

Regional Basemap Committee

Draft Meeting Minutes

Thursday, April 3, 2025 - 3:00 p.m.

**Washoe County Administration Complex
1001 East Ninth Street, Reno, Nevada, 89512
Technology Services Conference Room
Building C, Second Floor, Suite C220**

MEMBERS

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

Alternates

Jacob Fausett, City of Reno
Paulo Vandenberg, Washoe County
Sean Chambers, City of Sparks
Vacant, NV Energy

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

Chair Walker called the meeting to order at 3:01 p.m. A quorum was established.

PRESENT:

City of Sparks	Jon Walker (primary), Sean Chambers (alternate)
Washoe County	Gary Zaepfel (primary), Paulo Vandenberg (alternate)
City of Reno	Eric Friedlander (primary), Jacob Fausett (alternate)
NV Energy	Kevin Gorges (primary)

ALSO PRESENT: Deputy District Attorney Trenton Ross, Washoe County; Chris Sarman, Washoe County; Peter Kinne, Washoe County; Quinn Korbolic, Washoe County; Larry Grube, Summit Engineering

2. INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA TEAMS/TELEPHONE [Non-action item]. DDA Trenton Ross

DDA Ross gave directions for commenting in the meeting via Teams and telephone.

3. 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.

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- 4. ELECTION OF OFFICERS** [For Possible Action] - A discussion and possible action to nominate and elect the Regional Basemap Committee Chair and Vice-Chair from among the Basemap Committee members to serve until the first meeting of 2026

Member Gorges proposed nominating Jon Walker, City of Sparks, to continue as Committee Chair, and Gary Zaepfel, Washoe County, to continue as Committee Vice-Chair. Chair Walker and Vice-Chair Zaepfel accepted the nominations. Member Friedlander moved to nominate Chair and Vice-chair as proposed by Member Gorges. Member Gorges seconded the motion. The motion was approved unanimously.

- 5. APPROVAL OF DECEMBER 12, 2024, MEETING MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

It was moved by Member Friedlander, seconded by Member Gorges, to approve the December 12, 2024, minutes as submitted. There was no Committee discussion or response to call for public comment. Upon a vote, the motion was approved unanimously.

- 6. BASEMAP COMMITTEE FUND UPDATE** [Non-Action Item] – An informational update on the status of the Basemap Committee fund. Quinn Korbolic – Washoe County Technology Services.

Quinn Korbolic reviewed the current fund balance, Data Sales data, and expected revenue/expenses. The FY24/25 Year-to-date balance is approximately \$210,000, with Data Sales at approximately \$6700. Vice-Chair Zaepfel clarified that the data sales number was low compared to previous years.

- 7. AERIAL IMAGERY ACQUISITION SERVICES REQUEST FOR PROPOSAL UPDATE** [Non-Action Item] - An informational update and presentation on the status and results from Request for Proposal (RFP) 3263-24, which sought a vendor to provide updated digital orthophotography imagery and digital elevation data products.

RFP 3263-24 resulted in proposals from three vendors which were ranked based on technical and cost criteria by a three-member vendor selection committee. Two vendors, Sanborn Map Company, Inc., and EagleView were asked to present follow-up presentations regarding their RFP responses. Six options were then considered by the vendor selection committee, as follows:

1. Sanborn (entire contract) for \$526,766.36
2. EagleView (entire contract) for \$1,071,900.00
3. Sanborn (nadir imagery, contours, digital elevation model) for \$306,835.32
4. EagleView (nadir imagery, contours, digital elevation model) for \$767,700.00
5. Sanborn (oblique imagery, viewer licensing) for \$224,131.04
6. EagleView (oblique imagery, licensing) for \$325,200.00

The vendor selection committee recommends that the Regional Basemap Committee select options 3 and 6. Gary Zaepfel – Washoe County Technology Services.

