

**SAVANNAH AREA GEOGRAPHIC INFORMATION SYSTEMS (SAGIS)
BOARD MEETING SUMMARY MINUTES**

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

November 18, 2008

9:00 AM

<u>Voting Members</u>	<u>Representing</u>	<u>Present</u>
Dr. David Frost	Georgia Tech	X
Michael Brown	City of Savannah	X
Russ Abolt	Chatham County	X
Paul Hinchey	St. Joseph's/Candler	X
Cathy Hill	Georgia Power	X
Joseph Ross, Jr.	American Society of Civil Engineers	X

<u>Voting Member Alternates</u>	<u>Representing</u>	<u>Present</u>
Chris Morrill	City of Savannah	Absent
Julian Pafford	Georgia Power	Absent
Vincent Grevemberg	Chatham County	X
Jerry Cornish	City of Savannah	X
Cam Mathis	City of Savannah	Absent

<u>Others Present</u>	<u>Representing</u>	<u>Present</u>
Tom Thomson	MPC	X
Melony West	MPC	X
Noel Perkins	SAGIS	X
Mary E. Mitchell	MPC	X

I. CALL TO ORDER

Chairman Dr. David Frost called the November 18, 2008 SAGIS Board Meeting to order at 9:10 a.m. Chairman Frost welcomed Ms. Cathy Hill first time attendee at the Board meeting.

Chairman Frost reported that he received official notification from Mr. Abolt that effective December 1, 2008, his board member alternate for future meetings will be Ms. Suzanne Cooler who will replace Mr. Vincent Grevemberg. The Board extended their appreciation to Mr. Grevemberg for all the dedicated services he rendered to SAGIS. Mr. Grevemberg stated that he enjoyed working with SAGIS.

II. ACTION ITEMS

A. The September 9, 2008 minutes were approved upon motion of Mr. Russ Abolt, seconded by Mr. Paul Hinchey and carried.

- B.** Mr. Perkins explained that on September 9, 2008, SAGIS issued a Request for Proposal (RFP) for Light Detection Ranging (LiDAR) Acquisition for all of Chatham County. The closing date was October 14, 2008 at 5:00 p.m. Included in the RFP was the acquisition of simultaneous imagery for utilization in the review process. The overall area for the project is approximately 552 square miles with the projected budget for the project between \$500,000.00 and \$1,000,000.00. Some of the major deliverables in the project are breaklines, contours, individual elevation points and a Digital Elevation Model (DEM).

Six proposals were received. They were reviewed by Vincent Grevemberg, Senior Engineer, Chatham County; Noel Perkins, SAGIS Director; and Jason Lee, Senior GIS Analyst. On October 16, 2008, the reviewers short-listed the proposals to three. On October 21, 2008, the reviewers met again to select a vendor based on several criteria. Each vendor was graded on a scale of one (1) to three (3) with one being the best and three being the worst. It was determined that clarification was needed from all vendors on their submission of maximum point spacing. On October 24, 2008 after receiving clarification from all vendors, Sanborn was selected with a low score of 17. The total cost of the project is \$438,044.00.

On November 7, 2008, Chatham County Commission authorized the Intergovernmental Agreement for Distribution of Special Purpose Sales and Use Tax Proceeds to the Chatham County – Savannah Metropolitan Planning Commission for acquiring LiDAR. This agreement is on the Planning Commission's agenda for approval today.

Mr. Perkins recommended that the SAGIS Board accepts the selection committee's recommendation and award the contract to Sanborn to acquire LiDAR for Chatham County. Mr. Abolt motioned for approval to award the contract to Sanborn to acquire LiDAR for Chatham County. This was seconded by Mr. Ross and unanimously carried.

Mr. Thomson expressed MPC's appreciation for the Chatham County Commission's willingness to use SPLOST funds for this important project.

- C.** Mr. Perkins stated that in keeping with the decision for the SAGIS Board to meet on the last Tuesday of the middle month of every quarter, the dates for the **2009** SAGIS Board meetings are: **February 24; May 26; August 25 and November 24.** The meetings will be 9:00 a.m. to 11:00 a.m. in the Jerry Surrency room at the Metropolitan Planning Commission.

It was noted that the May 26 meeting is the day after Memorial Day and the November 24 meeting is a couple of days before Thanksgiving. If needed, these two meeting days will be adjusted.

