

Regional Basemap Committee

Draft Meeting Minutes

Thursday, December 11, 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
Vacant, Vice-Chair, Washoe County
Eric Friedlander, City of Reno
Kevin Gorges, NV Energy

Alternates

Sean Chambers, City of Sparks
Paulo Vandenberg, City of Reno
Jacob Fausett, City of Reno
Luisa Crampton, NV Energy

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

Chair Walker called the meeting to order at 10:00 a.m. A quorum was established.

PRESENT:

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

ALSO PRESENT: Deputy District Attorney Elizabeth Hickman, Washoe County;
Quinn Korbolic, Washoe County

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

DDA Hickman 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 JUNE 12, 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 June 12, 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. FY27 BASEMAP BUDGET** [For Possible Action] - A discussion and possible action to approve the Fiscal Year 2026/2027 Basemap Committee fund budget. *Quinn Korbulic – Washoe County Technology Services*

Quinn Korbulic provided background on previous years' budgets, explained the current FY27 budget proposal, and noted that user fees had previously increased, but no further increase was recommended for this cycle due to projected expenses. The FY27 budget includes \$82,000 in revenue from base map fees (\$12,000 per agency) and data sales, with approximately \$75,000 allocated for the Sanborn mapping contract, resulting in a projected fund balance of about \$190,000.

There was no Committee discussion or response to call for public comment. It was moved by Member Friedlander, seconded by Member Vandenberg, to approve the FY27 Basemap Budget as submitted. Upon a vote, the motion was approved unanimously.

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

Mr. Korbulic reviewed the current fund balance, Data Sales data, and expected revenue/expenses. The fund balance at the end of FY25 was \$220,455, with data sales totaling \$10,740 for FY25 and \$3,080 so far in FY26, noting that annual data sales typically average around \$10,000.

- 7. AERIAL IMAGERY ACQUISITION SERVICES UPDATE** [Non-Action Item] – An informational update on the status of aerial imagery acquisition flights and services for updated digital orthophotography and elevation data products. *Paulo Vandenberg – Washoe County Technology Services.*

Member Vandenberg discussed the partnership with Sanborn, access to their online gateway, review of flight and imagery data, and QA/QC procedures, including the use of 127 control points and analysis of ground control point residuals, which were within acceptable accuracy limits. 16 points were reviewed using the online portal, finding one point (a manhole cover in downtown Reno) with a minor discrepancy of approximately 7 feet, which was investigated and deemed acceptable after further analysis.

Mr. Vandenberg reported receipt of the first hard drive containing area-wide mosaic imagery and tiles, noting that contour data delivery was delayed due to symbology and packaging questions from Sanborn, with assurances that it would be delivered soon.

In response to Chair Walker's question regarding the distribution process to agencies, Mr. Vandenberg explained that the imagery products are under a terabyte and recommended agency members drop off a drive for copying; Member Friedlander confirmed this method aligns with past practice, and Chair Walker agreed to proceed accordingly.

- 8. 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.*

Mr. Korbolic informed the committee of renewed discussions with the regional planning team and Jeremy Smith to reestablish a previously lapsed data sharing relationship, with plans to report back after further developments. Chair Walker mentioned an upcoming meeting with regional planning, noting that staffing issues had been resolved and Jeremy Smith was back in place, suggesting more information would be available at the next committee meeting. Member Friedlander added that the City of Reno was also engaged in similar discussions with regional planning, indicating a region-wide interest in collaborative data efforts.

- 9. 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, March 12, 2026, at 10:00 a.m.

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

- 10. 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.

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

Chair Walker adjourned the meeting at 10:19 a.m.