

MINUTES
SAGINAW AREA GIS AUTHORITY
EXECUTIVE COMMITTEE MEETING
MAY 11, 2005
(9:00 a.m.)

SAGINAW CHARTER TOWNSHIP
4980 SHATTUCK ROAD
SAGINAW, MICHIGAN

Members Present: Rob Grose, Vice-Chairman; Russ Taylor, Secretary; Larry King, Member; Ken Bayne, Member; Jeff Klopcic, Member; Terry Crevia, Member; Jonathan Miller, Member.

Others Present: Dan Hoffman & Bill Jeruski, SAGA.

1. The meeting was called to order by Vice-Chairman Grose at 9:00 a.m.
2. Roll Call was taken. A quorum was present
3. **Approval of Agenda:**
Motion was made by J. Miller, supported by K. Bayne to approve the agenda.
Motion carried.
4. **Approval of May 4, 2005 Meeting Minutes:**
Motion was made by K. Bayne, supported by R. Taylor, to approve the minutes from the Special Executive Committee Meeting on May 4, 2005. **Motion Carried.**
5. **Accounts Payable and Review Budget:**
J. Lehman was absent, so no accounts payable report was given. R. Grose provided a revised budget for the Authority that showed revenues exceeding expenditures by \$8,878.00. D. Hoffman made a request to pay Saginaw County for SAGA's balance on the aerial photography to Kutera in the amount of \$57,980.00. This figure represents the entire balance owed by SAGA after the Homeland Security grant of \$50,000 is applied to Saginaw County's contract with Kutera in the amount of \$107,980.00. The County will then pay the invoices from Kutera as they arrive upon SAGA's concurrence. Motion by J. Miller, supported by L. King, to pay \$57,980.00 to Saginaw County as the total obligation of SAGA for the aerial photography. **Motion Carried.**
6. **911 Authority Membership**
J. Klopcic reported on the status of the 911 Authority joining SAGA. The annual membership fee of \$2,000 was agreed upon. He anticipates that within the next month that all of the data for 911 will be all set. The important question at this

point is how much to charge 911 for the continuing maintenance, data manipulation and oversight of their information stored with SAGA. After much discussion, the committee generally agreed that a \$29,000/year maintenance charge should be presented to the 911 Authority. This is much less than what would be charged by Motorola or ESRI for a similar service, and there is a great deal of work and responsibility that goes with maintaining the information. It was further agreed that a meeting would be arranged with the 911 Authority and several of the Executive Committee members in the near future to discuss this.

Additional discussion took place with regard to the eventual need for some agency to assume responsibility for the assignment of address numbers when Consumers Energy stops doing it. It was thought that it would be the Road Commission, SAGA or 911. The most logical entity is probably the Road Commission when driveway permits are issued. It was also noted that many of the current address numbers and street names are out of order. The Committee suggested a meeting with the Road Commission to discuss what approach would be best for eventually taking over this work from Consumers.

7. Third Party Data Dissemination Agreement:

D. Hoffman had forwarded some sample agreements to the members via email earlier in the week. The Committee discussed the draft agreements and the need for them. Motion by K. Bayne, supported by J. Kloplic, to refer the Non-Disclosure Agreement and Intergovernmental Agreement to the attorney for review. **Motion Carried.**

8. Proration of Community Memberships:

R. Grose brought up the topic of possibly prorating the membership fee to those communities left to join the authority such as Chesaning Township, Brady Township and St. Charles Village. Motion by K. Bayne, supported by T. Crevia, to approve prorating new community members' fees for the remainder of SAGA's fiscal year. **Motion Carried.**

9. Staff Report:

- a. **Website Update** – J. Kloplic reported that all of the APEX sketches are done with the exception of Bridgeport. They are waiting for some tax/assessing data from the County; however, the website is getting over 300 new hits per day at this time.
- b. **ArcView Training** – Approximately 15 communities have received the training. They will be training Swan Creek today, Carrollton tomorrow and Richland later in the week.
- c. **Orthophotography** – D. Hoffman reported that Midland had to re-fly some of their community. Otherwise, everything has been flown and Kutera is now preparing the information. R. Grose asked Hoffman to

prepare a list of the members and the status of the Zoning Maps and Future Land Use Maps.

10. Adjournment:

Motion by R. Taylor, supported by T. Crevia, to adjourn the meeting at 10:00 a.m.
Motion Carried.

Next Regular Meeting – May 16, 2005 (9:00 a.m.) at MSU Extension.

Next Executive Committee Meeting – June 8, 2005 at Bridgeport Township.

Minutes prepared by R. Taylor, Thomas Township.