

**SAVANNAH AREA GEOGRAPHIC INFORMATION SYSTEM (SAGIS)
NOVEMBER 22, 2011 MEETING SUMMARY MINUTES**

**MPC JERRY SURRENCY CONFERENCE ROOM
110 EAST STATE STREET**

February 28, 2012

9:00 AM

| <u>Voting Members</u> | <u>Representing</u> | <u>Present</u> |
|------------------------------|-------------------------------|-----------------------|
| Dr. David Frost | Georgia Tech | X |
| Russ Abolt | Chatham County | X |
| G. Holmes Bell, IV | Hussey, Gay, Bell and DeYoung | X |
| James J. Collins, III | Resident-at-Large | X |
| Truitt Eavenson | Georgia Power | Absent |
| Paul Hinchey | St. Joseph's/Candler | Absent |
| Rochelle Small-Toney | City of Savannah | Absent |

| <u>Voting Member Alternates</u> | <u>Representing</u> | <u>Present</u> |
|--|----------------------------|-----------------------|
| Susan Cooler | Chatham County | X |
| Cam Mathis | City of Savannah | X |
| Julian Pafford | Georgia Power | X |

| <u>Others Present</u> | <u>Representing</u> | <u>Present</u> |
|------------------------------|----------------------------|-----------------------|
| Tom Thomson | MPC | X |
| Melody West | MPC | Absent |
| Noel Perkins | SAGIS | X |
| Jason Lee | SAGIS | X |
| Mary E. Mitchell | MPC | X |

I. CALL TO ORDER

Dr. Frost called the meeting to order at 9:05 a.m.

II. ACTION ITEMS

- A.** Upon motion of Mr. Abolt, seconded by Mr. Collins, and carried, the meeting minutes of November 22, 2011 were approved with an amendment that Mr. Collins representation is resident-at-large and February 28, 2012 meeting was scheduled for 9:00 a.m. and not 10:00 a.m.

B. SAGIS Open Data Initiative

Mr. Perkins stated that this document is a list of layers and mock up of the webpage for the release of SAGIS data for the project entitled "Savannah Area Geographic

Information System Open Data Initiative” (SAGIS ODI) as requested by the Board at their meeting of November 22, 2011. This initiative will release the catalog of data to the public.

Mr. Perkins explained that last year, SAGIS spent approximately \$10,000 to sell the data, getting it processed; and getting it out in the public. Therefore, they only made about \$2,500.00. Staff has been working to prototype the automation of delivery of the data layers in four (4) formats: shapefile, XML, KML (Google Earth), and CSV. It was originally presented that one of the formats be Microsoft Excel (.xls) format, but the 65000 row limits it in excel and prohibits some data to be released. Staff decided that releasing it as a CSV accomplishes this task, but the data is no longer restricted by the maximum row limit in MS Excel.

Mr. Perkins said the current parcel digest has been excluded as the Board of Assessors has not authorized the free delivery of their data; they currently charge \$500.00 for the dataset. The water, sewer and many CEMA layers have been omitted from this as they are considered Homeland Security protected layers. Storm sewer layers have not been omitted. Anything that someone does not want to include, they need to let staff know and they will strike it from the list. He explained that with the traffic dataset, they removed the Georgia Power data.

Mr. Perkins reported that staff recommends approval of the item to release its GIS catalog via the internet to the public.

Board Discussion

Ms. Mathis asked if a list of what has been excluded is available.

Mr. Perkins answered no. Essentially, however, it is the CEMA catalog with the exception of the SLOSH data, water and sewer, and the Georgia Power data.

Dr. Frost wanted to know if this was an early adoption approach.

Mr. Perkins explained that they would be an early adoption. Washington, D.C., New York, Los Angeles, Seattle, Washington, and about two other cities do this. Staff submitted the information in the last packet about the indirect financial gain that these cities have seen from putting their GIS data out to the public. From SAGIS standpoint, they roughly look at saving \$7,500 per year in staff time. Setting this up will cost approximately two to three thousand dollars in staff time; but it is automated. Therefore, once this begins, it will run only once per quarter, a little oversight time will be devoted which should be minimal. The way it is being set up is if it fails, the staff will know why and an email will be sent out. Presently, SAGIS does not put its data out there; it is sold. However a lot of money is not made; more time is spent processing it. Staff is looking for this money to be saved as well. If someone wants SAGIS to touch the data, the rates will be increased. The student's

discount will probably be eliminated too. The goal is to direct the public to the open data initiative to get the data.

