SAVANNAH AREA GEOGRAPHIC INFORMATION SYSTEMS (SAGIS)
Meeting Summary Minutes MPC John Surrency Conference Room
112 East State St.
February 24, 2015
9:00AM-11:00AM

Voting Members	Representing	Present
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	X
Paul Hinchey	St. Joseph's Candler	Absent
Stephanie Cutter	City of Savannah	Absent
George Fiddler	Savannah Airport	X

Voting Member Alternates	Representing	Present
Suzanne Cooler	Chatham County	X
Cam Mathis	City of Savannah	x

Others Present	Representing	Present
Thomas Thomson	MPC	X
Noel Perkins	MPC	X
Melony West	MPC	X
James Small	MPC	X

I. **Welcome**   **Chairman David Frost**

Meeting was called to order by Dr. David Frost at 9:06AM

II. **Action Items**
   a. **Approval of Minutes**   **Chairman David Frost**

Motion to approve November 25, 2014 minutes made by James Collins and seconded by Suzanne Cooler. The meeting minutes were unanimously accepted.

   i. **November 25, 2014 Minutes**
III. **Report Items**
   a. **Adopt SAGIS Board Calendar**   **Noel Perkins**

The next SAGIS meeting will be on June 2, 2015
August 25, 2015 meeting date has not changed
November 24, 2015 meeting has been moved to December 1, 2015

   b. **Budget Discussion**   **Melony West**
      i. **Current Report**

As of December 31, 2014 SAGIS is showing a $63,000 over run. Currently, SAGIS is out of all reserve funds. SAGIS was staffed with 4 people from January to June 30, 2014, after June 30, they were only staffed with 3. The resources have gone down. There was a cut from the city budget for SAGIS which caused a reduction in funding. There were updates made to the SAGIS system in 2014. A portion of it was administrative cost. The majority of it was covered by the county and the city from funds they had

given us previously. Project wise, SAGIS is fine, we are beginning to feel a financial strain on the administrative side.

The county runs a July 1 to June 30 budget year.   The budget has been submitted to the county. We have given the county two requests. We have requested that the county come up to 278k from 210k. This will allow SAGIS to staff at 4 people. We agreed with the county that if they did that, we will approach the city to match that amount. If the county is not able to do that, we are asking that they match the city funding so that SAGIS can continue to operate at its current levels.

ii.   County Proposal

Noel stated that we were approached by the board of assessors to start doing editing of the parcels in-house. We are waiting for the first draft of the agreement with the MPC for that arrangement. We are expecting that they fund a staff person for the project. We will be responsible for the splits and the combinations, and the paperwork that goes with that. Currently, the board of assessors does this work. They complete their roll-up at the end of the year and then turn the data over to SAGIS to publish out to all partners as the official digest. The county will solely pay for this person to do the requested work.

The 4th person will solely be an editor. The intention for this is to ensure there is consistent quality.
It was asked if having this additional person provides some type of relief to the department. Noel stated that this additional person will be here solely as an editor, SAGIS is lacking a GIS programmer. No, there will be no relief.

It was asked by a board member, what is the highest priority, the editor or a new SAGIS person. Noel stated that they both have drastic effects. Noel stated that we must have the programmer. We support a lot of programs and sites in-house that require programming. Getting the new programmer is a number one priority.

Melony West stated that we will need the 223k from the county to match what we are getting from the city. This would be an additional 13k from the county. We are requesting the 278k to operate at current capacity. Tom stated that we did not cut the SAGIS budget, the money has been depleted, and it was never fully funded.

David stated that it would be beneficial if there is a stacked histogram, outlined with city money, county money, and reserve money, showing a clear message that funding has been on a downward slope and that SAGIS is operating on a critical service level. We need something that will show that QLS will be on a downward slope due to the lack of people and funding.

The goal for SAGIS was 6 positions, but we were working at 4. Currently, we are working at 3. SAGIS has never been operating at full capacity. David stated that there should be an outline, with tangible examples, showing how operations and output is affected when staffed at 4 persons compared to 3, and the projected improvement when staffed at 6 persons.

Cam Mathis stated that we need to state that many of the expectations have changed. For example, we should explain the movement of sagis.org from being hosted by Binary Bus, the severing of that relationship, and sagis.org now being hosted in-house. We must show how this shift requires in-house programming and staff.

Matt Gilligant stated that we need to communicate the importance of SAGIS and its impact. David stated that the board needs to address the concerns and the benefits of the investment.

George Fiddler asked what we are spending the money on. Noel stated that the money is proportionally spent on various uses. We first ensure emergency response services are taken care of, and then we

manage other areas accordingly. The structure of the data is set up to make sure we manage the emergency services correctly. Emergency services are a primary focus, and we ensure all attributes are on the table that serves the emergency response community in the ways that it needs too. After that is taken care of, we begin adding fields and the columns to handle permitting and other things that occur.

