**MINUTES**

**SAGINAW AREA GIS AUTHORITY**

**GENERAL MEETING**

**January 24, 2022**

**(9:00am)**

**SAGINAW COMMUNITY FOUNDATION BUILDING**

**1 Tuscola Street - Second Floor Meeting Room**

**Saginaw, MI 48602**

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**Members Present**: David Johnson, Vice-Chairman; Amanda Carrigan, Member; Justin Staley, Member; Mariah Kelly, Member; Edward Hak, Member; Scott Crofoot, Member; Tim Hildner, Member; John Schmidt, Member; Mary Bourbina, Member; James Totten, Member; Tom Mayan, Member; Treena Chick, Member; Joseph Ruthig, Member; Stanley Brown, Member; James Wickman, Member; Bridget Smith, Member.

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

**Meeting was called to order at 9:05am by Vice-Chairman Johnson.**

**Roll Call:**

A quorum was present.

**Approval of Agenda:**

*Motion with support by Kelly to accept agenda as presented.*

**Motion Carried.**

**Approval of Minutes from September 20, 2021:**

*Motion with support to accept September 20, 2021 minutes as presented.*

**Motion Carried.**

**Accounts Payable and Budget Review:**

Johnson read from the treasurer’s report prepared by Treasurer Paul Moore. As of November 30, 2021, the SAGA Money Market account stood at $628,152.83 and Business Checking Account at $13,172.38.  
*Motion with support by Johnson to accept the Accounts Payable and Budget Review as presented*.  
**Motion Carried.**

**2021 Financial Audit:**

Hoffman reported that the annual SAGA Financial Audit, completed by

Berthiaume and Company CPAs, was approved by the SAGA Executive Committee at their January 3, 2022 meeting. Hard copies were available at the meeting for anyone interested to take one for review.

**Staff Update:**

**Web Update:**

Jeruski reported that there have been updates to the Property Class and Class Name displays on FETCH. These displays are now utilizing the new CAMA, State Tax Commission standards. It was also reported that a new display featuring the recently adopted CAMA designation Tax Status has been added to FETCH. It was explained that Property Class and Class Name now refer to land type/use of the parcel and Tax Status specifically to the taxing status of the parcel. Jeruski also stated that a hyperlink dropdown menu for all three of these displays is to be developed. The dropdown menus would feature explanation of codes and further information dealing specifically with the display terms. This information is to be sourced directly form the CAMA assessing standards. It was further stated that a CAMA terms hyperlink would be added to the School District display to offer more in-depth information to that display. Jeruski has updated contact information as well as the SAGA Meeting Minute archive to be fully inclusive of all meetings held through the end of 2021.

Hoffman reported that he has completed work on updating the Thomas Township building footprint layer as requested by Thomas Township. He further explained that he was investigating an automated approach to potentially help facilitate an update of building footprints Countywide. To aid in this work ESRI software extensions have been purchased with authorization of the Executive Committee. Hoffman further reported that he had completed updates to the Saginaw Township Future Land Use layer, Kochville Zoning, and the James Township Land Use layer. It was also made known to the membership that an aerial photo layer, shot by Kucera at the height of the Spring 2020 County flooding event, has been placed on FETCH. The aerial was flown from northern Midland County down through Saginaw County over a two day period so as to be able to document the high-water mark of the flooding along the Tittabawasse and Saginaw River corridor.

Hoffman reported that he has been working with Arc Online software to produce interactive maps which he has published online. Links for online access to these maps has been provided via email to members. The maps so far completed are: Agricultural Sales, County Vaccination Sites, and a Hemlock Semiconductor Five Mile Radius map depicting such features as group homes.

A discussion was held concerning the ability of SAGA to map County cemeteries to depict individual plots. It was remarked that such maps were helpful to genealogical research. The maps would be provided as a separate layer on FETCH. Hoffman asked the membership to give some thought to the usefulness/desirability of such a project and respond with their feedback. Mayan inquired if the mapping would only include public operated cemeteries or if private cemeteries would be included. The inquiry was referred for further discussion. It was reported that the City of Saginaw had mapped their public cemeteries and the City’s website was offered as an example of how this project could potentially look.

**E-911:**Hoffman stated that he had recently updated roads due to several new subdivisions being constructed in the County.

**Created 2020 Aerial Service for Saginaw County Department of Public Works:**

Hoffman informed the membership that he had been asked by Brian Wendling, Director of the Saginaw County Department of Public Works, for assistance in providing our 2020 aerials for their use in Arc Online. Hoffman created a 2020 Aerial Service as a result of this request and published it online for DPW. Hoffman reported that this work by SAGA resulted in a $3000 savings to DPW and the County.

**Investigating Ways to Improve the Accuracy of Problem Parcels:**

Johnson explained Hoffman and Jeruski are currently investigating approaches to improving parcel accuracy in problem areas of the County.

Jeruski explained that the SAGA parcel layer was originally built by Saginaw County some twenty years ago as a non-survey system and that it was conceived of as a general purpose map for planning and tax assessing purposes. It was further explained that the technical limitations in the original design of the parcel system have built into the system a certain margin of error where the parcel lines are concerned. While in most cases the parcel lines in the system are very accurate there are however some areas, particularly the older platted villages etc. where accuracy is lessened. It was explained that it is these areas that are under study for improvement. Methodologies being investigated to increase accuracy are; identifying location/extent of problem areas, conferring with local officials as to best feasible approaches, acquiring surveys and improved legal descriptions, potentially acquiring survey accurate quarter section corners where it is deemed such information would be of benefit, and finally, potentially consulting with a third party engineering concern if this is deemed feasible.

Hoffman pointed out to the membership that transforming the current parcel layer from a general planning tool into a map with survey grade accuracy is not possible. Jeruski concurred.

Jeruski asked the membership to submit any areas of parcel line concern to him for review so that everything possible within the constraints of the current system and the survey information at hand could be used to improve the accuracy of the map.

**Display Taxes After Due Date on FETCH:**

Hoffman explained that FETCH currently displays tax amounts, due dates, last payment dates etc. and that recent questions concerning the display of delinquent taxes has prompted an investigation into the possibility of expanding this display. A meeting with Saginaw County Treasurer, Tim Novak, was held on January 18 to discuss ways to automate the data we currently source from him and display. Discussions centered on having a daily update of delinquent amounts from Novak’s tax database to then display on the FETCH site. It was reported that discussions are ongoing as to how best to approach an upgrade to the display and that the membership will be kept informed as to any developments.

Johnson asked the membership what they would like to see regarding the display of taxes. The consensus among those who spoke up seemed to favor continuing FETCH’s current display of tax due amounts and delinquencies with the inclusion of discussed improvements if possible.

**Other Business:**

None.

**Adjournment:**

*Motion by Schmidt with support to adjourn.*

**Motion carried.**

Meeting adjourned at 9:50am.

***Next General Meeting*** – 9:00am, April 18, 2022

at Saginaw Community Foundation Building

***Next Executive Meeting*** – 9:00am, April 4, 2022

at Kochville Township Hall

*Minutes prepared by Bill Jeruski*