**Southern Alameda County
Geographic Information System Authority
Meeting Agenda and Report
Wednesday, May 20, 2020**

General Order of Business

1. Call to Order – 6:00 pm
2. Roll Call
3. Consent Calendar
4. Public Oral and Written Communications
5. Report of Secretary
6. Report of Treasurer

7. Action Items
8. Director Comments
9. Date and Place of Next Meeting
10. Adjournment

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 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 Secretary/City of Fremont GIS Manager at (510) 494-4831 or JLeon@fremont.gov.

SACGISA Board	SACGISA Staff
ACWD – Paul Sethy	**ACWD** – Ariz Naqvi, Cathy Nelson, Ed Stevenson
Fremont – Vinnie Bacon	**Fremont** – John Leon, Bronwen Lacey, David Persselin, Ruby Wun, Ron Chan, Sanford Taylor
Newark – Al Nagy	**Newark** – Soren Fajeau
USD – Manny Fernandez	**USD** – Raymond Chau, Sami Ghossain, Mohammad Ghoury, Christopher Pachmayer, Richard Scobee, Robert Simonich

PUBLIC MEETINGS DURING THE COVID-19 VIRUS EMERGENCY

Public Participation:

In accordance with Executive Orders N-25-20, N-29-20, and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. The Order will be addressed in the following ways: Members of the public may not physically attend the meeting at Alameda County Water District, Multi-Purpose Room, 43885 South Grimmer Blvd Fremont, CA 94538. The annual Southern Alameda County Geographic Information System Authority (SACGISA) JPA Board Meeting scheduled for May 20, 2020 can be viewed via a Zoom Webinar session. Members of the public may participate in the meeting remotely through an electronic meeting in the following ways; by either joining the electronic meeting at https://zoom.us/j/94606515505 and enter Meeting ID: 946 0651 5505 or by calling in (833) 430-0037 and enter Meeting ID: 946 0651 5505#. Public comment for Board will be accepted via email to JLeon@fremont.gov. Please type "SACGISA JPA Board Meeting Comment" in the subject line to properly identify your request. Members of the public participating in the electronic meeting wishing to speak may do so during public comment by raising your hand to request to speak and by phone using *9 to request to speak.

The meeting will begin at 6:00 pm PST. Whether you participate online or by phone, you may wish to "arrive" early so that you can address any technology questions prior to the start of the meeting. When prompted, download and run the Zoom software on your computer. If you have not used Zoom on your computer before you may want to join the call 15 minutes early to test your configuration. Someone will be in the conference at that time to help you.

If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act ("ADA") or if you do not have access to email or the internet, please contact John Leon, SACGISA Secretary/City of Fremont GIS Manager at JLeon@fremont.gov or (510) 494-4831 at least 48 hours prior to this meeting for assistance. If you use email to contact us, please type "SACGISA JPA Board Meeting ADA Request" in the subject line to properly identify your ADA request.

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 2019/20 Budget**

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   **Adoption of Budget for Fiscal Year 2020/21 (Attachment D)**

8.   **Director Comments**

9.   **Date and Place of Next Meeting**

10. **Adjournment**

5.1   UPDATE ON JPA PROJECTS

- **JPA**

  - **Update with Union City**

    On February 13, 2020, the SACGISA Operating Committee extended an email invitation to Union City to attend the SACGISA JPA Board meeting. The invitation included a request to let us know how many people would be showing up from Union City in order to ensure proper seating and attendance cards. To date, Union City has not responded.

  - **Pictometry**

    Discussions are being held with the Alameda County and EagleView to obtain an update of the Pictometry imagery covering the Tri-City area. Pictometry is an aerial image that shows an overhead and side views of buildings and ground locations. It is a tool used frequently by the agencies along with a change detection function between Pictometry aerials of different date vintages, building outlines and pool finder service. Pictometry is an essential component to Fremont's Wildland Urban Interface Map.

  - **eGIS Migration to Geocortex**

    The new GIS application (eGIS) on the Geocortex platform is in the User Acceptance Testing phase and near completion. Fremont will implement a public site as well as and a City Staff site. In addition, the existing eGIS site used by the City of Newark and Alameda County Water District (ACWD) will be updated to the Geocortex application platform. Because the Geocortex application provides a great deal of added functionality over the existing eGIS based on Flex, training of staff will be provided to staff of Fremont, Newark and ACWD by the Fremont GIS staff. Instructions will be provided online for the public site.

- **ACWD**

  - **Implementation of Cityworks PLL (Permitting, Land and License)**

    ACWD is in the process of implementing PLL for the Development Services Division. The goal of the project is to improve workflow processes and eliminate the use of multiple spreadsheets and the custom legacy software utilized for managing customer requests for new and modified water services. When implemented, it is expected that that projects in Cityworks PLL will automatically generate appropriate Workorders in Cityworks AMS for completion by field staff without the need to route Workorders and associated paperwork for these construction projects.

