

**SAVANNAH AREA GEOGRAPHIC INFORMATION SYSTEMS (SAGIS)**

Meeting Summary Minutes MPC John Surrency Conference Room

112 East State St.

August 26, 2014

9:00AM-11:00AM

<b>Voting Members</b>	<b>Representing</b>	<b>Present</b>
Dr. David Frost	Georgia Tech	X
Lee Smith	Chatham County	Absent
G. Holmes Bell, IV	Hussey, Gay, Bell and DeYoung	X
James J. Collins, III	Resident-at-Large	X
Matt Gignilliant	Georgia Power	Absent
Paul Hinchey	St. Joseph's/Candler	Absent
Stephanie Cutter	City of Savannah	Absent

<b>Voting Member Alternates</b>	<b>Representing</b>	<b>Present</b>
Suzanne Cooler	Chatham County	X
Cam Mathis	City of Savannah	X

<b>Others Present</b>	<b>Representing</b>	<b>Present</b>
Tomas Thompson	MPC	X
Noel Perkins	MPC	X
Melony West	MPC	X
James Small	MPC	X

**I. Call to Order/Welcome**

Dr. Frost welcomed and called the meeting to order at 9:11am

**Chairman David Frost**

**II. Welcome of Lee Smith Chatham County Manager**

Mr. Lee Smith was not present at today's meeting.

**Chairman David Frost**

**III. Action Items**

**A. Approval of Minutes**

i. June 10, 2014 Minutes

Motion to approve June 10, 2014 minutes made by Cam Mathis and seconded by Holmes Bell, IV. The meeting minutes were unanimously accepted.

**Chairman David Frost**

**B. ITOS Letter of Agreement Extension**

**Noel Perkins**

This is an extension on the agreement with ITOS to do the partial work. Originally, it was to be done through June 30, of 2014. The date of the work order has been extended to June 30, 2017 because the work is not complete. The budget is still \$500,000 and the hourly rates are the same. Cam Mathis asked if we expect the project to extend to that date and Noel Perkins assured her that it will not. Based on the pilot everything has moved forward, but the end of the extension contract has changed.

Suzanne Cooler noticed that the fees are only good until June 2015. She asked if this will allow the company to raise them. Noel Perkins stated that they will have to negotiate the fees with us in June of 2015. Melony West said that they are the same rates that were in the original contract.

Suzanne Cooler asked if an adjustment for magnetic declination will be made if the project extends to 2017. Noel Perkins stated that they adjust for magnetic declination as they do the work and adjustments will be made in the future.

Dr. Frost noticed a change under the scope of work. Noel Perkins stated that those were not significant changes. The only change made allows them to send an e-mail concerning changes or cancellations. Prior to that, they could not. Dr. Frost read the sentence that stated "the contractor reserves the right to decline any request to which the division of work cannot be made." Noel Perkins assured Dr. Frost that this would not be a problem based on the working relationship that has been built thus far and the work that has been completed.

Motion to approve by Jim Collins and seconded by Suzanne Cooler. Motion passed unanimously.

#### **IV. Report Items**

##### **A. Budget Report**

**Melony West**

Melony West stated that the report looks negative. The majority of the expenses are up front. Originally, we anticipated that the city would match the amount of contributions given by the county but they did not. Instead, the city cut the amount by 5%. An operating position was lost and the project will be operating with 3 people including Noel. The revenue should come in the same as last year. The city has received the budget for 2015 but the budget has not been submitted to the county. A commitment has to be made by the city of \$300,000. The city has given \$223,000. We originally asked for \$340,000 but were able to reduce the request to \$300,000 because we used money from other projects.

Dr. Frost spoke on how the city manager and others from the city are not as engaged with the city's projects. He feels that something needs to be put into place where there is some type of consequence for them not participating.

Cam Mathis stated that the budget will not be finalized until December. Dr. Frost stated that a different board structure can assist with the budget process and that this idea should stay on the table.

Suzanne Cooler stated that if we find ourselves short staffed the county may be able to assist. Noel Perkins stated that the big hit was taken when SAGIS lost their programmer.

The County Manager will be visiting on September 11<sup>th</sup>.

Melony West stated that if SAGIS is to continue as it was designed, we must have \$300,000. This is the amount that has been requested.

##### **B. Binary Bus End of Life Notice update**

**Noel Perkins**

On May 9th we were notified by David Mulberry that Binary Bus will no longer be hosting SAGIS .org. Termination will be in the month of December, no official date has been set. We were looking to an outside agency, but due to budget constraints we may have to do it in house. We have the old binary code from Binary Bus but will not use it because it is very old.

Noel Perkins showed a partial working example of the SAGIS website. If you were a subscriber to SAGIS.org, it will now be a free site to everyone. There are various base maps that can be chosen on the site. When the changeover is made there will be a block of instruction made. Instead of having a random e-mail, we

will have a database of concerns and issues. December 4th is the expected release date. We will release it sooner for beta testing to a smaller group of residents.

