



**Southern Alameda County
Geographic Information System Authority
Meeting Agenda and Report
Wednesday, May 18, 2022**

General Order of Business

- | | |
|---|-----------------------------------|
| 1. Call to Order – 6:00 p.m. | 7. Action Items |
| 2. Roll Call | 8. Director Comments |
| 3. Consent Calendar | 9. Date and Place of Next Meeting |
| 4. Public Oral and Written Communications | 10. Adjournment |
| 5. Report of Secretary | |
| 6. Report of Treasurer | |

Order of Discussion

Generally, the order of discussion after introduction of an item by the Chair will include comments and information by staff followed by the Southern Alameda County Geographic System Authority (SACGISA) Board questions or inquiries. An authorized representative or interested citizen may then speak on the item. At the close of public discussion, the item will be considered by the SACGISA Board and action taken.

Addressing SACGISA

Any person may speak on any item under discussion by the SACGISA after receiving recognition from the Chair. When addressing the SACGISA, please state your name and address. In order to insure all persons have the opportunity to speak, a time limit may be set by the Chair for each speaker. In the interest of time, please limit your comments to new material; do not repeat what a prior speaker has said.

Public Oral and Written Communications

Any person desiring to speak on a matter which is not scheduled on this agenda may do so under the Public Oral and Written Communications section of the meeting. The Chairperson will limit the length of presentation. California Government Code Section 54954.2(b) prohibits SACGISA from taking any immediate action on an item which does not appear on the agenda, unless it meets stringent requirements.

Assistance

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request the accommodation at least two working days in advance of the meeting by contacting John Leon, SACGISA JPA Secretary/City of Fremont GIS Manager at (510) 494-4831 or jleon@fremont.gov.

Information

For information about SACGISA or items scheduled on the Agenda and Report, please visit SACGISA.org or contact John Leon, SACGISA JPA Secretary/City of Fremont GIS Manager at (510) 494-4831 or jleon@fremont.gov.

SACGISA Board	SACGISA Staff
ACWD – Paul Sethy	ACWD – Ariz Naqvi, Girum Awoke, Daniel Park
Fremont – Raj Salwan	Fremont – John Leon, Bronwen Lacey, David Persselin, Ruby Wun, Ron Chan, Ed Chew, Edwin Miranda
Newark – Al Nagy	Newark – Lenka Hovorka, Soren Fajeau
USD – Tom Handley	USD – Richard Scobee, Raymond Chau, Allan Briggs, Lusine Petrosyan, Christopher Pachmayers

**SOUTHERN ALAMEDA COUNTY
GEOGRAPHIC INFORMATION SYSTEM AUTHORITY
MEETING AGENDA
Wednesday, May 18, 2022
6:00 P.M.**

**Union Sanitary District
Board Room
5072 Benson Road
Union City, CA 94587-2508**

**Currently, there are no special requirements.
This is subject to change based on state/county requirements.
Attendees are welcome to wear masks if they want to, but it is not required.**

- 1. Call to Order**
- 2. Roll Call**
- 3. Consent Calendar**
 - 3.1 Approval of Minutes of Last Meeting (Attachment A)**
- 4. Public Oral and Written Communications**
- 5. Report of Secretary**
 - 5.1 Update on JPA Projects**
 - 5.2 Review of Fiscal Year 2021/22 Budget**
 - 5.3 GIS Demonstrations**
- 6. Report of Treasurer/Controller**
 - 6.1 Financial Report (Attachment B)**
- 7. Action Items - General Business Matters**
 - 7.1 Election of Chair and Vice-Chair of the Joint Powers Authority (Attachment C)**
 - 7.2 Approval of FY 2022/23 Budget (Attachment D)**
- 8. Director Comments**
- 9. Date and Place of Next Meeting**
- 10. Adjournment**

5.1 UPDATE ON JPA PROJECTS

- **JPA**

- **Update on outreach and communication with Union City and Alameda County**

On May 3, 2022, an email invitation was extended to our counterparts at the City of Union City and Alameda County to attend our SACGISA meeting scheduled for May 18, 2022. The invitation included a link to the SACGISA website so that they may access our ongoing and past agendas.

- **Pictometry updated aerial**

The City of Fremont identified and reported to EagleView that there are several missing images from the original delivery. EagleView has promised redelivery of the imagery.

- **CAD Submittals Requirements Document Update**

SACGISA agencies have been collaborating with Fremont's Engineering Division to identify what additional utility information should be provided as part of a project's Digital Submittal. The next step will be to approach Engineering firms for the feasibility of acceptance and development of the final requirements.

- **ACWD**

- **Implementation of Cityworks PLL (Permits, Licensing, and Land)**

ACWD is in the process of implementing Cityworks PLL for Groundwater Resources Division. Cityworks PLL will help improve efficiencies in the groundwater permitting process, add a spatial component for groundwater permits, allow customers to submit online permit applications, and eventually allow customer to pay permit fees online. The implementation was delayed due to resource issues experienced by the consultant implementing the system.

ACWD is also implementing Cityworks PLL for its Development Services Division and will be moving away from a paper intensive process of tracking, managing, and fulfilling customer requests for new and/or modified water services. Similar to the Groundwater PLL project, implementation of Cityworks PLL for in Development Services will improve efficiencies in the customer work request process and add a spatial component.