  - **Cityworks Upgrade**

    In order to take advantage of new functionality in PLL, we are currently in the process of upgrading our Cityworks environment to 15.5.

  - **ArcGIS Upgrade**

    Although our current version, ArcGIS 10.5, is compatible with Cityworks 15.5, the decision was made to upgrade ArcGIS to 10.7.1. This version is on a longer support cycle so future software upgrade frequency can be reduced.

- o **Water Supply Assessment Verification**

The Water Supply Division is using GIS to track water consumption in different areas to verify if initial assessment was in line with actual consumption. Recently, residential water consumption has been higher because of the current shelter in place directive, but prior year's consumption data can be utilized to get a more realistic picture.

- **Fremont**

  - o **GIS and 2020 Census**

In preparation for the 2020 Census which began on April 1, 2020, GIS had been reviewing and correcting existing Census (LUCA) address and street data covering Fremont area for the US Census Bureau since early last year. In addition to the review, information on new addresses and new streets was provided as well as the adjustment or correction of Census Tract and Census Block Group boundaries. The following is a summary of the work GIS performed for the 2020 Census:

    - **Local Update of Census Address Operation (LUCA)**

Early last year, GIS reviewed the U.S. Census Bureau's residential address list through the LUCA program. Of the 75,928 original LUCA addresses, approximately 2,647 LUCA addresses were identified as needing corrections due to major and/or minor errors. Also, approximately 4,563 new addresses were submitted for inclusion along with the request for the deletion of 2,334 non-valid LUCA addresses. In addition, corrections on 487 existing Census street records were provided along with information for the addition of new streets (i.e., 727 records).

    - **LUCA Appeal Program**

Through the LUCA Appeal Program conducted last September, GIS had the opportunity to respond on 87 addresses which the Census Bureau had proposed to delete from Fremont's LUCA address list. Of these addresses, approximately 20 addresses were appealed and 24 were part of the New Construction Program to be added in. Because the remaining 43 addresses were either rescinded, non-residential, for vacant property, non-valid, or not within Fremont, they were not appealed. The Census Bureau has not yet responded back on the requested appealed addresses.

    - **Participant Statistical Areas Program (PSAP)**

Early this year, approximately 16 corrections were submitted to correct existing Census Tract boundaries to ensure that the boundaries lie along streets/parcel lines and so that an entire development would be contained within the same Census Tract.   Corrections also included the creation of new Census Block Groups for new residential developments (i.e., such as Lennar, Toll Brothers, etc.).

    - **New Construction Program**

Under the New Construction Program, only those units which are expected to be completed by Census Day, April 1, 2020 can be included. On this basis, address information on 2,069 additional new residential units was submitted for inclusion last month.

      o   **Homeless Navigation Center**

GIS provided support to City Staff, led by Cliff Nguyen, who were tasked to find potential suitable locations for a Homeless Navigation Center. Maps and site analysis information on more than 450+ City-owned property locations were provided. Using criteria determine by Cliff's team, ten locations on City-owned property and one location on private property were profiled and presented to City Council.

Locations included Decoto Rd Surplus Property, vacant space adjacent to Niles Town Plaza, Future Pacific Commons Sports Park, Future Palm Park site, Isherwood Surplus Property, vacant space near Mission Blvd and Sullivan Underpass, rear parking lot of City Hall, Maintenance Center parking lot, Washington Grade Separation remnant parcels, Weibel Open Space, and Niles Discovery Church vacant space.

      o   **Enterprise GIS upgrade**

GIS has upgraded and expanded its entire system architecture to ESRI's enterprise GIS 10.6.1 from ArcGIS Server 10.2.2. The current GIS system was operating at a level of efficiency and capacity that met the present requirements of the organization. However, there is a great need to look progressively into the short-term and long-term future that envisions and anticipates a greatly increased demand of the GIS resources by multiple departments, staff and business systems such as Accela and CRM. The upgraded system architecture provides sustainability and scalability needed to meet the demands of current and future GIS program. Once Windows 10 has been fully deployed, staff using GIS software will be upgraded to ArcGIS Pro/ArcMap 10.6.1.

      o   **GIS integration with Customer Relationship Management (CRM) Systems**

      •   **City CRM**

As part of the City CRM program, Rock Solid Technologies was selected to develop a desktop and mobile application for use by the public and staff to enable the reporting of issues/concerns related to potholes, street lights and trees. The resulting application relies a great deal on GIS data layers provided by GIS to help identify the locations of concern.

      •   **Tree Inventory and Canopy Assessment**

GIS is in collaboration with Landscape Architecture in reviewing the quality and mapping the data captured by PLANIT GEO. To date, PLANIT GEO has collected over 18,000 trees. This is approximately 20% of the total amount anticipated to be collected throughout the City of Fremont. Once completed, the tree inventory will become available to the rest of the City user on the new eGIS Geocortex and ArcGIS Online applications.