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Vice Chair Zaepfel reviewed the timeline of the current contract, with the end of contract being May of 2025, and the last flight acquisition in Spring of 2023. An RFP went out earlier this year. The top two vendors, Sanborn and Eagleview were selected to provide contract options, as noted above. He stated that the recommendation is to move forward with options 3 and 6. He further stated that the decision to break up the contract by product is the most economical, while preserving the current relationship with EagleView for oblique imagery and licensing. Since 2018, the Assessor's office and the Basemap Committee have split the cost of the flights. Moving forward, there is a desire to have the Assessor's Office focus on obliques, and the Basemap Committee focus on the Ortho photos. Chair Walker stated that he believes this is the most efficient option. Member Gorges requested clarification between licensing in options 5 and 6. Vice-Chair Zaepfel replied that the Sanborn licensing included a one-time fee of \$4200 to use the app. The fee for EagleView is \$3500/year.

- 8. SELECTION OF VENDOR(S) AND USE OF BASEMAP FUNDING FOR IMAGERY ACQUISITION SERVICES – BASED ON REQUEST FOR PROPOSAL (RFP) 3263-24**
[For Possible Action] – A review, discussion and possible action to select a vendor(s) and approve the use of Basemap Committee funds to obtain updated digital orthophotography imagery and digital elevation data products from among the six options listed above in agenda item #7. The Regional Basemap Committee may select a single vendor or a combination of vendors, which selection shall be forwarded to the Washoe County Board of County Commissioners ("BCC") with a recommendation for the BCC to enter into a contract(s) with the selected vendor(s). The vendor selection committee recommends that the Regional Basemap Committee recommend a contract with EagleView, 25 Methodist Hill Dr., Rochester, NY 14623, in an amount not to exceed [\$325,200.00] for oblique imagery and licensing; and a contract with The Sanborn Map Company, Inc., 1935 Jamboree Dr., Suite 100, Colorado Springs, CO 80920, in the amount not to exceed [\$306,835.32] for nadir imagery, contours, and digital elevation models.

Vice-Chair Zaepfel clarified that the payments to the vendors will go through the Basemap Committee. Quinn Korbolic further clarified that Washoe County will hold the contract, with the Basemap Committee acting as a conduit for making payments to the vendors. Vice-Chair stated that if the item is approved, the initial payments would be \$50700 to EagleView and \$12,392 to Sanborn. Chair Walker asked when the balances of the contract would be due. Vice-Chair Zaepfel clarified that there will be milestone payments within the first year. Chair Walker asked when the item will go to the Board of County Commissioners. Mr. Korbolic stated the earliest would be April 22nd, but the contract would have to be in-hand first. Vice-Chair clarified that Sanborn indicated that regardless of a contract in place, they will be doing a flight in the area. Chair Walker then called for a motion on the item. Member Friedlander motioned that the recommendation of the vendor selection committee to select items 3 and 6 be brought to the Board of County Commissioners for approval. Member Gorges seconded the motion. The motion was approved unanimously. There was no response to the call for public comment.

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- 9. REGIONALLY SIGNIFICANT DATA** [For Possible Action] – A review, discussion, and possible action to designate specific geospatial data including, but not limited to, tax assessor parcels and E911 addresses as regionally significant. Discussion topics may include, but are not limited to, categorizing additional geospatial data that may be considered regionally significant, delineating data maintenance responsibilities, public access availability, and data distribution channels. Quinn Korbolic – Washoe County Technology Services.

Quinn Korbolic mentioned that Washoe County is currently working on updating the Regional Computer-Aided Dispatch System and the Basemap Committee has previously recognized that the addresses, streets, etc. is regionally significant and he will continue to update the Committee about progress in the system update. Additionally, Mr. Korbolic mentioned a meeting he recently had with City of Reno and City of Sparks employees regarding crash jurisdiction. A request was made to create a data set for agency jurisdictions for responding to vehicle accidents.

- 10. 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, June 12, 2025, at 10:00 a.m.

There was no response to the call for announcements or future agenda items.

- 11. 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.

There was no response to the call for public comment.

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

Chair Walker adjourned the meeting at 3:44 p.m.