- **Upgrade ArcGIS Enterprise and Cityworks**

ACWD will be upgrading ArcGIS Enterprise to 10.9.1 and Cityworks AMS & PLL to 15.7. ArcGIS Enterprise upgrade will include Portal for ArcGIS, ArcGIS Server, and ArcGIS Data Store with plans to add a separate mapping/image server as needed. ArcGIS Enterprise 10.9.1 is the last release to include both ArcMap-based and ArcGIS Pro-based runtimes and includes migration tools to help prepare for breaking changes in ArcGIS Enterprise 11. Upgrade will ensure long-term support release, providing plenty of time for necessary migration work before upgrading to ArcGIS Enterprise 11. New functionality includes new upgrades to Map Viewer, the ability to consume data from cloud warehouses, and faster Portal for ArcGIS installer and patching technology. Similarly, Cityworks upgrade ensures long-term support, improves upon tools and features, and provides product compatibility with ArcGIS Enterprise 10.9.1. In addition, ACWD plans to add Multi-Factor Authentication (MFA) to Cityworks using Portal for ArcGIS and Azure Active Directory technology to secure access coming from outside the District network.

- **AMI Meters Operation Dashboard**

Maps and Operations dashboard have been created in the on-premise Portal for ArcGIS to show installs of AMI Meters. ACWD has about 82K+ meters with AMI implementation taking place over the next 2-3 years. The maps and dashboard will allow ACWD staff to visually see where the AMI meters have been installed along with relevant data such as date of install, services line type, size, and material, along with other pertinent data useful for the AMI Project team and other stakeholders. A future plan includes storing field photos and data from the AMI installation contractor's portal into ACWD's enterprise GIS geodatabase for permanent storage and record.

- **Voting District Map**

ACWD is transitioning from an "At-Large" elections towards a "Zone-Based" elections where each Board member is selected by voters within their geographic "zone" or "district" and the requirement that Board members must live in the zone they represent. An interactive web map application was created using one of the proposed draft boundaries and demographic data received from our consultants, and the final product will be posted on a website to be shared with the public.

- **Fremont**

- **Esri Small Government Enterprise Agreement**

The City of Fremont has entered into a 3-year Esri Small Government Enterprise Agreement (SGEA) early this year. With an Esri SGEA, the City will gain access to Esri's full ArcGIS suite of products and hosted services for the entire City organization, rather than for just a limited number of named users. Also, it will enable all departments to continue to apply GIS technology in technical and operational areas and to use the software products to develop new applications. It is an essential tool for City Departments such as Police, Fire, Public Works (Engineering, Survey, and Maintenance), Community Development (Planning and Building/Safety), Community Services (Parks Maintenance, Landscape and Recreation Services), Human Services (FRC and Aging/Family Services), and Risk Management who depend heavily on GIS technology to provide services to the Community. The features offered through the Esri SGEA will directly benefit the City's Emergency Operations Center (EOC) by providing it with unlimited licenses so that the GIS data can be stored in multiple locations and ensure the EOC can continue to access GIS data in the event of a major disaster.

All of these resources needed by the City Departments will require the correct architecture, licensing, and services to be in place so that critical GIS resources can be provided at a moment's notice. The Esri SGEA will provide this needed flexibility which would software products to the deployed on an unlimited basis when and where needed.

- **Safe Software Local Government Subscription**

The City of Fremont entered into a 3-year Safe Software Local Government Subscription (LGS). The advantage of a Safe Software LGS is that the City will gain access to Safe Software's full suite of products such as their flagship product called Feature Manipulation Engine (FME) Workbench and FME Server for the entire City organization, rather than a limited number of licenses. FME is a primarily spatial Extract, Transform and Load (ETL) tool.

While FME has been in use in the City of Fremont since 2006 with GIS as the primary user, the City has long needed such a tool to support other Departmental needs involved in exchanging data between business systems. In that regard enabled by the LGS, licenses are now able to be provided to Environmental Services and Enterprise Systems for their immediate use.

- **FME Server Deployment**

GIS is implementing an FME Server Production environment. In addition, a load balancer is being implemented to direct traffic between 2 FME production servers to reduce any potential workflow bottlenecks as well as to support the automation of current workflow processes. Included in this implementation, three current workflows will be automated.

- **Address Data Management Design project**

This fiscal year GIS embarked on a GIS initiative covering Address Data Management Design. The primary goal of the Address Data Management Design project is to streamline the addressing process used by GIS and to find more efficient ways to automate and integrate GIS data with the existing business systems (GIS, CRM, Accela, etc.) so that Fremont's community, businesses, and City departments can be better served.

Geographic Technologies Group (GTG) was hired to assist in this project. Their work entailed analyzing the current addressing workflow process and to suggest areas of improvement. The review occurred over a span of 3 months where representatives from various City departments and partner agencies were interviewed. The study concluded that Fremont has a very comprehensive set of addressing processes which ensured critical functions of addressing and addressing management are achieved along with the documentation of the workflow. GTG also recommended over 20 project tasks which would either improve or streamline the addressing processes. In addition, they provided design suggestions for a more efficient workflow process, modification of existing ones, the addition of new processes, and/or the creation of software programs to automate and accelerate the addressing work.

