

MAYOR JACK BATCHELOR  
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COUNCILMEMBER STEVEN BIRD  
COUNCILMEMBER JERRY CASTAÑON, SR.  
CITY TREASURER SCOTT PEDERSON

August 26, 2014

Honorable E. Bradley Nelson  
Hall of Justice, Dept. 4, Room 306  
600 Union Avenue  
Fairfield, CA 94533

**RE: 2013-2014 Grand Jury Report Entitled: Geographic Information System (GIS)**

This letter is in response to the 2013-2014 Grand Jury Report Entitled: Geographic Information System (GIS) (the "Report"), pursuant to Penal Code Section 933 and 933.05. The Report reviewed the Regional Geographic Information System ("ReGIS") Steering Committee which includes members from Solano County (the "County"), Travis AFB, City of Fairfield, City of Vacaville, Solano Transportation Authority, Vallejo Sanitation & Flood Control District, Fairfield-Suisun Sewer District, City of Suisun, City of Benicia, City of Vallejo, City of Rio Vista, Solano County Water Agency, Solano Irrigation District, Local Agency Formation Commission ("LAFCO"), and the City of Dixon (the "City").

The ReGIS committee was originally formed in 2008 to collaborate with County agencies, cities, and districts that could benefit from geo-spatial development. The City has been a member of ReGIS since the formation of the committee and designated an Associate Civil Engineer as the City representative on the ReGIS committee. A cooperative County agreement ("2008 Agreement") to provide funding for countywide aerial imagery services was signed by the City in April 2008 for the first aerial flight with Pictometry, Inc. The ReGIS committee has met regularly every month since 2008. On June 28, 2013, the County distributed a cooperative county agreement ("2013 Agreement") to provide funding for countywide aerial imagery services to be executed by the participating agencies for three (3) additional aerial flights by Pictometry, Inc. The City adopted Resolution 13-115 on August 27, 2013 to authorize the City Manager to execute the 2013 Agreement. However, the final 2013 Agreement was not executed until May 15, 2014. The delay in executing the Agreement in turn resulted in a one (1) year delay of the aerial flight, which is now scheduled for Fall 2014.

The Solano County Grand Jury (the "Grand Jury") issued six (6) findings and recommendations in response to these events. Of those findings and recommendations, the Grand Jury stated that the following three (3) findings and recommendations required a response by the City:

**Finding 2**

Some upper levels of public agency management are not actively supporting and participating in the implementation of ReGIS.

**City of Dixon**

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**Recommendation 2**

Upper levels of public agency management actively support and participate in the implementation of ReGIS.

**Response 2**

The City wholly disagrees with this finding to the extent that it applies to the City. Recommendation No. 2 is unwarranted because the City and its staff already support and participate in the implementation of ReGIS. Other than attendance at ReGIS meetings, the Report does not give any factual examples of how public agency management is failing to actively support and implement ReGIS. Immediately following the distribution of the Cooperative Agreement, the City Council adopted a Fiscal Budget for the 2013-14 fiscal year that allocated funding for the ReGIS project. This budget was approved in June 2013 at the first City Council meeting following the distribution of the Cooperative Agreement, which assigned a contribution amount to the City. Furthermore, the City Council authorized the execution of the Cooperative Agreement and the City Manager executed the Cooperative Agreement. While it is true that attendance at ReGIS meetings has not been optimal, the City's legislature and upper management have been supportive of the project and have taken action to implement the project when the matter has been presented to them.

**Finding 3**

Management attendance at ReGIS meetings has been poor.

**Recommendation 3**

Management attend and encourage attendance by representatives from their agency at ReGIS meetings.

**Response 3**

The City Council agrees that attendance at ReGIS meetings by City management has not been ideal. To correct this, the City has already taken steps to implement the Grand Jury's recommendation. The City is currently represented by Christina Castro ("Ms. Castro"), an Associate Civil Engineer, who manages the City's GIS maps, shapefiles and databases and is the most knowledgeable employee regarding GIS. In the past, Ms. Castro has attended the ReGIS meetings on behalf of the City due to her knowledge of the programs. Beginning in September 2014, the City will also send its City Engineer/Public Works Director to ReGIS meetings on a quarterly basis to ensure that the City's management is adequately represented, as recommended by the Grand Jury.

**Finding 4**

Representation of agencies at ReGIS meetings has been mostly by non-management employees who have limited or no commitment authority.

**Recommendation 4**

In the absence of management attendance, management appoint and authorize an employee to commit and support ReGIS activities.

**Response 4**

The City Council agrees with Finding No. 4 of the Report. In the past, the City has sent Ms. Castro since she is the most knowledgeable employee in the matter. However, Ms. Castro's authority to act on the City's behalf has been limited. The recommendation to have management appoint and authorize an employee to commit to and support ReGIS activities has been implemented. Ms. Castro will continue to represent the City at monthly ReGIS meetings and participate in ReGIS activities through concerted, cooperative and coordinated efforts. Ms. Castro has been granted authority to work on behalf of the City to the extent applicable laws and codes allow a City employee to act on behalf of the City without approval from the City Manager or City Council. Additionally, the City will send its City Engineer/Public Works Director to ReGIS meetings on a quarterly basis to ensure that necessary actions and approvals by the City will occur to help implement the ReGIS project.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Lindley". The signature is stylized and cursive.

Jim Lindley  
City Manager, City of Dixon

cc. FILE  
Chrono