

Approved

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

Meeting: Thursday, June 25, 2009

PAgis Offices

221 E. Capitol Avenue, 4th Floor Conference Room

11:30 am

Attendees: Walter Malone, PAgis Board Acting-Chair
Marc Wilkins for Gary Mills, PAgis Board Treasurer
Thad Luther, PAgis Board Member
Wade Dunlap for Bob Sisson, PAgis Board Member
Chip McCulley, PAgis Board Member
John Burton for Sherman Smith, PAgis Board Member
Vince Guillet, PAgis Manager
Julie Kent, PAgis Administrative Assistant
Mike Cobb, Cobb & Suskie, LTD
Steve Caver, Pyramid Data MidSouth, Inc.

Absent: Reggie Corbitt, PAgis Board Chair

Issue: Approval of April 23, 2009 Minutes

Thad Luther made a motion to approve the April 23, 2009 minutes as submitted. Wade Dunlap seconded the motion. Motion was passed unanimously.

Issue: Approval of April 2009 and May 2009 Financial Reports

Marc Wilkins noticed some credits applied to the GIS Day account and was wondering what those were. Julie responded that due to the rising costs as a result of the tough economic times, PAgis had found a way to recoup some of the costs to ensure they stay within the budget for the upcoming event. Vince then noted that there will be several levels for the participants. The Platinum level will be PAgis and its member agencies. Gold will be for financial support, Silver will be for door prize donors and Bronze will be for those participating with no financial support or donations.

The meeting then proceeded with Marc Wilkins' review of the April 2009 and May 2009 financial reports. **Marc Wilkins then made a motion to approve with explanation both the April 2009 and May 2009 Financial Reports as submitted. Thad Luther seconded the motion. Motion was then passes unanimously.**

Issue: Assessor Parcel/Mapping Project Status

Vince provided a brief update on the progress of this ongoing project. He noted things are still going along as they were last month. The maintenance is ongoing and PAgis is checking everything to locate where corrections are needed with the Parcel Boundaries and ID's. PAgis has requested they compare and add the addresses to match the database, for which they are currently working on. Wade asked how they determine a primary address where there are multiples, i.e. apartment complexes, strip malls. Vince responded they have a method that he does not fully understand and will be following up with them on exactly what it is and will report back to the AAC. Thad then inquired about the server relocation. Vince responded they have purchased one and will have it moved locally by this fall.

Issue: Inter-local Agreement

Vince appreciates everyone's cooperation and help in getting the document signed. It has also been filed with the County Clerk. There is a copy included in the agenda packets that went out last week via email.

Issue: Updated on Sherwood and Maumelle

Vince provided an update noting that he has visited with both cities within the last few weeks. They are both still very interested in becoming members and are currently getting ready to make a budget request for 2010. The City of Sherwood has been provided with a copy of our By-Laws and Inter-local Agreement for review.

The City of Maumelle has a GIS committee and they are looking at options. Vince then reviewed their options. If they end up joining PAgis, they will then have to look at hiring a Technician. He also noted the City Planner will continue to keep trying to become a member until he gets it done. They were also provided a copy of our By-Laws and Inter-Local Agreement for review. There was a brief discussion.

Issue: 2009 Aerial Imagery Acquisition

Vince stated that PAgis, AGIO and USGS have received, reviewed and approved the imagery. USGS has issued a Purchase Order for payment. The data will be distributed at the next TAC meeting currently scheduled for next Wednesday, July 1st. They will receive a portable hard drive that they can return or keep. If they choose to keep, they will need to make sure it is returned whenever needed in the future if we ever get new imagery.

The PAgis technical staff has begun reviewing the new imagery to make the digital corrections. If any Site Plans were missed, they will be updating what they see. Walter noted they need to look at the non-residential additions and partial demolitions. Thad asked whether or not the quality issues were corrected that were discussed at the last meeting. Vince responded they have been corrected. He then showed some examples. He also noted that PAgis had found some issues with alignment that have since been corrected. The area is a larger footprint, but has the same resolution as in 2006.

Issue: Reverse Call Out System

Vince provided a brief recap of the IRIS presentation done at one of the past Board meetings. Since then CAW has seen a presentation by CodeRED, whose product is basically the same principle as the IRIS system. For example, if CAW were to have an area that requires a “boil order”, they could use the internet to set up calls with a message to their customers notifying them of the boil order along with instructions. There have been questions as to how to set up the agreement with such a vendor and whether or not they should use PAgis’ consortium to oversee the project. Vince was asked by the CAW IS Director to gauge the level of interest by PAgis members since it is a logical fit for the PAgis partners to share the costs. The question that needs to be answered is “Do we want to pursue this as a PAgis organization, or should CAW find other partners.” Vince then reviewed the quotes he has received and noted the quotes are based on population numbers. Chip then commented that when he was working Oklahoma, they purchased this product and were very pleased with it. They linked it to their city website so citizens could also add their cell phone numbers for notifications since not everyone has a land line at home. They also spent a lot of effort in advertising to educate the community. There was a short discussion. Vince then noted if the member agencies were to decide to do this we will need to have the quotes revised for the final area of interest and number of groups to setup. This would be an annual subscription to commit to and would be a separate line item in the annual PAgis budget, similar to the ESRI software maintenance line item. Thad then talked about CAW receiving direction from their Board of Directors to investigate options. As far as CAW is concerned, this is somewhat more desirable than an in-house designed system since they won’t have to maintain phone numbers. Vince then noted if there is an interest they next step would be to see how many groups to set up and determine an area of interest. Marc Wilkins then noted he would like for Vince to look into this a little deeper and provide another report at the next meeting. Vince then asked that everyone discuss this system within their respective agencies as well as any

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internal stakeholders. Vince also noted he would be using the current percentage calculation currently used to determine agency dues based on the preliminary quotes.

Issue: August 2009 Board Meeting

Vince stated that Reggie and Walter will not be available for the currently scheduled meeting on August 20th. He really does not want to cancel the meeting since it will be the first review of the 2010 Budget and to also discuss further the auto dial system. Vince would like to reschedule the meeting to one week prior or one week after or pick another date. After a brief discussion, Vince will email the Board members asking what date would work for them.

Open Forum

Vince mentioned he will be requesting a new SDE server and database software since the hardware PAgis currently is past its useful life expectancy. Also, the next ESRI license release will no longer support the current database management system software version. The cost is estimated to be about \$30,000.00. There will be 3 options. The first is to not do it, the second is to do it which would require dues for a Capital Project and the third would be to purchase out of accumulated funds like we did for the imagery this year.

Meeting adjourned at 12:45pm.

The next Board meeting “tentatively” will be held Thursday, August 20, 2009 at the PAgis offices.