III. REPORTS

A. Budget Report – Ms. Melony West gave the SAGIS budget report for the ten months period ending October 31, 2008. All of SAGIS furniture is in. Last year SAGIS ended in the red. However, this year SAGIS will end in the black. Ms. West said it is anticipated that next year will be a difficult economic time, but we are preparing for this now. Therefore, it is hoped that we will be able to ride-out any economic difficulties.

B. SAGIS Update

1. **Activities Update (August-November)** – Mr. Perkins reported that:

- a. The week of October 27, 2008 to November 1, 2008 SAGIS updated the SDE to 9.2.6, SQL Server to 2005, and ArcIMS to 9.2.6.
- b. The week of October 27, 2008 to November 1, 2008 SAGIS installed ArcGIS Server and is starting to develop for this method of map/data delivery.
- c. SAGIS tools underwent migration to the new version.
- d. Implementation of ESRI Synchronization, allow custom SAGIS code to be retired.
- e. LiDAR RFP reviewed and vendor selection process.
- f. SAGIS staff added 98,000 + PINS to the MAD, MPC is researching the remaining approximate 25,000 addresses due to discrepancies between MAD and Parcels.
- g. SAGIS met with SEDA to discuss their partnership with SAGIS. A letter has been sent to the Airport regarding possibly their partnership with SAGIS.
- h. SAGIS hosted a regional meeting for Geospatial Strategic Planning Session; this session was to help the planning process for GIS in the State of Georgia.
- i. GIS Day is November 19, 2008 and SAGIS is working with local schools, both public and private, to put on another great event.
- j. SAGIS continues to work with City bureaus and County departments to ensure all data is under maintenance and functions properly.

SAGIS will continue its public outreach to all individuals and groups that request information or presentation.

2. **Upcoming Activities (November- February)** - Mr. Perkins reported that:

- a. GIS Day as stated above is November 19, 2008. GIS Day is to help educate the children. A program has been put together that helps to meet some of the educational requirements for 6th and 8th graders in Georgia. Not only are they learning about GIS, but they are fulfilling some of their educational opportunities for school. This helps to draw more schools. Last year we had approximately 200 students and this year we cutoff at 360 students due do our

limited space. We had a lot of great donors and Georgia Power is our platinum donor this year. The City and County support SAGIS well. Mr. Perkins reported, however, that we did not raise as much money this year as we did last year due to tough economic times, but he had no complaints. It is envisioned that we will break even this year. He thanked everyone for their generosity and extended special thanks to Bret Bell, Director, City of Savannah's Public Information Office (PIO) and staff for doing an excellent job with the advertisement informing the public of GIS Day.

- b. LiDAR acquisition review process.
- c. SAGIS will meet with the municipalities for the continued maintenance of the Master Address database (MAD).
- d. Maintenance of centerlines.
- e. ArcGIS Server
- f. SAGIS.org
- g. SAGIS continues to work with City bureaus and County departments to ensure all data is under maintenance and functions properly.

SAGIS will continue its public outreach to all individuals and groups that request information or a presentation.

C. Chatham County Sex Offender Registration & Tracking Unit (S.O.R.T)

Mr. Perkins reported that on October 17, 2008, Chatham County Sheriff Al St. Lawrence rolled out the Sex Offender Registration & Tracking Unit (S.O.R.T) website <http://sort.chathamsheriff.org/>. Chatham County Information and Communication Services (ICS) developed the site for the Sheriff's office. This site is for the tracking and registration of sex offenders within Chatham County.

The site uses the Master Address Data base (MAD) maintained by the Chatham County – Savannah Metropolitan Planning Commission (MPC) as the address database that provides the ability to locate a registrant's listed address with a specific geographical location. SAGIS provides a weekly data feed to ICS to keep the address list current and the removal of unnecessary data fields.

The site provides the ability to search by zip code, map the registrants by zip code, as well as search by individual name. The different options allow a user to see either one individual or all individuals in a given geographical area.

The MPC is a proud partner with the Sheriff's office and ICS in helping to keep our citizens safe in our community.

There being no other business to come before the Board, Chairman Frost adjourned the November 18, 2008 SAGIS Board Meeting at 9:50 a.m.

Respectfully Submitted,

Noel Perkins
SAGIS Director