

# Regional Basemap Committee

## DRAFT Minutes

Thursday ~ December 10, 2020 ~ 10:00 A.M.

Washoe County Administrative Complex

Teleconferenced with Teams and Phone options

## MEMBERS

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

## Alternates

Greg Johnson, City of Reno  
Sean Chambers, City of Sparks  
Rebecca Reid, NV Energy  
Jay Johnson, Washoe County

### 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 Reno Eric Friedlander (primary)

City of Sparks Jon Walker (primary)  
Sean Chambers (alternate)

NV Energy Rob Cushing (primary)

Washoe County Gary Zaepfel (primary)  
Jay Johnson (alternate)

**ABSENT:** Rebecca Reid (alternate, NV Energy)

**Also Present:** Deputy District Attorney Lindsay Liddell, Washoe County  
Nicholas Connelly, City of Sparks  
Quinn Korbolic, Washoe County  
Kevin Johnson, TMWA

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

There was no response to the call for public comment.

### 3. APPROVAL OF SEPTEMBER 10, 2020, MEETING MINUTES [For possible action]

It was moved by Vice-Chair Zaepfel, seconded by Member Friedlander, to approve the September 10, 2020 minutes as submitted. There was no Committee discussion or response to call for public comment. Upon a vote, the motion carried unanimously.

### 4. BASEMAP COMMITTEE FUND UPDATE [Non-action item] – An informational update on the Basemap Committee fund. Quinn Korbolic – Washoe County Technology Services

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Quinn Korbolic, Washoe County, indicated that the current fund balance is approximately \$220,000.00 and Data Sales are approximately \$7100.00. He noted that annual Basemap fee invoices have not yet been sent out to the Basemap Members, therefore if all membership fees have been received by the end of the fiscal year, approximately \$60,000.00 can be added to the total. He further noted that there is typically \$24,000.00 budgeted for Basemap Data Sales and at this halfway point of the year there is not half of the expected Data Sales. The committee will be updated with the status of the budget at the next scheduled meeting. Vice-Chair Zaepfel asked for clarification on whether the Data Sales budget was run on Washoe County's fiscal year or a calendar year. Mr. Korbolic responded that it is based on the County's fiscal year. No action was taken on this item.

5. **BURIED ASSET CAPITAL IMPROVEMENT COORDINATION MAP** [For discussion only] – A discussion on developing a web-based buried asset capital improvement coordination mapping application and the opportunity for Basemap member agencies to collaborate on open-trench projects. Aaron Smith – Washoe County Community Services Department

Vice-Chair Zaepfel indicated that Mr. Smith was absent but had requested Vice-Chair Zaepfel read a written update from him for this item. Deputy District Attorney Liddell confirmed this this was appropriate. The update stated that Hans Meyer, City of Reno, and Mr. Smith have proposed the project to the local Utility Coordination Group. While many voiced support, few completed the online survey requesting feedback. The plan is to develop a small viewer using the spreadsheet maintained by the Utility Coordination Group. Stakeholders will be given view access in Phase One. Distributed Editing will be decided in Phase Two. Chair Walker inquired whether it would be appropriate to follow up directly with Mr. Smith with questions. Deputy District Attorney Liddell clarified that general questions directed to Mr. Smith by individual committee members were permissible, but she cautioned against conversations between many members that would constitute a quorum. Vice-Chair Zaepfel inquired if someone knew who from Washoe County is in the Utility Coordination Group. Chair Walker stated that a list of everyone in the group was sent out to Mr. Smith. He said he will check the list to see if there was a Washoe County representative.

6. **UPDATE ON DIGITAL ORTHOPHOTOGRAPHY** [For discussion only] – An informational update and discussion of the 2019 digital orthophotography and elevation data products. Gary Zaepfel – Washoe County Technology Services.

Vice-Chair Zaepfel stated that contours will be available on Washoe Regional Mapping Application by the end of the week. He thanked Kevin Johnson, TMWA, for providing a list of areas that TMWA noticed did not get captured in the contouring update. He will review the list and follow up with Mr. Johnson. He will have an update on the Spring flight in the next Basemap meeting. Mr. Korbolic asked for clarification on the timeline for putting the new imagery on the web application for the Spring flight. Vice-Chair Zaepfel said it should be done in the next week. Chair Walker inquired if Vice-Chair Zaepfel had any thoughts or concerns on the quality of the imagery. He stated that City of Sparks has been using it daily and it appears to be good. Nicholas

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Connelly, City of Sparks, agreed that they have not had any issues with it. Vice-Chair Zaepfel stated that the next flight in the Spring will make the shadowing in the current imagery less noticeable. He has been doing QC of the angles and believes they are appropriate, that the shadowing is due to the time of day and year.

- 7. 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, March 11, 2021, at 10:00 a.m.

Member Friedlander, City of Reno, stated that they have a new Asset Data Manager, Greg Johnson, and would like him added to the committee as an Alternate. Chair Walker instructed Member Friedlander to submit the request in writing to the committee.

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

There was no response to the call for public comment.

- 9. ADJOURNMENT** [Non action item]

Chair Walker adjourned the meeting at 10:18 a.m.