



Date: January 12, 2006
To: SanGIS Board of Directors
From: SanGIS Executive Director
Subject: Minutes of SanGIS Board of Director's Meeting on December 22, 2005

The meeting was called to order at 8:28 AM

Board Members Present:

Rey Arellano, City Manager designee
Bob Copper, Chief Administrative Officer designee

Others Present:

Steve Aldana, Mid City Community Parking District
Paul Edmonson, Deputy City Attorney
David Lindsay, County GIS Manager
Lisa Lubeley, City GIS Manager
Lisa Stapleton, SanGIS Executive Director
William Taylor, Deputy County Counsel

Consent Agenda

Item #1: Minutes of SanGIS Board of Director's Meeting, November 16, 2005.

Regular Agenda

Item #2: **Comments from the public**
No comments from the public.

Item #3: **Public Records Requests in Light of Applicable Law and the Recent Attorney General Opinion 04-1105**

SanGIS attorney Paul Edmonson reported that he and Deputy County Counsel Bill Taylor had reviewed and discussed AG Opinion 04-1105 as it relates to SanGIS digital data. They believe that SanGIS digital data is subject to the Public Records Act. Because SanGIS is dependant on external funding collected through data licensing and sales, Paul discussed options to continue this revenue stream. These options included the possibility of copyright avenues and disregarding the AG opinion until it is tested in court. GIS Manager Dave Lindsay and Bill Taylor described how a recent public records request made to the County was handled for digital parcel data. After much discussion, the Board voted to discontinue licensing and sales of data, placing the data in the public domain.

The Board directed that all January landbase subscription renewals be canceled and any funds collected for January renewals returned to SanGIS clients. The SanGIS Executive Director will send a letter to all current subscribers to notify them of the Board action. The County and City will split the funding gap for the FY07 budget of approximately \$500,000 50/50. Rey Arellano requested a notification letter for the City. Bob Copper indicated that the County had already included this additional funding. **Note:** *immediately following the meeting, the CIO's Budget Analyst sent the necessary notification to Financial Management to accomplish the budget change by the deadline.*

The meeting adjourned at 9:20 AM.

Respectfully submitted,

Lisa Stapleton
Secretary

Date



Date: January 12, 2006
To: SanGIS Board of Directors
From: SanGIS Executive Director
Subject: Strategic Planning Issues

Due to the Board decision to discontinue data licensing and sales, much of our strategic planning discussions during the last month have revolved around how to re-tool SanGIS to deliver free data to the public upon request. The issues being addressed include:

1. Attorney Guidance

There are several questions for which legal advice is needed including:

- Homeland security restrictions – what can not/should not be released?
- Government code exemptions – what data is exempt?
- Business & Professions code – Assessor's property characteristics
- Final vs. Draft data
- Public Record Act requests vs informal requests – is there a difference?
- Cost recovery allowances – We would like to set a standard fee (perhaps \$25) for data distribution

As you are aware, our attorney will be leaving us on January 20. Staff needs direction on who we can work with on these pressing issues.

2. New Server for Internet Distribution

To reduce staff time and provide improved service to the public, we propose placing most of our data on a public-facing FTP server for self downloads. Normally, we would request funding through our reserves but we still do not have a balance from the City pending the completion of the FY04 and FY05 audits. We expect this server and the associated software and set-up to cost approximately \$25,000. We have \$50,000 budgeted for hardware in FY06 (unused to date). Because we are likely to have a revenue shortfall this year, staff would like to ensure the board approves of this purchase.

3. External Online Access

- Staff will be working with a couple of public agencies to set-up online access to our online data warehouse
- Fee proposals are in work
- SANDAG already has online access and needs a budget for this ASAP
- This might be something to offer under the proposed membership program (see below)
- Infrastructure upgrades and/or data center out-sourcing may be required if this offering becomes popular

4. External Funding

- We are looking into a couple of federal grant opportunities
- SanGIS clients (CWA, Carlsbad & Sweetwater Authority) have suggested a SanGIS membership program to collect revenue from other agencies
- Homeland security funds – may no longer be an option

5. Regional Data Warehouse Options

Staff and STAB are considering partnerships for data warehousing and distribution to attempt to save costs. We plan to discuss potential partnerships with:

- SANDAG
- SDSU
- UCSD
- Digital Map Products

6. Cost Reductions

We are looking at various options to reduce the cost of SanGIS to the County and City including:

- End counter map service – turn over to County DPW
- End ARJIS support – turn over to SANDAG
- End some Internet functions
- Move TOPS employees to SanGIS employment contracts to reduce overhead
- Out source data distribution (see above)

We have been approached by cd-data to take over our data distribution. They are also interested in taking over our landbase maintenance should the Board want to look at dismantling SanGIS completely.

7. Data Redundancy & Back-up

- The County is proceeding with plans to implement a replicated SDE server within the County network. This will provide 7/24 data center support to County users and applications along with the added bonus of replicating the SanGIS data.
- We are also continuing to work on off-site back-up storage with the County and a vendor.

Staff seeks Board input and/or course corrections on these items.



Date: January 13, 2006
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Subject: SanGIS Status Report

The status report will be presented at the meeting.