      •   **Parks and Recreation Master Plan**

The purpose of the Master Plan is to learn about Fremont's growing population and what they would like to see offered by Parks and Recreation Services. The goal of the Master Plan is to provide clear guidance on how to meet the demands for future recreational, programming, environmental, and maintenance needs, as well as to establish priorities for facility improvements, future park development, and land acquisitions. In coordination with Parks and Landscape Architecture GIS provided layers to WRT in order to collect and inventory all City Park facilities.

     o **GIS Strategic Plan**

A GIS Strategic Plan is a document which defines the technical and business objectives of a GIS Program. Its purpose is to be a guidepost by which to assess whether individual tactical initiatives are consistent with the overall strategy of an organization in respects to its use of geospatial technology. Such a plan would outline both short-term to long-term actions/strategies for a schedule spanning up to a four to five-year period. A GIS Strategic Plan has never been developed for the Fremont program. Because the need for GIS services has increased exponentially since its inception as well as the increasing need to ensure that it is in alignment with the overall goals of ITS, GIS sees that now is the time a Strategic Plan is prepared. It is planned to include in a request for monies in a future budget if monies cannot be set aside in the 2020-2021 budget to hire consultants for its preparation.

     o **GIS in participation with the Emergency Operation Center**

     • **Public Safety Power Shutoff**

On October 9, 2019, the City of Fremont's Emergency Operation Center was activated to monitor the potential PG&E Public Safety Power Shutoff (PSPS). At that time, the City of Fremont had approximately 5,000 residences and business that could be affected by the potential power shutoff. The northeastern parts of Fremont, including Niles, Canyon Heights and the Cherry/Guardino area were the primary neighborhoods impacted in Fremont. Over the span of 7 weeks, multiple PG&E activations occurred that impacted the Fremont community.

While PG&E had provided an online app to allow residents to determine if they would be impacted by the power shutoff, many found it difficult to access the site and found PG&E's website unresponsive and inaccessible. To provide the community with an alternative, GIS created an online app which allowed residents to perform an address search to determine if they were inside or outside of the Power Shutoff Zone. Having this app served to be invaluable since it provided a much easier access to the same information shown on PG&E's website.

     • **Access to CalOES GIS datasets and Operations Dashboard**

CalOES shared and granted access to GIS datasets and Operations Dashboard maintained by the State. This will be used at our EOC during an event to monitor County and State levels activities.

     • **ArcGIS Online for Public Safety activated**

GIS activated the Public Safety ArcGIS Online for use by Fire and Police. Single Sign On (SSO) was implemented so fire personnel can login with their City network credentials. GIS will be enabling GIS datasets, apps and operations dashboard for use strictly for Public Safety events. On April 1, GIS activated the Disaster Response Program with ESRI in preparation for any COVID-19 work. This allows Fremont to gain access to GIS datasets (such as census data, demographics, business information, aerial imagery, etc.) that are normally available at a premium level pricing for free for 6 months.

     • **COVID-19 Testing Center maps, mobile app and Operations Dashboard**

On April 3, 2020, the City of Fremont opened a COVID-19 Testing Center located at the Fremont Tactical Training Center on 7200 Stevenson Blvd. The Testing Center was

designed for those who are sick, first responders, as well as front line healthcare personnel with recent suspected exposures to the novel coronavirus. Drive thru only and walk-ups were not permitted. At the request of Fremont Fire Department on March 27, GIS began preparing maps for Public Safety personnel to be used at the Testing Center, Command Center and Fire Administration. The 1st map was large size aerial view of the Testing Center facility layout, the 2nd map was a large size overview route map to the site and the 3rd map was a handout version of the 1st map. GIS developed a mobile application and Operations Dashboard that is used at the Testing Center, Mobile Unit, Command Center and Fire Administration to display statistics. The Operations Dashboard enabled Fire Administration to provide statistics to the Alameda County Public Health Department on a weekly basis.

- o **Email Notification Mailing Addressing Documents**

Email notification of Fremont's addressing documents to interested agencies will begin on July 1, 2020. This is to replace the traditional paper distribution. The applicant will be the only receipt of the paper copy. During this intervening time, the interested agencies are being mailed information of new notification process as well as instructions on how they can register their contact information online. The addressing documents will continue be available on the GIS Addressing Projects web site located at http://gis.ci.fremont.ca.us/addr/addr_proj.cfm.

- o **Age Friendly Action Plan**

The Human Services Department, through its Aging and Family Services Division is developing an action plan to help Fremont become and Age Friendly Community in alignment with 8 Domains (Livability Index for older adults) established through the World Health Organization. Focus group sessions and a community meeting was held to obtain input from older adults in the Fremont Community about current needs of the residents and their vision for the future.

