeting adjourned at 9:34 a.m.

***Next General Meeting*** – 9:00am, July 16, 2018 at MSU Extension.

***Next Executive Meeting*** – 9:00am, June 4, 2018 at Saginaw Township

*Minutes prepared by Megan Weaver*