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# 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:** Tuesday, September 21, 2023

**Time:** 1:00 pm

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

**Meeting called to Order:** 11:00 am

**Meeting Adjourned:** 11:45 am

**Board of Directors Present:**

- Jonathan Behnke, City of San Diego
- Jon Lansang, County of San Diego

**Management Committee Members Present:**

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

**Others Present:**

- Tod Chee, SanGIS Program Manager, Board Secretary
- Thomas Deak, SanGIS Legal Counsel
- Jason Batchelor, County of San Diego

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### MEETING MINUTES

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

Minutes from the Board of Directors meeting of August 1, 2023 were reviewed. A motion was made and seconded to accept the minutes as presented. The motion was passed and the minutes were unanimously approved.

**Public Comment**

There were no requests for public comment.

**Information & Discussion Items:****1. Budget to Actuals Report**

The Management Committee reviewed the latest Budget to Actuals report for FY24. Tod informed the Board members that he was revising the layout of the traditional report and asked them to email him if they wanted any data types included.

**2. SANDAG Open Data Portal**

Andy provided an overview of the SANDAG open data portal including its history, development, and current state. Andy also provided an overview of the road ahead with their new portal and how it relates to SanGIS data that may be utilized or enriched with SANDAG data and hosted.

**3. ARCC Move-In Update**

The Management Committee informed the Board members that the GIS unit from the County Assessor's Mapping Division has officially co-located with SanGIS. The two groups are working on joint maintenance of the parcel fabric at SanGIS to create a single maintained source of parcels for the region.

**4. County Management Committee Changes**

The Management Committee informed the Board members that Ross Martin will no longer be the Management Committee representative for the County of San Diego. The Committee members then introduced Jason Batchelor as the new County of San Diego representative on the SanGIS Management Committee.

**Requests for Action Items:****1. Approval of the Authorized Signers Letter**

A new letter to the County of San Diego Auditor and Controller detailing the approval and spending limits of individuals at SanGIS has been drafted to include the new County of San Diego representative on the SanGIS Management Committee. The Board members were asked to sign and approve the letter. The letter was signed and unanimously approved.

**2. Request to Approve Financial Statement Engagement Letter**

Hutchinson and Bloodgood has provided a Letter of Engagement to complete the SanGIS Financial Statement for the fiscal year ended June 30, 2023. The Management Committee requested that the Board validate the SanGIS Program Manager signing of the letter. The Board approved unanimously.

**3. Request to Approve Audit Engagement Letter**

Davis Farr LLP has provided a Letter of Engagement to complete the SanGIS Audit for the fiscal year ended June 30, 2023. The Management Committee requested that the Board validate the SanGIS Program Manager signing of the letter. The Board approved unanimously.

Minutes prepared by:

Tod Chee

September 21, 2023

These minutes are approved by: Signature

Date:

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

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