



San Diego Geographic Information Source

## Board of Directors Meeting

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

**Date:** Tuesday, January 20, 2009

**Time:** 11:00 AM – 12:00 PM

**Place:** City Administrative Building  
202 "C" Street, 5<sup>th</sup> Floor  
San Diego, CA 92101

### AGENDA

ITEM #		RECOMMENDATION
1.	<b>Minutes, SanGIS Board of Director's Meeting, December 9, 2008</b> Please see the attached minutes from the December 9, 2008 meeting, which is also available at <a href="http://www.sangis.org/BOD_Agenda_Minutes.htm">www.sangis.org/BOD_Agenda_Minutes.htm</a>	ACTION
2.	<b>Comments from the Public (limited to 2 minutes)</b> This portion of the agenda provides an opportunity for members of the public to address the Board on items of interest within the jurisdiction of the Board that do not appear elsewhere on today's agenda. Comments relating to items on today's agenda are to be taken at the time the item is heard. Pursuant to the Brown Act, the Board may take only limited action	INFORMATIONAL
3.	<b>Financial Status</b>	INFORMATIONAL
4.	<b>Replacement of SanGIS Executive Director – Management Committee Request for Board Direction</b> Request for Board direction to move forward with City short term and long term recommendations for replacement of the SanGIS Executive Director as detailed in the attached 01/05/09 "SanGIS Executive Director" memorandum.	ACTION
5.	<b>Operational Reports</b>	INFORMATIONAL
6.	<b>Status of Action Items Requested by the Board</b>	INFORMATIONAL

Note: The Board may take action on any item on the agenda regardless of whether it is listed for discussion, information or approve.



**Date:** December 10, 2008  
**To:** SanGIS Board of Directors  
**From:** SanGIS Executive Director  
**Subject:** Minutes of SanGIS Board of Directors Meeting on December 9, 2008

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The meeting was called to order at 1:06 PM

**Board Members Present:**

Chandra Wallar, Chief Administrative Officer designee, Board Chair  
Bill Anderson, Mayor Designee

**Others Present:**

Andrew Abouna, SanGIS Executive Director  
Phyllis Chapin, Citywide Applications and Technologies Program Manager,  
City of San Diego  
Ross Martin, GIS Manager, County of San Diego  
Dave Lindsay, County of San Diego

Clint Daniels, SANDAG  
Tim Sutherland, SANDAG

Bill Smith, General Council, County of San Diego; Teleconference for Items 3 and 6

**Regular Agenda (summarized here in order discussed)**

**Item #1: Minutes of the SanGIS Board of Director's Meeting for September 9, 2008**  
The Board approved the Minutes from the September 9, 2008 Board Meeting.

**Item #2: Comments from the Public**

Clint Daniels introduced himself and Tim Sutherland, both from SANDAG, and addressed the Board on SANDAG's interest in taking over the public data clearinghouse components from SanGIS. Clint noted that a draft MOU has been prepared by SANDAG and will be sent to Andrew and the Management Committee for discussion and refinement at subsequent Management Committee (MC) meetings to include himself and Tim. He added that final adoption of an MOU would require SANDAG Board approval.

Chandra was thankful for their work on this effort and look forward to a response from the MC. Bill asked if SANDAG directors are aware of the proposal. Clint replied that the public data clearinghouse transition to SANDAG has been discussed thoroughly within the agency and that it could be applied to other regional efforts and cities.

**Item #4: Current Financial Status**

- a) Andrew introduced the 3-page spreadsheet summary and detail of SanGIS' expenses and revenues to date. Bill asked for addition of a percent-to-date field for the summary page and noted that labor was only about 10% expended, but that he would have anticipated about one-third to be spent. Phyllis explained that City labor is invoiced four times per year and the first invoice been sent to SanGIS. Andrew added that the first City labor invoice is now in the process of being paid and will be reflected in next month's spreadsheets. County labor billing is also anticipated shortly.
- b) Andrew reported that the FY08 audit is expected to commence this month with the firm of Macias et al., as approved by the Management Committee, and pending signing of a forthcoming engagement letter. The expected completion date for audit is February 24<sup>th</sup> 2009.
- c) The City has stated that they will budget 15% less for SanGIS in their FY2010 budget and they requested that the proposed SanGIS FY10 budget reflect that reduction. Chandra requested the MC to work with Andrew to develop an appropriate reduction in costs for all services. Andrew noted that he had already begun making project specific proposals to the MC for reduction in costs for some services.

Phyllis noted that Andrew had made an earlier proposal of a 10% reduction in an email to Howard Stapleton at the City. Andrew explained that his email was prompted when he learned that the funding for SanGIS by the City could change and that he told the City that he expected there would be a 10% reduction in costs to both the City and County if the Board were to approve the FY10 budget that has yet to be prepared or reviewed. Chandra followed that Andrew is not to make any proposals until they have first been vetted with the MC.

Chandra also asked that the draft FY10 budget be prepared for March SanGIS Board Meeting. In addition, she requested that the County's proposal be updated to reflect the City suggested 15% reduction to match a potential budget reduction.

Bill asked what percent of mapping is performed for the public. Andrew replied with 95%.

Chandra asked if the mapping service would move to SANDAG, which Ross and Andrew noted it was an initial requirement of SANDAG that SanGIS no longer conduct public mapping (so as not to be in competition with SANDAG). Phyllis added the SanGIS would still continue to provide mapping for the City and County staff.

Chandra also inquired whether other agencies would be excluded from performing public mapping. Ross noted that any other agency would continue to be able to provide mapping. Chandra asked the MC to report back to Bill and her as soon as the SANDAG MOU is fully vetted.

- d) The Management Committee had directed Andrew to prepare a draft FY10 budget report will be prepared for Board review in March 2009 and for Board adoption in April 2009. The budget will now be prepared sooner as directed by the Board.

**Item #5: FY07 Audit Account Staff Recommendation**

Andrew summarized that FY07 audit recommendation for the employment of dedicated account staff which the Board previously directed a determination of costs be made. Based upon an estimated five hours per week at \$32 per hour for this service using TOPS temporary personnel, the total annual cost is estimated to be \$8,320. In response to Chandra's question as how to fund the cost Andrew suggested it could be paid from the Contingency Reserve account. The Board approved the hiring of TOPS temporary accounting staff of five hours per week.

**Item #6: Priority 1 IT Upgrade Status**

Andrew reported that based upon the Board's previous direction, the finding from potential IT equipment lease firms is that no early lease termination is available whereby SanGIS would not be required to make the full payments of an equipment lease. In addition, it was reported that lease terms for equipment could be as short as 12 months and that the payments would reflect a shorter term.

Based upon the Board's other direction on this topic to review options for offsite hosting of upgraded servers for the agency, Andrew explained because offsite hosting would represent a change in the way SanGIS IT is architected, a subcommittee of STAB (SanGIS Technical Advisory Board) was formulated to discuss the pros and cons, and to evaluate proposals, of offsite hosting. To date only one proposal had been received, which was from the County-NG. However, based upon a SanGIS staff persons concern that a conflict of interest might exist with the submittal and evaluation or recommendation of the proposal, Andrew had requested an opinion from Bill Smith, legal counsel for SanGIS. Bill concluded that a conflict of interest was present. The County subsequently withdrew their proposal.

A teleconference call was made to Bill Smith and Chandra asked him if a legal way existed by which that SanGIS could get a proposal from NG. It was determined that SanGIS should request a proposal from NG through the CTO (County Technology Office). Andrew stated that had earlier anticipated contacting NG directly for the quote, and that he will also be seeking quotes from other vendors. Phyllis noted that City has just provided a list of potential vendors to Andrew. She added that the City was OK with the County's proposal, but recognizes that it does include additional elements such as email hosting.

Ross informed the Board that efforts are underway to obtain for SanGIS the use of server from OES (Office of Emergency Services) to replace SanGIS' oldest server VULCAN. In return for load of the equipment OES has requested a two-year offset of their SanGIS fees, which would equate to \$11,000 over the two years. The terms of the equipment use would be defined in a letter of agreement. Phyllis added that the MC and Andrew are working to achieve a stable IT infrastructure, and cited the recent NAS (Network Attached Storage) device, which was SanGIS' highest at-risk device.

Chandra asked how soon the OES server could be put into use, which Ross and Andrew replied was about 1 week once the device was received.