### **C. GIS Parcel Data Project**

**Noel Perkins**

Noel stated that they are working on 7 and 8. 5 and 6 is being reviewed. 3 and 4 has been resubmitted. We are moving along very well and are receiving great support from engineering. We work well with ITOS making sure everything is clearer. 8 and 9 are a lot of parcels. There is no foreseen change in the deadline.

Tomas Thompson asked Suzanne Cooler whether they are surveying or using GPS. She stated that they are using GPS.

The expected delivery is December of 2015.

### **D. SAGIS Presentation**

**Noel Perkins**

#### **i. Activities Update (May-August)**

1. Working on preparation for migration to ArcGIS 10.2.2.
  - a. We are in the process of migrating to 10.2.2. We are redoing the backend as well as applications and the SAGIS.org rebuild. The airport commission and the Chatham County Conservation are both tied in with the migration.
2. Application migration to new versions of ArcGIS.
  - a. Applications are being redone.
3. [www.sagis.org](http://www.sagis.org) site rebuild
  - a. Work in progress
4. Centerline improvement – continues support of SCMPD in the updating and gathering of new road information. Added ability to identify a road based on status (open, closed, under construction, temp closed).
  - a. Work in progress
5. Combined storm water database with water / sewer database for ease of access for City Works and Granite XP.
  - a. Work in progress
6. Continued support with the City of Savannah redistricting of Aldermanic boundaries.
  - a. Work in progress
7. Application development for Savannah Airport Commission, Chatham County Conservation Land viewer, and UZO website upgrade.
  - a. Work in progress. Their projects are tied into the 10.2.2 migration

8. QA\ QC of parcels project work.
  - a. Work in progress
  
9. Working with NOAA and Quantum Spatial (formerly Photo Science) on planimetric updates for Chatham County
  - a. This is one of the projects where we went to the county and requested to use a portion of the SPLOST money to obtain planimetric data. The agreement was originally written as a 5 year, 5 million dollar agreement. After 5 years or up to 5million dollars, the agreement with NOAA will terminate. Essentially, it is a task order and we no longer have to RFP the work out anymore. The NOAA contracting engine has been very beneficial and saves time.
  - b. We are still working with Quantum Spatial (formerly Photo Science). It is the same group of people.
  
10. Continue on-going outreach in support of [www.sagis.org](http://www.sagis.org) and the premium version.
  - a. We have ended discussion of the premium version. There will only be sagis.org available to the public. The change over date has been delayed.
  
11. Strategic Partner Integration – Working with local municipalities on becoming SAGIS partners this project is on-going.
  - a. Work in progress

**ii. Upcoming Activities (August - November)**

1. Continued planning for the upgrade of ArcGIS to 10.2.2 and SQL Server 2012. The tentative upgrade rollout date is October 4-11 2014. Application and tool migration development.
  - a. We will be upgrading our operating system, SQL server, and ArcGIS 10.2. The entire upgrade will be done all at once during October 4-11 2014
  
2. Continuing and closing out our work with Board of Elections to help redistrict precincts.
  - a. Work in progress
  
3. SAGIS.org replacement.
  - a. Work in progress. The expected release date to the public is December
  
4. Centerline improvement – continues support of SCMPD in the updating and gathering of new road information.
  - a. Work in progress. Constantly working on centerline and addressing to ensure 911 is kept current.

5. Working with Savannah Fire and Emergency Services in truck time response network development.
  - a. We are almost finished working on this project. The first two districts are being redone based on this. We have trained one of the fire captains on this project and he is doing the bulk of the work. We are also working with Jena at the 911 center to make sure QA/QC is working properly.
6. Continued support in City / Granite XP application installations and rollout.
  - a. Work in progress. The go live date has been pushed back on this project.
7. QA/QC of next phases of parcels project work.
  - a. Work in progress
8. Continue on-going outreach in support of [www.sagis.org](http://www.sagis.org) and the premium version.
  - a. Work in progress. The site has been changed where you cannot sign up for the premium version.
9. Strategic Partner Integration – Working with local municipalities on becoming SAGIS partners this project is on-going
  - a. Work in progress

**E. GIS Day - November 19, 2014 Savannah State University Noel Perkins**

GIS day always falls in-between board meetings. It is the 8th event we are putting on. There will be nearly 300 8th graders participating. Engineering students from Jenkins High School will be participating. This is an awesome community service event. The program is focused towards the stem academy at Bartlett Middle School and Jenkins High School but is open to all public schools. Students will be taught to read a compass and a GPS, along with other things.

**V. Adjournment**

**Chairman David Frost**

Dr. Frost asked if there are any questions. He adjourned the meeting at 9:50am

The next meeting is scheduled for Tuesday November 25, 2014