

REGIS Advisory Committee

Tuesday January 17th, 2023

9:30 a.m.

Kent County Road Commission

1. Call To Order and Introductions, if needed

P. Gerndt called the meeting of the REGIS Advisory Committee to order at 9:35 a.m. Introductions were made.

Members Present:

Julius Suchy – Ada Twp.
Peggy Sattler – Byron Twp.
Sue Becker – Alpine Twp.
Rachell Nagorsen – City of Walker
Rick Sprague – Kent County Road Commission (KCRC)
Sarah Steffens – City of Hudsonville
Jim Vanderwest – City of Grandville
Charlie Sundblad – City of Grandville
Paul Gerndt – City of Wyoming
Grant Simons- City of Wyoming
Jeff Oonk – City of Wyoming
Jason Rottman – City of Walker
David Urena – City of Kentwood
Rachel Nagorsen - City of Walker
Robin Rothley- Grand Rapids Township
Blaine Wing – Village of Sparta
Sarah Steffens – City of Hudsonville
Ralph Breken – City of Lowell

Others Present:

Jason Moore - GVMC
Jing Han - GVMC
Steven Musch - GVMC
Mike Zonyk - GVMC
Gayle McCrath – GVMC

1. Meeting Opened

a. Paul Gerndt opened the meeting at 9:30 a.m.

2. Approval of the July 19th, 2022, Meeting Minutes

MOTION – To Approve the Minutes. MOVE – Sattler. SUPPORT – Steffens. MOTION CARRIED

3. **Update on Usage of Service Hours (Current FY – 10/1/22 to 9/30/23 to 1/13/23)**

Jason Moore reviewed the Usage Hours charts, both year-to-date and the final Usage of Service Hours report – FY 21-22. He reminded the group that allotted hours are based upon dues paid, which are determined by population and parcels.

Committee members are asked to send the year-to-date chart to their users to help educate them on availability of service hours for their organization. REGIS will not go over the allotted annual hours without the approval of the member. Hours that exceed the annual allotment will be charged at \$60 which is a very good deal. Over-ages will be invoiced at the end of the fiscal year.

4. **REGIS Data Center Software Upgrades – Final Project Report**

Jason Moore reviewed the overall upgrade of the Microsoft Server Operating Systems 2012R2 to 2019. All of the planned steps are now completed including:

- a. Domain Controller and File Share Servers: Completed November/December 2021
- b. Citrix: Completed January 2022
- c. ESRI Software – ArcMap 10.6 to ArcMap 10.8.1: Completed January 2022.
- d. ESRI Software – ArcGIS Server 10.6.1 to ArcGIS Server 10.8.1: Completed December 2022.
- e. Microsoft SQL Database Server: Completed August/September 2022

The total project has now been completed with 14 servers all together.

Paul Gerndt thanked Jason and staff for their great accomplishments.

5. **Project Spotlights / New Data Layers**

Jason Moore reported that it is extremely valuable to the entire group when users share their projects. If anyone has a project they would like to spotlight, please reach out to Jason.

- a. **Follow up on Vacant Mailing Label Tool demo and discussion** – Jason Moore reviewed the Vacant Mailing Label Tool and reminded the group they needed to be careful using the data. A layer overlay has been added. The tool is only as good as the assessor data that is loaded into the system. A remind-

er goes out to assessors every month to forward updated data. Jason shared some examples of issues that could arise.

- b. **Adopt-A-Road GIS application** – City of Kentwood. Jason Moore reported Margaret Chappetta, Jing Han and Steven Musch all did a lot of work on the application. They changed a pdf street file to interactive. It is still in the testing phase. There is a layer for roads and adopted streets with pop ups for adopter info. You can also search and query streets and expiration dates. There is also a public view with less info. available (not private info.).
- c. **Property Inventory Field Data Collection** – City of Wyoming (Steven Musch working on). The City of Wyoming Assessing contacted us to check on vacant data collected by canvassers. They want to be able to edit data points to mark open/closed (and other data) on a tablet while in the field.

If other members are interested in this application, it should not take too long to create.
- d. **New layers - FEMA Preliminary Flood Zones and KCDA Address Points.**
New FEMA Preliminary Flood Zones are being added as well as parent property with address points layers for condos, duplexes, etc. This works with the eRegis the utility finder.
- e. **Non-Motorized Facility** – Subtype changes. Agenda attachment was reviewed regarding non-motorized facility update. Mike Zonyk explained and stated this includes update to the language / types of non-motorized facilities. We have been reaching out to members to get updated information and had to redefine for an update to the plan. If you have not yet been contacted, get ahold of Mike Zonyk. It is important to keep layers up to date, especially for grants, etc. Jason Moore showed layers on the Transportation non-motorized map.

6. Round Table / Other Communication Items

Kent County expects to do a new Ortho flight in 2023. Sue Becker asked if the ariels would include contours. Jason Moore will check. Sue Becker would also like to see an easement subcategory & will contact Jason regarding.

- a. Service Area Meetings 2023 – REGIS anticipated starting up Service Area Meetings again in 2023. Some presentations have been made with certain groups already (Clerks, etc.).
- b. Site Visits – Site visits will start again. All members will get email over spring / summer.
- c. REGIS User Reports – Reminder to keep the member User Account Reports up to date which is critical for security purposes.
- d. REGIS Technical Committee – TBD Late Spring / Summer

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e. Winter Newsletter to be sent out soon & GVMC and REGIS Annual Report given to GVMC Board in February.

Adjourn - 10:30 a.m.