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# 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 January 28, 2025  
**Time:** 9:00 am  
**Place:** SanGIS  
5500 Overland Ave., Suite 310  
San Diego, CA 92123

**Meeting called to Order:** 11:00 am  
**Meeting Adjourned:** 11:35 am

**Management Committee Members Present:**

- Brittany Burson, City of San Diego Representative
- Jason Batchelor, County of San Diego Representative
- Andy Gordon, SANDAG Representative

**Others Present:**

- Tod Chee, SanGIS Program Manager

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### MEETING MINUTES

- **Approve Previous Meetings' Minutes**  
Minutes from the January 21, 2025 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
- **Review Financial Issues**
  - The Committee members approved for payment 1 invoice presented by the Program Manager.

- **GIS Administration, Business, and Operational Items**
  - The Committee members discussed the status of the SanGIS audit and what can be expected over the coming weeks.
  - Brittany provided an update on the status of the City hiring for a vacant position at SanGIS.
  - The Committee members discussed the lease agreement with the County and what next steps are required.
  
- **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** **January 28, 2025**

These minutes are approved by: **Signature** **Date:**

Jason Batchelor  
SanGIS Management Committee  
County of San Diego

  
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Brittany Burson  
SanGIS Management Committee  
City of San Diego

  
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