Regional Basemap Committee

Draft Meeting Minutes

Thursday, June 12, 2025 - 10:00 a.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
Luisa Crampton, NV Energy

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 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 Jennifer Gustafson, Washoe County; Quinn Korbulic, Washoe County; Larry Grube, Summit Engineering

2. **INSTRUCTIONS FOR PROVIDING PUBLIC COMMENT VIA TEAMS/TELEPHONE** [Non-action item]. DDA Jennifer Gustafson.

   DDA Gustafson 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.

4. **APPROVAL OF APRIL 3, 2025, 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 April 3, 2025, minutes as submitted. There was no Committee discussion or response to call for public comment. Upon a vote, the motion was approved unanimously.

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

   Quinn Korbulic reviewed the current fund balance, Data Sales data, and expected revenue/expenses. The FY24/25 Year-to-date balance is $213,379.84, with Data Sales at $9360 and Subscription/Membership at $72,000. There will be an upcoming payment of approximately $43,000 for the Sanborn mapping project, which would be deducted from the current fiscal year's fund balance.

6. **AERIAL IMAGERY ACQUISITION UPDATE** [Non-Action Item] – An informational update on the status of Request for Proposal (RFP) 3263-24 seeking a vendor to provide updated digital orthophotography and elevation data products. Gary Zaepfel – Washoe County Technology Services.

   Member Zaepfel reported that Sanborn had been flying in the area for the past month and a half, with the last date of data acquisition being May 24th. The raw data looked good, with minimal snow visible in higher elevations. The raw data had not yet been processed or color balanced but appeared satisfactory. He expected initial products to be delivered by September. He further confirmed that the contract with Sanborn had been finalized and approved by the Board of County Commissioners. Sanborn would be providing 6-inch ortho photography and 26 sections of contour data.

   Member Zaepfel also reported that finalizing the Eagle View contract had taken longer than expected due to extensive negotiations over the insurance and service agreements. Both sides were now satisfied with the terms. The contract is set to be approved by the Board of County Commissioners on July 8th. This delay means the preferred acquisition window has been missed. He discussed two options for the timing of the first flight: waiting until the fall when vegetation is less dense or postponing until the spring of the next year to ensure early acquisition. He further clarified that no payments would be made to Eagle View until the contract was finalized.

7. **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 Korbulic – Washoe County Technology Services.

   Member Friedlander mentioned that the Hexagon project for the new CAD system for dispatch has been pushed back to December. There was no response to the call for public comment.

8. **REGIONAL BASEMAP COMMITTEE MEMBER OR STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION, AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-action item] – [Non-Action Item] – No discussion among committee members will take place on this item. The next scheduled meeting is set for Thursday, September 11, 2025, at 10:00 a.m.

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

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.

   There was no response to the call for public comment.

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

    Chair Walker adjourned the meeting at 10:22 a.m.