



# San Diego Geographic Information Source

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## Board of Directors Meeting Minutes

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

**Date:** Wednesday, November 06, 2019

**Time:** 3:00 pm

**Place:** SanGIS  
5510 Overland Ave, Suite 230  
San Diego, CA 92123

**Meeting called to Order:** 3:00 pm

**Meeting Adjourned:** 3:40 pm

**Board of Directors Present:**

- Jonathan Behnke, City of San Diego
- Robert Winslow, County of San Diego

**Management Committee Members Present:**

- Scott Daeschner, City of San Diego Representative
- Ross Martin, County of San Diego Representative

**Others Present:**

- Tod Chee, SanGIS Program Manager, Board Secretary
- Rachel Witt, SanGIS Legal Counsel
- Christina Snider, SanGIS Legal Counsel

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### MEETING MINUTES

**Review of Minutes from Previous Meeting(s)**

Minutes from the Board of Directors meeting of September 19, 2019 were reviewed. The minutes were unanimously approved.

**Public Comment**

There were no requests for public comment.

**Information and Discussion:**

**1. Current Financial Status**

The Management Committee reviewed and discussed the year end Budget to Actuals report with the Board members. The report for Fiscal Year 2019 provided financial information through the month of June 2019. Mr Chee also provided an overview of the Budget to Actuals report for FY20 through September 2019.

**2. IT Upgrade**

The Management committee provided a detailed quote for the IT infrastructure upgrade. The quote necessitated utilizing funds from FY2019. Mr Chee detailed the unspent expenses of FY19 that support the movement of funds, and pointed to action item (5) as per SanGIS Administrative Manual policy A2.

**3. SDRGC Imagery Consortium**

Mr. Chee and Ms. Witt provided the Board members an overview of the completed agreement with Nearmap. Ms Witt recommended 2 minor changes to the signature line. Mr Chee also provided an overview including a discussion of the terms of the agreement and liability risk to SanGIS, as well as partner commitments to financing the agreement.

**4. FY2021 Budget**

Mr. Chee provided an overview of the first draft of the FY21 budget. He outlines where the increased costs were primarily concentrated, and how much can be expected if he were to reduce operating expenses. Mr Chee informed the Board members that he would bring another draft of the budget to the next meeting to discuss any Board member recommendations prior to drafting the final version.

**Requests for Action:**

**5. Approve IT Infrastructure Spending**

The Board of Directors were asked, as per Policy A2, to approve a budget move wherein SanGIS will allocate unspent funds from FY19 to FY20 in order to procure a portion of the new IT infrastructure hardware. A motion was made and seconded to allocate \$19,000 in unspent funds. The motion passed with unanimous approval.

**6. Approve Imagery Subscription Agreement with Nearmap**

The Board of Directors were asked to approve the subscription agreement with Nearmap, pending two alterations recommended by Ms Witt. A motion was made and seconded to approve as amended. The motion passed with unanimous approval.

Minutes prepared by:

Tod Chee

November 7, 2019

These minutes are approved by: Signature

Date:

**Jonathan Behnke**  
SanGIS Board Member  
City of San Diego  
Chairman of the Board

1/16/20