GIS was able to identify a number of action items/products which it can provide towards the goal of an Age Friendly Community. One item is as an interactive map which would provide online information showing locations of shopping center locations, transit (i.e., BART, bus routes/stops, bicycle routes, recreational trails, etc.), business (i.e., services, retail, and medical). The application would link to their respective Councilmember of their district and city facility locations to city websites covering community services. Other items are static (PDF) maps of bikeways, recreational trails/parks, shopping center locations, neighborhood areas throughout the City, City facilities, etc. Some of these items are already available on the City's website. The design and release of the interactive map is pending the Geocortex rollout.

- o **STiR Program and Story Maps**

The Startup in Residence (STiR) Program was established to connect government agencies with startups and scale-ups to co-create new technology solutions that address civic challenges. GIS is participating in such a challenge with a proposal for the creation of three ArcGIS online interactive mapping tools referred to as Story Maps. The purpose of a Story Map is to combine interactive maps with narrative text, images and multimedia content to create informative and user-friendly web apps. The apps will be focused on City Council Districts and Parks/Recreation services and locations as well as City Landmarks and Historical Locations. The purpose of the Story Maps is to provide website visitors with

– 9 –

more accessible and mobile-friendly information about the City's services, resources and history.

     o **Small Cell License Project**

As wireless service providers seek to expand 4G and 5G networks across the country with the use of small cell technology (i.e., a small antenna, radio, and other accessory equipment), the City of Fremont instituted a Master License Agreement (MLA) agreement with the wireless providers which allow the placement of small cells facilities on City owned and operated street lights, excluding historic district and decorative light poles.

The deployment of small cell facilities will improve the speed and reduce gaps in data coverage for our community, as well as contribute to reducing blight in public spaces by ensuring no additional poles are constructed in the public right-of-way.

GIS collaborated with Engineering to design the database and the Accela Permitting screen used in the license review process. An automated workflow was developed to access the data periodically from Accela to refresh the data for the mapping application to be used by the public, vendors and City Staff. The mapping application will be designed to filter by Wireless Provider and the permit status of each pole being licensed for use as a small cell site.

     o **Council District Locator App - updates**

The Council District Locator App was developed in 2018 when Fremont began its District based elections. The Locator app was designed to tell citizens which district they are located in and when that district is up for election. With the November 2020 election approaching, the Locator App is scheduled to be updated accordingly. District 1 (Northwest portion), District 5 (South portion) and District 6 (Central south portion) will each elect a City Councilmember, and all voters will decide the Mayor's position.

     o **Drone2Map**

Drone2Map is a product by ESRI for ArcGIS which streamlines the creation drone-captured imagery. It allows for in-field image processing enabling the verification of drone coverage and image quality. With Drone2Map, image processing routines can be automated so that 2D and 3D products can be produced for analysis and visualization. GIS is working with the Fire Department and the Police Department to explore this product which is a useful tool for emergency service and first responders.

     o **GIS in coordination with Fremont Fire Department**

        ▪ **Field collection with DART Mobile App**

DART (Damage Assessment Routing and Targets) Mobile App was originally developed for the Fremont Fire Department. It has been expanded to include the Fremont Police Department. The Esri Survey123 mobile application was developed to provide valuable information such as hazards and district assessment routes to public safety personnel (i.e., Fire and Police Departments). A first responder can "triage" or assess an area in real-time by documenting the location of hazards and damage through a mobile app on their mobile devices and on their desktop computers so that they can monitor activity in real time. Based on the collected information, decisions are made to determine where and how resources are distributed. Since its implementation, public safety personnel have found it to be a useful tool to also collect real-time information on while in the field.

Routes: Assessment routes for each Fire District where the route starts and ends at a fire station. There are 11 fire stations.

Targets: Locally defined locations that pose specific risks to occupants and emergency responders. Targets are classified by the Fremont Fire Department into four categories, which are Chemical Hazard, Economic Hazard, Infrastructure Hazard and Life Safety Hazard.

- **Online Interest Card Form and Operations Dashboard**

The Fremont Fire Department continually seeks to recruit only the most highly skilled and motivated candidates for the challenging position of Firefighter / Paramedic. As part of its recruitment efforts, the Department frequently visits college campuses and community special events. To assist them in their endeavors, GIS created an online interest card form for the interested candidate to provide information on their interest and an Operations Dashboard which utilizes that information to provide candidate analytics on likely candidates.

- **Fire Site Plan upgrade**

A Fire Site Plan (or also known as an Emergency Response Plan) is used by the Fire Department. A typical Fire Site Plan shows the floor plan of a structure along with its addresses such as unit numbers if it is an apartment complex. It also contains information and location of all fire facilities required for the development (i.e., fire hydrants, shut-off valve, meters, etc.). A Fire Site Plan is required for multi-family residential complexes both condominium and apartments, commercial/industrial developments, schools, and some public facilities (i.e., BART Stations, large public parks, etc.).