Dr. Frost asked will SAGIS be opening themselves up for liability issues since they will be giving the public the direct paths to get the data.

Mr. Perkins answered no. The same disclaimer will be posted on this data. He explained that, essentially, they are taking the data layers that they use for presentations, meetings and so forth and putting it out ahead before it is shown to the media. This will show what SAGIS uses for making their maps. Technically, if someone came to the office and said they wanted to buy the entire catalog, it would be processed and given to the individual, which would be the same exact data. SAGIS does not make money doing this. However, staff can take the route that DeKalb County took which is to charge \$18,000 for processing the data, but he does not believe that they have sold any data. Nevertheless, this is the cost that DeKalb determined in order for them to break even. This would be an option for SAGIS, but he does not agree with it as he personally believes they should put the data out there and let the people see what we have. If errors are made, they are corrected and the data is posted again. If someone wants the most current data, then they would have to come to the office and would definitely have to pay for it.

Dr. Frost asked that if someone wanted to see the data, would they have to read the disclaimer.

Mr. Perkins stated yes; the way he envisions this is that the public would click on a link that would take them to the area where the disclaimer is located and then click "OK" before they are allowed to go to the next page. He said a disclaimer will be at the top of the page as well.

Dr. Frost said he is aware that Google is becoming insistent when something is downloaded if you click the little logo on the bottom right, you have to go back and incorporate that into an item as an acknowledgment of a source of data. He asked Mr. Perkins if SAGIS could do something similar to this.

Mr. Perkins answered yes; they can add something specifically that says SAGIS is providing the data.

Board Action: Upon motion of **Mr. Abolt**, seconded by **Mr. Collins** and unanimously carried, approved to release the SAGIS GIS data catalog via the internet to the public.

I. REPORTS

A. Budget Report

Mr. Perkins reported that Ms. West was absent yesterday due to being ill. Ms. West is working on the budget for the county. She will be in the office later this morning and the budget report will be given to the Board.

Dr. Frost stated that at the last meeting the Board was concerned about the indirect costs.

Mr. Thomson explained that as he remembers, the indirect costs were not being charged to SAGIS by MPC. This means that these charges come out another part of the budget. If he remembers correctly, there is \$195,000. This means that since the county and the city are the benefactors, it will be \$97,500 each. In most government budgets this is a real cost, but he guesses that at the beginning when this started up, it was said that MPC would cover this part.

Ms. Mathis asked if this is included in the overall MPC budget.

Mr. Thomson answered that it is absorbed into the MPC's budget. He is not sure how this is done. Therefore, Ms. West will be able to answer this question.

B. GIS Parcel Data Project

Mr. Perkins reported that MPC, Chatham County (Engineering), and the Board of Assessors have entered into an agreement with the University of Georgia, Carl Vinson Institute of Government and Information Technology Outreach Services (ITOS) for the parcel data layer to be spatially corrected.

The parcel dataset is in need of major spatial adjustments to correct spatial inaccuracies that exist throughout the entire dataset. With this agreement, ITOS will begin the process of correcting the parcels and have the first area for delivery in June, 2012.

The goals are: 1) obtain a spatially accurate parcel dataset that can be overlaid on the high resolution imagery and reflect the correct parcels boundaries; 2) obtain roadway rights-of-way; and 3) minimize impact to Board of Assessors staff during the project while tracking all edits.

Ms. Mathis asked if the current zoning dataset aligns with the existing parcels.

Mr. Perkins confirmed that the current zoning dataset aligns with the existing parcels.

Ms. Mathis asked Mr. Perkins if he envisions updating the parcel dataset in segments.