**Item #7: Public Mapping Fees Increase Proposal**

Andrew provided an overview of the fee proposal and how it was derived to both offset newly-derived costs for the service and to at least equal DPW costs for similar services. Bill inquired as to what other agencies provide similar service and if any agencies outside of San Diego County were surveyed. Andrew noted that the only agencies he was aware of providing mapping services were those listed in the attached survey and that no agencies were contacted outside of the county.

Chandra noted that according to the survey the fees of the ROV (Registrar of Voters) seemed very low and Dave added that the ROV only provides a very specific type of map. Bill commented that as proposed SanGIS' fees appear higher than most other providers but nearly equal to DPW. Phyllis added that unlike the County, the City does not have a mapping section, but SanGIS would continue to provide maps for free to the City and County.

Chandra asked if the MC had approved the fee proposal, which they confirmed they had. The Board approved the proposal.

**Item #8: Office Lease Renewal**

Andrew presented the lease renewal proposal that was initiated by Irving Hughes. The proposal scenarios would provide for a new 60-month lease at SanGIS' current location, and could offer up a savings of up to \$147,000 when compared to the current lease rate for the same 60-month period. SanGIS' current lease expires in March of 2010.

Bill asked Andrew to confirm that Irving Hughes had contacted him first which, which was confirmed. He also stated it would be good to compare City and County lease rates with the proposal, but felt that they would be lower. Chandra noted that the County had offered earlier to provide office space for SanGIS. The Board asked Phyllis and Ross to determine the leasing costs through the City and County for comparison at the next Board meeting. The Board also concluded that reviewing lease options is a good idea but that it likely value could be achieved through the City's or County's own contacts. Bill suggested a contact person for Phyllis.

**Item #9: 12 Short Term Action Items Status**

Andrew provided an update on two action items:

- a) A statement of work for a consultant to develop a Service Level Agreement (SLA) between SanGIS, City and County has been formulated with a subcommittee of STAB, MC and SanGIS. The statement is pending MC approval before being sent to legal counsel for review.

In response to Bill's questions as to why a consultant would be needed, Phyllis replied that there were two reasons: 1) Staff were not available to dedicate the time involved; and, 2) Because the SLA would serve as a basis for an MOU if the County were to take over SanGIS, having a 3<sup>rd</sup> party develop the SLA would

reduce conflict concerns Chandra added that the SLA would help with potential regional expansion of SanGIS.

- b) The "Required Communication Actions of the Executive Director" document has been developed by the MC and reviewed by legal counsel. Phyllis noted one correction that needs to be made. Bill also asked for clarification on item 1.1.4 in regards to the established contracting limits of the MC. Phyllis noted that the MC has been given authority to approve contracts up to \$50,000. The Board requested that this clarification be added to the document.

**Item #10: Recent Agency Accomplishments**

The Board requested no further details.

**Item #11: Other**

Chandra noted that the position of SanGIS Board chair rotates annually and requested that Bill take on the chair position in the New Year.

The Public Session of the meeting adjourned at 2:05 PM for Executive discussion of Item 3.

The Public Session of the meeting reconvened at 2:26 PM.

**Item #3: Personnel Matters – Executive Session – Closed to the Public**

The Board members held Executive Session and reported that the item and outcome will be continued to January 6, 2009 at 11:00AM at Bill's office.

The regular meeting adjourned at 2:28 PM.

**Action and Pending Items:**

1. Update budget summary sheets to show percent of budget expended.

*Andrew. Provide to Management Committee and Board.*

2. Provide draft FY10 budget to Board and MC prior to March, 2009.

*Andrew. Provide to Management Committee and Board*

3. Evaluate SANDAG MOU for data warehousing and public mapping.

*Phyllis and Ross. Provide to Board*

4. Hire accounting personnel for 5 hours per week of service from TOPS.

*Andrew. Update MC with progress.*

5. Implement new public mapping fee schedule.

*Andrew. Post at SanGIS.*

6. OES Server – OES does not wish to offer the server any longer
7. Determine lease costs for SanGIS office space in City or County offices.

*Phyllis and Ross. Provide to Board at next meeting.*

8. Update the "Required Communication Actions of the Executive Director" to reflect MC contracting authority of \$50,000.

*Phyllis and Ross.*

9. Update the on the 12 required Board Actions Adopted April 11<sup>th</sup> 2008.

*Phyllis and Ross. Provide to Board at next meeting.*

Respectfully Submitted,

Approved,

\_\_\_\_\_  
Andrew Abouna  
Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chandra Wallar  
Board Chair

\_\_\_\_\_  
Date



THE CITY OF SAN DIEGO  
MAYOR JERRY SANDERS  
M E M O R A N D U M

DATE: January 5, 2009

TO: William Anderson, City of San Diego SanGIS Board Member

FROM: Howard Stapleton, Deputy Director, Office of the CIO, IT Division  
via Nader Tirandazi, Interim CIO and Financial Management Director

SUBJECT: SanGIS Executive Director Position

A handwritten signature in black ink, appearing to read "Howard Stapleton".

This memo is in response to your request to Phyllis Chapin to provide recommendations for filling the position of Executive Director of SanGIS on an interim and long-term basis. The SanGIS Executive Director is an Unclassified Position, exempted from the Civil Service provisions of the City Charter, reporting directly to the Deputy Director of the IT Division of the Office of the CIO. The position serves at the discretion of the Mayor (Reference: Sections 29 and 30 of the City Charter) and the SanGIS Board of Directors (Reference: Joint Powers Agreement Creating the San Diego Geographic Information Source, Section IV B3, E4, and F1).

Should the Executive Director position become vacant, our office recommends contracting for support services on an interim basis while pursuing an open recruitment to fill the position on a permanent basis.

We believe that San Diego Data Processing Corporation (SDDPC) has professional staff with the requisite experience and skills to provide program oversight on an interim basis. The SanGIS Board could contract directly with SDDPC to obtain program management services while pursuing long-term options. A half time position would be sufficient to ensure the continuation of critical operations and services currently provided by SanGIS. The cost for this support, which would be funded from the existing SanGIS labor budget, is projected at \$44,000 for a period of approximately six months. The SanGIS Management Committee could provide daily oversight for the position.

The interim staffing approach would need to be vetted with SDDPC management. We have broached the topic of program support with Brad Lind at SDDPC, and if the Board decides to move in this direction, would recommend contacting him for potential candidates.

Phyllis Chapin, the City's Management Committee Representative to SanGIS is available to provide additional information as required.

HS/pac

cc: Phyllis Chapin, City of San Diego SanGIS Management Committee Representative



1-Jan-09

SanGIS Feature Update and Error Report

DATE	ERROR REPORTED	HOW REPORTED	BY WHOM	LEAD	STATUS (OPEN/Complete)	ACTION TAKEN	COMMENTS
Continuous	Data Cleanup of SanGIS Layers				Open	This is an ongoing effort to perform data cleanup as new data is entered into SanGIS DB	Maintenance
10/17/2008	Bndry Corr APM	Email	A Pochina	Ops Manager	Open	Given to Map Tech for Action	
10/24/2008	Questionable Bdry Lines	Email	A Pochina	Ops Manager	Open	Given to Map Tech for Action	
11/19/2008	Bndry Corr APM (1)	Email	A Pochina	Ops Manager	Open	Given to Map Tech for Action	
11/19/2008	Bndry Corr APM (4)	Email	A Pochina	Ops Manager	Open	Given to Map Tech for Action	
12/19/2008	ROADSEG (2 Bik Rnge Chng)	SD FIRE EDITS	L. Brenner	Ops Manager	Posted 01/08/2009	N/A	SD Fire Maintenance
12/19/2008	ROADSEG MODS (3)	Crty Mail	M. Hernandez	Ops Manager	Open	On hold	Maintenance There was a request for naming roads on Indian Reservations. Unless we receive the data from the reservation we cannot update the roads
12/18/2008	ROADSEG MODS (21) Disconnects	Email/Forum	L. Brenner R. Harris	Ops Manager	Completed 01/06/2009	Given to Map Tech for Action	Maintenance DB Checked and no further disconnects found
12/18/2008	ROADSEG (Name)	Email	T. Hall	Ops Manager	Completed 12/29/2008	Given to Map Tech for Action	
12/18/2008	Zip Code Bndry (gaps & overlaps)	Email	G. Nagy	Ops Manager	Completed 12/23/2008	Given to Map Tech for Action	
12/18/2008	Boundary Corr APM	Email	R. Caldwell	Ops Manager	Closed 01/09/2009	Ops Manager	No action needed parcel has proper configuration
1/2/2009	Bndry Corr APM	Email	A Pochina	Ops Manager	Open	Given to Map Tech for Action	
1/2/2009	ROADSEG (Names (2))	Crty Mail	M. Hernandez	Ops Manager	Closed 01/09/2009	Given to Map Tech for Action	2d Name change had been completed and posted 05/08/2008
1/7/2009	Muni Layer, etc.	Meeting	F. McCamic	Ops Manager	Closed 01/09/2009	No Action Needed	A check with Crty Assessor showed corrections had been already made earlier.
1/9/2009	ROADSEG MOD (split)	Email	T. Hall	Ops Manager	Open	Given to Map Tech for Action	



