

# Regional Basemap Committee

## Minutes

**Wednesday ~ May 19, 2021 ~ 10:00 A.M.**

**Washoe County Administrative Complex**

**Teleconferenced with Teams and Phone options**

## **MEMBERS**

Jon Walker, Chair, City of Sparks  
Gary Zaepfel, Vice-Chair, Washoe County  
Eric Friedlander, City of Reno  
Rob Cushing, NV Energy

## **Alternates**

Greg Johnson, City of Reno  
Sean Chambers, City of Sparks  
Rebecca Reid, NV Energy  
Jay Johnson, Washoe County

### **1. CALL TO ORDER AND ROLL CALL [Non-action item]**

Chair Walker called the meeting to order at 10:02 a.m. A quorum was established.

#### **PRESENT:**

City of Reno            Eric Friedlander (primary)

City of Sparks        Jon Walker (primary)  
                             Sean Chambers (alternate)

NV Energy             Rob Cushing (primary)

Washoe County       Gary Zaepfel (primary)  
                             Jay Johnson (alternate)

**ABSENT:**             Rebecca Reid (alternate, NV Energy)

**Also Present:**       Deputy District Attorney Lindsay Liddell, Washoe County  
                             Nicholas Connelly, City of Sparks  
                             Quinn Korbolic, Washoe County  
                             Kevin Johnson, TMWA

### **2. PUBLIC COMMENTS [Non-action item] – Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Regional Basemap Committee agenda. At the discretion of the chair or a majority of the members present during a meeting, the Regional Basemap Committee may also hear public comment during individual agenda items, with such comment likewise limited to three minutes per person. No discussion or action may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.**

There was no response to the call for public comment.

### **3. ELECTION OF OFFICERS [For Possible Action] – A discussion to nominate and elect Regional Basemap Committee Chair and Vice-Chair**

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Vice-Chair Zaepfel nominated Jon Walker, City of Sparks, to continue as Committee Chair. Chair Walker accepted the nomination. Member Friedlander seconded the nomination. The motion was approved unanimously. Vice-Chair Zaepfel nominated himself to continue as Vice-Chair. Member Friedlander seconded the nomination. The motion was approved unanimously.

- 4. APPROVAL OF DECEMBER 10, 2020, MEETING MINUTES [For Possible Action]** – Committee members may identify any additions or corrections to the draft minutes as transcribed.

It was moved by Vice-Chair Zaepfel, seconded by Member Friedlander, to approve the December 10, 2020, minutes as submitted. There was no Committee discussion or response to call for public comment. Upon a vote, the motion carried unanimously.

- 5. BASEMAP COMMITTEE FUND UPDATE [Non-action item]** – An informational update on the Basemap Committee fund. Gary Zaepfel – Washoe County Technology Services

Vice-Chair Zaepfel indicated that the current fund balance is \$288,370.43 and FY21 Basemap Data Sales are \$15,555.00. Chair Walker asked if this was all that was expected to come in. Vice-Chair Zaepfel answered that it was lower than projected due partly to the Covid shutdown, and this was all that was expected.

- 6. REQUEST FOR USE OF BASEMAP FUNDING FOR ORTHOIMAGERY CONTRACT FLIGHT ONE, YEAR TWO [For Possible Action]** – A review, discussion and possible action to approve, deny, or otherwise modify a request to use Basemap Funds for the payment of Eagleview/Pictometry International invoice for the first anniversary of the First Project Imagery Shipment as provided for in the contract approved by the Board of County Commissioners May 21, 2019, in an amount not to exceed \$89,353.75 for the Basemap Funds portion; the other half of the invoiced amount (\$178,707.50) is to be funded from the Assessor’s Office. Gary Zaepfel – Washoe County Technology Services

Contract excerpt:

FIRST PROJECT

Due at Signing	\$53,041.25
Due at Project Initiation (Fall 2019 - tentative)	\$125,666.25
Due at First Anniversary of Shipment of Imagery	\$178,707.50
<b>Total Payments</b>	<b>\$357,415.00</b>