To implement these recommendations, GIS plans to go to RFP.

The following is just a shortlist of improvements already made since the discussions with GTG and the stakeholder meetings:

- Addressing mailings and notifications streamlined.
- Story Maps for Addressing and Street Name Review developed and deployed.
- Re-engaged with counterparts from Alameda County Regional Emergency Communication Centers (ACRECC).
- Fire Department Fire Site Plan workflow and internal communications improved.
- Potential improvement between GIS and CRM API's identified.

- **GIS Strategic Plan project**

Currently, GIS is working on a second GIS initiative with Geographic Technologies Group (GTG) assisting. Started early this year, this initiative is to develop a five-year GIS Strategic Plan in order to have a clear, concise, and understandable roadmap for future GIS services, applications, and products to serve Fremont's residents, its business community, partner agencies, and City staff's growing needs. This is the first opportunity for GIS to develop such a plan.

Under this initiative, the current state of Fremont's services, applications, and products will be analyzed in order to determine what works well and what adjustments are needed to meet the present/future demands of the City staff, partner agencies and Fremont's Community. It is our expectation this process will also help to identify new products and services that are needed. As with the previous GIS initiative, City staff, partner agencies will be surveyed to get a clear picture of how they use GIS products and services. In addition, an online survey will be made available to the public requesting their participation. The project schedule is still being developed at this time.

- **ColdFusion Upgrade and Migration**

Use of ColdFusion by GIS began with the implementation of Autodesk MapGuide in 2001. Since that time, it had been upgraded to MX7 (an early version of ColdFusion). ColdFusion is used as the main reporting tool between GIS data and databases while for providing a report to the end-user. Currently, Fremont is in the process of upgrading to the latest ColdFusion 2021 Standard release with a new server that would solely be dedicated to ColdFusion. Additionally, all existing ColdFusion code that has been developed over the years will be migrated, and evaluated for best practices in code improvements, performance, and improved stylizing.

- **Geocortex Analytics**

In the upcoming months, GIS plans to implement Geocortex Analytics to collect, organize, analyze, and display information about its GIS infrastructure. Analytics would enable GIS to monitor the performance of its physical servers, ArcGIS Servers, Geocortex Essentials instances and sites, Geocortex applications, databases, ArcGIS Online, and Portal for ArcGIS instances, as well as Web Applications and Websites. The data that Analytics receives would assist GIS to easily identify problems and trends in order to better manage and optimize the GIS infrastructure.

With Geocortex Analytics, GIS would be able to set alarms on key resources like servers, infrastructure, and services so that when a resource goes offline, takes too long to send a response, or an error is reported by a component in the GIS infrastructure, alarms will trigger. Alarms can be configured to send notifications via email or text (SMS) so GIS can respond when vital parts of the GIS infrastructure stop working. Also, staff will be able to receive alarm notifications about affected resources.

Geocortex Analytics includes Dashboards which can be used to present/report on data in panels formatted as charts or tables to enable data to be easily visualized, analyzed, reported, and/or be tracked. It will help GIS to understand how its applications are used, and how to best to optimize the GIS infrastructure and improve resource availability.

- **Story Maps**

In collaboration with various City departments, GIS has been developing Story Maps to promote and encourage citizen participation and engagement. They are used to provide information or to educate on City services with the integration of items such as text, interactive maps, illustrations, and photos. The Story Maps are easily shared via social media or by being embedded within a website. Since they are accessible from an internet/web browser, they can be viewed from any mobile device (such as Android or Apple), tablet or desktop computer.

The following are examples of the Story Maps now available for the Fremont Community. Additional ones are currently under development. GIS has found that the Story Map technology enables the combination of geospatial data with interactive maps, photos, text, illustrations, etc. to help a viewer to easily understand the information that needs to be conveyed.

- **Get to Know Your City Council**

- <https://arcg.is/TCbrD>
- City Manager's Office
- "Get to Know Your City Council" was the first Story Map launched. Containing information on the Council and paired with an interactive, user-friendly map is developed and maintained by GIS. Its purpose is to help encourage the Fremont community to learn about its diverse City Council, find their District, and learn about each District's services and facilities.
- It has been recently updated to reflect the changes brought about the Redistricting Process which include the update of the map as well as the facilities and services associated with the individual Districts.

- **boxART!**
 - <https://arcg.is/0azSme>
 - Community Development
 - The City's boxART! program helps bring art to Fremont, beautify the community, and abate graffiti. Through the program, launched in 2014, Fremont's many traffic signal control boxes are transformed into compelling and creative murals. To date, the City has transformed close to 90 boxes. The Story Map showcases the different murals via an interactive map and provides information about the artists and their sponsors.

- **Art in Public Places**
 - <https://arcg.is/vnj490>
 - Community Development
 - In Fremont, art hangs on more than just walls. With more than 60 public art installations located throughout the city, Fremont offers art for all to enjoy. Art beautifies the city, generates community interest, enhances the city's economic vitality and cultural vibrancy, and creates a unique identity for Fremont. This Story Map gives a viewer a closeup and description of the art installation as well as an interactive/locational map and information on the artist.