1/1/2009

SanGIS Data Warehouse Layers Updated or Added						
Recently Updated/Added Layers for Dec-08						
Layer	Date	Update/New	Agency	Department	Staff	
CMTY_GENERAL_PLAN_CN	12/19/2008	Update	County of SD	DPLU	Melanie Casey	
FIRE_HAZARD_SEVERITY_ZONES	12/19/2008	New	County of SD	DPLU	Matt Turner	
PARKS_CN	12/19/2008	Update	County of SD	Park&Rec	Emily Kochert	
SCHOOL	12/19/2008	Update	SANDAG	SANDAG	John Hofmockel	
SURVEYDOC_GRID_LINE	12/19/2008	Update	County of SD	DPW	Kris Lingelser	
SURVEYDOC_GRID_POLY	12/19/2008	Update	County of SD	DPW	Kris Lingelser	
ZONING_SD	12/19/2008	Update	City of SD	DS/DPC	Susan Bender/Dave Snyder	

130+ additional layers were also updated as part of the SanGIS regular weekly processes, such as Parcels, Roads and CIP data from City Water.

Previously Updated/Added Layers						
Layer	Date	Update/New	Agency	Department	Staff	
DIST_HISTORIC_SD	11/7/2008	Update	City of SD	CPCI	Mike Klein	
DIST_PRECINCT_CONSOLIDATED	11/7/2008	Update	County of SD	ROV	Nellie Munoz	
RIGHT_OF_WAY	11/14/2008	Update	SanGIS	SanGIS	SanGIS	
RIGHT_OF_WAY_LINE	11/14/2008	Update	SanGIS	SanGIS	SanGIS	
PARCEL	11/14/2008	Update	SanGIS	SanGIS	SanGIS	
PARCELS	11/14/2008	Update	SanGIS	SanGIS	SanGIS	
PARCELS_ALL	11/14/2008	Update	SanGIS	SanGIS	SanGIS	
PARCELS_ALL_NPC	11/14/2008	Update	SanGIS	SanGIS	SanGIS	
SURVEYDOC_GRID_LINE	11/28/2008	Update	County of SD	DPW	Kris Lingelser	
SURVEYDOC_GRID_POLY	11/28/2008	Update	County of SD	DPW	Kris Lingelser	
SURVEY_MAP_AREA	11/7/2008	Update	City of SD	ECP	Lisa Marquis	
SURVEY_ORTHO_AREA	11/7/2008	Update	City of SD	ECP	Lisa Marquis	
COASTAL_OVERLAY_ZONE_SD	10/19/2008	New	City of SD	DSD	Susan Bender/Dave Snyder	
COASTAL_OVERLAY_ZONE_CN	10/19/2008	New	County of SD	LUEG	Ross Martin	
SDG_E_ELECTRICAL_DEPOWERING	10/19/2008	New	City of SD	OCIO	Phyllis Chapin	
FACILITIES_MILITARY	10/31/2008	Update	County of SD	LUEG	Ross Martin	
PERMITS_DISCRETIONARY	10/31/2008	Update	County of SD	DPLU	Randy Yakos	
PUBSAFETY_CMTY_PLAN_CN	10/15/2008	Update	SanGIS		Renamed CMTY_PLAN with CPEP file	
ROADS_CNTY_MAINTAINED	10/31/2008	Update	County of SD	DPW	Roy Pickering	
ZONING_UN	10/19/2008	Update	County of SD	DPLU	Melanie Casey	
ASR_BOOK	Sep-08					
CMTY_GENERAL_PLAN_DRAFT_REF_CN	Sep-08					
ECO_ENVRNMENTLY_SENSITIVE_AREAS	Sep-08					
FIRE_STATION	Sep-08					
FIRE_HISTORY_THRU_2007	Sep-08					
FIRE_BURN_HISTORY	Sep-08					
HLTH_CMS_CLINICS	Sep-08					
SURVEYDOC_GRID_POLY	Sep-08					
SURVEYDOC_GRID_LINE	Sep-08					
ZONING_SD	Sep-08					

For more information about SanGIS please visit [www.sangis.org](http://www.sangis.org)



1-Jan-09

**SanGIS Landbase, Data Warehouse, and Mapping Services Report**  
**Fiscal Year 2009**

	Dec-08	Nov-08	Oct-08	Sep-08	Aug-08	Jul-08
<b>LANDBASE MAINTENANCE</b>						
Subdivision Maps Processed	14	8	31	17	23	24
Lots Added	45	17	234	172	69	271
Parcels Added	191	233	349	632	1389	246
Parcels Split	46	37	98	94	198	109
Roads Added	16	10	49	28	6	36
Parcels/Lots Processed to Goal	100%	100%	100%	100%	100%	100%
Roads Processed to Goal	100%	100%	100%	100%	100%	100%

**LANDBASE UPDATES/CORRECTIONS**

Parcels	8
Roads	28
Lawbeats	0
Public Safety Jurisdiction	0
SD Fire Edited Road Corrections	2
Sherriff Edited Road Corrections	0
SanGIS SDE Layers	1

**DATA WAREHOUSE**

Number of Layers Added	1	0	1	0	0	24
Number of Layers Updated	10	12	14	10	41	11
SDE/Oracle Account Add/Changes	4	50	92	9	14	33
Availability of Data Warehouse	100%	100%	100%	100%	100%	100%

**MAPPING SERVICES**

<b>Custom Mapping</b>						
City	0	0	1	1	9	1
County	2	5	2	5	7	6
Public	39	89	56	104	94	41
<b>Data Extracts</b>						
City	1	0	0	2	3	25
County	0	0	1	1	1	1
Public	17	45	26	28	2	23
<b>Other Data Requests</b>						
Data on DVD	2	3	4	0	2	2
Phone Calls		70	102	117	90	110
Emails		84	126	108	65	64
<b>Website</b>						
FTP Logons	1364	1272	1776	1380	1223	1330
FTP Data Downloads	2927	2247	3544	3573	2355	3029
Website Hits	558,073	619,163	747,400	708,514	721,259	754,432
Most Popular Page	Interactive	Interactive	Interactive	Interactive	Interactive	Interactive
Most Popular Page Hits	105,627	123,712	143,586	187,793	137,377	147,625

**SanGIS BOD 12/9/08 Meeting Action and Pending Items:**

1. Update budget summary sheets to show percent of budget expended.

*Andrew updated summary spreadsheets to reflect % to date expended additionally at the MC requests he created three new Spreadsheets to reflect expenditures by cost centers. (See attached)*

2. Provide draft FY10 budget to Board and MC prior to March, 2009.

*Pending*

3. Evaluate SANDAG MOU for data warehousing and public mapping.

*Ross and Phyllis reviewing for presentation to Board at the February Board meeting.*

4. Hire accounting personnel for 5 hours per week of service from TOPS.

*Letter of engagement completed.*

5. Implement new public mapping fee schedule.

*Implemented 1/1/2009.*

6. Determine lease costs for SanGIS office space in City or County offices.

*Phyllis and Ross are working with respective City and County staff to provide the Board with options and costs...*

7. Update the "Required Communication Actions of the Executive Director" to reflect MC contracting authority of \$50,000.

