

Regional Basemap Committee

Draft Meeting Minutes

Tuesday, July 30, 2024 - 11:00 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

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

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

Chair Walker called the meeting to order at 11:01 a.m. A quorum was established.

PRESENT:

City of Sparks Jon Walker (primary)

Washoe County Gary Zaepfel (primary), Paulo Vandenberg (alternate)

City of Reno Eric Friedlander (primary)

NV Energy Kevin Gorges (primary)

ALSO PRESENT: Deputy District Attorney Jen Gustafson, Washoe County; Quinn Korbolic, Washoe County

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.

Larry Grube, Summit Engineering, introduced himself and stated he is also associated with Keystone Arial, a local arial mapping company.

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- 4. APPROVAL OF JUNE 13, 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 June 13, 2024, minutes as submitted. There was no Committee discussion or response to call for public comment. Upon a vote, the motion was approved unanimously.

- 5. DIGITAL ORTHOPHOTOGRAPHY AND ELEVATION DATA** [For Possible Action] – A review, discussion and possible action to grant approval to Washoe County to negotiate with a third-party vendor to provide updated digital orthophotography and elevation data beginning in spring 2025, with options that include issuing a Request for Proposal (RFP) for digital orthophotography and elevation data products or extending the 2019 Eagleview contract for an additional year. Discussion on this item may include, but not be limited to, the Washoe County Assessor's potential contribution for the purchase of digital orthophotography; and various imagery products available for purchase that may be part of any solicitation or contract extension.

Vice Chair Zaepfel reviewed the terms of the current Eagleview contract expiring May 28, 2025, and status of work completed with them. He stated that the options are to extend the current contract with Eagleview or conduct a Request for Proposal (RFP) for new vendors. Chair Walker requested clarification on how to approach acting on the item. DDA Gustafson replied that the item can be discussed and then a motion made. Chair Walker called for comment from the Committee. Member Friedlander stated he believes the Committee should go out to RFP. Member Gorges requested clarification on whether the Washoe County Assessors' Office will continue to be involved. Vice-Chair Zaepfel affirmed that they will. He offered information on the cost of extending the current Eagleview contract. He stated that the current contract for the 2023 flight was \$321,175, split 50/50 with the Assessors' Office and the Basemap Committee. Ortho for the extension was quoted at \$206,220 and \$187,200 for upgraded Obliques. There is also a quote of \$5000 for additional contours. He also stated that if the Committee moves forward with another vendor, the existing data will still be available from Eagleview through a licensing contract. He did not have the cost for that. Member Friedlander stated that he still wishes to go to RFP, and that Eagleview could submit a new proposal. Member Gorges agreed. Chair Walker also expressed favor for going to RFP. There was discussion regarding the process and timeline for moving forward with an RFP. DDA Gustafson clarified that there is no legal requirement for the Committee to approve the final RFP language and that the action in this item will give permission to Washoe County to move forward. Chair Walker called for public comment on the item. Larry Grube with Summit Engineering stated that technology changes quickly and it is a good idea to see what other options are available. It was moved by Vice-Chair Zaepfel to move forward with the RFP process. Seconded by member Friedlander. Upon a vote, the motion was approved unanimously.

- 6. UPDATE 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 12, 2024, at 10:00 a.m.

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7. **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.

Chris Sarman, Washoe County Assessor stated that he had tried to attend the meeting via Teams but had difficulty. He requested that since he was not able to be a part of the discussion, could Vice-Chair Zaepfel give an update on the RFP process and whether the proposals will include obliques. Vice-Chair Zaepfel affirmed that it will.

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

Chair Walker adjourned the meeting at 11:28 a.m.