- **Addressing collection**
 - <https://arcg.is/1XG8SP>
 - ITS/GIS
 - This is a Collection of 8 Story Maps that provides information on Fremont's addressing policy, guidelines, and requirements from requesting a new address or verifying an existing address to reviewing proposed street names.

- **Future Story Maps in the queue...**
 - CIP Projects
 - Affordable Housing
 - City and Historical Parks
 - Fire Stations
 - E-Scooters

- **Open Data Hub**

GIS recently redesigned and updated the Open Data Hub. Began as an online library of just GIS data sets, it has since been expanded to be an online reference library with the inclusion of City maps, websites, story maps, and applications covering a variety of topics and information. For example, users can learn about what district they are in, who their Councilmember is, PG&E Public Safety Power Shutoff (PSPS) Outages, how to submit planning permits, etc.

The site has four different categories in a Quick Link header (i.e., Applications, Open Data, Fremont Resources, and External Resources). Under the Fremont Resources quick link, only Fremont data, webpages, and applications are shown while information from outside agencies is listed under the External Resource quick link. The outside agencies include local, state, and federal agencies such as Alameda County including the Association of Bay Area Governments, and the U.S. Census Bureau. The site also a search function so that a viewer can just enter in a topic/tag word to search the entire library for information.

The Open Data Hub was designed to be a tool for our residents as well as for City employees. Explore the updated Open Data Hub and learn more about the range of resources it has available at <https://fremont.gov/opendatahub>.

- **City Departments requesting GIS Data/Web Services**

Fremont GIS Division has been gathering data, creating web services, or using FME for integration with the following projects.

- Community Development
 - Affordable Housing Mapping
- ITS
 - govDelivery integration with Active Directory
- Parks and Recreation
 - ActiveNet
- Human Services
 - Rent Review
- Public Safety
 - Chameleon – Fremont Police – Animal Services
 - CopLogic – Fremont Police – Crime Analysis
 - Real Time Information Center (RTIC) – Fremont Police - Crime Analysis
 - RIPA – Fremont Police – Stop Mapping
 - DataTicket – Fremont Police – Alarms Permits

- **Fire Department**

- **Fire Site Plan updates**

Fire Site Plans are plans used by First Responders in the field to access high occupancy areas. The plans include floor plans, addresses, building layout, and fire-specific items (such as hydrant locations, driveways, building entrances, emergency shutoff locations, etc.). These plans are provided to each Fire Station, Fire engine, 911 Dispatch, and ACRECC for mutual aid purposes.

The process begins with GIS creating a draft Fire Site Plan using the digital submittals provided by the applicant/developers. The draft is then routed to the Fire Department for review and markup. If there are any missing items discovered during a site walk-thru by Fire, the Fire Site Plan is returned to GIS back for correction. The final Plan is returned to the Fire Department for internal and ACRECC distribution. Due to many Fire personnel changes and lack of an SOP, this practice has resulted in mixed results in distribution, reporting of corrections or review of the Plans.

The logistics were discovered during a discussion of the Addressing Data Management Design Project with the Fire Department and ACRECC. As a result, GIS collaborated with the Fire Department to perform an audit of existing Fire Site Plans to make sure that all parties have the same information. Any discrepancies discovered between the various sources are being corrected. Furthermore, GIS is now the main distribution point between the Fire Department, ACRECC, 911 Dispatch, and the Real-Time Information Center (RTIC).

- **Police Department**

- **RIPA**

The Fremont Police Department, in coordination with the Information Technology Services (ITS)/GIS Division, officially launched the new Racial and Identity Profiling Act (RIPA) app for Stop Data collection on January 1, 2022. The RIPA Act requires data to be collected on stops of people who were arrested, detained, or searched (including consensual searches).

GIS implemented an Esri GIS Survey123 solution for Fremont Police Department to easily collect the required data. In addition, GIS has been working with the Fremont Police Department RIPA Team to develop viewers and dashboards for command staff as well as PII (Personal Identifiable Information) review tools for authorized Fremont PD staff to evaluate data collection before submission to the DOJ. In addition a workflow was developed to enable the export of the approved/collected data collection to a secure FTP (SFTP) for DOJ review.

Over the last six months, approximately 140 Fremont PD personnel were onboarded onto the City of Fremont Public Safety ArcGIS Online for use with RIPA. GIS has collaborated with numerous agencies and vendors for best practices. Training officers and testing of the RIPA application began in November 2021. Submission of test records sent to DOJ for review show that Fremont PD staff successfully passed with a score of 97.5%.

- **RIPA Background Info**

In 2015, California passed the Racial and Identity Profiling Act (RIPA) of 2015 (AB 953). The bill required each state and local agency that employs peace officers to annually report data on all stops to the Attorney General's Office. In addition, RIPA also created a RIPA Board, which is tasked with making data collection and analysis recommendations to the Attorney General's Office. Fremont PD was required to begin collecting data on January 1, 2022, and provide that data to the State Department of Justice (DOJ).