*Completed and signed.*



**SanGIS FY2009 Expense Accounts as of 1/5/09**

Category	Budget		Current		Projected			Description	Total YTD	September	October	November
	Annual	To Date	Balance	Cost to Complete	Subtotal	Year End Balance						
<b>Staffing</b>	\$55,735	\$26,301	\$327,434	\$353,735	\$353,735	\$0	City Staff	\$26,301				
	\$113,419	\$41,231	\$72,188	\$113,419	\$113,419	\$0	TOPS Staff	\$41,231	\$10,865	\$10,002	\$6,547	
	\$383,087	\$0	\$383,087	\$383,087	\$383,087	\$0	County Staff	\$0	\$0	\$16,900	\$20,250	
	\$71,633	\$15,300	\$56,333	\$71,633	\$71,633	\$0	Quaric Solutions DBA Support	\$15,300	\$0	\$0	\$0	
	\$47,385	\$20,250	\$27,135	\$47,385	\$47,385	\$0	Quaric Solutions GIS Support	\$20,250	\$0	\$0	\$0	
	\$1,500	\$4,481	\$3,049	\$1,500	\$1,500	\$0	External Auditor	\$4,481	\$0	\$0	\$0	
	\$4,500	\$310	\$4,190	\$4,500	\$4,500	\$0	Attorney	\$310	\$441	\$0	\$0	
	\$5,500	\$0	\$5,500	\$5,500	\$5,500	\$0	Accounting	\$0	\$0	\$0	\$0	
<b>Subtotal Staffing</b>	<b>\$986,760</b>	<b>\$107,843</b>	<b>\$878,917</b>	<b>\$986,760</b>	<b>\$986,760</b>	<b>\$0</b>	<b>Accounting</b>	<b>\$107,843</b>	<b>\$10,906</b>	<b>\$46,721</b>	<b>\$6,547</b>	
<b>Operations:</b>	<b>\$107,606</b>	<b>\$43,875</b>	<b>\$63,731</b>	<b>\$63,483</b>	<b>\$107,358</b>	<b>\$248</b>	<b>Office Rent</b>	<b>\$43,875</b>	<b>\$8,775</b>	<b>\$8,775</b>	<b>\$8,775</b>	
<b>Facilities</b>	\$6,520	\$1,924	\$4,596	\$6,520	\$6,520	\$0	Telephone	\$1,924	\$601	\$487	\$0	
	\$3,600	\$2,378	\$1,222	\$3,600	\$3,600	\$0	Insurance	\$2,378	\$0	\$0	\$0	
<b>Subtotal</b>	<b>\$117,726</b>	<b>\$46,177</b>	<b>\$69,549</b>	<b>\$117,478</b>	<b>\$117,478</b>	<b>\$248</b>	<b>Insurance</b>	<b>\$46,177</b>	<b>\$9,376</b>	<b>\$11,640</b>	<b>\$8,775</b>	
<b>Operations:</b>	\$4,000	\$966	\$3,034	\$4,000	\$4,000	\$0	Office Supplies	\$966	\$193	\$182	\$80	
<b>Equipment/Supplies</b>	\$250	\$250	\$0	\$0	\$250	\$0	Postage/Mailing	\$250	\$50	\$58	\$50	
	\$500	\$74	\$176	\$524	\$524	\$0	Water Purchases	\$74	\$15	\$17	\$17	
	\$3,000	\$2,018	(\$1,518)	\$2,018	\$2,018	(\$1,518)	Equipment Repair & Maint	\$2,018	\$0	\$0	\$2,018	
	\$1,000	\$527	\$2,473	\$804	\$804	\$0	Copier & Plotter Supplies	\$527	\$527	\$0	\$0	
	\$1,400	\$465	\$935	\$1,400	\$1,400	\$0	Graphic Services	\$465	\$196	\$196	\$0	
	\$150	\$0	\$150	\$150	\$150	\$0	Photocopying	\$0	\$233	\$0	\$116	
	\$1,000	\$488	\$512	\$1,000	\$1,000	\$0	Credit Card Expense	\$488	\$127	\$116	\$87	
	\$3,500	\$0	\$2,500	\$3,500	\$3,500	\$0	Equipment/Furniture	\$0	\$0	\$0	\$0	
<b>Subtotal</b>	<b>\$17,550</b>	<b>\$4,964</b>	<b>\$12,586</b>	<b>\$17,068</b>	<b>\$19,068</b>	<b>(\$1,518)</b>	<b>Conference/Training/Events</b>	<b>\$4,964</b>	<b>\$1,341</b>	<b>\$373</b>	<b>\$2,348</b>	
<b>Subtotal Operations</b>	<b>\$135,276</b>	<b>\$53,161</b>	<b>\$82,115</b>	<b>\$136,546</b>	<b>\$136,546</b>	<b>(\$1,270)</b>	<b>Hardware</b>	<b>\$53,161</b>	<b>\$10,717</b>	<b>\$12,013</b>	<b>\$11,123</b>	
<b>Technical Services</b>	\$10,000	\$5,365	\$4,615	\$10,000	\$10,000	\$0	Server Purchasing, 3-years (09-11)	\$5,365	\$4,849	\$0	\$0	
	\$31,378	\$0	\$31,378	\$31,378	\$31,378	\$0	SDDPC System Access (Y79)	\$0	\$47	\$47	\$47	
	\$1,200	\$188	\$1,012	\$1,200	\$1,200	\$0	Sun Support	\$2,632	\$2,632	\$0	\$0	
	\$44,000	\$16,664	\$27,336	\$44,000	\$44,000	\$0	WAN & LAN Fees & Maint	\$16,664	\$4,166	\$4,166	\$4,166	
	\$16,000	\$3,993	\$12,007	\$16,000	\$16,000	\$0	SBC Circuit Maintenance	\$3,993	\$3,993	\$0	\$0	
	\$4,500	\$4,269	\$231	\$4,500	\$4,500	(\$4,269)	Oracle Support	\$4,269	\$0	\$0	\$0	
	\$36,000	\$0	\$36,000	\$36,000	\$36,000	\$0	ESRI Support	\$0	\$0	\$0	\$0	
	\$10,775	\$0	\$10,775	\$10,775	\$10,775	\$0	Thomas Brothers Products	\$0	\$0	\$0	\$0	
	\$85,000	\$0	\$85,000	\$85,000	\$85,000	\$0	Ortograph Products	\$31,200	\$7,800	\$7,800	\$7,800	
	\$93,600	\$31,200	\$62,400	\$93,600	\$93,600	\$0	Network Support	\$2,941	\$35	\$2,839	\$35	
	\$7,272	\$2,941	\$4,331	\$7,272	\$7,272	\$0	Other HW/SW Maintenance	\$322	\$40	\$282	\$0	
	\$3,000	\$322	\$2,678	\$3,000	\$3,000	\$0	Office Software	\$0	\$0	\$0	\$0	
<b>Subtotal Technical Svs.</b>	<b>\$326,357</b>	<b>\$67,594</b>	<b>\$258,763</b>	<b>\$326,357</b>	<b>\$326,357</b>	<b>(\$4,269)</b>	<b>SDDPC Labor</b>	<b>\$67,594</b>	<b>\$23,562</b>	<b>\$15,134</b>	<b>\$12,054</b>	
<b>Contingency Reserve</b>	\$137,399	\$0	\$137,399	\$137,399	\$137,399	\$0	Contingency Reserve	\$0	\$0	\$0	\$0	
<b>Subtotal Contingency Rsv</b>	<b>\$137,399</b>	<b>\$0</b>	<b>\$137,399</b>	<b>\$137,399</b>	<b>\$137,399</b>	<b>\$0</b>	<b>Contingency Reserve</b>	<b>\$0</b>	<b>\$42,228</b>	<b>\$30,221</b>	<b>\$24,055</b>	
<b>Totals</b>	<b>\$1,585,792</b>	<b>\$228,598</b>	<b>\$1,219,795</b>	<b>\$1,449,663</b>	<b>\$1,449,663</b>	<b>(\$5,539)</b>	<b>Totals</b>	<b>\$228,598</b>	<b>\$45,185</b>	<b>\$73,868</b>	<b>\$29,724</b>	
<b>Adjustments:</b>	\$0	\$0	(\$9,088)	(\$9,088)	\$0	\$0	Equipment Depreciation	\$9,088	\$2,228	\$2,060	\$0	
<b>Contra Account</b>	\$0	\$0	\$0	\$0	\$0	\$0	Capital Expenditures Offset	\$0	\$0	\$0	\$0	

