

# Regional Basemap Committee

## Minutes

Thursday ~ June 8, 2017 ~ 10:00 A.M.

WASHOE COUNTY ADMINISTRATIVE COMPLEX  
BUILDING A – MOUNT ROSE CONFERENCE ROOM  
1001 EAST NINTH STREET, RENO, NEVADA

## MEMBERS

Valerie Johnson, Chair  
Doug Campbell, Vice-chair  
Neil Bandettini  
Jon Walker  
Matt Gingerich  
Mike Gump  
Quinn Korbolic  
Rebecca Reid

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

Chair Johnson called to order at 10:00 a.m. A quorum was established.

**Present:** Neil Bandettini, Doug Campbell, Mike Gump, Valerie Johnson, Quinn Korbolic and Jon Walker.

**Absent:** Matt Gingerich and Rebecca Reid.

Stephan Hollandsworth – Deputy District Attorney, was also present.

### 2. PUBLIC COMMENTS [Non-action item]

There were no public comments.

### 3. APPROVAL OF MARCH 23, 2017, MEETING MINUTES [For possible action]

Hearing no public comment Chair Johnson asked for Board discussion or a motion.

***It was moved by member Bandettini, seconded by Member Campbell, to approve the March 23, 2017, minutes, as submitted. The motion carried: Members Gingerich and Reid absent.***

### 4. UNR, USGS LIDAR ACQUISITION [Non-action item] – Informational update on the Basemap Committee partnership with UNR and USGS to acquire LiDAR data for Southern Washoe County and Carson City.

Member Korbolic noted that, at the March 23, 2017, BMC meeting, the Committee had approved funding in the amount of \$25,000.00 for QL2 lidar data and \$85,000.00 for QL1 lidar data, for the urbanized areas of Washoe County and the Cities of Reno and Sparks. Mr. Korbolic believes that the per square mile cost of the LiDAR flight will be further reduced if Carson City and Storey Counties participate. The funding request is being presented to the Board of County Commissioners on June 27, 2017, for approval. Mr. Korbolic outlined the additional detail that will be gained with the QL1 resolution, including roof slopes of buildings, as well as edges of sidewalks, roadways and other features. Mr. Korbolic will provide a copy of the presentation from the March 23 meeting to anyone interested.

The audio link to the March 23 meeting during which the matter was discussed can be found at:  
[https://drive.google.com/file/d/0Bw37\\_leE2dFFNEkyNzNhYkg3eVk/view?usp=sharing](https://drive.google.com/file/d/0Bw37_leE2dFFNEkyNzNhYkg3eVk/view?usp=sharing)

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During a brief discussion, it was pointed out that the decision to partner with UNR and USGS on this project will provide detailed elevation data and allow the BMC to move forward in the future with updating elevation data in 3- to 5-year increments. Other discussion noted that the invoice for the \$110,000 will be sent after July 1, 2017. It is thought that the flight will have occurred prior to the September 14, 2017, BMC meeting. Once the statement of work is finalized, it will be forwarded to the Committee.

5. **MODIFICATIONS TO THE INTERLOCAL AGREEMENT** [For possible action] – A review and discussion of the first draft of the updated Interlocal Agreement for Sharing and Distribution of GIS Basemap Data Sets and Development of Data Licensing Requirements, including the identification of possible changes to the Interlocal Agreement, consideration of whether and how to add agencies to the Committee and Agreement, and discussion of agencies to possibly add to the Committee and Agreement.

Member Korbolic drew attention to the handout (copy on file) noting that a Subcommittee had met to discuss modifications to the Interlocal Agreement and had covered membership fees, the addition of members, the use of primary and alternate members to assist in meeting quorum requirements, and a provision that allows an opportunity for the BMC to vote to remove members should a member not pay membership fees for two consecutive years.

Mr. Korbolic also noted that the placement and maintenance of control points used for BMC-funded flights may need to change. Member Gump noted that Washoe County no longer has sufficient surveying staff to provide geodetic services in preparation for the flights as has been the practice in the past. Mr. Gump pointed out services previously provided by Washoe County surveying staff are now being contracted to outside consultants, and for future flights the BMC may need to fund the placement of control points. Mr. Gump stated that it is unclear whether he should continue to serve on the BMC. Chair Johnson pointed out that Mr. Gump's and Mr. Bandettini's surveying experience and knowledge are important to the BMC for ensuring accuracy of acquired data, and also their attendance at meetings helps meet quorum requirements. Other discussion noted that as regional growth continues, it should be expected that control points may accidentally be damaged or destroyed by construction crews.

Mr. Korbolic noted that the Interlocal Agreement specifies how BMC-funded data can be shared and that the intent is to develop guidelines on this topic as an addendum to the Interlocal Agreement, rather than include details in the body of the Interlocal Agreement. Currently, parties that purchase data are not allowed to subsequently sell or share the data with others. It is anticipated that the updated draft Interlocal Agreement will be completed for BMC review by the September BMC meeting. After that, the draft agreement will be distributed to the member agencies for review by their legal counsels and eventual adoption by their respective elected bodies.

During a brief discussion it was pointed out that the election of BMC officers occurs at the first meeting of each year. Under the current meeting schedule, the next election will be held at the March 2018 meeting. There was some minor discussion about the number of members needed to meet

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quorum and how that number might change as other agencies are added to the BMC. It was pointed out that, instead of two voting members per agency, each agency would have a primary and an alternate voting member, which would be beneficial in having a quorum in the event the primary member cannot attend. However, if both the primary and alternate members from an agency are present, then only the primary member may vote. Other discussion noted that other agencies and counties have expressed an interest in becoming part of the BMC and that meeting attendance and voting can be done via conference call in the event a member is unable to attend in person.

Mr. Korbolic noted that the subcommittee would meet before the BMC September meeting and would bring final recommendations to the BMC then.

Stephan Hollandsworth – Deputy District Attorney, reminded members that there should be no discussion or reply all email correspondence on the final draft of the Interlocal Agreement outside of and before the BMC September meeting.

Chair Johnson encouraged members to read the proposed Interlocal document and submit questions or comments directly to Mr. Korbolic for discussion by the Subcommittee.

No specific action was taken.

**6. 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 14, 2017, at 10:00 a.m.

The Thursday, September 14, 2017, meeting agenda may include, but is not limited to: 1) update on the fund balance.

**7. PUBLIC COMMENT** [Non-action item]

There were no public comments.

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

Chair Johnson adjourned the meeting at 10:48 a.m.

**AS APPROVED BY THE REGIONAL BASEMAP COMMITTEE IN SESSION ON SEPTEMBER 28, 2017**