

REGIS Board of Directors Meeting
 Wednesday April 27, 2016
 9:30 a.m.

GVMC Offices,
 678 Front Ave NW Suite 200
 Grand Rapids, MI

1. Call To Order

Warren called the meeting of the Board of Directors to order at 9:33 a.m. Introductions were made.

Members Present:

Steve Warren, *Chair*
 Matthew Butts
 Dan Strikwerda
 Brian Donovan, *Vice Chair*
 George Haga
 Cameron VanWyngarden
 Julius Suchy
 Curtis Holt
 Matt McKernan, *Proxy*
 Mike DeVries
 Mark Rambo
 Dan Power, *Proxy*

Kent County Road Commission
 City of Grandville
 City of Hudsonville
 City of East Grand Rapids
 Ada Township
 Plainfield Charter Township
 Village of Sparta
 City of Wyoming
 Gaines Charter Township
 Grand Rapids Charter Township
 City of Kentwood
 City of Walker

Others Present:

John Weiss
 Erin Haviland
 Jason Moore
 Chris Brown
 Greg Carlino
 Paul Gerndt

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 City of Wyomi

2. Approval of Minutes

Warren asked for questions or comments on the January 27, 2016 REGIS Board Meeting Minutes. With no questions or changes, Warren called for approval of the January 27th, 2016 REGIS Board Meeting Minutes.

MOTION by Donovan **SUPPORT** by Butts, to approve the minutes of the Wednesday, January 27th, 2016 REGIS Board of Directors Meeting.

3. Mid-Year Budget Review

Weiss started by stating that all aspects of REGIS are going well, growth with the REGIS Users Groups as well as with outside relationships. The West Michigan GIS Users Group has roughly 30 members. Weiss went on to state that he is requesting to the Board that there be no dues increase again this coming fiscal year.

Brown explained the financial report to the Board. REGIS Capital shows roughly \$500 in interest for the year. Statement of Revenues and Expenditures for REGIS shows REGIS has a Net Change in Fund Balance of \$73,931.65 positive for the year. This number includes roughly \$40,000 in capital expenditures for the data center upgrade. Dramatic change and turn around for REGIS.

4. **REGIS Advisory Committee Update – Paul Gerndt**

Gerndt updated the Board on the Advisory Committee meeting that took place a few days prior to the Board meeting. Good participation and engagement. Demos were done by REGIS for the committee. Wolford gave an update on the pictometry flight plan. Gerndt stated that the overall focus of these meetings are more concentrated on the material. Weiss went on to explain that the Advisory Committee had been asked the group to prioritize the five things they wanted REGIS to do. That is what REGIS is working on. Another thing REGIS is doing is breaking into smaller groups, such as assessors, clerks, public works, etc. This will allow REGIS to focus in on each group's area of expertise. Public Works training has been going on over the past couple of months.

5. **New Web Based GIS Applications**

- **Road Problem Reporter**

Warren gave a little background about the Road Commissions need to develop this application. The Road Commission determined they needed to do a web-site makeover. One of the issues the Road Commission had was that the communities did not have a good way to report road problems. REGIS developed an application where people can go to the Road Commissions website and report road problems. Currently in draft format, this application has not gone live yet. Moore demonstrated the new Road Problem Reporter Application for the Board.

- **ArcGIS Online – (Field Data Collection/Editing)**

Moore explained that the GVMC transportation department went out and collected all the sign data for Walker and Wyoming. Edits can be made in the field, once an edit is made the data comes directly to the REGIS database. Moore demonstrated the tool to the Board. Gerndt stated that prior to this tool there were multiply databases for the sign data. This tool give the community one collective database with all the information.

- **DAS Tower Layer Database**

Weiss explained that 19 communities came together to write an ordinance as part of a guide for these DAS Towers. Sue Becker from Alpine mentioned it

would be helpful if REGIS could map all the cell towers within each community. Moore explained that Alpine gave him an excel file with x/y coordinates, REGIS then added those to the database to populate the maps.

In addition to these new web based GIS applications, Moore demonstrated the new Walker Storyboard that Walker developed. All of the 2016 construction projects are listed on the Walker City website. The user is able to click on the projects and see what is being done.

Moore also demonstrated the redliner tool, the user can add text and arrows. Once the editing is complete a screenshot can be taken.

6. Updates

A. Single Source GIS Project Summary

Weiss stated that the Single Source project is a combined project with Environmental, Transportation and REGIS. There are 20 master plans and zoning ordinances that are updated that can be added. This information will be used to create one Regional Master Plan and Zoning ordinance for GVMC.

B. Database Conversion: Oracle to Microsoft SQL Server Study

Moore gave a little background on this. SQL Server is the database that other GIS organizations are using. Switching to SQL Server will give REGIS the opportunity to collaborate with the other GIS organizations more effectively. The consultant firm InfoGeographics has come on site and gone over the REGIS system in detail so that they may put together a proposal for a migration plan to switch from Oracle to SQL Server. They will provide REGIS with a draft of their proposal by May 16, 2016. The proposal will show the cost outline for the SQL Server software. Trivalent is also a part of this process. Weiss stated that the reason for the switch is due to the lack of support from Oracle, the lack of support that REGIS can receive from other GIS organizations due to the databases being different and the cost associated with Oracle. The cost for Oracle is roughly \$36,000 due on October 1 of each fiscal year. The goal is to make the switch by the end of September to avoid paying double license costs.

C. Service Area Works Sessions Summary

Moore stated that the Advisory Committee suggested that REGIS break out into smaller groups. DPW, Public Works, Assessors, etc. The Planners and Engineers work sessions have been completed. The idea is to have more concentrated work groups that focus on each group's needs. DPW's work session is scheduled for May 26th, 2016 and the Assessors is scheduled for June 30, 2016. The goal is to meet a couple of times a year.

D. West Michigan GIS Group

Weiss asked that each board member invite someone from their communities to attend the West Michigan GIS meetings. These meetings will be held twice a year, the next meeting will be held in October. Moore stated that for the last meeting held in April that REGIS invited the State to come in and give a presentation. Everett Root gave the presentation from the State. Weiss stated that it is a great

group, does not cost anything to join and it is a great forum to share ideas and work together.

7. Upcoming Statewide Meetings/Conferences

- IMAGIN Conference, May 15-17 @ Great Wolf Lodge, Traverse City
- State of Michigan, Even numbered months

Weiss stated that one other project for REGIS is stormwater utility mapping. The MDEQ gave the Village of Fruitport a violation notice on their stormwater discharge and recommended that they hire GVMC. GVMC then hired REGIS to do the work on the stormwater utility mapping project. Fruitport is now part of the LGROW group for the next 3-yrs.

8. Committee Comments, Round Table

Strikwerda mentioned that Hudsonville is working with Ottawa County to coordinate the pictometry flight for 2017. Donovan mentioned that East Grand Rapids is working on a tree inventory for the right of way and in a few of their parks. East Grand Rapids is working with REGIS on developing a layer for the tree inventory. Rambo stated that Kentwood is building their new website with a virtual city hall. The goal is to have someone not have to step foot into the city hall building. Haga mentioned that Ada is working on the next phase for envision Ada. Raising Ada out of the flood plain. Ada is also working on the Hadley project which has to do with the sewer and water mains.

9. Adjournment

With no further items of discussion, the next Board Meeting is set for July. Warren adjourned the meeting of the REGIS Board of Directors at 10:33 a.m.