

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

Department of Arkansas Heritage  
1100 North Street  
Little Rock, AR 72201

**Meeting Minutes**  
Wednesday, sept 5, 2018  
10:00AM - 12:00PM

- **Board Meeting called to order by Chair, Ms. Sharon Hawkins at 10:08 a.m.**
- **Roll Call**

**Board Members Present:**

Ms. Sharon Hawkins (Chair)  
Mr. Matthew Charton (Vice-Chair)  
Honorable Rusty McMillon  
Mr. Marion Scott Foster – Proxy Lanny Beavers  
Dr. John Dennis  
Honorable Beth Rush  
Ms. Yessica Jones – Proxy Clay Causey  
Dr. Cody Decker  
Ms. Amy Whitehead

**Board Members Absent:**

Mr. Taylor Wynn  
Mr. Russell Gibson

**AGISO Staff:**

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

**Guests:**

Stacey Hurst, Director and State Historic Preservation Officer, Department of Arkansas Heritage  
John Thornton, Land Survey Division  
Daniel Phillips, Land Survey Division  
Tracy Moy, Arkansas Game and Fish Commission  
Scott Lane, Arkansas Game and Fish Commission  
Michael Conway, Arkansas Natural Heritage Commission  
Theo Witsell, Arkansas Natural Heritage Commission

- **Chair Welcomes and Acknowledges Board Members, Board Member Designees, & Guests**

- Opening Remarks – Stacy Hurst, Director and State Historic Preservation Officer, Department of Arkansas Heritage
- Guest Presentations – Theo Witsell, Botanist/ Ecologist & Herbarium Curator, Arkansas Natural Heritage Commission
  - Spatial Data on Arkansas Vegetation from Geomorphology, Hydrology, and Soils
- Meeting
- Approval of June 13<sup>th</sup> Minutes: The Chair called for any corrections to the June 13<sup>th</sup> meeting minutes. No one contested the June 13<sup>th</sup> minutes.

Motion: Motion to accept the June 13<sup>th</sup>, 2018 minutes as written- Honorable Rusty McMillon

Second: Honorable Beth Rush

No discussion; Unanimously Approved.

- Old Business

1. AGISO Report (Shelby Johnson)

Arkansas Spatial Data Infrastructure Usage – There have been 11,451 users from September 2017 to September 2018 and 7,526 since January 2018. There have been 17,015 layers downloaded since September 2017 and 11,398 since January of this year. The number one product being used is Parcels. The Feature Services, from January 1<sup>st</sup>- September 1<sup>st</sup>, shows Boundaries being used the most with 28.7 million views. Image Services from September 2017 to September 2018 show Imagery 1ft 2017 being the number one product used with 22.4 million views. The Plats count for the Division of Land Surveys is 196,747 records as of September 4, 2018. The Plats backlog has been erased. There have been 117 corners done from January 2018 to August 31, 2018. The Surveyors under contract for the Corner Restoration Program have been paid a total of \$21,900 leaving \$38,100 to be used before the end of the fiscal year. The AGISO has reduced the corner budget by \$40,000 from \$100,000 to \$60,000. This was in order to fill the open surveyor position for the Land Survey Division. There has been an uptick in plats filed by email. There are new strategies for filing by email, applying automation rules such as Surveyor Name, License, Phone, and Email Submitted By.

Discussion Followed.

City Annexation Status – The AGISO is still working on the BAS corrections for Census. There have been 145 municipal boundary changes and 122 of those are new annexations. The agency will continue to do this work on synchronization. AGISO has to rely on the Secretary of State's Office to look up the needed records.

U.S. Census Bureau 2020 Census Preparation Work – The local update of Census Addresses has been completed. The AGISO validated over 30,000 records where the Census had an address but could not locate the address in order to assign the city or county value. There have been 46,000 records added to match the complete address. The agency changed roughly 19,000 address records for the block or tract assignment where they could locate the matching record in the federal database from where they had it assigned in the wrong jurisdiction.

Rules and Regulations Review Hearings- AGISO had the Arkansas Minimum Plat Standards and Centerline Standards enforced. The agency is planning to also enforce the soon to be updated Cadastral Standard. AGISO had the GPS Standard repealed.

Statewide LiDar Data Update— The statewide LiDar data acquisition has been completed and received by the agency. The Image Service has been built and is now available, but not yet publicized. AGISO is working on a strategy for users to download and access the tiles. There are downloadable tiles in progress. This was the most cost effective way to present this data statewide.

Discussion Followed.

2. State NG9-1-1 Plan Update— The NHTSA National 911 Grant has been released. Arkansas qualifies for this grant and the Arkansas Department of Emergency Management is planning to apply. AGISO will lead a significant effort toward developing and maintaining the statewide GIS data layers which are required components of the system.

Discussion Followed.

3. Status of State Government Reorganization— AGISO recently attended a meeting with Governor Hutchinson and his staff. Shelby Johnson offered the agency's recommendations at their first meeting. There was a second meeting a few weeks later and the only reportable thing is that it's moving forward and within the next month AGISO will have knowledge of where the agency and division will be moving.

Discussion Followed.

➤ **New Business**

1. New Staff in the Division of Land Surveys- Daniel Phillips, PS — The newest surveyor for the Division of Land Surveys is licensed surveyor Daniel Phillips. He is a Flood Plain Manager and a Designated Reviewer. The AGISO is happy to have his expertise added to the agency. Daniel has had to learn to do corner certificates, plats, and has familiarized himself with the procurement process. Daniel has had 15 years' experience working at Pulaski County Public Works doing flood plain certifications, annexations, road bridge constructions, among many other projects.

2. FY17 Annual Audit Review by Legislative Audit - Completed- The agency's audit began at the end of June and ended the first week in July. AGISO has not received the final report or been through the legislative audit committee yet. There were no reportable findings for FY17. The agency will bring the final report back to Board for final review.

3. Agency Legislative Agenda – 92<sup>nd</sup> General Assembly- There are two pieces of legislation the AGISO wants to pursue. The agency would like the Board's input. It is required to have it reviewed by the Governor's office and then the agency will bring the recommendations back in December for Board review. The first piece of legislation is for the AGISO to have special language stating the funds leftover in the operating expense will be carry-overed into the agency's trust fund at the end of each year. The agency had previously had this special language, but it was withdrawn in 2017. The second piece of legislation was brought to us by the Department of Education. Their code directs the Commissioner of Education to store and be the caretaker of the legal descriptions and maps of school district boundaries. The AGISO has actually handled these issues on behalf of the Department of Education for the last few

years. The legislation will change the responsibility from the Commissioner of Education to the AGISO. The agency is also discussing requirements for county assessors, like county judges, to provide centerline files to AGISO at least once a year. This practice already occurs, the AGISO just wants to put it in code. In 2015 placed requirement on judges to provide centerline files to agency. Discussed about placing same requirement on county assessors. In practice already occurs. Down to two counties that won't have parcel data anyways, so wanting to put that in code.

Mr. Matthew Charton recused himself from the conversation.

Discussion Followed.

- Announcements
- Adjournment

Motion: Motion to adjourn – Dr. John Dennis

Second: Mr. Matthew Charton

Meeting Adjourned at 11:31 a.m.

Next Meeting: December 5, 2018

Minutes Adopted

A handwritten signature in cursive script that reads "Sharon Hawkins". The signature is written in black ink and is positioned above a horizontal line.

Ms. Sharon Hawkins, Chair (Signature)