

**Arkansas Geographic Information Systems Board (GISB)**  
Fall Board Meeting in Conjunction with Arkansas GIS Users 2013 GIS Symposium

Embassy Suites Northwest Arkansas Convention Center  
3303 Pinnacle Hills Pkwy  
Rogers, AR 72758  
Hammonds Board Room

**Meeting Minutes**  
**Tuesday, September 10, 2013**  
**10:00AM - 12:00PM**

➤ **Board Called to order by Chair, Ms. Tracy Moy at 10:10am**

➤ **Roll Call**

**Board Members Present:**

Ms. Tracy Moy (Chair)  
Dr. Margaret "Beth" McMillan (Vice-Chair)  
Mr. Randy Everett  
Mr. Taylor Wynn  
Ms. Heather Stevens  
Dr. Jackson Cothren  
Mr. Glen Dabney  
Mr. Jon Sweeny  
Ms. Amy Whitehead

**Board Members Absent**

Judge Clayton Castleman  
Ms. Bekki White  
Kasey Summerville

➤ **Chair Welcomes and Acknowledges Guest**

**Guests:**

Ms. Sharon Hawkins, Arkansas Highway and Transportation Department  
Mr. Brandon C. Robinson, Assistant Attorney General (Civil Department)  
Ms. Sita Nanthavong, Washington County Assessor Office  
Mr. Jeff Williams, Washington County/ GIS NACO  
Mr. Scott Alsbrooks, Chair of the Arkansas GIS Users Board  
**\*\*Special thanks were given to Scott for allowing the board to have its meeting in conjunction with the Arkansas GIS Users 2013 GIS Symposium.\*\***  
Ms. Amy Beck, Sr. Analyst of Game and Fish  
Ms. Dawn Johnson, Graduate student at UALR, Dr. Beth's guest  
Ms. Susanne Wiley, Retiree from GIS  
Ms. Phyllis Poche, of UALR, Former Board Chair

**AGIO Staff:**

Mr. Shelby Johnson, Arkansas Geographic Information Officer  
Mr. Seth LeMaster, Sr. Analyst  
Ms. Holly Settlers, Administrative Specialist

## ➤ Meeting

The Chair welcomed Board members and guests to Rogers. The Chair then called for any corrections to the June 4, 2012 minutes. No one contested the June 4<sup>th</sup> minutes.

**Motion:** to accept the June 4<sup>th</sup> minutes- Dr. Jackson Cothren

**Second:** Mr. Randy Everett

**No discussion; Unanimously Approved.**

## ➤ Old Business

1. AGIO Report
2. Review Guidelines for ArcGIS Online for Organizations (**See Attachment 1**)
3. Plat Standards for City Annexations
4. Approval of School Board Zone Standard per Act 1073 of 2013 (**See Attachment 2**)

**AGIO Report-** Following approval of minutes the Chair gave the floor to Shelby Johnson to begin the AGIO report. Shelby started off by discussing what has recently been taking place at AGIO. Shelby stated that the agency has participated in different conferences and meetings, one being the Arkansas Association of Counties Conference, in Hot Springs. They also attended the City, County, and local legislative committee. Jonathan Duran, AGIO analyst, presented how to use GIS technology to support the streamline sales and use tax project for those legislatures that were on the City, County, Local committee. Also led by Jonathan was the Arkansas Emergency Manger's Conference, in Fort Smith. He discussed how we have a statewide coordinated system of roads data and how the agency is working on address point data and how the data can be used in emergency management.

AGIO has recently hired Holly Settlers as the agency's Administrative Specialist.

AGIO had planned to include a report from Mike Borengasser, National Flood Insurance Program Coordinator at the Arkansas Natural Resource Commission, but he never arrived for the presentation.

**Review Guidelines for ArcGIS Online for Organizations-** Shelby explained that these guidelines were developed to help AGIO administer ArcGIS online for organizations' account. Early 2012, AGIO acquired a state license for 250 name users. This would allow AGIO to coordinate with other state agencies, provide them access to that license, provide capabilities to make their own online maps, and share their own online maps. During the first year, there were only 54 name users. This fell well below the allotted amount of users that would be taking up credits. With this being cloud base software, it's paid for by credit utilization and name users uses up credits. After a year worth of evaluation of data and utilization, the agency decided to revise the number of name users on the license to 100 users.

For every user that is in the system, a profile should be created. The profile should include which agency they represent, their agency contact information, and any other supporting information. Shelby provided an overview of the guidelines for ArcGIS Online for Organization (**See Attachment 1**).

Shelby also wanted to add that they have used the system for their county partners that are participating in the parcel mapping project. For those participants, they created online maps

that showed their quality control reports to go to the assessors in those counties. Shelby is very pleased with the outcome of the system.

Although The Chair said that she did not receive official communication from the SRI, she did receive a heads up that there were changes to the licensing that were going to be made at the agency level that were going to give credits to the agency.

*\*Open Discussion between board members.*

**Motion:** to adopt the Guidelines for ArcGIS Online for Organizations- Dr. Jackson Cothren

**Second:** Mr. Randy Everett

**No discussion; Unanimously Approved.**

**Plat Standards for City Annexations-** Shelby stated that the agency was not ready to push the Plat Standards for City Annexation because timing was not right.

*\*Open Discussion between board members*

Plat Standards for City Annexations was tabled for future discussion.

**Approval of School Board Zone Standard per Act 1073 of 2013-** Shelby Johnson discussed the establishment of the technical specifications of the digital maps for "detailing the election zone boundaries of the resulting district or receiving district"

He states that the specifications are stated in and pursuant to Section 11 of Act 1073 of the 89<sup>th</sup> Arkansas General Assembly. This section of Act 1073 is an amendment of Arkansas Code § 6-13-1417(b)(3)(c).