- **Newark**

- **Information Systems Division Strategic Framework - GIS Master Plan**

The City's Information Systems Division unveiled a Strategic Framework plan last year. One of the strategies within this plan is a GIS Master Plan for the City with a focus on department-centric self-service as an objective. The City has never previously established a master plan for GIS. This is anticipated to be a collaborative process among various departments led by Information Systems. This will follow a planned increase in staffing support within the Information Systems Division, particularly for GIS services. With this planned effort, staff is evaluating appropriate upgrades to the existing in-house ESRI software package. This will likely include licensing modifications to allow for an increased number of users.

- **Broadband Master Plan**

The Newark City Council has approved American Rescue Plan Act funding for a Broadband Master Plan. With the master plan the City would partner with a selected consultant to develop strategies for the use and deployment of broadband infrastructure for residential areas, commercial and industrial areas, and for government facilities. The master plan scope of work would ideally include development of a complete inventory of the existing infrastructure, identification of unserved and underserved areas, identification of gaps in infrastructure assets, and development of phased deployment strategies to address short- and long-term needs for physical improvements. The final plan would include financial and business modeling and enable the City to pursue projects with service providers for the deployment of fiber-optic infrastructure in the most efficient manner possible.

- **Small Cell 4G-5G Installations**

Wireless service carriers have continued to express interest in finalizing master license agreements for the future installation of 4G and 5G small cell technology on vertical public infrastructure, primarily City-owned street lights and joint utility poles. The City's GIS is being utilized to help carriers identify potential locations for future near-term and long-term placement of their small cell technology. Formalized agreements are anticipated in the soon and the City's GIS will help assist with the permitting process to ensure reasonable equity among individual carriers for the finite number of desired installation locations available.

- **Stormwater Program – Trash Capture Devices and Treatment Systems**

City staff continues to use GIS to help implement requirements of the Municipal Regional Stormwater Permit (MRP), including trash capture devices and landscape-based treatment systems. The GIS was used to develop and refine Citywide Trash Management Areas and to assist with the placement of additional trash capture devices and other related infrastructure. Ongoing maintenance of storm drains will continue to be tracked in the GIS and coordinated with the Alameda Countywide Clean Water Program.

- **USD**

- **ArcGIS Pro Transition**

USD Staff are transitioning GIS mapping and data maintenance processes and procedures from ArcMap to ArcGIS Pro due to Esri announcing that ArcMap is planned to be retired.

- **Environmental Compliance Inspection Mobile Solution**

USD has completed implementation of Fats, Oils, & Grease (FOG) Inspection on Surface Pro tablets using Esri Survey123 and a custom developed interface between ArcGIS Enterprise and the iPACS database system used by the Environmental Compliance Team. Next implementation is in progress for C4 Commercial Compliance Inspection using the same solution developed for the FOG Inspection.

- **Collection System Preventative Maintenance and Inspection Map Printing Application**

USD is implementing an ArcGIS Enterprise Web Mapping application that integrates with the Infor Public Sector system to print maps of sewer lines that are scheduled for preventative maintenance work orders or CCTV inspection. Once completed this will enable Collection System Maintenance and Inspection staff to print the required maps themselves and reduce the amount of lead time currently required to coordinate mapping requirements with GIS technical staff.

RECOMMENDATION:

For information only. No action is required.

5.2 REVIEW OF FY 2021/22 BUDGET

BACKGROUND: Below is a chart outlining the FY 2021/22 budget allocation versus actual expenditures.

Item	Amount Allocated	Amount Spent As of 3/31/2022	Anticipated End of Year Expenditures 6/30/2022
Application Development			
eGIS Migration to Geocortex – ACWD and City of Newark sites	\$20,000.00		
Hosted Basemap / Aerial Web Services			
Bing Maps	\$15,071.00		\$4,540.56
System Maintenance			
ArcGIS Server Staff Support	\$5,000.00		\$5,000.00
Alameda County			
Pictometry Enhanced Aerial Photography	\$22,600.00	\$22,600.00	\$22,600.00
Administration			
Project Management	\$5,000.00		\$5,000.00
Landbase			
Workflow process programming upgrade	\$20,000.00		
Basemap and Data Maintenance			
Staff Labor	\$20,000.00	\$13,916.13	\$20,000.00
Commercial Data Providers	\$7,000.00	\$2,940.00	\$7,000.00
Contingency			
Miscellaneous	\$20,000.00		
TOTAL BUDGET	\$134,671.00	\$39,456.13	\$64,140.56

RECOMMENDATION:

For information only. No action is required.

5.3 GIS DEMONSTRATIONS

- **ACWD**
 - AMI Meters Dashboard
 - Voting District Map
- **Fremont**
 - Story Maps
 - Get to Know Your City Council
 - boxART!
 - Art in Public Places
 - Addressing Collection
 - Open Data Hub
 - Highlight Story Maps

RECOMMENDATION:

For information only. No action is required.

7.1 ELECTION OF CHAIR AND VICE-CHAIR OF JOINT POWERS AUTHORITY

BACKGROUND: The Joint Powers Agreement establishing the Southern Alameda County Geographic Information System Authority (SACGISA) was executed on April 27, 2000. This Agreement identifies the responsibilities of the member agencies in creating and maintaining a Geographic Information System in southern Alameda County. Each member agency appoints one member of its current legislative body to the Board of Directors, which governs the Authority.