**SanGIS FY2009 Expense - Landbase Maintenance as of 1/5/09**

Category	Budget		Current Balance	Cost to Complete	Projected Subtotal	Year End Balance	Description	Total MTD				
	Annual	To Date						September	October	November		
<b>Staffing</b>												
	\$1,488	\$111	\$1,377	\$1,377	\$1,488	\$0	City Staff	\$111	\$0	\$0	\$0	\$0
	\$113,419	\$41,231	\$72,188	\$72,188	\$113,419	\$0	TOPS Staff	\$41,231	\$10,902	\$0	\$6,547	\$0
	\$383,087	\$0	\$383,087	\$383,087	\$383,087	\$0	County Staff	\$0	\$0	\$0	\$0	\$0
	\$53,725	\$11,475	\$42,250	\$42,250	\$53,725	\$0	Quantic Solutions, DBA Support	\$11,475	\$0	\$0	\$15,188	\$0
	\$35,539	\$15,188	\$20,351	\$20,351	\$35,539	\$0	Quantic Solutions, GIS Support	\$15,188	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	External Auditor	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Attorney	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Accounting	\$0	\$0	\$0	\$0	\$0
<b>Subtotal Staffing</b>	<b>\$587,258</b>	<b>\$68,004</b>	<b>\$519,254</b>	<b>\$519,254</b>	<b>\$587,258</b>	<b>\$0</b>		<b>\$68,004</b>	<b>\$10,865</b>	<b>\$37,655</b>	<b>\$5,547</b>	<b>\$0</b>
<b>Operations:</b>												
<b>Facilities</b>												
	\$76,940	\$31,330	\$45,509	\$45,509	\$76,662	\$177	Office Rent	\$31,330	\$6,266	\$6,266	\$0	\$6,266
	\$0	\$0	\$0	\$0	\$0	\$0	Telephone	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Insurance	\$0	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<b>\$76,940</b>	<b>\$31,330</b>	<b>\$45,509</b>	<b>\$45,509</b>	<b>\$76,662</b>	<b>\$177</b>		<b>\$31,330</b>	<b>\$6,266</b>	<b>\$6,266</b>	<b>\$0</b>	<b>\$6,266</b>
<b>Operations:</b>												
<b>Equipment/Supplies</b>												
	\$1,532	\$822	\$1,010	\$1,010	\$1,332	\$0	Office Supplies	\$822	\$84	\$61	\$0	\$20
	\$0	\$0	\$0	\$0	\$0	\$0	Postage/Mailing	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Water Purchases	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Equipment Repair & Maint	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Copier & Printer Supplies	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Graphic Services	\$0	\$0	\$0	\$0	\$0
	\$350	\$116	\$234	\$234	\$350	\$0	Photocopy Xerox	\$116	\$58	\$0	\$0	\$29
	\$0	\$0	\$0	\$0	\$0	\$0	Parking Stamps	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Credit Card Expense	\$0	\$0	\$0	\$0	\$0
	\$833	\$0	\$833	\$833	\$833	\$0	Equipment/Furniture	\$0	\$0	\$0	\$0	\$0
	\$2,088	\$0	\$2,088	\$2,088	\$2,088	\$0	Conference/Training/Events	\$0	\$0	\$0	\$0	\$0
	\$4,602	\$436	\$4,164	\$4,164	\$4,602	\$0		\$0	\$0	\$0	\$0	\$0
<b>Subtotal Operations</b>	<b>\$1,442</b>	<b>\$31,768</b>	<b>\$49,673</b>	<b>\$49,698</b>	<b>\$1,264</b>	<b>\$177</b>		<b>\$31,768</b>	<b>\$6,266</b>	<b>\$6,266</b>	<b>\$0</b>	<b>\$6,266</b>
<b>Technical Services</b>												
	\$5,523	\$2,974	\$2,549	\$2,549	\$5,523	\$0	Hardware	\$2,974	\$2,678	\$0	\$0	\$3
	\$24,207	\$0	\$24,207	\$24,207	\$24,207	\$0	Server Purchasing, 3-years (09-11)	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	SDDPC System Access (Y79)	\$0	\$0	\$0	\$0	\$0
	\$1,879	\$0	\$1,879	\$1,879	\$1,879	\$0	Sun Support	\$0	\$0	\$0	\$0	\$0
	\$31,420	\$11,899	\$19,520	\$19,520	\$31,420	\$0	WAN & LAN Fees & Maint	\$11,899	\$2,975	\$2,975	\$0	\$0
	\$11,425	\$2,851	\$8,574	\$8,574	\$11,425	\$0	SBC Circuit Maintenance	\$2,851	\$0	\$0	\$0	\$0
	\$3,048	\$3,048	\$165	\$165	\$3,213	(\$3,048)	Oracle Support	\$3,048	\$0	\$0	\$0	\$0
	\$27,450	\$0	\$27,450	\$27,450	\$27,450	\$0	ESRI Support	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Thomas Brothers Products	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Orthophoto Products	\$0	\$0	\$0	\$0	\$0
	\$71,370	\$23,790	\$47,580	\$47,580	\$71,370	\$0	Network Support	\$23,790	\$5,948	\$5,948	\$0	\$0
	\$5,183	\$2,100	\$3,083	\$3,083	\$5,183	\$0	Other HWS/W Maintenance	\$2,100	\$2,027	\$2,027	\$0	\$25
	\$999	\$107	\$892	\$892	\$999	\$0	Office Software	\$107	\$13	\$94	\$0	\$0
	\$333	\$0	\$333	\$333	\$333	\$0	SDDPC Labor	\$0	\$0	\$0	\$0	\$0
<b>Subtotal Technical Svs</b>	<b>\$183,013</b>	<b>\$46,771</b>	<b>\$136,242</b>	<b>\$136,290</b>	<b>\$183,013</b>	<b>(\$3,048)</b>		<b>\$46,771</b>	<b>\$14,490</b>	<b>\$11,044</b>	<b>\$3,951</b>	<b>\$0</b>
<b>Contingency Reserve</b>												
	\$68,700	\$0	\$68,700	\$68,700	\$68,700	\$0	Contingency Reserve	\$0	\$0	\$0	\$0	\$0
<b>Subtotal Contingency Rsv</b>	<b>\$68,700</b>	<b>\$0</b>	<b>\$68,700</b>	<b>\$68,700</b>	<b>\$68,700</b>	<b>\$0</b>		<b>\$0</b>	<b>\$26,302</b>	<b>\$22,087</b>	<b>\$17,898</b>	<b>\$0</b>
<b>Totals</b>	<b>\$920,411</b>	<b>\$146,543</b>	<b>\$705,169</b>	<b>\$708,040</b>	<b>\$851,535</b>	<b>(\$2,871)</b>		<b>\$146,543</b>	<b>\$31,621</b>	<b>\$54,874</b>	<b>\$21,764</b>	<b>\$0</b>
<b>Adjustments:</b>												
<b>Equipment Depreciation</b>	\$0	\$6,490	(\$6,490)	(\$6,490)	\$0	\$0	Equipment Depreciation	\$6,490	\$1,591	\$1,471	\$0	\$0
<b>Contra Account</b>	\$0	\$0	\$0	\$0	\$0	\$0	Capital Expenditures Offset	\$0	\$0	\$0	\$0	\$0