The current Fire Site Plan process has been in use since 2012 using a manual process of data conversion and migration to the internal GIS data library. The process is very time consuming and requires a fair amount of editing to prepare it for use to either update an existing fire site plan or to create a new fire site plan. The Fire Site Plan update process needed a new methodology for the conversion and migration of new data obtained from a digital submittal AutoCAD file provided by the applicant. Using new technology would help increase efficiency and reduce the amount of time needed to prepare new data. The new data would be utilized to update existing or create new fire site plan.

- **Emergency Evacuation Planning**

- **Fremont Hillside Evacuation Plan**

To prepare for future fire seasons, Fremont Fire convened a Hillside Wildfire Evacuation Planning Group consisting of representatives of Fire, Police, Human Services, Public Works, Transportation, Maintenance and GIS. Individuals from other departments are included as needed. The purpose of the group is to first define evacuation areas and routes as well as the location/size of the population residing in the area.

GIS helped define the extent and scope of the evacuation areas based on the criteria outlined by the group (i.e., residential population and transportation routes). GIS also developed an online map showing the major transportation routes, residential areas (by address location), schools, care facilities and city facilities (i.e., fire stations, police station,

parks and community centers) with detailed data on the locations. The purpose of the online map is to assist in disaster planning such as a hillside fire.

- ▪ **Alameda County Evacuation Task Force**

With the large wildfires that was occurring throughout the state in recent years, Alameda County Fire established a task force to develop early evacuation warning measures for the public within the County. Participants in the task force range comprise of representatives from GIS, Fire, Public Works and Law Enforcement of the different cities (i.e., especially Oakland, Pleasanton, Hayward, Berkeley as well as Fremont). The role of GIS for the respective cities is to assist in the development of evacuation areas for their jurisdiction which will be combined into one which covers the entire county. This information will be useful in the event a County-wide response is needed.

- • **Newark**

  - o **ArcGIS Upgrade**

Staff is still evaluating an upgrade of the in-house ESRI software package to ArcGIS 10.7.x. in the next fiscal year. This may include licensing modifications to allow for an increased number of users. With new staff additions in Information Systems and Community Development, there is increased interest in developing new GIS applications and data sets.

  - o **Old Town Newark Specific Plan – Streetscape/Project Schematic Design**

The City is nearing completion of a specific plan for the City's Old Town area along the Thornton Avenue corridor that would include a streetscape design and overall project schematic design. As part of this effort, the City's GIS data will be utilized to examine demographics, provide an inventory of existing public and private infrastructure, evaluate options for various public and private improvements and provide the basis for all mapping associated with the specific plan and accompanying schematic designs.

  - o **Updated Public Infrastructure Layers**

With the continued level of development activity, staff is working on updates to various City GIS infrastructure layers, including street light, traffic signal, and storm drain infrastructure. Part of this effort will also include capturing fiber optic facilities within the public right-of-way.

  - o **ArborPro Citywide Tree Inventory and Database**

The City is in the process of updating its street and park tree inventory within its ArborPro database. This database captures ongoing tree placement, removals, pruning and other related activities and is a critical tool for the City's Landscape-Parks Division. Updated GIS data is a valuable component for maintaining a robust and accurate tree inventory.

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

Wireless service carriers have expressed interest in finalizing licensing agreements for the future installation of 4G and 5G small cell technology on vertical public infrastructure, primarily joint utility poles and City-owned street lights. The City's GIS is being utilized to help carriers identify potential locations for future near-term and longer-term placement of their small cell technology. Formalized agreements are anticipated within the next several months and the City's GIS will help assist with the permitting process to ensure a level playing field between individual carriers for the finite number of desired installation locations available.

- o **Stormwater Program – Trash Capture Devices/Treatment Systems**

Staff continues to utilize the 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 storm drain maintenance will continue to be tracked in the GIS and coordinated with the Alameda Countywide Clean Water Program.

- o **Mapping and Exhibit Preparation**

Staff continues to utilize the GIS to prepare maps and other exhibits for in-house and outside customers. New staff members in other departments have expressed an interest in direct access to the City's GIS for application development and mapping/exhibit preparation.

- **USD**

  - o **Plant GIS Geocortex Viewer**

Migration of the USD Treatment Plant GIS from a legacy custom web application to a Geocortex application is nearly completed. Implementation had to overcome several technical challenges reproducing some features from the custom application such as the Dig Here tool and the Layer Catalog.

  - o **ArcGIS Enterprise**

USD has implemented the Esri ArcGIS Enterprise Platform including Portal for ArcGIS and ArcGIS Data Store. The Enterprise platform is being utilized to extend the existing GIS with new solutions such as the FOG Inspection Mobile Solution, the Construction Permit Field Map Application, and the CIP Contractor Staging Area Map Application.

  - o **FOG Inspection Mobile Solution**

USD will soon be pilot testing a solution that utilizes the ArcGIS Enterprise platform to integrate an Esri Survey123 mobile application for field inspections with the USD Environmental Compliance Team's iPACS Database system. The first field inspection to be pilot tested will be for the FOG (Fats, Oils, and Grease) pretreatment program. Then the solution will be expanded to include many of the other field inspections in the iPACS system that are still currently conducted using pen and paper inspection forms.