Vice-Chair Zaepfel presented a request to use Basemap Funds for the payment of Eagleview/Pictometry International invoice in the amount of \$89,353.75 for the Basemap Funds portion; the other half of the invoiced amount (\$178,707.50) is to be funded from the Assessor’s Office. Chair Walker asked if this was what was originally planned from the beginning of the contract. Vice-Chair Zaepfel confirmed that it was. He presented the original projected fund payments. Chair Walker stated that as the contract is already in place, this item can be treated as informational, and no action was needed. Deputy District Attorney Liddell noted that there

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was a comment from a member of the public in the chat window. Cynthia Albright, StanTec Consulting, asked when the arial photography that began in the Fall of 2019 and finished this year will be available to the public. Vice-Chair Zaepfel replied that StanTec should have a copy of the data and to contact him if they do not. He further stated that the photography is available on the Washoe County Regional Mapping System and Washoe County has been selling the imagery since Summer, 2020.

### **7. REQUEST TO RETROACTIVELY APPROVE ORTHOPHOTOGRAPHY CONTRACT ADDENDUM AND APPROVE USE OF BASEMAP FUNDING FOR THE ADDENDUM** [For Possible Action] – A review, discussion and possible action to:

- a) Retroactively approve a proposed addendum to the existing Eagleview/Pictometry International contract approved by the Board of County Commissioners May 21, 2019. If executed, the proposed amendment will provide for additional oblique photography, orthophotography and contours not included in the initial contract, with an anticipated additional cost not to exceed \$21,303; and, if approved,
- b) Identify what portion(s) of the addendum, if executed, would be an appropriate use of Basemap Funds, in an amount not to exceed \$21,303.

Vice-Chair Zaepfel presented the Addendum to the existing Eagleview/Pictometry International contract. The proposed amendment will provide for additional oblique photography, orthophotography and contours not included in the initial contract, with an anticipated additional cost not to exceed \$21,303. He stated that most of the Addendum is for gathering imagery for the Gerlach and Empire areas and that the Assessor's office prefers to have new imagery for those every two years. Chair Walker asked if there will need to be another Addendum in two years on the Gerlach and Empire area. Vice-Chair Zaepfel replied that from 2021 to 2023, there are no flights in that area, and the contract will be expired after that. He stated that it will depend on whether the Assessor's Office continues to be involved in the process and that, if so, those areas will need to be added to a new contract. Chair Walker asked for confirmation of the Regional Basemap Committee's portion of this Addendum. Vice-Chair Zaepfel stated that it is \$2464.00. Chair Walker asked for confirmation that the Committee's budget will allow for that. Vice-Chair Zaepfel answered that it will. Aaron Smith, Washoe County, asked if there is a schedule for another complete LIDAR flight. Vice-Chair Zaepfel answered that there will be a new DEM sometime late this summer. Mr. Smith asked if there will be another LIDAR in 2023. Vice-Chair Zaepfel replied that it is in the contract to provide a fresh DEM after each flight. It was moved by Vice-Chair Zaepfel, seconded by Member Friedlander, to approve the Addendum as submitted. Upon a vote, the motion carried unanimously.

### **8. REGIONAL BASEMAP COMMITTEE MEMBER OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION, AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-action item] – No discussion among committee members will take place on this item. The next scheduled meeting is set for Thursday, September 9, 2021, at 10:00 a.m.

Deputy District Attorney Liddell stated that she is planning to do an Open Meeting Law training at the next regularly scheduled meeting.

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- 9. PUBLIC COMMENT** [Non-action item] – Comment heard under this item will be limited to three minutes per person and may pertain to matters both on and off the Regional Basemap Committee agenda. No discussion or action may be taken upon any matter raised under this public comment section until the matter has been specifically included on an agenda.

Cynthia Albright, StanTec Consulting, expressed her appreciation to the Committee for the data provided and all of their hard work.

**10. ADJOURNMENT** [Non-action item]

Chair Walker adjourned the meeting at 10:36 a.m.

Approved as written in session September 9, 2021.