



NOTICE AND AGENDA

**NOTICE IS HEREBY GIVEN
THAT A COMMITTEE OF THE WHOLE MEETING**

WILL BE HELD ON

June 27, 2023

6:00 PM

Location: Oswego Village Hall

A. CALL TO ORDER

B. ROLL CALL

**C. CONSIDERATION OF AND POSSIBLE ACTIONS ON ANY REQUESTS FOR
ELECTRONIC PARTICIPATION IN MEETING**

D. PUBLIC FORUM

E. OLD BUSINESS

F. NEW BUSINESS

F.1
GIS Discussion

[GIS Discussion Memo](#)

G. CLOSED SESSION

- G.1 a. Pending and Probable Litigation [5 ILCS 120/2(c)(11)]
b. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Personnel [5 ILCS 120/2(c)(1)]
c. Collective Bargaining, Collective Negotiating Matters, Deliberations Concerning Salary Schedules [5 ILCS 120/2(c)(2)]
d. Sale, Lease, and/or Acquisition of Property [5 ILCS 120/2(c)(5) & (6)]
e. Security Procedures and the Use of Personnel and Equipment to Respond to an Actual, Threatened, or a Reasonably Potential Danger to the Safety of Employees, Staff, the Public,

or Public Property [5 ILCS 120/2(c)(8)]

H. ADJOURNMENT

Posted:
Date: _____
Time: _____
Place: _____
Initials: _____

Tina Touchette
Village Clerk

AGENDA ITEM

MEETING TYPE: Committee of the Whole

MEETING DATE: June 27, 2023

SUBJECT: GIS Discussion

ACTION REQUESTED:

Discussion of the Village’s GIS Solution.

BOARD/COMMISSION REVIEW:

N/A

ACTION PREVIOUSLY TAKEN:

Date of Action	Meeting Type	Action Taken
N/A	N/A	N/A

DEPARTMENT: Information Technology

SUBMITTED BY: Joe Renzetti, Director of IT

FISCAL IMPACT:

\$100,000 included in the FY24 Budget.

BACKGROUND:

What is GIS? A geographic information system (GIS) is a system that creates, manages, analyzes, and maps all types of data. GIS connects data to a map, integrating location data (where things are) with all types of descriptive information (what things are like there). This provides a foundation for mapping and analysis that is used in almost every industry. GIS helps users understand patterns, relationships, and geographic context. The benefits include improved communication and efficiency as well as better management and decision making.

The Village of Oswego began developing its Geographic Information Systems technology in early 2000. GIS and related technologies help village staff manage new development and changes in our infrastructure and natural environment.

The Village of Oswego has not had a dedicated GIS employee since 2016. Currently the GIS responsibilities fall onto the Director of IT. Within the IT Dept, there is a division specific to GIS, and it is the mission of this GIS division to broaden perception and incorporate a

geographic perspective into existing workflows and business practices. Through the use of GIS technologies, the GIS division strives to improve citizens' access to government; effectively manage assets and resources; ensure quality and effective decision making; improve data accuracy; automate workflows, improve production, and increase efficiency.

The software that maintains GIS data comes from ESRI (Environmental Systems Research Institute, Inc.). ESRI is the global market leader in geographic information system software.

The Village serves out GIS data via online map portals. Most of the data for these portals are hosted on Amazon Web Services (AWS), and others are hosted by the Village's GIS vendor, ROK Technologies. GIS data is maintained inhouse by the Director of IT and is published to the Village's online portals. The Village relies on Kendall County GIS data for parcels and imagery. Some of these services are not easily obtained to pass information through to the Village's ERP software. The Village uses ROK Technologies, to maintain the AWS infrastructure and publish to the online map portal via ROK Maps, also to our ERP through hosted feature services. The ERP, which contains many modules, all consume the GIS data differently. Some use ROK Technologies features services, while others use ESRI's ArcGIS Online feature services. With this current set up, it becomes problematic to update data and maps as the data resides in several different places. The update procedure can be problematic at times as well, especially when data needs to be updated instantly.

To alleviate some of the complexity, in 2021, Director Renzetti worked with ESRI, to ramp up the Villages GIS infrastructure. At that time, the Village signed an enterprise agreement (EA) with ESRI. This plan allowed the Village to utilize all the GIS software licensing as we worked to ramp up the GIS division for the Village. Unfortunately, the expansion of the GIS division has yet to be met. And a few other options have now presented themselves on this development.

DISCUSSION:

Staff budgeted \$100k in FY'24 for a solution to the Village's GIS.

Director Renzetti, along with other village staff, met with Kendall County's GIS department. During this discussion, and others that followed, the County proposed a solution that would allow the Village to utilize them to host the Village's GIS infrastructure for free.

With this opportunity, Director Renzetti explored other avenues where we can utilize this free service and build up the GIS Division for the Village.

Other options that were considered:

- Join MGP consortium.
- Solely Contract with GIS consulting company.
- Higher internal GIS coordinator.
- Hybrid approach: Join Kendall GIS, and higher internal GIS employee.

- Hybrid approach: Contract with GIS consulting company, and higher internal GIS employee.
- Hybrid approach: Join KC GIS & Consult with GIS company (bucket of hours) and employ GIS Specialist.

The MGP consortium is very costly, with two quotes received ranging from \$202k-\$291k. Also, Oswego would be the farthest community from the rest of the agencies, to make it a viable recommendation. We could contract fully with a GIS consultant, but staff believes that we would be better served, with an in-house GIS specialist, as we would have a quicker response time on ad-hoc requests, and an overall cohesive GIS data infrastructure. While a GIS vendor is great to have for larger project, or perhaps specific projects, an in-house GIS employee is almost always preferred, versus a vendor, for the day-to-day maintenance, or emergency services.

Onsite staff will work closer, and build confidence, with other Village employees to assist in their GIS needs. Onsite staff will respond quicker to ad-hoc requests. Having a dedicated GIS employee will allow the Village to elevate the GIS Division, as in-house employees can research new programs, and experiment with other ideas with departments which will make for a better success. An in-house GIS employee will understand the full scope of GIS projects for the Village. This will allow other vendors to work with a dedicated GIS professional to manage other GIS projects.

When reviewing the hybrid options, the last option puts the Village in a better position for success. Kendall County will host the Village's data for free, and if we hire an in-house GIS professional and contract with a vender to assist where needed, staff believes this will put the Village in the best possible position to grow our GIS division.

The GIS position would be marketed as a GIS Specialist, which would be a Grade VI, with a range between \$57,630 to \$81,977. Range midpoint is \$69,853. The total personnel costs are estimated at \$89,362 to \$103,798, within a range between \$57,700 to \$70,000.

RECOMMENDATION:

Staff recommends the Village Board pursue a working relationship with our neighbors at Kendall County, by signing an IGA, to host the Village's GIS data for free. And hire a dedicated GIS professional, and work with a third-party GIS consultant company on logistics of data migration, or other hire level GIS infrastructure projects.

ATTACHMENTS:

N/A