  - o **Construction Permit Inspection Field Map Application**

USD has just begun Pilot testing an ArcGIS Enterprise mobile web map application for Construction Permit Inspections. Once Permits have been setup in the USD Permit Tracking System (PTS), they are exported to the ArcGIS Enterprise Web Mapping Application. Inspectors use the web map to verify and update permitted sewer lateral connection locations and add inspection notes. The Customer Service Team is then able to access the current inspection information even while the Construction Inspectors are still in the field.

  - o **CIP Contractor Staging Area Map Application**

During peak construction season at the Alvarado Treatment Plant, the CIP team prepares a PDF of all current and proposed construction projects and their staging areas. This is to

– 13 –

help plant staff identify areas in the Alvarado Treatment Plant that may not be accessible during normal business hours and/or require extra precaution when entering a specific area. The PDF has served its purpose, but the primary issue has always been that the map doesn't stay as current to the changing conditions in the field. To create and update the PDF with the current process can take some back and forth with the project managers to ensure all areas of the plant are marked and attributed correctly.

GIS staff decided to improve the process of how the staging areas are shown and more importantly keeping plant staff informed to the changes being made. USD will use a web app solution that can be accessed by any mobile device or desktop and Project Managers can directly update this information from their desk or from the field. Resulting in a dynamic way of tracking construction projects and having data that is live and more accurate than a PDF.

- o **Collection System CCTV Inspection Field Map Application**

The Collection Services (CS) Team performs 72- and 84-month CCTV inspections routinely. In order to perform these inspections, they require color coded paper maps showing the sewer mains that need to be inspected compared to the ones that don't. The CS Team will take these maps and use them in conjunction with the computers in their CCTV field trucks. This has been a tedious and time-consuming task for both the CS Team and GIS staff, and it was felt that a new solution needed to be looked at which would increase productivity and efficiency.

GIS staff decided to add this as a project to the GIS Masterplan and will look to implement a solution that allows CS Team to use their CCTV truck computers to locate the sewer mains. This will allow the CS Team to have access to GIS in the field while they perform these inspections. Having access to GIS in the field will allow the CS Team to quickly locate the sewer mains that need to be inspected and mark them as completed.

- o **Collection System Hydro Cleaning Field Map Application**

The Collection System (CS) Team performs hydro cleaning of all sewer mains in the collection system on a 72-month cycle. Similar to the CCTV inspection process, the CS Team needs paper maps that show the location of the sewer mains that need to be cleaned. This task has also created a slowdown of productivity and efficiency and needs a new solution.

GIS staff decided to add this as a project to the GIS Masterplan and will look to implement a mobile solution that allows staff to locate the sewer mains in the field. Having access to GIS in the field will allow the CS Team to quickly locate the sewer mains that need to be cleaned and mark them as completed.

RECOMMENDATION:

For information only. No action is required.

5.2   REVIEW OF FY 2019/20 BUDGET

BACKGROUND: Below is a chart outlining the FY 2019/20 budget allocation versus actual expenditures.

Item	Amount Allocated	Amount Spent As of 3/31/2020	Anticipated End of Year Expenditures 6/30/2020
Application Development			
eGIS Migration to Geocortex	$45,000.00		$45,000.00
Hosted Basemap / Aerial Web Services			
Bing Maps	$11,000.00		$15,070.74
System Maintenance			
ArcGIS Server Staff Support	$5,000.00		$2,500.00
Alameda County			
Pictometry Enhanced Aerial Photography	$22,600.00	$22,600.00	$22,600.00
Administration			
Project Management	$5,000.00	$1,462.82	$2,500.00
Basemap and Data Maintenance			
Staff Labor	$20,000.00	$14,560.24	$20,000.00
Commercial Data Providers	$5,000.00	$5,352.76	$5,352.76
Contingency			
Miscellaneous	$20,000.00		$15,000.00
TOTAL BUDGET	**$133,600.00**	**$43,975.82**	**$128,023.50**

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 2020/21 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 2020/21 based upon an analysis of projected costs.

FISCAL YEAR 2020/21 BUDGET

Item	Amount Allocated
Application Development	
eGIS Migration to Geocortex – ACWD and City of Newark sites	$10,000
Hosted Basemap / Aerial Web Services	
Bing Maps	$15,071
System Maintenance	
ArcGIS Server Staff Support	$5,000
Alameda County	
Pictometry Enhanced Aerial Photography	$22,600
Pictometry Building Outlines, Pool Finder and Change Detection	$66,000
Administration	
Project Management	$5,000
Basemap and Data Maintenance	
Staff Labor	$20,000
Commercial Data Providers	$6,000
Contingency	
Miscellaneous	$20,000
TOTAL BUDGET	**$169,671**

RECOMMENDATION:

Adopt a Resolution (Attachment D) approving the Budget for FY 2020/21 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.

