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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 28, 2018  
**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
- Pat Landrum, SANDAG Representative (non-voting)

**Others Present:**

- Tod Chee, SanGIS Program Manager

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### MEETING MINUTES

**1. Approve Previous Meetings' Minutes**

Minutes from the August 21, 2018 Management Committee meeting was 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 July 29, 2018.

**4. Review Financial Issues**

- The Committee reviewed and approved for payment two invoices presented by the Program Manager.
- Tod provided an overview of the progress being made toward drafting the Fiscal Year 2019-2020 budget.
- The committee reviewed a preliminary budget-to-actuals report for June 2018.

**5. GIS Administration, Business, and Operational Items**

- The Committee reviewed and discussed the final draft of the RFP for the new IT Vendor. No additional changes were requested at this time.

**6. Discuss SanGIS Board Action Items Assigned to Management Committee**

- 7. Tod reminded Committee members that the special Board of Directors meeting will be on Thursday August 30, 2018. The Board Members were sent a packet of information including the RFP, and budget to actuals report for June 2018.

**8. Other Items**

- No other items were discussed.

Minutes prepared by: **Tod Chee, SanGIS Program Manager**

**August 28, 2018**

These minutes are approved by: **Signature**

**Date:**

Ross Martin  
SanGIS Management Committee  
County of San Diego



9/4/2018

Scott Daeschner  
SanGIS Management Committee  
City of San Diego



9/4/18