

MINUTES
SAGINAW AREA GIS AUTHORITY
SPECIAL EXECUTIVE MEETING
June 24, 2013
(9:00am)
City of Saginaw Technical Services

Members Present: Russ Taylor, Vice Chairman/Secretary; Paul Moore, Treasurer; Johnathan Miller, Member; Marc McGill, Member; Dan Sherman, Member; Tom Luck, Member; Jim Loiacano, Member .

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

Meeting called to order at 9:05am by Vice Chairman Taylor.

Roll Call:

A quorum was present.

Approval of Agenda:

Motion by Miller with support by Loiacano to approve the Agenda.

Motion Carried.

Approval of Minutes:

Motion by Miller with support by Loiacano to accept the April 10, 2013 Minutes as presented.

Motion Carried.

Discuss SAGA Budget and Per Parcel Membership Rate for 2013/2014:

Hoffman provided those in attendance with an updated budget showing the effect on SAGA's budget were the proposed contract with the City to be accepted. This budget showed a lowered overall cost to the SAGA membership.

It was reported that there would be a \$20,713 increase to the SAGA budget due to pass through costs associated with benefit inflation for Hoffman and Jeruski. The increase is due to rising healthcare costs as well as a change in the way the County budget is being drawn up for the 2014 Budget in regards to healthcare legacy costs. Unlike in the past where retiree healthcare was a line item assigned to the general fund, the new County Controller Bellman has opted to assign a portion of the cost to every County employee regardless of department or eligibility. In general

the cost per employee is approximately \$16, 400. There is also a five cent per parcel increase (\$1.35 to \$1.40) factored into the 2014 SAGA budget.

Hoffman stated the budget must be approved before the July 15 meeting.

Moore asked that budget acceptance be tabled until agenda items detailing the SAGA City contract renewal and Web Redevelopment Contracts are discussed. The membership agreed without dissent.

Discuss SAGA Website Re-Development Proposal from City of Saginaw Technical Services:

Sherman opened by saying that since the initial City proposal Technical Services has been able to reduce the cost in Item A – Server, from \$3,000 to \$600 with government bids.

It was stated that when BS&A was pressed for details on their re-development contract it became apparent that they were working under the assumption SAGA wanted a pay per click site. When it was found this was not the case their proposal jumped in price to a \$25,000 base price with a \$12,500 sales search option. These are annual costs. With the \$25,000 SAGA would essentially only be paying for hosting.

Sherman stated that under the City proposal City Technical Services would create an upgraded operating system maintained at the City in the virtual side (Cloud). There would also be an upgraded FTP site. When complete the system will be a new machine built on new technology.

There will be a new front end look to the web site. The site will be mobile friendly. The site will be more seamless, easier to navigate and user friendly. Full advantage will be taken of social media. There will be an install of Arc Server Mapping software 10.1 to facilitate a mapping portal to allow push out of custom maps to the web site.

A fully redesigned webpage, content manager, and newsletter will be included. Sherman stated there are already several preliminary design sketches being worked on in Technical Services in conjunction with this proposal.

Under the new design Jeruski and Hoffman will be fully able to add and maintain the site through a robust content manager.

Miller inquired what the total cost of the proposal would be. Sherman stated the price tag for the full system would be \$22,260 for the first year minus \$1500 +/- for the government bids decrease. There would also be a \$9600 annual cost to SAGA for yearly maintenance not associated with the previously mentioned content manager.

Tom Luck has volunteered to house a back up of the new website at the Saginaw County Road Commission. Luck stated that if there is a fiber optic cut or some other event that would interrupt web access he would be able, within a day, to get the SAGA site back up and fully functional from this back up copy.

The Executive membership all expressed a liking for the idea of not paying BS&A a \$25,000 annual fee to maintain a SAGA web site. It was stated that City data would be more up to date, and in cases such as Saginaw Township, Thomas Township etc the data would be updated every twenty-four hours.

Moore questioned why the web cost would now be less than half of what it had previously been. Sherman explained that this would be the direct result of virtualization on the City of Saginaw's Master Box. In doing so all costs of hardware and maintenance of such would be eliminated.

Hoffman added that there would also no longer be an annual re-development cost associated with the SAGA web site as was previously written into the City contract.

Hoffman stated that he would like to see the City Web Re-Development proposal broken into two separate contracts, one to cover Re-Development and the other to cover Annual Maintenance and In-Kind Services (office space, plotter usage, office supplies etc).

Taylor inquired about a time line. Sherman said he hoped to have the new web site up and running by the October 1, 2013 Annual Meeting so he could showcase the new system there.

Sherman added that virtualization of the new web site would be provided free by City Technical services and should be considered an additional in-kind service.

McGill said that he agreed with having two contracts to cover the web re-development.

Taylor stated he liked the idea of keeping the web with the City. He stated they had done a great job in the past.

With a new annual cost of \$9,600 for the web as opposed to the previous \$45,000 SAGA should see an annual savings of \$35,000 +/-.

Motion by Miller with support from Loiacano to Contract with City of Saginaw Technical Services to Re-Design/Maintain SAGA's Webpage.

Motion carried.

Sherman said City attorney Borrello would be contacted to conduct a legal review of documents. Taylor said David Meyer should be contacted to draw up the SAGA contracts for the web re-development. The documents once provided are to be submitted to the General Membership for approval.

Discuss Renewal of County Contract:

Under the currently proposed Saginaw County Budget presented by Controller Bellman SAGA would be charged an additional \$20,713. As stated earlier this additional expenditure would be to cover healthcare increases and a departmental dispersal of County retiree healthcare costs for Hoffman and Jeruski.

The current SAGA contract with the County is up September 30, 2013.

McGill presented the idea of one of the township members taking on Hoffman and Jeruski as employees thus being able to avoid these increases and especially the legacy cost increase. He estimated a savings to the membership. No hard number cost analysis was produced for the membership.

It was proposed that Hoffman and Jeruski would continue to maintain their current office space, Hoffman in City Technical Services, Jeruski in County Equalization. It was said the only change they would see in the new arrangement would be their “check drawing from a different bank.”

It was however stated that unfortunately Jeruski would fully lose his benefit of retiree healthcare if employment was shifted from the County.

Taylor proposed that the two positions be cost out to Saginaw Township and stated he would contact Grose to investigate the feasibility of the employment change option.

Taylor asked that the following items be added to the next General Meeting Agenda:

1. Consideration of continuing current County Contract with cost increase as indicated.
2. Consider alternate entity taking on the contract for Hoffman and Jeruski.

A motion was presented by McGill with support by Moore to present both of the above options to attempt to cut target contractual expenses at the next General Meeting.

Motion carried.

Per Parcel Membership Rate 2013/2014:

Motion by Moore with support by Loiacano to approve the per parcel membership rate increase from \$1.35 to \$1.40.

Motion carried.

Other Business:

It was decided that the Executive Committee should meet one hour before the next General Meeting to discuss contract options concerning Hoffman and Jeruski.

Adjournment:

Meeting adjourned by Vice Chairman Taylor at 10:10am.

Next Special Executive Meeting – 8:00am, July 15, 2013 at MSU Extension.

Next General Meeting – 9:00am, July 15, 2013 at MSU Extension.

Next Executive Meeting – 9:00am, August 5, 2013 at Saginaw Township.

Minutes prepared by Bill Jeruski