



# 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 October 27, 2020  
**Time:** 9:00 am  
**Place:** SanGIS  
5510 Overland Ave., Suite 230  
San Diego, CA 92123

**Meeting called to Order:** 9:15 am  
**Meeting Adjourned:** 10:05 am

**Management Committee Members Present:**

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

**Others Present:**

- Tod Chee, SanGIS Program Manager
- Pat Landrum, SANDAG

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### MEETING MINUTES

- **Approve Previous Meetings' Minutes**

Minutes from the October 20, 2020 Management Committee meeting were individually reviewed and approved.

- **Public Comment**

No public comments were received.

- **Staff Reports Review**

- The Committee reviewed the current Budget to Actuals report, Labor Category Comparison report, and Landbase Error and Maintenance report for the week ending October 25, 2020.

- **Review Financial Issues**

- The Committee members approved for payment 5 invoices presented by the Program Manager.

• **GIS Administration, Business, and Operational Items**

- Tod updated the Committee members on the progress being made to move the SanGIS FTP server to one of the virtual servers. Work is focusing on getting the County working, then updates with the City and SANDAG will follow.
- Tod informed the Committee members that the SanGIS audit is being prepared. Preliminary paperwork and letters are being signed and distributed as needed. SanGIS is currently gathering all remaining documentation as requested by the auditors.
- The Committee members discussed the TRA refresh project at the County Assessor's office. Tod provided an update he received from the contractors working on the project.
- The Committee members discussed the upcoming SanGIS ArcGIS Pro transition. The discussion included expectations around project implementation schedule, cost, and scope. Tod will be initiating initial project planning with the contractors and interested parties involved in the process.
- Pat discussed the SANDAG HUB site, and asked the group how they envisioned the joint management of the RDW and newly approved MOA would relate to its administration. The Committee members provided feedback.

• **Discuss SanGIS Board Action Items Assigned to Management Committee**

- No Board action items were discussed.

• **Other Items**

- No other items were discussed.

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

**October 29, 2020**

These minutes are approved by: **Signature**

**Date:**

Ross Martin  
SanGIS Management Committee  
County of San Diego

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Scott Daeschner  
SanGIS Management Committee  
City of San Diego

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