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# San Diego Geographic Information Source

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## Management Committee Meeting Minutes

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This notice is given in accordance with the provisions of California Government Code section 54956.

**Date:** Tuesday August 22, 2017  
**Time:** 9:00 am  
**Place:** SanGIS  
5510 Overland Ave., Suite 230  
San Diego, CA 92123

**Meeting called to Order:** 9:05 am  
**Meeting Adjourned:** 9:30 am

**Management Committee Members Present:**

- Scott Daeschner, City of San Diego Representative
- Ross Martin, County of San Diego Representative
- Tim Sutherland, SANDAG Representative (non-voting)

**Others Present:**

- Brad Lind, SanGIS Program Manager

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### MEETING MINUTES

**1. Approve Previous Meetings' Minutes**

Minutes from the August 15, 2017 Management Committee meeting were reviewed and approved.

**2. Public Comment**

No public comments were received.

**3. Staff Reports Review**

- The Committee reviewed the Landbase Error and Maintenance report and the Labor Categories report for the week ending August 20, 2017.

**4. Review Financial Issues**

- The Committee reviewed and approved for payment two invoices presented by the Program Manager.
- The Committee reviewed the fiscal year-to-date budget-to-actuals financial report for the period ending July 1, 2017. The report indicates a projected surplus of revenues over expenditures of approximately \$96,000 by fiscal year end. Brad explained that this was due to an announced retirement of one SanGIS edit tech and unplanned revenues for flood control easement work.

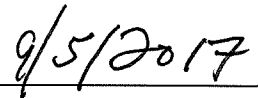
- Brad requested advice and direction from the Committee on procurement methods for a new production plotter. The Committee agreed that a RFQ process to selected companies would be appropriate.
- 5. GIS Administration, Business, and Operational Items**
- Brad reported that the SanGIS main network switch was replaced Monday night as part of the approved 5 year IT upgrade plan.
- 6. Discuss SanGIS Board Action Items Assigned to Management Committee**
- The Committee discussed the agenda for the next Board of Directors meeting on September 21, 2017. Brad was directed to develop a draft agenda based on the discussion and distribute for review and comment at the next Management Committee meeting.
- 7. Other Items**
- The Committee agreed that there would be no meeting on August 29, 2017 due to vacation schedules. The next meeting will be September 5, 2017.

Minutes prepared by: Brad Lind, SanGIS Program Manager August 22, 2017

These minutes are approved by: Signature Date:

Ross Martin  
SanGIS Management Committee  
County of San Diego





Scott Daeschner  
SanGIS Management Committee  
City of San Diego