Mr. Perkins answered that the first part will be a pilot test to see how it looks before they start tackling all of the zoning. He explained that upon the Unified Zoning Ordinance (UZO) going through the process and is adopted, there will be zoning changes. The good thing is they are able to look and see how the zoning is presently aggregated. This means that they are able to do some analysis now. He explained that there are a couple of ways they can tackle the zoning, but they need to look at the parcel datasets.

Ms. Mathis asked if the zoning work would be done by City staff.

Mr. Perkins answered no. It will be done either by SAGIS or the MPC staff.

Mr. Thomson explained that recently they were involved with a property that had three different zonings attached to it. The persons wanted the property to have one zoning classification. If the layers of the property looked correct, there probably would not have been a problem, but the layers were shifted to the left and a little sliver was left, not on the property being requested to be rezoned, but on the property next door. When they looked at this property, they all said if the line was consistent with the property line, then the sliver of zoning would not be there. If the property gets fixed before UZO is adopted, the proposed zoning could be reevaluated and the decision could be made. The city and county zoning administrators need to be involved in this.

Mr. Perkins explained that ample notices will be given. It is not only zoning that needs to be adjusted as there are a lot of layers that are tied to the parcels that need to be adjusted, too. But, they cannot adjust them to anything unless the parcel dataset is correct. He does not expect that this will happen overnight; they now have 464 data layers. Some are accurate roads and pavements, while some are tied to parcels. Mr. Perkins said, however, over time these things will be corrected.

Ms. Mathis was glad to hear this as it has been a long time trying to get this off the ground.

Mr. Collins asked that when the parcel data is corrected, will this correct the level of accuracy horizontally.

Mr. Perkins explained that year 2008 imagery will be used to correct the data. However, because Savannah is quite old, in the downtown area and some of the older neighborhoods they will have to use the rights-of-way and the alleys. Engineering already has a lot of information and they will get it all tied in.

C. Jason Lee Resignation

Mr. Perkins reported that on January 19, 2012, Jason Lee tendered his resignation with SAGIS. He has accepted a position with the Georgia Department of Natural Resources as Program Manager for Coastal Nongame Section Wildlife Resources Division. The SAGIS staff wished Jason well and looks forward to working with him in the future in his new position.

Dr. Frost, on behalf of the Board, extended congratulations to Jason and wished him well with his new employment. He knows that Jason will be hard to replace.

Mr. Thomson said that Jason has been employed with MPC/SAGIS approximately five years. Initially, Jason volunteered to help MPC create a new publication called "MPC Headlines." Since the inception of this publication, Jason served as the editor and layout person. The MPC Headlines is a quarterly publication that lets the public know what MPC is doing.

Mr. Thomson said that Jason always volunteered to assist wherever there was a need. He extended congratulations to Jason.

Dr. Frost asked if the replacement process for the position had begun.

Mr. Perkins answered that SAGIS will offer the position internally and will advertise to the public as well. The interviewing process should begin around March 15, 2012.

D. SAGIS Presentation

1. **Activities Update (November 2011- February 2012).** **Mr. Perkins** reported on the activities outlined below that SAGIS has been working on over the past three months:

1. Internal map viewers for customers design and development. This also includes maintenance of existing web viewers (a. CEMA and b. SKIO). Staff is waiting on CEMA's final review to see if any changes need to be made.

Worked with the Georgia Coastal Hazards project with the Skidaway Institute of Oceanography (gchp@skio.usg.edu). This is the Coastal Hazards viewer for the State of Georgia. Some of the data goes from Charleston, SC to Jacksonville, FL. The coastal portion goes from Chatham County to Camden County.

2. Department of Justice submittal for redistricting of Chatham County Commission boundaries and Savannah Chatham County School System Commission boundaries was completed and the map was accepted by each approving body. Staff has been working on the boundaries since April 2011.

3. Will start initial discussions with the City of Savannah Aldermen for redistricting of the Aldermanic boundaries.

Ms. Mathis asked Mr. Perkins if he knew when the discussions for the redistricting of the Aldermanic boundaries would start.

Mr. Perkins answered that they will set up the meeting with the City Manager and the City Attorney. Mr. Thomson has talked briefly with Mayor Jackson and they are trying to come up with a start date.