*** THIS PAGE INTENTIONALLY LEFT BLANK ***

ATTACHMENT A

DRAFT

MEETING MINUTES

SOUTHERN ALAMEDA COUNTY
GEOGRAPHIC INFORMATION SYSTEM AUTHORITY
MEETING AGENDA
Wednesday, May 15, 2019
6:00 p.m.
City of Newark – George M. Silliman Community Activity Center
6800 Mowry Ave
Newark, CA 94560

DIRECTORS PRESENT: Alameda County Water District – Director Paul Sethy
City of Fremont – Councilmember Vinnie Bacon *(Chairperson)*
Union Sanitary District – Director Manny Fernandez *(Vice-Chairperson)*

ALTERNATES PRESENT: City of Newark – Public Works Director Soren Fajeau

DIRECTORS ABSENT: City of Newark – Mayor Al Nagy

OTHERS PRESENT: none

STAFF PRESENT: Alameda County Water District (Ariz Naqv, Cathy Nelson)

City of Fremont (John Leon, Bronwen Lacey, Mike Sung, Ruby Wun, Ron Chan, and Marilyn Crane)

City of Newark (Soren Fajeau)

Union Sanitary District (Richard Scobee, Mohammad Ghoury, Raymond Chau, Sami Ghossain, Chris Pachmayer, Robert Simonich)

STAFF ABSENT: City of Fremont - David Persselin

1. **Call to Order:** Chairperson Vinnie Bacon called the meeting to order at 6 P.M.

2. **Roll Call**

NAME	PRESENT	ABSENT	LATE (time of arrival)
Alameda County Water District – Director Paul Sethy	●		
City of Fremont – Councilmember Vinnie Bacon	●		
City of Newark – Public Works Director Soren Fajeau	●		
Union Sanitary District – Director Manny Fernandez	●		

3. **Consent Calendar**

   3.1 Approval of Minutes of Last Meeting

   Action by Board: Approve revised minutes of last meeting.

   Revision was made at the request of Director Manny Fernandez to correctly show that he was in attendance.

MOTION	2ND	NAME	AYES	NOS	ABSTAIN	ABSENT
	●	Alameda County Water District – Director Paul Sethy	●			
●		City of Fremont – Councilmember Vinnie Bacon	●			
		City of Newark – Public Works Director Soren Fajeau	●			
		Union Sanitary District – Director Manny Fernandez	●			

4. **Public Oral and Written Communications**

● Kelly Abreu *(private citizen)*: Spoke regarding data flow to Alameda County. GIS is just a tool with no enforcement on the ground and no enforcement of zoning laws (referring to unincorporated areas of Alameda County). Suggests use of GIS to see landfills, etc. Provided examples of areas in the County (i.e., areas not within the Tri-City jurisdiction) of construction occurring in these areas. Stated that City of Fremont Code Enforcement is not investigating or enforcing County building permits. Urged use of GIS in analytics.

5. **Report of Secretary**

   5.1 Update on JPA Projects

   Action by Board: For information only. No action is required

   5.2 Review of Fiscal year 2018 /19 Budget

   Action by Board: For information only. No action is required.

   5.3 Demonstrations

   Action by Board: For information only. No action is required

6. **Report of Treasurer/Controller**

   6.1 Financial Report

   Deputy Finance Director Mike Sung 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 a Resolution (Attachment C) certifying the election of the Chairperson and Vice-Chairperson.

Action by Board: Election of Director Manny Fernandez for Chairperson

MOTION	2ND	NAME	AYES	NOS	ABSTAIN	ABSENT
●		Alameda County Water District – Director Paul Sethy	●			
	●	City of Fremont – Councilmember Vinnie Bacon	●			
		City of Newark – Public Works Director Soren Fajeau	●			
		Union Sanitary District – Director Manny Fernandez	●			

Action by Board: Election of Director Paul Sethy for Vice-Chairperson

MOTION	2ND	NAME	AYES	NOS	ABSTAIN	ABSENT
		Alameda County Water District – Director Paul Sethy	●			
	●	City of Fremont – Councilmember Vinnie Bacon	●			
		City of Newark – Public Works Director Soren Fajeau	●			
●		Union Sanitary District – Director Manny Fernandez	●			

Action by Board: Adopt Resolution No. 55 (Attachment C) certifying the election of the Chairperson and Vice-Chairperson.

MOTION	2ND	NAME	AYES	NOS	ABSTAIN	ABSENT
	●	Alameda County Water District – Director Paul Sethy	●			
●		City of Fremont – Councilmember Vinnie Bacon	●			
		City of Newark – Public Works Director Soren Fajeau	●			
		Union Sanitary District – Director Manny Fernandez	●			

7.2 Adoption of Budget for Fiscal Year 2019/20

Recommendation: Adopt a Resolution (Attachment D) approving the Budget for FY 2019/20 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 56 (Attachment D) approving the Budget for 2019/20.

