

Approved

Minutes of the Pulaski Area Geographic Information System Board of Directors Meeting

Meeting: Thursday, February 16, 2006
PAgis Offices
221 E. Capitol Avenue, 4th Floor Conference Room
11:30 am

Attendees: Jos Bell, PAgis Manager
Julie Kent, PAgis Administrative Assistant
Walter Malone, Vice-Chair
Marc Wilkins, Treasurer
Reggie Corbitt, Chair
Thad Luther, CAW
Mike Cobb, Cobb & Suskie, LTD
Ashley Pope for Sherman Smith, Member
Bob Sisson, Member
Dale Russom, Russom Technical Services, LLC
Kevin Koonce, PAgis Technician

Members Absent: Steve Caver, Pyramid Data Midsouth, Inc.

Issue: Approval of December 2005 Minutes

A motion was made by Bob Sisson to approve the December 2005 minutes. Marc Wilkins seconded the motion. Motion was passed unanimously.

Issue: Approval of December 2005 & January 2006 Financial Reports

Marc Wilkins stated that he had reviewed them both and found no inconsistencies. Marc Wilkins then made a motion to accept and approve both the December 2005 & January 2006 Financials as submitted. Bob Sisson seconded the motion. Motion was then passed unanimously.

Issue: Brief on Weed Lot Committee & Database Investigation

Jos asked Dale Russom to come in and update the Board on a project he is working. Dale then talked about working with the Land Bank Committee. The primary concern for this group initially was vacant buildings and lots that needed to be cleaned up. The committee hired a consultant who came back and told them they needed to utilize PAgis' data since all the tools needed are with PAgis. They also stressed to the group how good the data is at PAgis. Dale noted a large part of the committee consists of Senators, State Representatives, City of LR staff, attorneys, County Clerk and the State Land Commissioner. The consultant found that between several of the agencies there are people keying in data that has already been keyed by another agency and seem to only be sharing the "paper" data. Dales is currently analyzing a SQL {Sequel} server database from the County Clerks' office. He also provided a brief presentation that showed them how they can better share the data.

Dale noted some of the agencies are in the process of installing new software programs to create new databases. Dale showed them how they can utilize the data and noted one of the problems the City of LR has run into is locating the vacant properties. He showed them how they can print out all the property in a service area where the water has been turned off to help determine where the "vacant" lots are. Dale then provided a demo where he took the database that shows all the property where water is currently off and then compared it to PAgis' BPADD {building point address}. He then put a black dot where there is no water service currently and believes this is a

good indicator of the vacant lots. Reggie then commented they could do the same by using the sewer seals database and is also a very good indicator the lot is vacant. Walter then noted the City of LR is currently “driving” the streets to locate the vacant lots, buildings.

Dale then talked about the “UV” list and that it is still maintained manually on paper. He also showed what he could do with a lien list where property needs to be sold for back taxes. He noted the same application could also be employed north of the river also.

Dale reiterated that GIS is information and not just pretty pictures. Changes must come from the top on down.

Dale then talked briefly about the committee he is working with trying to better control delinquent taxes among other things, which could end up creating legislation to speed up that process.

Reggie then asked what the next phase for this committee would be. Dale is unsure at the moment, as they do not meet again until the 24th. He also believes the permit folks are interested in a new system. Everyone *loves* what PAgis has done with the Parcel Project and there is some bragging going around about it. Several agencies are in the process of installing new software.

Dale then showed how they could be utilizing the data. There was then a short discussion.

Issue: Billing of Agencies for Orthophotography & 4’ Contours

Jos changed the order of business to go ahead and cover this topic with Reggie’s permission. Jos noted the Board has already initially approved the contract with the AGIO for Orthophotography. The cost has been adjusted down to \$95,226.00 and is lower than expected for Orthophotography. The 4’ Contours are a little higher, but between both, the cost remains within the original budgeted amount. PAgis has received the first invoice for the Orthophotography in the amount of \$19,045.20, which needs to be paid due to the fact the contract has been signed off on.

Jos would like to ask the Board of Directors to approve funding for the Contours as well so that PAgis may go ahead and bill the agencies for their portion. There was then a short discussion. Walter then stated his agency was aware of both charges and he was told the funds are available since they were budgeted for the City of LR.

Marc Wilkins made a motion to go ahead and authorize obtaining the 4’ Contours as well. Thad Luther seconded the motion. Reggie amended the motion to include authorization for PAgis to proceed with invoicing the agency members. Motion was passed unanimously.

Dale stated that he had been asked to write an article for the Real Estate Newsletter to provide information on the ArcIMS site. He then asked if anyone had a problem with him doing so. Jos reminded him about the disclaimer on the site and that the data is dated and is not sanctioned by the Assessor’s Office.

Jos then brought up another item that is not on the agenda that needed to be addressed. PAgis has received the annual ESRI software maintenance bill. He noted the cost is a little higher this year, partly because the City of NLR had purchased 3 more licenses: 1 for Public Works and 2 for the Electric Department. As in the past, PAgis pays the bill and then invoices the agencies for their portions. Jos was given the approval to proceed since the agencies should have this in their budgets.

Issue: Scanned Subdivisions ~ Demo

Jos updated the Board members on the progress for this phase of the Parcel Project. PAgis is waiting for about 14 more sections to be delivered from the Assessor’s Office in order to complete this polygon creation phase of the project. PAgis also will still need to QA/QC the project and is also still in need of some other missing subdivisions.

Kevin Koonce then provided a brief presentation on this process. There are 1,011 subdivisions with hyperlinked or scanned images attached to them. Kevin has used a different color for each one and each one has their own set of images that go with that particular subdivision. Kevin then noted that Hal Edwards has written a program so that when you are searching for a subdivision that you know the name of, it will automatically complete and populate a list for you to choose from. You are then able to zoom in on that subdivision. If the box is highlighted “green”, that will tell you there are hyperlinked, scanned images associated with it. If the box is highlighted “red”, there are no images for that subdivision.

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Kevin then talked briefly about some issues with some of the subdivisions. One example is in the Chenal Valley area. They all have the same subdivision ID number and will require breaking them up in order to differentiate them. Kevin is looking as possibly basing them on the neighborhood names.

Another issue is that about one-half of some of the subdivisions are missing some scanned plats. Kevin would like to obtain as many of those that are missing within the next few months and get them scanned. Jos then noted most of the scanned subdivisions came from CAW and the City of LR. The City of NLR and Pulaski County haven't begun scanning their subdivisions as of yet. They have requested assistance from PAgis in order to get them done. PAgis will be hiring an intern to assist those agencies that need assistance for this project.

Jos then mentioned the article about EarthData that was handed out to everyone. The article was done during a meeting that Jos attended last week where he got to meet the pilots and see the equipment and how it works.

Jos noted that PAgis had purchased some signs for reserved parking for the Board members for future meetings. They will now be able to park in the first row closest to the building in the rear of the building.

Open Forum

There were no items brought to the table for discussion at this time.

Meeting adjourned at 12:40pm.

The next Board meeting will be Thursday, April 20, 2006 at PAgis offices.