Pursuant to the terms of the Agreement, the Board shall annually elect a Chairperson and Vice-Chairperson. The term of office for the Chairperson and Vice-Chairperson is for one year (July 1 to June 30). The Chairperson represents the Authority and the Vice-Chairperson performs all of the Chairperson's duties in the absence of the Chairperson.

RECOMMENDATION:

The Board to take the following actions:

1. Conduct election of Chairperson
2. Conduct election of Vice-Chairperson
3. Adopt a Resolution (Attachment C) certifying the election of the Chairperson and Vice-Chairperson.

7.2 APPROVAL OF FY 2022/23 BUDGET

BACKGROUND: Pursuant to Article III of the Joint Powers Agreement, a budget shall be established and used for the design, development, and maintenance of shared resources of the Southern Alameda County Geographic Information System Authority. Staff has prepared a budget for FY 2022/23 based upon an analysis of projected costs.

FISCAL YEAR 2022/23 BUDGET

Item	Amount Allocated
Application Development	
eGIS Migration to Geocortex – ACWD and City of Newark sites	\$20,000.00
Hosted Basemap / Aerial Web Services	
Bing Maps	\$4,540.56
System Maintenance	
ArcGIS Server Staff Support	\$5,000.00
Alameda County	
Pictometry Enhanced Aerial Photography	\$22,600.00
Administration	
Project Management	\$5,000.00
Landbase	
Workflow process programming upgrade	\$20,000.00
Basemap and Data Maintenance	
Staff Labor	\$20,000.00
Commercial Data Providers	\$7,000.00
Contingency	
Miscellaneous	\$20,000.00
TOTAL BUDGET	\$124,140.56

RECOMMENDATION:

Adopt a Resolution (Attachment D) approving the Budget for FY 2022/23 as shown in Exhibit A. This resolution includes language that clarifies that the Secretary has the authority to transfer funds between line items and to execute contracts with vendors for the approved budget items.

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ATTACHMENT A

DRAFT

MEETING MINUTES

**SOUTHERN ALAMEDA COUNTY
GEOGRAPHIC INFORMATION SYSTEM AUTHORITY
MEETING AGENDA**

May 19, 2021

6:00 p.m.

City of Fremont – Zoom Webinar

3300 Capitol Ave

Fremont, CA 94538

A Zoom Webinar session – an electronic meeting at <https://zoom.us/j/94468567167>

- DIRECTORS PRESENT:** Alameda County Water District – Director Paul Sethy (*Chairperson*)
City of Newark – Mayor Al Nagy
Union Sanitary District – Director Tom Handley (*Vice-Chairperson*)
- ALTERNATES PRESENT:** City of Fremont – Chief Technology Officer Sanford Taylor
- DIRECTORS ABSENT:** City of Fremont
- OTHERS PRESENT:** Shawn O'Brien, ITD, Alameda County
Vinnie Bacon, Former JPA Board Member (2015-2020)
- STAFF PRESENT:** Alameda County Water District (Ariz Naqvi, Cathy Nelson, Ed Stevenson)
- City of Fremont (John Leon, Bronwen Lacey, David Persselin, Ruby Wun, Ron Chan, and Ed Chew)
- City of Newark (Soren Fajeau)
- Union Sanitary District (Richard Scobee, Mohammad Ghoury, Raymond Chau)
- STAFF ABSENT:** None

1. **Call to Order:** Chairperson Paul Sethy called the meeting to order at 6:00 P.M.

2. **Roll Call**

NAME	PRESENT	ABSENT	LATE (time of arrival)
Alameda County Water District – Director Paul Sethy	●		
City of Fremont – Chief Technology Officer Sanford Taylor	●		
City of Newark – Mayor Al Nagy	●		
Union Sanitary District – Director Tom Handley	●		

3. **Consent Calendar**

3.1 **Approval of Minutes of Last Meeting**

Action by Board: Approved minutes of last meeting.

MOTION	2 ND	NAME	AYES	NOS	ABSTAIN	ABSENT
	●	Alameda County Water District – Director Paul Sethy	●			
		City of Fremont – Chief Technology Officer Sanford Taylor	●			
●		City of Newark – Mayor Al Nagy	●			
		Union Sanitary District – Director Tom Handley			●	

4. **Public Oral and Written Communications**

- Kelly Abreu (*private citizen*): Made several comments related to the EagleView Pictometry pictures of Alameda County. He expressed dissatisfaction about how the data seems to disappear into a “black hole” and that there is no ability on the part of the City of Fremont or Alameda County to analyze the data. He cited examples in an area east of the Vargas Plateau Regional Park, a creek in Palomares Canyon (unincorporated Alameda County), and an ACWD water reclamation project in Niles Canyon.
- Sean O’Brien (ITD, Alameda County, GIS Project Manager). Cannot speak to the deficiencies of the Pictometry production. The County is trying to arrange for the last flight online and expects issues to be detectable by then.