MOTION	2ND	NAME	AYES	NOS	ABSTAIN	ABSENT
●		Alameda County Water District – Director Paul Sethy	●			
		City of Fremont – Councilmember Vinnie Bacon	●			
		City of Newark – Public Works Director Soren Fajeau	●			
	●	Union Sanitary District – Director Manny Fernandez	●			

8. **Director Comments:**

- Alameda County Water District – Director Paul Sethy:
    Thanked staff for outreach to Union City.

- City of Fremont – Councilmember Vinnie Bacon:
    Thanked all for their efforts.

- City of Newark – Public Works Director Soren Fajeau:
    No Comment.

- Union Sanitary District – Director Manny Fernandez:
    Stated that he enjoyed the demonstration.

9. Date and Place of Next Meeting:

The next meeting is scheduled to be held at Alameda County Water District Offices on May 20, 2020 at 6 p.m.

10. Adjournment:

The meeting was adjourned by Chairperson Vinnie Bacon at 7:30 P.M.

MOTION TO ADJOURN	2ND	NAME	AYES	NOS	ABSTAIN	ABSENT
		Alameda County Water District – Director Paul Sethy	●			
●		City of Fremont – Councilmember Vinnie Bacon	●			
		City of Newark – Public Works Director Soren Fajeau	●			
	●	Union Sanitary District – Director Manny Fernandez	●			

City of Fremont Southern Alameda County Geographic Information System Authority Balance Sheet as of 06/30/2019	
BALANCE SHEET	
Cash & Investments	60,889.66
Accounts Receivable	18,440.40
Total Assets	**79,330.06**
Accounts Payable	-
Other Liabilities	-
Payroll Payable	-
Fund Balance	79,330.06
Total Liabilities & Fund Balance	**79,330.06**

City of Fremont Southern Alameda County Geographic Information System Authority Income Statement as of 6/30/2019	
INCOME STATEMENT	
Revenues:	
Interest Income	1,046.74
Unrecognized Gains/Loss	1,043.21
Revenue from Current Services	65,549.81
Total revenue	**67,639.76**
Expenditures:	
Salary-General	23,205.45
Contractual/Professional Services	40,545.61
Software Support	1,798.75
Total Expenditures	**65,549.81**
Excess Revenue over Expenditures	**2,089.95**
Beginning Fund Balance (7/01/2018)	77,240.11
Ending Fund Balance as of 06/30/2019	**79,330.06**

City of Fremont Southern Alameda County Geographic Information System Authority Balance Sheet as of 04/30/2020	
BALANCE SHEET	
Cash & Investments	46,721.19
Accounts Receivable	33,471.10
Total Assets	80,192.29
Accounts Payable	-
Other Liabilities	-
Payroll Payable	-
Fund Balance	80,192.29
Total Liabilities & Fund Balance	80,192.29

City of Fremont Southern Alameda County Geographic Information System Authority Income Statement as of 04/30/2020	
INCOME STATEMENT	
Revenues:	
Interest Income	862.24
Revenue from Current Services	44,464.16
Total revenue	45,326.40
Expenditures:	
Salary-General	16,511.41
Contractual Services	25,012.76
Software Support	2,940.00
Total Expenditures	44,464.17
Excess Revenue over Expenditures	862.23
Beginning Fund Balance (7/01/2019)	79,330.06
Ending Fund Balance as of 04/30/2020	80,192.29

ATTACHMENT C

DRAFT

RESOLUTION NO. <u>57</u>

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 20, 2020 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 20, 2020, by the following vote, to wit:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

ATTEST:

_____   _____
           Chairman   Secretary

ATTACHMENT D

DRAFT

RESOLUTION NO. 58

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTHERN ALAMEDA COUNTY GEOGRAPHIC INFORMATION SYSTEM AUTHORITY ESTABLISHING A PROGRAM BUDGET FOR FISCAL YEAR 2019/20

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 2020/21.

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.

DRAFT

RESOLUTION NO. <u>58</u>

ADOPTED by the Board of Directors of the Southern Alameda County Geographic Information System Authority at its meeting held May 20, 2020, by the following vote, to wit:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

ATTEST:

_____   _____
              Chairman   Secretary

DRAFT

RESOLUTION NO. 58

EXHIBIT A

FISCAL YEAR 2020/21 BUDGET

Item	Amount Allocated
Application Development	
eGIS Migration to GeoCortex – ACWD and City of Newark sites	$10,000
Hosted Basemap / Aerial Web Services	
Bing Maps	$15,071
System Maintenance	
ArcGIS Server Staff Support	$5,000
Alameda County	
Pictometry Enhanced Aerial Photography	$22,600
Pictometry Building Outlines, Pool Finder and Change Detection	$66,000
Administration	
Project Management	$5,000
Basemap and Data Maintenance	
Staff Labor	$20,000
Commercial Data Providers	$6,000
Contingency	
Miscellaneous	$20,000
TOTAL BUDGET	**$169,671**