

MINUTES
SAGINAW AREA GIS AUTHORITY
EXECUTIVE MEETING
December 3, 2007
(9:00am)

Saginaw Charter Township
Board Room
4980 Shattuck Road
Saginaw, MI 48603

Members Present: Rob Grose, Vice Chairman; Paul T. Moore, Treasurer; Russ Taylor, Secretary; John Malzahn, Member; Jeff Klopocic, Member; Jonathan Miller, Member; Jerry Weineke, Member.

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

1. **Meeting called to order at 9:00am by Vice-Chairman Grose.**
2. **Roll Call was taken.** A quorum was present.
3. **Approval of Agenda:**
Motion by Weineke supported by Miller, to approve the agenda as presented.
Motion Carried.
4. **Approval of Minutes:**
Motion by Malzahn, supported by Grose, to approve the minutes from the October 1, 2007 meeting. **Motion Carried.**
5. **Accounts Payable and Budget Review:**
Moore presented the accounts payable report and budget status. All of the membership fees have been received with the sole exception of Buena Vista Charter Township, which has an outstanding balance of \$5,766. The Authority has a CD that will mature on January 1, 2008 in the amount of \$185,827.56. The Money Market account has a balance of \$29,770.90 and the checking has a balance of \$5,285.79. Motion by Weineke, supported by Taylor to accept the Treasurer's Report. **Motion Carried.**
6. **Late Payment Fee Discussion:**
The draft resolution prepared by Hoffman to address late payments was discussed. A few corrections were suggested along with the addition of a provision to remove a community's data from the website in the event that the payment exceeds 90 days. Motion by Malzahn, supported by Miller, to recommend approval of the proposed resolution with the addition of, "that a community's data

may be removed from the Authority's website if payment is not received within 90 days of the due date". **Motion Carried.**

7. Data Layer Creation Update:

Hoffman reported that most of the drains have been included on the maps. Jeruski is currently working on including condominiums now.

8. Local Water Projects:

Klopocz reported that their office is continuing to work with a few of the communities in the Authority to get their water maps depicted accurately on the GIS. This service is offered to all communities in the Authority if they are interested.

9. Tri-County Regional Path Study:

Hoffman informed the Committee that Saginaw County Parks received an \$8,700 grant from Dow to create a plan for interconnecting bicycle paths with Bay and Midland Counties. They hired Spicer Group to conduct the work. Hoffman is working with all of the parties to try to develop the plan and to ensure that the drawings are integrated with the GIS mapping.

10. Homeland Security Funding:

Hoffman and Miller reported that they are working on preparing a proposal for the 2007 funding from Homeland Security to conduct aerial photography for multiple counties. This is important in light of the fact that the review group consists of fourteen counties now.

11. Other Business:

Hoffman noted that only three communities have submitted their reappointments for the staggered terms. It was agreed that the communities would not have to submit this information until their term expired as approved previously.

Hoffman inquired as to how much involvement he should have with assisting the County with the Census information. After discussing the question, it was determined that the primary responsibility rests with each individual community. He should only provide support.

12. Adjournment:

Motion by Moore, supported by Malzahn, to adjourn the meeting at 9:57am.
Motion Carried.

Next Regular Meeting – January 14, 2008 at MSU Extension.

Next Executive Meeting – February 4, 2008 at Bridgeport Charter Township.

Prepared by Russ Taylor, Secretary.