Mr. Thomson explained that he asked Mayor Jackson when she wanted to start and she told him as soon as possible. He talked with the City Manager and suggested that they meet with City Attorney Blackburn. The date has not been set.

4. Starting the preparations for St. Patrick's Day celebration with CEMA and SCMPD.
5. The Centerline improvement is an ongoing project. This project is also currently supporting the Tiburon upgrade of E-911 dispatch center. Staff does not have the workflow worked out with the City of Savannah and Metro on road maps. Metro is required within 24 hours to have new names into the database for 911. The database is very dependent upon road lines centerlines. In the past they could manually input the data. Therefore, the data was there and then staff could go out, collect the data and get it input within a couple of days. But, this is no longer the case; the workflow needs to be developed. However, the workflow cannot be finalized until the testing phase is completed.
6. Continue outreach in support of www.sagis.org and the premium version. They have begun to see more usage of this site. They are now getting some praises on the new site. But, it is known that some will never be satisfied with the new system.
7. Strategic Partner Integration – Working with local municipalities on becoming SAGIS partners

Mr. Perkins reported that Tybee contracted with the CRC to do their GIS. However, Tybee requested that the SAGIS data be sent to them; SAGIS could not do so because when the data was initially sent to Tybee, they informed staff to remove all their data from the SAGIS' dataset and give the data to Obrien

and Gere which was done. SAGIS, did however, provide Tybee with the layers that they keep for the entire county.

Mr. Thomson asked Mr. Perkins if he knew Tybee's contracted price with CRC.

Mr. Perkins stated that the contract amount was \$4,000 first year and \$2,500 per year maintenance thereafter. He knows that as of March 1, 2012, CRC has laid-off one GIS person and moved the GIS manager out of GIS into Fleet Management.

Mr. Thomson stated that the city and county together are the largest contributors in the region to the Coast Regional Commission. He guessed they would have to ask the CRC director if they are subsidizing their cost instead of charging a cost. He said that we are basically charging a cost. Probably, if they do something for somebody such as a retainer, they are somewhat spending more money, but basically we are charging what the cost is. He said we are charging about \$15,000 for the entire package.

Mr. Perkins said Tybee's cost was \$10,000 because of their size.

Dr. Frost stated that at the last meeting the staff reported that the imagery was returned to USGS. He asked Mr. Perkins to give an update on this matter.

Mr. Perkins reported that the imagery was returned to USGS and it has been returned to staff. It has met all the accuracy standards and publication. The imagery is on the SDE for everybody as well. Hopefully, he will be able to show the tile liturgy at the next Board meeting.

2. Upcoming Activities (February 2012- May 2012).

1. Internal map viewers for customers design and development. This also includes maintenance of existing web viewers.
2. Start initial discussions with City of Savannah Aldermen for redistricting of Aldermanic boundaries.
3. Preparations for St. Patrick's Day celebration with CEMA and SCMPD.
4. Centerline improvement – this is an ongoing project. This project is also currently supporting the Tiburon upgrade of the E-911 dispatch center.
5. Continue outreach in support of www.sagis.org and the premium version.

6. Strategic Partner Integration – Working with local municipalities on becoming SAGIS partners.
7. SAGIS Open Data Initiative – Working on automation for the delivery of data to the public.
8. 2013 Regional Ortho-Imagery 6”4 band flight. DNR, US Army, NOAA are contributing funds to the cost, with some of the funds a direct fund for Chatham County.

| Source | Funds | Direct to (1) | Direct to (2) |
|---------|----------------------|-------------------|------------------|
| NOAA | \$100,000 | | |
| DNR | \$100,00 - \$200,000 | | |
| US Army | \$10,000 | Chatham | |
| GPA* | \$30,000 | Chatham (\$20,00) | Glynn (\$10,000) |
| USGS* | ? | | |
| NGA* | ? | Chatham | Bryan |

*Requesting funds no commitment

9. Seeking budget for 2013 Pictometry flight, projected to fly January 2013

Ms. Mathis knew that the decision packets would be prepared for the county early for their budget cycle. She asked if the city could get their packets at the same time.

