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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 April 01, 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:** 11:30 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 March 25, 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 6 invoice presented by the Program Manager.

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

- Tod informed the Committee members that there are currently no agenda items for STAB, and that the meeting will be canceled this month.
- Tod informed the committee members that SanGIS has a backlog of address points as a result of being short handed the last 4 months. SanGIS will be looking into contracting options to catch up on the backlog.
- Tod informed the Committee members that SanGIS is in the beginning stages to plan operationalizing new financial reports.
- The Committee members discussed what items are included on the upcoming Board meeting agenda, and any potential additions that may be of interest.

• **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** **April 01, 2025**

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

Jason Batchelor  
SanGIS Management Committee  
County of San Diego



4/15/25

Brittany Burson  
SanGIS Management Committee  
City of San Diego



4/15/25