George stated that a lot of people are using this service, are we able to get into their budget and obtain financial support. David stated that we need to quantify the amount of money that the county and various jurisdictions would have to spend money on if SAGIS did not exist. It is very important for us to highlight that cost avoidance function.

Jim Collins stated that we should request letters of support from realtors, brokers, and particular users. He also stated that he would like to see analytics concerning website visits from the public for SAGIS.org at a future meeting. Noel stated that the information will be available.

c. SAGIS.org roll out update   Noel Perkins
Noel stated that the roll out has been very successful. It was a bit troublesome at first, but it has turned out to be very positive. In March there will be a roll out of minor issues, hot fixes, and future enhancements. Being that it is controlled in-house; updates are easier and more efficient. The public still has access to Pictometry and there are a lot more tools that we want to get out to the public.

d. GIS Parcel Data Project   Noel Perkins
Areas 1-4 are complete and accepted. Concerning Areas 5-6, comments have been sent to ITOS to be addressed. We have started the review of Area 7. Within the next week, Area 7 should be out to all the reviewing partners such as engineering and the board of assessors. ITOS has started working on Area 8. Areas 8-9 are very dense and have a lot of parcels. Overall, the work is moving along very well. The estimated completion is for the 2016 digest. Concerning this project, all we manage is GIS line work, maintaining the parcels, combinations, and splits.

The American Association of Airport Executives will be holding their conference March 22-25 at the Westin Hotel. We will be presenting about SAGIS and our impact on the community at the event. This is great for us because we provide services for the airport commission.

The graphic model showing the values and benefits of SAGIS will be produced and distributed for board members to review.

e. SAGIS Presentation   Noel Perkins
i. Activities Update (November 2014 – February)

1. www.sagis.org site implementation/go-live.
   - Work in progress
2. Completed MAD tool update.
   - Work in progress
3. Centerline improvement – Added left/right municipal information to aid permitting and E-911.
   - Work in progress
4. Participate in ongoing activities in support of City of Savannah's City Works implementation.
   - Work in Progress
5. Application development for Savannah Airport Commission, Chatham County Conservation Land viewer, and UZO website upgrade.
   - Work in Progress

6. QA\ QC of parcels project work.
   - Work in progress
7. Working with NOAA and Quantum Spatial (formerly Photo Science) on planimetric updates for Chatham County
   - Work in progress
8. Continue on-going outreach in support of www.sagis.org and worked with customers on the transition to the new www.sagis.org
   - Work in progress
9. Strategic Partner Integration – Working with local municipalities on becoming SAGIS partners.
   - This project is on-going.

ii. Upcoming Activities (February- May)

1. Continuing and closing out our work with the Board of Elections to help redistrict precincts.
   - We are working with the board of elections to redistrict the precincts. Now that aldermanic boundaries are finished, the precincts have to be adjusted.
2. SAGIS.org education
   - Staff continuously goes out and speaks to various groups about sagis.org
   - This is on-going
3. Centerline improvement – continues support of SCMPD in the updating and gathering of new road information.
   - Constantly maintaining the road centerlines. This also overlaps with the MAD (Master Address Database) work that is being done.
4. Working with Savannah Fire and Emergency Services in truck time response network development.
   - The hope was to be done with this project but the process has slowed down.
   - Work in progress
5. Continued support in Cityworks / Granite XP application installations and rollout.
   - Work in progress
6. QA/QC of next phases of parcels project work.
   - Work in progress
7. Continue on-going outreach in support of www.sagis.org
   - We constantly reach out to other municipalities in efforts of bring them on board.
   - We continue to reach out to the community to let them know that this service is available.
8. Strategic Partner Integration – Working with local municipalities on becoming SAGIS partners.
   - Concerning Pooler, having a partnership with the city would allow us to have access to the city's data such as up-to-date zoning and permitting. Currently, we get an update on their zoning once every year or two years.
   - David stated that we should develop a strategy where we can combine the issues concerning budget and position, and present the concept that MPC/SAGIS would establish a new position that would have a combination of programming and analysis skills. If various municipalities contribute small sums of money that will support the position, in return, these various municipalities and agencies will be active contributors and fairly reap the benefits of SAGIS.
9. Working with CNT and Building Safety on map updates.

- We are working on large hard copy maps for the county's building safety and narcotics team.

IV.   **Adjournment**   **Chairman David Frost**
Meeting adjourned 10:10AM

Next Meeting: June 2, 2015 9:00 AM – 11:00AM