**SanGIS FY2009 Expense - Data Warehouse as of 1/5/09**

Category	Budget		Current Balance	Cost to Complete	Projected Subtotal	Year End Balance	Description	Total YTD		
	Annual	To Date						September	October	November
Staffing	\$89,430	\$6,649	\$96,079	\$82,781	\$89,430	\$0	City Staff	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	TOPS Staff	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	County Staff	\$0	\$0	\$0
	\$17,908	\$3,825	\$21,733	\$14,083	\$17,908	\$0	Quanic Solutions, DBA Support	\$3,825	\$0	\$0
	\$11,846	\$5,063	\$16,909	\$5,784	\$11,846	\$0	Quanic Solutions, GIS Support	\$5,063	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	External Auditor	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Attorney	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Accounting	\$0	\$0	\$0
<b>Subtotal Staffing</b>	<b>\$119,185</b>	<b>\$15,537</b>	<b>\$134,722</b>	<b>\$103,648</b>	<b>\$119,185</b>	<b>\$0</b>		<b>\$15,537</b>	<b>\$0</b>	<b>\$0</b>
Operations:										
Facilities	\$17,783	\$7,251	\$25,034	\$10,491	\$17,742	\$41	Office Rent	\$7,251	\$1,450	\$1,450
	\$0	\$0	\$0	\$0	\$0	\$0	Telephone	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Insurance	\$0	\$0	\$0
<b>Subtotal Facilities</b>	<b>\$17,783</b>	<b>\$7,251</b>	<b>\$25,034</b>	<b>\$10,491</b>	<b>\$17,742</b>	<b>\$41</b>		<b>\$7,251</b>	<b>\$1,450</b>	<b>\$1,450</b>
Operations:										
Equipment/Supplies	\$1,332	\$322	\$1,654	\$1,010	\$1,332	\$0	Office Supplies	\$322	\$64	\$61
	\$0	\$0	\$0	\$0	\$0	\$0	Postage/Mailing	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Water Purchases	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Equipment Repair & Maint	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Copier & Plotter Supplies	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Graphic Services	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Photocopy Xerox	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Parking Stamps	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Credit Card Expense	\$0	\$0	\$0
	\$533	\$0	\$533	\$833	\$833	\$0	Equipment/Furniture	\$0	\$0	\$0
	\$483	\$483	\$966	\$483	\$483	\$0	Conference/Training/Events	\$0	\$0	\$0
<b>Subtotal Operations</b>	<b>\$2,648</b>	<b>\$322</b>	<b>\$2,970</b>	<b>\$2,326</b>	<b>\$2,648</b>	<b>\$0</b>		<b>\$322</b>	<b>\$0</b>	<b>\$0</b>
<b>Subtotal Operations</b>	<b>\$20,431</b>	<b>\$7,573</b>	<b>\$28,004</b>	<b>\$12,817</b>	<b>\$20,390</b>	<b>\$41</b>		<b>\$7,573</b>	<b>\$1,450</b>	<b>\$1,450</b>
Technical Services	\$1,278	\$888	\$2,166	\$990	\$1,278	\$0	Hardware	\$688	\$620	\$0
	\$5,602	\$0	\$5,602	\$5,602	\$5,602	\$0	Server Purchasing, 3-years (09-11)	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	SDPFC System Access (Y79)	\$0	\$0	\$0
	\$435	\$0	\$435	\$435	\$435	\$0	Sun Support	\$0	\$0	\$0
	\$2,271	\$2,754	\$5,025	\$4,518	\$7,271	\$0	WAN & LAN Fees & Maint	\$2,754	\$688	\$688
	\$2,644	\$660	\$3,304	\$1,984	\$2,644	\$0	SEC Circuit Maintenance	\$660	\$660	\$0
	\$744	\$705	\$1,449	\$744	\$744	(\$705)	Oracle Support	\$705	\$0	\$0
	\$5,949	\$0	\$5,949	\$5,949	\$5,949	\$0	ESRI Support	\$0	\$0	\$0
	\$10,775	\$0	\$10,775	\$10,775	\$10,775	\$0	Thomas Brothers Products	\$0	\$0	\$0
	\$65,000	\$0	\$65,000	\$65,000	\$65,000	\$0	Orthophoto Products	\$0	\$0	\$0
	\$15,468	\$5,156	\$20,624	\$10,312	\$15,468	\$0	Network Support	\$5,156	\$1,289	\$1,289
	\$1,202	\$486	\$1,688	\$716	\$1,202	\$0	Other HW/SW Maintenance	\$486	\$6	\$6
	\$999	\$107	\$1,106	\$892	\$999	\$0	Office Software	\$107	\$13	\$94
	\$333	\$0	\$333	\$333	\$333	\$0	SDPFC Labor	\$0	\$0	\$0
<b>Subtotal Technical Svs</b>	<b>\$117,701</b>	<b>\$10,557</b>	<b>\$128,258</b>	<b>\$107,850</b>	<b>\$117,701</b>	<b>(\$705)</b>		<b>\$10,557</b>	<b>\$3,276</b>	<b>\$2,541</b>
Contingency Reserve	\$68,700	\$0	\$68,700	\$68,700	\$68,700	\$0	Contingency Reserve	\$0	\$0	\$0
<b>Subtotal Contingency Rsv</b>	<b>\$68,700</b>	<b>\$0</b>	<b>\$68,700</b>	<b>\$68,700</b>	<b>\$68,700</b>	<b>\$0</b>		<b>\$0</b>	<b>\$5,933</b>	<b>\$5,091</b>
<b>Totals</b>	<b>\$326,016</b>	<b>\$33,666</b>	<b>\$359,682</b>	<b>\$224,315</b>	<b>\$257,276</b>	<b>(\$664)</b>		<b>\$33,666</b>	<b>\$4,726</b>	<b>\$12,878</b>
Adjustments:										
Equipment Depreciation	\$0	\$1,502	(\$1,502)	\$0	\$0	\$0	Equipment Depreciation	\$1,502	\$368	\$340
Contra Account	\$0	\$0	\$0	\$0	\$0	\$0	Capital Expenditures Offset	\$0	\$0	\$0

**SangIS FY2009 Expense - Mapping Services as of 1/5/09**

Category	Budget		Current Balance	Cost to Complete	Projected Subtotal	Year End Balance	Description	Total YTD		
	Annual	To Date						September	October	November
<b>Staffing</b>	\$55,112	\$4,098	\$51,014	\$51,014	\$55,112	\$0	City Staff	\$4,098	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	TOPS Staff	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	County Staff	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Quatic Solutions, DBA Support	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Quatic Solutions, GIS Support	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	External Auditor	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Attorney	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Accounting	\$0	\$0	\$0
<b>Subtotal Staffing</b>	<b>\$55,112</b>	<b>\$4,098</b>	<b>\$51,014</b>	<b>\$51,014</b>	<b>\$55,112</b>	<b>\$0</b>		<b>\$4,098</b>	<b>\$0</b>	<b>\$0</b>
<b>Operations:</b>										
<b>Facilities</b>	\$7,603	\$3,100	\$4,503	\$4,486	\$7,586	\$18	Office Rent	\$3,100	\$620	\$620
	\$0	\$0	\$0	\$0	\$0	\$0	Telephone	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Insurance	\$0	\$0	\$0
<b>Subtotal</b>	<b>\$7,603</b>	<b>\$3,100</b>	<b>\$4,503</b>	<b>\$4,486</b>	<b>\$7,586</b>	<b>\$18</b>		<b>\$3,100</b>	<b>\$620</b>	<b>\$620</b>
<b>Operations:</b>										
<b>Equipment/Supplies</b>	\$100	\$100	\$0	\$0	\$0	\$0	Office Supplies	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Postage/Mailing	\$100	\$20	\$23
	\$0	\$0	\$0	\$0	\$0	\$0	Water Purchases	\$0	\$0	\$0
	\$1,285	\$226	\$1,059	\$1,059	\$1,285	\$0	Equipment Repair & Maint	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Copier & Plotter Supplies	\$226	\$226	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Graphic Services	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Photography Xerox	\$0	\$0	\$0
	\$1,000	\$488	\$512	\$512	\$1,000	\$0	Parking Stamps	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Credit Card Expense	\$488	\$127	\$116
	\$247	\$874	\$247	\$247	\$247	\$0	Equipment/Furniture	\$0	\$0	\$0
	\$2,632	\$3,914	\$1,818	\$1,818	\$2,632	\$0	Conference/Training/Events	\$0	\$0	\$0
<b>Subtotal Operations</b>	<b>\$10,235</b>	<b>\$3,914</b>	<b>\$6,321</b>	<b>\$6,304</b>	<b>\$10,216</b>	<b>\$18</b>		<b>\$874</b>	<b>\$920</b>	<b>\$920</b>
<b>Technical Services</b>	\$2,699	\$1,453	\$1,245	\$1,245	\$2,699	\$0	Hardware	\$1,453	\$1,309	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Server Purchasing, 3-years (09-11)	\$0	\$0	\$2
	\$186	\$0	\$186	\$186	\$186	\$0	SDDPC System Access (Y79)	\$0	\$0	\$0
	\$3,109	\$1,177	\$1,931	\$1,931	\$3,109	\$0	Sun Support	\$0	\$0	\$0
	\$1,131	\$282	\$848	\$848	\$1,131	\$0	WAN & LAN Fees & Maint	\$1,177	\$284	\$294
	\$318	\$302	\$16	\$318	\$318	(\$302)	SBC Circuit Maintenance	\$282	\$282	\$0
	\$800	\$0	\$800	\$800	\$800	\$0	Oracle Support	\$302	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	ESRI Support	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Thomas Brothers Products	\$0	\$0	\$0
	\$2,080	\$693	\$1,387	\$1,387	\$2,080	\$0	Orthophoto Products	\$0	\$0	\$0
	\$514	\$208	\$306	\$306	\$514	\$0	Network Support	\$693	\$173	\$173
	\$0	\$0	\$0	\$0	\$0	\$0	Other HW/SW Maintenance	\$208	\$2	\$201
	\$0	\$0	\$0	\$0	\$0	\$0	Office Software	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	SDDPC Labor	\$0	\$0	\$0
<b>Subtotal Technical Svs.</b>	<b>\$10,836</b>	<b>\$4,116</b>	<b>\$6,720</b>	<b>\$7,022</b>	<b>\$10,836</b>	<b>(\$302)</b>		<b>\$4,116</b>	<b>\$2,051</b>	<b>\$658</b>
<b>Contingency Reserve</b>	\$0	\$0	\$0	\$0	\$0	\$0	Contingency Reserve	\$0	\$0	\$0
<b>Subtotal Contingency Rsv</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$2,813</b>	<b>\$1,337</b>
<b>Totals</b>	<b>\$76,183</b>	<b>\$12,127</b>	<b>\$64,056</b>	<b>\$64,340</b>	<b>\$76,166</b>	<b>(\$284)</b>		<b>\$12,127</b>	<b>\$2,681</b>	<b>\$1,288</b>
<b>Adjustments:</b>										
<b>Equipment Depreciation</b>	\$0	\$642	(\$642)	(\$642)	\$0	\$0	Equipment Depreciation	\$642	\$157	\$146
<b>Contra Account</b>	\$0	\$0	\$0	\$0	\$0	\$0	Capital Expenditures Offset	\$0	\$0	\$0

