

**Arkansas Geographic Information Systems Board (GISB)  
Board Meeting**

**Union County Courthouse, 4<sup>th</sup> Floor  
101 N. Washington Ave., El Dorado, AR**

**Meeting Minutes  
Wednesday, September 7, 2016  
9:00AM - 12:00PM**

- **Board Meeting called to order by Chair, Dr. Beth McMillan at 9:08 a.m.**
- **Roll Call**

**Board Members Present:**

Dr. Margaret "Beth" McMillan (Chair)  
Ms. Sharon Hawkins (Vice-Chair)  
Mr. Randy Everett  
Mr. Glen Dabney – Proxy James Hartshorn  
Mr. Anthony Davis  
Honorable Rusty McMillon  
Honorable Beth Rush  
Dr. Jackson Cothren  
Mr. Danny Games

**Board Members Absent:**

Mr. Mark Myers  
Mr. Russell Gibson  
Mr. Taylor Wynn  
Ms. Amy Whitehead

- **Chair Welcomes and Acknowledges Board Members & Guests**

**Guests:**

Michelle Ward, Union County Chief Deputy  
Honorable Vicki Deaton, Union County Assessor  
Treva Cates, Union County  
Auddy Doss, Eagle Forestry Service  
Cynthia Cytes, University of Arkansas  
Honorable Mike Loftin, Union County Judge  
Page Kutait, Total Assessment Solutions Corporation  
Robin Osgood, Union County 911 Coordinator

**AGISO Staff:**

Mr. Shelby Johnson, Arkansas Geographic Information Officer  
Ms. Kayla Lyon, AGISO  
Jonathan Duran, AGISO

➤ **Meeting**

- **Welcome:** The Chair called for any corrections to the June 1<sup>st</sup> meeting minutes. No one contested the June 1<sup>st</sup> minutes.

**Motion:** To accept the June 1, 2016 minutes- Mr. Tony Davis

**Second:** Ms. Beth Rush

**No discussion; Unanimously Approved.**

➤ **Guest Presentations:**

- Honorable Union County Judge Mike Loftin – Welcome to Union County
- Robin Osgood, Union County 911 Coordinator – Union County perspective on address point and road centerline file maintenance for the largest county in Arkansas
- Honorable Union County Assessor, Vicki Deaton – Overview of Union County tax parcel real estate records and introduction of guest speaker
- Page Kutait, Total Assessment Solutions Corp. (TASC) – Overview of County reappraisal processes and GIS methods supporting reappraisal in Union County

➤ **Old Business**

1. **AGISO Report** (Shelby Johnson)

**Arkansas Spatial Data Infrastructure Usage** – School is back in session meaning downloads have increased. The top product for 2016 is Parcels. There are more guests than registered users who download products. Planning Cadastre is the top Feature Service for 2016. High Resolution Best Orthoimagery is the top Image Service for 2016, and GLO has been consistently in the number 2 spot. AGISO has put in a request to hire extra help in order to finish the plat backlog by the end of the year.

**City Annexation** –AGISO has coordinated with several cities already this year regarding municipal boundary updates. AGISO is doing several outreach opportunities. AGISO just implemented a process to track population and percentage growth for cities. For those who are trying to annex and grow more than 10% a year, AGISO has another official process and document to complete.

**Parcel Mapping Project** – Cleburne & Monroe final deliveries are complete. AGISO is still working on Hempstead, Randolph, Woodruff, and Ouachita Counties. When completed data is delivered, AGISO discusses maintenance with the county.

**MAP21 All Public Roads Linear Referencing System** – Phase 1 is complete. Phase 2 is local roads, geometry edits, updates, jurisdiction on local roads, etc. There are several counties currently being worked on. The project is on track to make the end of FY17 deadline.

**Address Point File Update** – AGISO just signed an intergovernmental agreement with Clay County that will be delivered some time in 2017. Jackson County is in progress. AGISO is hosting workshops in Phillips and Fulton Counties to engage local leaders to be next in obtaining Address Points. Next fiscal year, AGISO will reach out to Lonoke or Conway County and are hoping to complete address points by 2020.



**Staff Update** –The surveyor position to aid John is being advertised. There have been 3 cycles of advertisement and only 2 candidates have applied so far. The candidates are asking for more money than AGISO can give them. There will be a labor market study conducted in hopes to get the surveyor position filled. Seth LeMaster moved to New York City for law school and his position has been vacant for a month. AGISO was authorized to fill it recently, and there have already been excellent candidates to apply.

**Orthoimagery Project Update** –

Mr. James Hartshorn (Mr. Glen Dabney's Proxy) recused himself from this discussion.

AGISO has filed the RFP. This request goes to Procurement, the Governor's Office, DIS, and the IGS Office. The RFP is currently waiting on approvals from these offices. Once it gets approved, AGISO will proceed with the next steps.

➤ **New Business**

**1. New Data Upload – Statewide Trails Data (Attachment A)** – Data Category: Environment. GIS Board Priority Category: 1, 2, 3, 4, & 5. Title: Arkansas Trails. Publisher: Arkansas Department of Parks and Tourism. Abstract: This data contains the linear features for hiking, ATV, equestrian, and other publicly accessible trails. AGISO recommends this data be loaded.

**Motion:** Motion to upload the Statewide Trails Data to the AGISO Platform - Mr. Rusty McMillon

**Second:** Mr. Randy Everett

**Discussion Followed; Unanimously Approved.**

**2. 2017 Agency Legislative Agenda for Consideration: A.) Division of Land Surveys – Clean up of Act 8 of 2015 First Extraordinary Session, B.) Master Address File, C.) Sustainable Funding for Data Development and Maintenance** – The Governor's Office sent out a timeline of how they wanted to proceed on agency legislation. AGISO is bringing forward the priorities they feel need to be agency led. The priorities of AGISO are listed respectively: A.) Division of Land Surveys – Clean up of Act 8 of 2014 First Extraordinary Session, B.) Master Address File, C.) Sustainable Funding for Data Development and Maintenance.

**Discussion Followed.**

**Motion:** Motion to make an action item and vote on it - Mr. Tony Davis

**Second:** Ms. Beth Rush

**No discussion; Unanimously Approved.**

**Motion:** Motion to make Sustainable Funding for Data Development and Maintenance be a top priority – Ms. Beth Rush

**Ms. Beth Rush Removed her Motion.**

**Motion:** Motion to endorse the Legislative Agenda as presented – Dr. Jackson Cothren

**Second:** Ms. Beth Rush

**No discussion; Unanimously Approved**

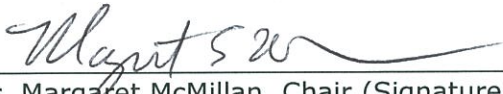
- **Announcements:** Board Appointments are still pending.
- **Adjournment**

**Motion:** Mr. Randy Everett

**Second:** Ms. Beth Rush

**Next Meeting:** December 7, 2016

Minutes Adopted

A handwritten signature in cursive script, appearing to read "Margaret", followed by a long horizontal flourish line.

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Dr. Margaret McMillan, Chair (Signature)