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**MEMORANDUM**

**DATE:** September 29, 2017  
**TO:** MGSA Board of Directors  
**FROM:** Wayne Bush, MarinMap Program Director  
**SUBJECT:** MarinMap Program Update



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Recommendation


Accept this update regarding the MarinMap Program. No action is requested.


Update


Presented below is a summary of MarinMap staff activities during the last two months:

-  **New MarinMap Member** – After numerous discussions and outreaches, the Transportation Authority of Marin (TAM) has agreed to join MarinMap. The TAM Executive Director has signed the JEPA and an invoice has been sent. Derek McGill, the TAM rep to MarinMap attended their first meeting of the Executive Subcommittee on September 7. It was the consensus of the Executive Subcommittee that the \$10,000 dues for TAM’s first year of membership would be allocated in the projects budget toward TAM related projects and coordination of datasets between MarinMap and TAM.
  
-  **Fire Run Book Project** – This is a project in the 16/17 budget (carried over to 17/18) that is the first phase of developing a countywide set of fire run books. Presently, fire agencies have various means of accessing various data from fire trucks during a response. The goal of the project is to unify the books’ appearance and underlying datasets across the agencies. The first phase was to target specific agencies’ usage (Mill Valley, Tiburon, San Rafael and Southern Marin Fire) and develop standards for grid, indices, layers to be included etc. MarinMap funded Phase One in the amount of


\$23,562. That work has been completed, invoiced and paid. The Fire Chiefs Association has received a proposal for Phase Two which will complete the program countywide.

 **Road Moratorium Application** – Last year every city and the County agreed that MarinMap should be the official repository to coordinate and consolidate the agencies' excavation restrictions after street resurfacing. Most agencies have a five year planned excavation restriction after new paving, although some have different periods and some use pavement condition (PCI). MarinMap developed an application to display the data and it has been in use for some time. However, it has been difficult to keep the underlying data current, as not all the agencies are providing updates, making the application's viability questionable. The Executive Subcommittee agreed to issue a last reminder of the importance of current data to all members, a reminder of how easy it is to provide data (geodatabase, spreadsheet, annotated sketch, voicemail message) and then to only show data from agencies keeping it current. Agencies not providing data will be "dark," with a note to contact them direct.

 **Critical Facilities**- A feature class named fac\_CRITICAL\_FACILITY is now available in the MarinMap database, which needs to be populated. A MarinMap sub-committee is deciding what should be in critical facilities for purposes of emergency planning and response. Likely candidates are some feature classes in MarinMap – those that have the "fac" prefix. The local fire departments and districts are taking the lead on this project.

 **Budget** – With SASM remaining in MarinMap and TAM joining, a budget amendment is needed to appropriate the additional \$10,000 revenue (TAM's membership was already budgeted), and a commensurate project expenditure. The Executive Subcommittee agreed to the following projects from the 17/18 Projects line item:

- \$10,000 - TAM Related Projects/New Member Agency Coordination
- \$ 3,000 - Moratorium Updating
- \$12,000 - Member Allocation- a maximum of \$2,000 per agency
- \$13,375 - Data/Technical Services
- \$18,000 - Server- first of two annual payments
- \$ 7,000 - Training Videos
- \$ 4,000 - Recorded Maps Linkage maintenance

 **Administration** – The period had the usual review and approval of MarinMap invoices, review and revision of the MarinMap Executive Committee minutes as needed, oversight of the budget expenses and revenues, preparation and distribution of the agenda, and initiate or review and respond to a significant number and variety of emails, calls and technical matters from the Executive and Steering Committee members, consultants and vendors, the MGSA Director, and members of the Matrix Team.