Mr. Thomson said the timing for the city’s budget process is later. However, they can give the city their packets early if this would help.

Ms. Mathis stated she believes getting them early would help.

Mr. Perkins said when they send the county’s decision; they can send the city’s decision packets also.

Mr. Thomson said they could send the memo to the City Manager, but he was not sure what else would be in the decision packet.

Mr. Abolt asked when SAGIS will actually need the money.

Mr. Perkins said the money would be needed in the third quarter (October). They are looking at getting an agreement with NOAA where they handle everything. The staff is taking full benefit to contract with a federal agency as the savings will be great. SAGIS does not have the manpower and overhead of doing a request for proposal (RFP) and research as Jason will no longer be on staff.

Mr. Abolt asked Mr. Perkins if they are asking the city and county for the full amount.

Mr. Perkins answered yes. They will know the payment cycle for pictometry. In the past, they have asked for the full amount and Board has spread this out.

Mr. Abolt suggested that may be the requested amount should be stated as not to exceed a certain amount with the understanding that the departments who join in with them would not be less than the amounts of the city and county. The approach to the other agencies could be that whatever they do; the city and county would match them.

Mr. Thomson stated he believes that the chart that is shown under #8, the total cost is \$300,000 for ortho and pictometry. The budget decision is asking for the full amount. He asked if this amount is obtained, will it reduce the cost.

Mr. Perkins explained that it will reduce the ortho flight, not the pictometry flight.

Mr. Thomson asked how much is the ortho flight.

Mr. Perkins said it will be half the cost, \$150, 000. He asked Mr. Pafford if he believes that Georgia Power would contribute.

Mr. Pafford stated that a letter could be written to Cathy concerning this project. He knew that in the past Georgia Power through John Brannen and Matt Gignilatt assisted in the coordination. He believes this would be an opportunity to ask for assistance. Mr. Pafford said he has made some notes.

Mr. Perkins said he will compile a packet of all the maps and information and submit it to the Board.

D. Chatham County 3D

Mr. Perkins stated that it was reported on February 17, 2012 in the Savannah Morning News that the Bryan County Interstate Center received a grant through Georgia EMC to provide a 3D model of the entire north Bryan County Industrial Park. Staff was asked to research this item for Chatham County. On their initial review, it appeared that Community Viz, an ArcGIS extension was used. This extension has an initial cost of \$850.00 and an annual maintenance fee of

\$650.00. SAGIS estimates it would take at least two (2) months (about \$20,000) of effort by a GIS technician to complete a basic model of one area (less than 100 acres). Each area sketched would require its own model. Staff is currently researching other opportunities to include Google Sketch Up 8 Pro, which retails for \$495.00, along with COLLADA (free open source) as another alternative.

Staff recommends seeking funds from SEDA and/or Georgia Power as sponsors of this effort. Staff also suggests exploring a partnership with SCAD, as an opportunity to take advantage of their unique skill set and student resources.

Mr. Abolt asked what are Georgia Power and SEDA being asked to buy.

Mr. Perkins explained that he believes it would just be the software.

Mr. Thomson explained that he wants to meet with some individuals and discuss this matter. Since this was an idea that was brought forth by Chairman Liakakis, he suggests that chairman Dr. Frost and staff meet with Chairman Liakakis and talk with him about this and possibly other partners who may agree to be a part of this.

Mr. Abolt asked what costs are envisioned.

Mr. Perkins answered approximately \$21,000 staff time.

Dr. Frost asked if the 100 acres is something that the vendor selects. Or is it the data size, etc.?

Mr. Perkins explained that the 100 acres was only an approximate round figure.

Mr. Abolt said this is not sites specific. The idea is to create a capacity. For example, if Georgia Power came up with something, the capacity would already be there and then the funds could be found that are sites specific.

ADJOURNMENT

There being no further business to come before the Board, Dr. Frost adjourned the Meeting at 11:00 a.m.

The next regularly scheduled meeting is May 22, 2012 at 9:00 a.m. to 11:00 a.m. in the Jerry Surrency Conference Room.

Respectfully Submitted,

Noel Perkins
SAGIS Director

NP:mem