5. Report of Secretary

5.1 Update on JPA Projects

Action by Board: Information Only. No action is required.

5.2 Review of Fiscal Year 2020/21 Budget

Action by Board: Information Only. No action is required.

5.3 Demonstrations

Action by Board: Information Only. No action is required.

6. Report of Treasurer/Controller

6.1 Financial Report

Finance Director David Persselin provided a brief summary of the fund balance outlined in Attachment B.

Action by Board: No action is required.

7. Action Items – General Business Matters

7.1 Election of Chair and Vice-Chair of the Joint Powers Authority

Recommendation: The Board is to take the following actions.

- Conduct election of Chairperson
- Conduct election of Vice-Chairperson
- Adopt Resolution (Attachment C) certifying the election of the Chairperson and Vice-Chairperson.

Action by Board: Election of Tom Handley for Chairperson.

MOTION	2 ND	NAME	AYES	NOS	ABSTAIN	ABSENT
●		Alameda County Water District – Director Paul Sethy	●			
		City of Fremont – Chief Technology Officer Sanford Taylor	●			
	●	City of Newark – Mayor Al Nagy	●			
		Union Sanitary District – Director Tom Handley	●			

Action by Board: Election of Al Nagy for Vice-Chairperson.

MOTION	2 ND	NAME	AYES	NOS	ABSTAIN	ABSENT
●		Alameda County Water District – Director Paul Sethy	●			
		City of Fremont – Chief Technology Officer Sanford Taylor	●			
		City of Newark – Mayor Al Nagy	●			
	●	Union Sanitary District – Director Tom Handley	●			

Action by Board: Adopt Resolution No. 59 (Attachment C) certifying the election of the Chairperson and Vice-Chairperson.

MOTION	2 ND	NAME	AYES	NOS	ABSTAIN	ABSENT
●		Alameda County Water District – Director Paul Sethy	●			
		City of Fremont – Chief Technology Officer Sanford Taylor	●			
		City of Newark – Mayor Al Nagy	●			
	●	Union Sanitary District – Director Tom Handley	●			

7.2 Approval of FY 2021/22 Budget

Recommendation: Adopt a Resolution (Attachment D) approving the Budget for FY 2021/22 as shown in Exhibit A. This resolution includes language that clarifies that the Secretary has the authority to transfer funds between line items and to execute contracts with vendors for the approved budget items.

Action by Board: Adopt Resolution No. 60 (Attachment D) approving the Budget for 2021/22.

MOTION	2 ND	NAME	AYES	NOS	ABSTAIN	ABSENT
●		Alameda County Water District – Director Paul Sethy	●			
		City of Fremont – Chief Technology Officer Sanford Taylor	●			
	●	City of Newark – Mayor Al Nagy	●			
		Union Sanitary District – Director Tom Handley	●			

7.3 Resolution Honoring Vinnie Bacon for Distinguished Services

Recommendation: Adopt a Resolution (Attachment E) certifying Vinnie Bacon's distinguished services.

Action by Board: Adopt Resolution No. 61 (Attachment E) approving the official recognition and appreciation for services for continuously serving as a Director of this Authority from May 2015 to May 2020.

MOTION	2 ND	NAME	AYES	NOS	ABSTAIN	ABSENT
●		Alameda County Water District – Director Paul Sethy	●			
		City of Fremont – Chief Technology Officer Sanford Taylor	●			
	●	City of Newark – Mayor Al Nagy	●			
		Union Sanitary District – Director Tom Handley	●			

7.4 Adopting Resolution No. 62 Honoring Cathy Nelson for Distinguished Services

Recommendation: Adopt a Resolution (Attachment F) certifying Cathy Nelson's distinguished services.

Action by Board: Adopt Resolution No. 62 (Attachment F) approving the Authority's appreciation for services rendered for continuously serving as a member of the Authority since its formation in April 2000 until her retirement in July 2021.

MOTION	2 ND	NAME	AYES	NOS	ABSTAIN	ABSENT
●		Alameda County Water District – Director Paul Sethy	●			
		City of Fremont – Chief Technology Officer Sanford Taylor	●			
		City of Newark – Mayor Al Nagy	●			
	●	Union Sanitary District – Director Tom Handley	●			

8. Director Comments:

- Alameda County Water District – Director Paul Sethy:
Shared information on two presentations by the Washington Township Historical Society on the Historic California Nursery.
- City of Fremont – Chief Technology Officer Sanford Taylor:
No Comment.
- City of Newark – Mayor Al Nagy:
Recognized the existence of a historic Pepper Tree on the Alviso Homestead.
Thanked Staff for all their work.
- Union Sanitary District – Director Tom Handley:
Commented that GIS has evolved tremendously and thanked staff for their progress and work.

9. Date and Place of Next Meeting:

The next meeting is scheduled to be held at the Union Sanitary District Offices on May 18, 2022, at 6:00 p.m.

10. Adjournment:

The meeting was adjourned by Chairperson Paul Sethy at 7:58 P.M.