**SanGIS FY2009 Expense - Administration as of 1/5/09**

Category	Budget		Current		Cost to Complete	Projected Subtotal	Year End Balance	Description	Total YTD		
	Annual	To Date	Balance						September	October	November
<b>Staffing</b>	\$207,706	\$15,443	\$192,262	\$207,706	\$192,262	\$207,706	\$0	City Staff	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	TOPS Staff	\$15,443	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	County Staff	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Quantic Solutions, DBA Support	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	Quantic Solutions, GIS Support	\$0	\$0	\$0
	\$7,500	\$4,451	\$3,049	\$7,500	\$3,049	\$7,500	\$0	External Auditor	\$4,451	\$0	\$0
	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$0	Attorney	\$0	\$0	\$0
	\$5,500	\$0	\$5,500	\$5,500	\$5,500	\$5,500	\$0	Accounting	\$0	\$0	\$0
<b>Subtotal Staffing</b>	<b>\$225,206</b>	<b>\$19,894</b>	<b>\$205,311</b>	<b>\$225,206</b>	<b>\$205,311</b>	<b>\$225,206</b>	<b>\$0</b>		<b>\$19,894</b>	<b>\$0</b>	<b>\$0</b>
<b>Operations:</b>	<b>\$5,380</b>	<b>\$2,194</b>	<b>\$3,187</b>	<b>\$5,380</b>	<b>\$3,174</b>	<b>\$5,380</b>	<b>\$12</b>	Office Rent	<b>\$2,194</b>	<b>\$439</b>	<b>\$439</b>
<b>Facilities</b>	<b>\$6,520</b>	<b>\$1,924</b>	<b>\$4,596</b>	<b>\$6,520</b>	<b>\$4,596</b>	<b>\$6,520</b>	<b>\$0</b>	Telephone	<b>\$1,924</b>	<b>\$601</b>	<b>\$487</b>
	<b>\$3,600</b>	<b>\$2,378</b>	<b>\$1,222</b>	<b>\$3,600</b>	<b>\$1,222</b>	<b>\$3,600</b>	<b>\$0</b>	Insurance	<b>\$2,378</b>	<b>\$0</b>	<b>\$2,378</b>
<b>Subtotal</b>	<b>\$15,500</b>	<b>\$6,496</b>	<b>\$9,005</b>	<b>\$15,468</b>	<b>\$9,892</b>	<b>\$15,468</b>	<b>\$12</b>		<b>\$6,496</b>	<b>\$1,040</b>	<b>\$3,304</b>
<b>Operations:</b>	<b>\$1,336</b>	<b>\$323</b>	<b>\$1,013</b>	<b>\$1,336</b>	<b>\$1,013</b>	<b>\$1,336</b>	<b>\$0</b>	Office Supplies	<b>\$323</b>	<b>\$84</b>	<b>\$61</b>
<b>Equipment/Supplies</b>	<b>\$150</b>	<b>\$150</b>	<b>\$0</b>	<b>\$150</b>	<b>\$0</b>	<b>\$150</b>	<b>\$0</b>	Postage/Mailing	<b>\$150</b>	<b>\$30</b>	<b>\$35</b>
	<b>\$250</b>	<b>\$74</b>	<b>\$176</b>	<b>\$250</b>	<b>\$176</b>	<b>\$250</b>	<b>\$0</b>	Water Purchases	<b>\$74</b>	<b>\$15</b>	<b>\$17</b>
	<b>\$500</b>	<b>\$2,018</b>	<b>(\$1,518)</b>	<b>\$500</b>	<b>\$2,018</b>	<b>\$500</b>	<b>(\$1,518)</b>	Equipment Repair & Maint	<b>\$2,018</b>	<b>\$0</b>	<b>\$0</b>
	<b>\$1,715</b>	<b>\$301</b>	<b>\$1,414</b>	<b>\$1,715</b>	<b>\$1,414</b>	<b>\$1,715</b>	<b>\$0</b>	Printer & Plotter Supplies	<b>\$301</b>	<b>\$301</b>	<b>\$0</b>
	<b>\$1,000</b>	<b>\$196</b>	<b>\$804</b>	<b>\$1,000</b>	<b>\$804</b>	<b>\$1,000</b>	<b>\$0</b>	Graphic Services	<b>\$196</b>	<b>\$196</b>	<b>\$0</b>
	<b>\$1,050</b>	<b>\$349</b>	<b>\$701</b>	<b>\$1,050</b>	<b>\$701</b>	<b>\$1,050</b>	<b>\$0</b>	Photocopy Xerox	<b>\$349</b>	<b>\$176</b>	<b>\$87</b>
	<b>\$150</b>	<b>\$150</b>	<b>\$0</b>	<b>\$150</b>	<b>\$150</b>	<b>\$150</b>	<b>\$0</b>	Parking Stamps	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	Credit Card Expense	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>\$835</b>	<b>\$0</b>	<b>\$835</b>	<b>\$835</b>	<b>\$835</b>	<b>\$835</b>	<b>\$0</b>	Equipment/Furniture	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>\$682</b>	<b>\$0</b>	<b>\$682</b>	<b>\$682</b>	<b>\$682</b>	<b>\$682</b>	<b>\$0</b>	Conference/Training/Events	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Subtotal</b>	<b>\$7,666</b>	<b>\$3,471</b>	<b>\$4,258</b>	<b>\$7,666</b>	<b>\$5,776</b>	<b>\$7,666</b>	<b>(\$1,518)</b>		<b>\$3,471</b>	<b>\$0</b>	<b>\$0</b>
<b>Subtotal Operations</b>	<b>\$23,169</b>	<b>\$9,906</b>	<b>\$14,768</b>	<b>\$23,169</b>	<b>\$14,768</b>	<b>\$23,169</b>	<b>\$9,906</b>		<b>\$9,906</b>	<b>\$1,040</b>	<b>\$3,304</b>
<b>Technical Services</b>	<b>\$500</b>	<b>\$269</b>	<b>\$231</b>	<b>\$500</b>	<b>\$231</b>	<b>\$500</b>	<b>\$0</b>	Hardware	<b>\$269</b>	<b>\$242</b>	<b>\$0</b>
	<b>\$1,569</b>	<b>\$1,569</b>	<b>\$1,569</b>	<b>\$1,569</b>	<b>\$1,569</b>	<b>\$1,569</b>	<b>\$0</b>	Server Purchasing, 3-years (09-11)	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>\$1,200</b>	<b>\$188</b>	<b>\$1,012</b>	<b>\$1,200</b>	<b>\$1,012</b>	<b>\$1,200</b>	<b>\$0</b>	SDPC System Access (Y79)	<b>\$188</b>	<b>\$47</b>	<b>\$47</b>
	<b>\$132</b>	<b>\$0</b>	<b>\$132</b>	<b>\$132</b>	<b>\$132</b>	<b>\$132</b>	<b>\$0</b>	Sim Support	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>\$2,200</b>	<b>\$833</b>	<b>\$1,367</b>	<b>\$2,200</b>	<b>\$1,367</b>	<b>\$2,200</b>	<b>\$0</b>	WAN & LAN Fees & Maint	<b>\$833</b>	<b>\$208</b>	<b>\$208</b>
	<b>\$800</b>	<b>\$200</b>	<b>\$600</b>	<b>\$800</b>	<b>\$600</b>	<b>\$800</b>	<b>\$0</b>	SBC Circuit Maintenance	<b>\$200</b>	<b>\$200</b>	<b>\$0</b>
	<b>\$225</b>	<b>\$213</b>	<b>\$12</b>	<b>\$225</b>	<b>\$12</b>	<b>\$225</b>	<b>(\$219)</b>	Oracle Support	<b>\$213</b>	<b>\$0</b>	<b>\$0</b>
	<b>\$1,800</b>	<b>\$0</b>	<b>\$1,800</b>	<b>\$1,800</b>	<b>\$1,800</b>	<b>\$1,800</b>	<b>\$0</b>	ESRI Support	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	Thomas Brothers Products	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	Orthophoto Products	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>\$4,680</b>	<b>\$1,560</b>	<b>\$3,120</b>	<b>\$4,680</b>	<b>\$3,120</b>	<b>\$4,680</b>	<b>\$0</b>	Network Support	<b>\$1,560</b>	<b>\$390</b>	<b>\$390</b>
	<b>\$364</b>	<b>\$217</b>	<b>\$147</b>	<b>\$364</b>	<b>\$217</b>	<b>\$364</b>	<b>\$0</b>	Other HW/SW Maintenance	<b>\$147</b>	<b>\$2</b>	<b>\$2</b>
	<b>\$1,002</b>	<b>\$108</b>	<b>\$894</b>	<b>\$1,002</b>	<b>\$894</b>	<b>\$1,002</b>	<b>\$0</b>	Office Software	<b>\$108</b>	<b>\$13</b>	<b>\$94</b>
	<b>\$334</b>	<b>\$0</b>	<b>\$334</b>	<b>\$334</b>	<b>\$334</b>	<b>\$334</b>	<b>\$0</b>	SDPC Labor	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Subtotal Technical Svs.</b>	<b>\$14,805</b>	<b>\$3,518</b>	<b>\$11,287</b>	<b>\$14,805</b>	<b>\$7,213</b>	<b>\$14,805</b>	<b>(\$713)</b>		<b>\$3,518</b>	<b>\$1,103</b>	<b>\$681</b>
<b>Contingency Reserve</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	Contingency Reserve	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Subtotal Contingency Rsv</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$1,918</b>	<b>\$1,247</b>
<b>Totals</b>	<b>\$263,179</b>	<b>\$33,319</b>	<b>\$229,860</b>	<b>\$263,179</b>	<b>\$231,579</b>	<b>\$263,179</b>	<b>(\$1,719)</b>		<b>\$33,319</b>	<b>\$2,142</b>	<b>\$4,185</b>
<b>Adjustments:</b>											
<b>Equipment Depreciation</b>	<b>\$0</b>	<b>\$454</b>	<b>(\$454)</b>	<b>\$0</b>	<b>(\$454)</b>	<b>\$0</b>	<b>\$0</b>	Equipment Depreciation	<b>\$454</b>	<b>\$111</b>	<b>\$103</b>
<b>Contra Account</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	Capital Expenditures Offset	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**SanGIS FY2009 Revenue Accounts as of 1/5/09**

