

**MINUTES OF MEETING OF THE
ARIZONA GEOGRAPHIC INFORMATION COUNCIL
DATA COMMITTEE – CADASTRAL WORK GROUP**

DRAFT

A public meeting of the Arizona Geographic Information Council was convened Mar 24, 2022 at 2PM on Webex. Present at the meeting were the following members or designees of the AGIC Data Committee-Cadastral Work Group:

I. Table 1: Committee Voting Members

Member	Agency/Company	In Attendance
Jack Avis, Co-chair	Pima County	Yes, phone
Elizabeth Heller, Co-chair	AZ Department of Water Resources	Yes, phone
Jenna Leveille	AZ State Land Department	Yes, phone
Veronica Nixon	AZ Department of Water Resources	Yes, phone

II. Table 2: Public Members At-Large

Member	Agency/Company	In Attendance
David Waltz	AZ Department of Water Resources	Yes, phone
Cory Homuth	AZ State Land Department	Yes, phone

- III. **Call to order:** Meeting was called to order at 2:03 pm; Introductions were made by the committee; ensuring attendance list was managed and quorum established.
- IV. **Approval of the October Meeting Minutes:** October meeting minutes were distributed prior to the meeting via email. Jack asked for a motion to approve the minutes as written. Elizabeth motioned, and Jenna seconded the motion. Motion passed unanimously without discussion.
- V. **Overview of most recent activities:** Jack led a discussion reviewing a cadastral workflow narrative that was distributed prior to the meeting via email. Jack asked for a motion to approve the workflow narrative with the exception of updating the link to the AGIC site containing an updated list of counties that maintain parcel data. Jenna motioned, and Elizabeth seconded the motion. Motion passed unanimously, with one abstention from Veronica, without further discussion. Other topics discussed were the need for uniformity in data formatting from county to county and the use of scripting tools to help integrate county data into statewide datasets. The need for an updated list of counties that maintain parcel data & contacts for those counties was also discussed.
- VI. **Work Plan/Goals discussion:** The group agreed that the survey/questionnaire should be redistributed to the group for review so that, when approved, it can be redistributed to the same people as before, using a mailing list. **Jenna will send**

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survey/questionnaire out to the group for review. The need for an AZGeo parcel administrator group was also discussed. It was proposed that some members of the 911 program should be invited to participate in the parcel administrator group. The group also discussed the justification for counties sharing their data and referred to documentation available on the AGIC website. Another topic discussed was the 2022-2023 work plan. Jack motioned to approve the work plan and Elizabeth seconded the motion. Motion passed unanimously.

- VII. **Meeting cadence/frequency:** Jenna will send out doodle poll to help decide meeting cadence/frequency.

- VIII. **Next Steps:** The next steps discussed were the survey/questionnaire, which will be sent to the group, the need for an AZGeo parcel administrator, a poll deciding meeting cadence/frequency, and coming up with a glossary of terms.

- IX. **Information or topics for Future Meetings:** Glossary of Terms, collaboration with 911 program.

- X. **Adjourn:** Meeting adjourned at 3:06pm.