ATTACHMENT B

Southern Alameda County Geographic Information System Authority		
Balance Sheet as of 06/30/2021		
BALANCE SHEET		
Cash & Investments		58,917.51
Accounts Receivable		22,423.11
Total Assets		81,340.62
Accounts Payable		-
Other Liabilities		-
Payroll Payable		-
Fund Balance		81,340.62
Total Liabilities & Fund Balance		81,340.62

Southern Alameda County Geographic Information System Authority		
Income Statement as of 6/30/2021		
INCOME STATEMENT		
Revenues:		
Interest Income		653.99
Unrecognized Gains/Loss		(329.26)
Revenue from Current Services		109,281.70
Total revenue		109,606.43
Expenditures:		
Salary-General		28,590.68
Contractual/Professional Services		61,930.26
Software Support		18,760.74
Total Expenditures		109,281.68
Excess Revenue over Expenditures		324.75
Beginning Fund Balance (7/01/2020)		81,015.87
Ending Fund Balance as of 06/30/2021		81,340.62

ATTACHMENT B (continued)

Southern Alameda County Geographic Information System Authority	
Balance Sheet as of 04/30/2022	
BALANCE SHEET	
Cash & Investments	52,738.36
Accounts Receivable	-
Total Assets	52,738.36
Accounts Payable	-
Other Liabilities	-
Payroll Payable	-
Fund Balance	52,738.36
Total Liabilities & Fund Balance	52,738.36

Southern Alameda County Geographic Information System Authority	
Income Statement as of 04/30/2022	
INCOME STATEMENT	
Revenues:	
Interest Income	246.01
Unrecognized Gains/Loss	(419.00)
Revenue from Current Services	9,781.86
Total revenue	9,608.87
Expenditures:	
Salary-General	13,916.13
Contractual Services	22,600.00
Software Support	1,695.00
Total Expenditures	38,211.13
Excess Revenue over Expenditures	(28,602.26)
Beginning Fund Balance (6/30/21)	81,340.62
Ending Fund Balance as of 04/30/2022	52,738.36

ATTACHMENT C

DRAFT

RESOLUTION NO. 63

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTHERN ALAMEDA COUNTY GEOGRAPHIC INFORMATION SYSTEM AUTHORITY CERTIFYING THE ELECTION OF A CHAIRPERSON AND VICE-CHAIRPERSON

WHEREAS, a Joint Powers Agreement for the formation of the Southern Alameda County Geographic Information System Authority was executed on April 27, 2000; and

WHEREAS, Section 2.5.1 of said Joint Powers Agreement provides that the Board of Directors of the Authority shall annually elect a Chairperson and Vice-Chairperson.

NOW, THEREFORE, BE IT RESOLVED that the Chairperson elected at the May 18, 2022 meeting of the Authority is _____, and the Vice-Chairperson elected is _____.

ADOPTED by the Board of Directors of the Southern Alameda County Geographic Information System Authority at its meeting held May 18, 2022, by the following vote, to wit:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

ATTEST:

Chairman

Secretary

ATTACHMENT D

DRAFT

RESOLUTION NO. 64

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTHERN ALAMEDA COUNTY
GEOGRAPHIC INFORMATION SYSTEM AUTHORITY ESTABLISHING A PROGRAM
BUDGET FOR FISCAL YEAR 2022/23**

WHEREAS, a Joint Powers Agreement for the formation of the Southern Alameda County Geographic Information System Authority was executed on April 27, 2000; and

WHEREAS, Section 3.2 of said Joint Powers Agreement provides that the Board of Directors of the Authority shall adopt a budget of appropriate expenses.

NOW, THEREFORE, BE IT RESOLVED that the budget attached to this resolution as Exhibit A is hereby adopted for Fiscal Year 2022/23.

BE IT FURTHER RESOLVED that members of the Authority are liable for payment of costs incurred under that budget according to the provisions of Section 3.5 et seq. of the Joint Powers Agreement.

BE IT FURTHER RESOLVED that the Authority Secretary is authorized to administratively transfer funds between line items.

BE IT FURTHER RESOLVED that the Chairperson and Authority Secretary are authorized to execute contracts with vendors for the services and amounts identified in the budget, subject to the administrative transfer of funds between line items.

ATTACHMENT D (continued)

DRAFT

RESOLUTION NO. 64

ADOPTED by the Board of Directors of the Southern Alameda County Geographic Information System Authority at its meeting held May 18, 2022, by the following vote, to wit:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

ATTEST:

Chairman

Secretary

ATTACHMENT D (continued)

DRAFT

RESOLUTION NO. 64

EXHIBIT A

FISCAL YEAR 2022/23 BUDGET

Item	Amount Allocated
Application Development	
eGIS Migration to Geocortex – ACWD and City of Newark sites	\$20,000.00
Hosted Basemap / Aerial Web Services	
Bing Maps	\$4,540.56
System Maintenance	
ArcGIS Server Staff Support	\$5,000.00
Alameda County	
Pictometry Enhanced Aerial Photography	\$22,600.00
Administration	
Project Management	\$5,000.00
Landbase	
Workflow process programming upgrade	\$20,000.00
Basemap and Data Maintenance	
Staff Labor	\$20,000.00
Commercial Data Providers	\$7,000.00
Contingency	
Miscellaneous	\$20,000.00
TOTAL BUDGET	\$124,140.56