Category	Budget		Current		Projected		Year End Balance	Description	Total YTD		
	Annual	To Date	Balance	Revenue to Complete	Subtotal	Revenue to Complete			Subtotal	September	October
<b>External Revenue</b>	\$33,132	\$15,955	\$17,177	\$19,327	\$35,282	\$2,150	Storefront Sales	\$15,955	\$3,345	\$2,644	\$4,126
	Included above	\$0	\$0	\$0	\$0	\$0	Out of State Sales	\$0	\$0	\$0	\$0
	Included above	\$0	\$0	\$0	\$0	\$0	Tax Exempt Sales	\$0	\$0	\$0	\$0
	Included above	\$681	\$0	\$681	\$681	\$681	Shipping Charges	\$0	\$0	\$0	\$0
	\$20,000	\$0	\$20,000	\$20,000	\$20,000	\$0	Miscellaneous	\$681	\$0	\$0	\$0
	\$16,000	\$16,000	\$0	\$20,000	\$32,000	\$16,000	USGS NHD	\$0	\$0	\$0	\$16,000
	<b>\$69,132</b>	<b>\$32,636</b>	<b>\$37,177</b>	<b>\$55,327</b>	<b>\$87,963</b>	<b>\$18,831</b>	<b>Sub-Total</b>	<b>\$32,636</b>	<b>\$3,345</b>	<b>\$2,644</b>	<b>\$20,126</b>
<b>Internal Revenue</b>	\$502,830	\$250,000	\$252,830	\$252,830	\$502,830	\$0	County Funding	\$250,000	\$0	\$0	\$0
	\$752,830	\$250,000	\$502,830	\$502,830	\$752,830	\$0	City Funding	\$250,000	\$250,000	\$0	\$0
	\$11,000	\$3,349	\$7,651	\$7,651	\$11,000	\$0	Interest Earned	\$3,349	\$0	\$3,349	\$0
	\$0	\$0	\$0	\$0	\$0	\$0	Sales Tax Collected	\$0	\$0	\$0	\$0
	\$250,000	\$231,500	\$18,500	\$18,500	\$250,000	\$0	City Dept	\$0	\$0	\$0	\$0
	<b>\$1,516,660</b>	<b>\$734,849</b>	<b>\$781,811</b>	<b>\$781,811</b>	<b>\$1,516,660</b>	<b>\$0</b>	<b>Sub-Total</b>	<b>\$734,849</b>	<b>\$65,750</b>	<b>\$27,099</b>	<b>\$7,000</b>
<b>Totals</b>	<b>\$1,585,792</b>	<b>\$767,485</b>	<b>\$767,485</b>	<b>\$837,138</b>	<b>\$1,604,623</b>	<b>\$18,831</b>		<b>\$767,485</b>	<b>\$319,095</b>	<b>\$29,743</b>	<b>\$27,126</b>



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December 19, 2008

SanGIS Management Committee  
San Diego Geographic Information Source  
5469 Kearny Villa Road, Suite 102  
San Diego, CA 92123

We are pleased to confirm our understanding of the services we are to provide San Diego Geographic Information Source Joint Powers Agreement (SanGIS) for the year ended June 30, 2008. We will audit the financial statements of the SanGIS as of and for the year ended June 30, 2008. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to accompany SanGIS's basic financial statements. As part of our engagement, we will apply certain limited procedures to SanGIS's RSI. These limited procedures will consist principally of inquiries of management regarding the methods of measurement and presentation, which management is responsible for affirming to us in its representation letter. Unless we encounter problems with the presentation of the RSI or with procedures relating to it, we will disclaim an opinion on it. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis.

**Audit Objective**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the basic financial statements taken as a whole. Our audit will be conducted in accordance with generally accepted auditing standards established by the Auditing Standards Board (United States) and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of SanGIS and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts, grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and compliance will include a statement that the report is intended solely for the information and use of management, the body or individuals charged with governance, others within the entity, and specific legislative or regulatory bodies and is not intended to be and should not be used by anyone other than these specified parties.

If during our audit we become aware that SanGIS is subject to an audit requirement that is not encompassed in the terms of engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

### **Management Responsibilities**

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You are also responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee our financial statement preparation services and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the SanGIS and the respective changes in financial position and cash flows, where applicable, in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants for taking timely and appropriate steps to remedy any fraud, illegal acts, violations of contracts or grant agreements, or abuse that we may report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous audits or other engagements or studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, and the timing and format related thereto.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors are limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financials statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of SanGIS's compliance with the provisions of applicable laws and regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

#### **Audit Administration, Fees, and Other**

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We expect to begin our audit on approximately December 1, 2008 and to issue our reports no later than February 24, 2009. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs except that we agree that our gross fee, including expenses will not exceed \$5,500. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

*Government Auditing Standards* require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2006 peer review report accompanies this letter.

We appreciate the opportunity to be of service to SanGIS and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



James V. Godsey  
*Partner*

**RESPONSE:**

This letter correctly sets forth the understanding of SanGIS Management Committee.

By: Ross Martz

Title: County GIS Manager

Date: 1/06/2008

By: Phyllis Chapin

Title: City PM Citywide Technologies : Applications

Date: 1/06/2008

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_