

REPORT TO SHASTA COUNTY RTPA

SUBJECT		MEETING DATE	ITEM NUMBER
Shasta Regional GIS Platform Implementation: Request for Statement of Understanding & Intent to Participate		12/14/10	4-6

RECOMMENDATION

It is recommended that the board authorize the chair to sign the attached letter to local agencies regarding implementation of the Regional GIS Platform.

DISCUSSION

The RTPA will be developing a centralized location and computer file server for joining and exchanging the region's various GIS data. Due to the regional nature of this project and anticipated involvement from local agency staff, a formal 'Statement of Understanding & Intent to Participate' is requested from each partner before proceeding. As the project may involve multiple departments within respective agencies, the attached letter is addressed to top management.

ALTERNATIVES

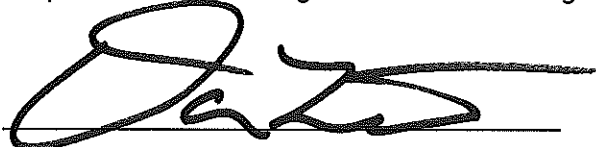
The board may choose to proceed with the GIS platform and regional GIS data development without formal authorization from partner agencies. Direction from management is recommended for consistency across all departments and to document compliance with grant award criteria.

OTHER AGENCY INVOLVEMENT

Local agency representatives participated throughout development of the Shasta Regional GIS Feasibility Study. Implementation of the platform and the development of regional GIS data will require in-kind contributions in the form of staff time and GIS data resources. The Technical Advisory Committee concurs with the staff recommendation.

FINANCING

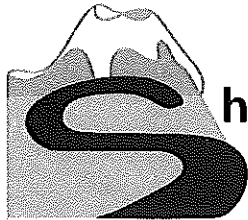
Implementation of the Shasta Regional GIS Platform (e.g. the software licensing, programming, and other set-up requirements) is funded through a Proposition 84 Sustainable Communities Planning Program grant (\$300,000, of which \$76,000 is budgeted for the GIS Platform implementation). The acquisition and aggregation of regional GIS data to populate the Platform is funded entirely through a Proposition 84 Modeling Enhancements Program grant (\$177,749).



Daniel S. Little, AICP, Executive Director

DSL/DTW/jac

Attachments: Letter to partner agencies requesting 'Statement of Understanding & Intent to Participate' in the Shasta Regional GIS Platform



Shasta County
Regional Transportation
Planning Agency

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Daniel S. Little, Executive Director

December 14, 2010

Dana Shigley, City Manager
City of Anderson
1887 Howard Street
Anderson, CA 96007

Kurt Starman, City Manager
City of Redding
777 Cypress Ave
Redding, CA 96001

Carol Martin, City Manager
City of Shasta Lake
1650 Stanton Drive
Shasta Lake, CA 96019

Larry Lees, County Administrative Officer
Shasta County
1450 Court Street, Suite 308A
Redding, CA 96001

John Bulinski, Director
Caltrans District 2
P.O. Box 496073
Redding, CA 96049-6073

RE: Statement of Understanding & Intent to Participate in Shasta Regional GIS Platform

The RTPA will be developing a centralized location and computer file server for joining and exchanging the region's various GIS data. Due to the regional nature of this project and the diversity of potential applications, a statement of understanding and intent to participate is requested from each partner agency before proceeding. By so doing, the RTPA seeks to establish the following:

- A shared understanding of the project scope and the level of effort that each agency and affected department might expect;
- A list of data needs and applications that local agencies might benefit from; and
- A clear awareness regarding the planned use of the GIS platform and data therein – i.e. to develop a beta or trial version of the region's Sustainable Communities Strategy (SCS).

Over the last year, representatives from local agencies have demonstrated enthusiastic commitment to this effort via contributions to the 'Shasta Regional GIS Platform Feasibility Study'. Based on study findings, the RTPA was successful at obtaining new grants for implementation of the GIS platform and for populating the computer file server with up-to-date, spatially accurate, and regionally merged data.

Whereas funding will continue to come from the RTPA and grants, the successful realization of the GIS platform and its utility for local agency applications hinges upon continued and active involvement by each agency. Additional in-kind contributions of staff time and GIS data resources

will be required during the implementation phase. Major tasks where local agency assistance is needed include the spatial correction and merging of the region's core GIS data and the uploading of these and other local GIS data to the platform's file server. Periodic data updates, accomplished primarily via automated processes, will also be needed to maintain the regional GIS platform over time.

Although the GIS platform will be designed to support a wide range of local agency applications, project funding is premised on the development of a beta-version of Shasta County's Sustainable Communities Strategy (SCS). As defined by state law (SB 375), an SCS is a region wide land use and transportation plan that will be added as a new element during the next Regional Transportation Plan (RTP) update cycle. Because regional transportation funding priorities must be consistent with the SCS/RTP, it is essential that local agencies be engaged as key partners in the planning process.

Whereas the development of regional GIS data and the GIS platform do not constitute policy, participation in this effort will not define the future content or extent of the SCS. This effort will, however, coordinate various local plans and help inform regional decision making. It is the Shasta County RTPA's intent to dedicate funding in the agency's overall work program (OWP) to support local agency participation in future SCS planning process and implementation activities.

Thank you for your past and future contributions toward this valuable project. The RTPA staff looks forward to working with you to ensure that the outcome meets the needs of all partner agencies. A sample 'Statement of Understanding & Intent to Participate' is provided for local agency consideration.

Please contact Daniel Wayne, Senior Planner, for additional information or support.

Sincerely,

Dick Dickerson, Chair
Shasta County Regional
Transportation Planning Agency

Attachment: Sample 'Statement of Understanding & Intent to Participate' letter

Letterhead

Date

Daniel S. Little, Executive Director
Shasta County RTPA
1855 Placer Street
Redding, CA 96001

RE: Statement of Understanding & Intent to Participate in Shasta Regional GIS Platform Implementation

Dear Mr. Little:

In response to the RTPA's letter dated December 14 regarding the (city/county's) commitment to the Shasta Regional GIS Platform, be it known by this letter that the (city/county):

- Supports the use of (city/county) staff time to assist with regional GIS data enhancements, the uploading of (city/county) GIS data to the regional GIS platform, and various planning and coordination activities as needed;
- Acknowledges that the (city/county) is aware of the Shasta County RTPA's planned use of regional GIS data and the GIS platform – i.e. to support development of a beta or trial version of the Sustainable Communities Strategy (SCS) as required by SB 375; and
- Will work earnestly in partnership with the Shasta County RTPA towards a shared SCS representing the needs and realities of every jurisdiction.

In addition to supporting SCS planning and the RTP update, it is our understanding that this project will also accommodate a wide range of local agency needs. To this end, it is requested that the Shasta County RTPA work with the (city/county) to support acquisition and development of the following data and/or GIS Platform capabilities/functions to the maximum extent feasible:

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Add any special requests regarding communication protocols, limitations on staff time, and/or other such topics as fitting.