To: Dr. Sally Caldwell
601 University Drive
San Marcos, TX 78666
Texas State University – San Marcos
Department of Sociology

CC: Dr. Yongmei Lu

From: Spatial Consulting Services

Subject: Progress Assessment on Woodcreek GIS Implementation

Date: October 31st, 2007

Dear Dr. Caldwell:

Spatial Consulting Services is pleased to provide you with an assessment on the development and implementation on the GIS solutions for Woodcreek, TX. The initial research and development phase was successfully implemented, without delay, after Woodcreek's acceptance of the SCS proposal.

As scheduled, our team has begun, and in some cases, completed the initial development phase of the GIS solutions, concluding our research analysis of Woodcreek, TX,

The attached sections of this progress assessment are provided as detailed descriptions of the project's current status. Topics within these sections include an analysis of work completed, work still in development, and future tasks to be accomplished. An additional section has been added containing descriptions of any obstacles encountered, including the strategies utilized to solve any unexpected delays.

Purpose

The purpose of our project is to build a formal mapping system for the City of Woodcreek by developing a GIS database. This mapping system will display zoning regulations, administrative boundaries, topographic information, and infrastructure status. The system will greatly increase the efficiency of city functions. A GIS mapping system will display the spatial relationships with greater accuracy and functionality than current map documents.

Scope

Our study area has not changed. It still encompasses the 686 acres incorporated by the City of Woodcreek, Texas and the Extra Territorial Jurisdiction (ETJ) that extends one half mile beyond its boundaries.

Timetable

Week	1	2	3	4	5	6	7	8	9	10
Data Collection	Complete									
Data Processing			Complete							
Data Interpretation					In Progress					
Final Deliverables						In Progress				

Works Completed

Currently, SCS has completed all necessary research and data collection needed for the Woodcreek GIS development project. The following is a list of completed data layers that will be accessible through the online, interactive map display:

- Road Repair History Map
- Recommended Road Repair Map
- Fire Hydrant Location Map
- Update Floodplain Map

Works in Progress

SCS is currently working on the remaining data layers to be included in the online, interactive map display. The following is a list data layers and tasks that are currently being completed:

- Matching GPS points to the digital photographs
- Street Sign Map
- Development of a naming convention for speed signs
- Interactive Map Display (preliminary stages)

Future Work

In the next four weeks, SCS will complete the remaining tasks outlined by our project proposal. The following is a list of data layers and final deliverables that will be completed:

- Zoning Map
- Interactive Map Display
- Posters for Display
- Visual confirmation of signs for quality assurance

Obstacles

SCS encountered technical problems while creating two of the requested data layers:

1. Floodplain Map: The data obtained from FEMA contained naming conventions and codes that did not clearly differentiate between 100 year and 500 year floodplain displays. This discrepancy has since been resolved.

2. Street Sign Map: While developing a street sign map, SCS recognized the need for a standard naming convention to effectively identify each sign. This problem has not yet been resolved.

Conclusion

The implementation of GIS solutions for Woodcreek, TX, as described in the original proposal and this progress assessment, is expected to reach completion on or before December 5th, 2007. Despite unforeseen complications, our team is committed to the development of rapid and intelligent resolutions to provide Woodcreek with professional and adaptable GIS solutions. Spatial Consulting Services anticipates continued success and exceptional progress on the remaining elements of this project.

Sincerely,

James L. Thomas
Project Manager
Spatial Consulting Services