Section 11 of Act 1073 states,

"No later than one hundred twenty (120) calendar days before the second school election following the effective date of the consolidation or annexation, file a digital map, in a format prescribed by the Arkansas Geographic Information Office, detailing the election zone boundaries of the resulting district or receiving district with the:

- (i) Secretary of State;
- (ii) Arkansas Geographic Information Office; and
- (iii) County clerk of each county that contains school district territory of each affected district, receiving district, or resulting district."

Shelby discussed further details of the School Board Zone Standard per Act 1073 of 2013 (**See Attachment 2**)

*\*Open discussion between board members*

Dr. Jack Cothren pointed out that there were several versions of NAD-83 adjustments and if there was a need to be more specific about which one to use. Shelby said yes. Shelby asked if a technical correction could be made to be more specific in the standards and it be adopted today. Then when they produce the final and are going forward with public comment and the public meeting, could the change be incorporated in? The board did not seem to have a problem with doing so.

**Motion:** to adopt Approval of School Board Zone Standard per Act 1073 of 2013-Mr.Randy Everett

**Second:** Mr. Taylor Wynn

**No discussion; Unanimously Approved.**

The Chair asked Shelby if he had received any kind of correspondence from Mike. Shelby had not. Mr. Jon Sweeny said that Mike wasn't going to be able to come.

The presentation from Mike will be tabled until the next meeting.

The Chair proceeds to new business.

➤ **New Business:**

1. GeoStor Data Load Request AHTD Weight Restricted Routes and Bridges  
(See Attachment 3)
2. Federal Highway Administration MAP21 Project to Build A Statewide Linear Reference System- Sharon Hawkins, AHTD

**GeoStor Data Load Request AHTD Weight Restricted Routes and Bridges- Shelby** explained that the information being presented was two data sets. They are produced by the Arkansas Highway and Transportation Department. They are the weight restricted highways and posted highway bridges. This data explains the weight restriction implemented by the Arkansas Highway and Transportation department. This information was never originally posted on GeoStor but Sharon Hawkins from the Arkansas Highway department requested that it is added.

**(See Attachment 3)** Shelby highlighted different aspects of attachment 3 that goes along with the request, such as the graphic found on page 2. This graphic gives you a visual of where the routes or highways are located and what weight restrictions are assigned to each one. The next document contains the Highway department's policy that supports how they establish those weight restrictions and the process that is involved in doing so.

Shelby insisted that it is a very important data set to load to the transportation category on Geostor. He states that the data is well documented by Sharon's team and that it fully fits within the priorities that the board has established for a statewide data set that pertains to a framework layer.

Sharon stated that the Highway Department's Administration was tired of having a PDF of the map for their truckers to refer to. They also had a kml file of the posted bridges that would be a ZIP file and have to be downloaded. This was very difficult for people on the move to obtain it when they needed it and that having this information on Geostar would be helpful and more efficient.

Shelby reminded the board that once the board has approved the data set for loading the first time, any time there is subsequent maintenance afterwards; it is not brought back to the board. The maintenance is just done. If a route changes or a new bridge is built and it has the capabilities of caring a greater weight, Sharon's team makes the edit and sends the update to AGIO. Then AGIO publishes it automatically without bringing it back to the board since loading the data was already approved.

*\*open discussion between board members*

**Motion:** to adopt GeoStor Load Request of AHTD Weight Restricted Routes and Bridges- Mr. Taylor Wynn

**Second:** Mr. Jon Sweeny

**No discussion; Unanimously Approved.**

**Federal Highway Administration MAP21 Project to Build a Statewide Linear Reference System**- Sharon Hawkins, AHTD presented the board with a presentation of a Linear Reference System which allows users to follow location by measurement on a route. (**See Presentation PDF**) Sharon states that there is a linear reference system for all routes eligible for federal aid, which accounts for about 30,000+ miles of roads in Arkansas. Each route identifies which county it's in, what route name it is, what section the route is, and its beginning and ending log mile for each segment.

Sharon states that there are two different Linear Reference Systems. One is an On-System Linear Reference System which is the State Highway System. It includes 16,400+ miles of roads. The second one is an Off System Linear Reference System. This includes all other routes eligible for federal aid. That would be about 20,000+ miles of roads.

Sharon's agency received a joint memorandum August 7<sup>th</sup>, 2012 from the Office of Highway Policy Information and the Office of Planning. It stated that beginning June 15, 2014, states must include all public roads in Linear Reference System networks and use dual carriageway representation for divided routes.

Sharon states that their planning and research division developed a Linear Reference System Team to raise awareness of the new requirements, discuss what each representative would need from an all public roads Linear Reference System and develop a plan for including all public roads in the current Linear Reference System.

Sharon discussed several challenges and obstacles associated with meeting these new set guidelines (**See Presentation PDF**)

Arkansas Highway and Transportation Department and the Arkansas Geographic Information Office will work closely together to ensure that the public roads Linear Reference System will reduce duplication of efforts and promote partnerships with state and local governments in Arkansas.

*\*open discussion between board members*

➤ **Announcements:**

The Chair announced the next meeting which will be December 4<sup>th</sup> and most likely in Little Rock. Shelby assured board that once a location was finalized; he would email all the board members and post the location on the AGIO website.

The Chair thanked everyone for coming and entertained the motion to adjourn.

➤ **Adjournment**

**Motion:** Mr. Randy Everett motioned for Adjournment

**Second:** Mr. Jon Sweeny

Adjourned at 11:45am

**Next Meeting:** December 4<sup>th</sup>, 2013

Minutes Adopted 12.4.2013

Tracy Moy  
Ms. Tracy Moy, Chair (Signature)