

# Regional Basemap Committee

## Draft Meeting Minutes

**Thursday ~ March 9, 2023 ~ 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  
Sean Chambers, City of Sparks  
Rob Cushing, NV Energy  
Vacant, Washoe County

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

Chair Walker called the meeting to order at 10:06 a.m. A quorum was established.

#### **PRESENT:**

City of Reno            Eric Friedlander (primary)  
                              Jacob Fausett (alternate)

City of Sparks        Jon Walker (primary)

NV Energy            Kevin Gorges (primary)  
                              Rob Cushing (alternate)

Washoe County      Gary Zaepfel (primary)

**ALSO PRESENT:** Deputy District Attorney Jen Gustafson, Washoe County; Aaron Smith, Washoe County; Quinn Korbolic, Washoe County; Paulo Vandenberg, Washoe County; and Kevin Johnson, Truckee Meadows Water Authority

- 2. 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.

- 3. ELECTION OF OFFICERS [For Possible Action]** - A discussion and possible action to nominate and elect the Regional Basemap Committee Chair and Vice-Chair.

Vice-Chair Zaepfel nominated Jon Walker, City of Sparks, to continue as Committee Chair. Chair Walker accepted the nomination. Member Friedlander seconded the nomination. The motion was approved unanimously. Member Friedlander nominated Gary Zaepfel, Washoe County, to

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continue as Committee Vice-Chair. Member Gorges seconded the nomination. The motion was approved unanimously.

- 4. **APPROVAL OF DECEMBER 8, 2022 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 Vice-Chair Zaepfel, to approve the December 8, 2022, minutes as submitted. There was no Committee discussion or response to call for public comment. Upon a vote, the motion carried unanimously.

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

Quinn Korbulic, Washoe County Technology Services, reviewed his presentation slide two, noting that the fund balance is \$110,195.25. He further mentioned that data sales projections have not been met in the last year, which is bringing the available funds down. Going into the next budget year, new expenses may need to take this into consideration, although this year's current expenses will be covered by membership fees. Chair Walker stated that potentially raising membership fees could help counterbalance the lower sales. Member Friedlander agreed.

The slide features the Washoe County logo on the left and a title '#5 Basemap Committee Fund Update'. Below the title, there are three bullet points: 'Fund Balance: \$110,195.25', 'Payment to EagleView 12/30/2022: \$80,293.75', and 'FY23 Data Sales:' followed by a blue arrow pointing right. On the right side of the slide is a table with three columns: 'Date', 'Cost', and 'Product'. The table lists various expenses from 7/7/2022 to 3/02/2023, with a total cost of -5,340.00.

| Date         | Cost             | Product                 |
|--------------|------------------|-------------------------|
| 7/7/2022     | -240.00          | CONTOURS                |
| 7/20/2022    | -330.00          | ORTHO 90 & CONTOURS 240 |
| 7/21/2022    | -165.00          | ORTHOPHOTO              |
| 8/17/2022    | -720.00          | CONTOURS                |
| 9/26/2022    | -240.00          | CONTOURS                |
| 9/28/2022    | -480.00          | CONTOURS                |
| 10/31/2022   | -2,025.00        | ORTHO & CONTOUR         |
| 12/13/2022   | -165.00          | ORTHO                   |
| 1/30/2023    | -405.00          | ORTHO & CONTOUR         |
| 1/30/2023    | -165.00          | ORTHO                   |
| 2/21/2023    | -240.00          | CONTOURS                |
| 3/02/2023    | -165.00          | ORTHO                   |
| <b>Total</b> | <b>-5,340.00</b> |                         |

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**6. REQUEST TO RECOMMEND APPROVAL OF ORTHOPHOTOGRAPHY CONTRACT ADDENDUM AND RECOMMEND USE OF BASEMAP FUNDING FOR THE ADDENDUM** [For Possible Action] - A review, discussion and possible action to recommend amendments to the existing Eagleview/Pictometry International contract approved by the Board of County Commissioners on May 21, 2019, Flight Three, with a proposed Eagleview amendment that includes a two-year contract extension until May 28, 2025; modifications to orthophotography deliverables; and access to the Eagleview Cloud Platform and Software, in an amount not to exceed \$288,720.32. Gary Zaepfel – Washoe County Technology Services

Vice-Chair Zaepfel presented the potential products and changes being proposed by Eagleview for the third flight, and clarified that this item is to discuss, rather than approve, the proposed amendments. He shared a table outlining the products comparison for the years 2019-2023. He stated that Eagleview has changed their product lines and have proposed a change to the third flight, partly because they are migrating away from 9-inch Orthophotography.

| Pictometry Aerial Imagery Contract Flight Products Comparison<br>2019-2023 |                     |  |               |  |                  |
|--|---------------------|--|---------------|--|------------------|
|  | 2019                |  | 2021          |  | 2023             |
|  | Total (sq mi)       |  | Total (sq mi) |  | Total (sq mi)    |
| 6-inch orthophotos   | 621                 |  | 621           |  | 1473             |
| 9-inch orthophotos   | 852                 |  | 852           |  | 0                |
| 3-inch, 4-way oblique photos   | 520                 |  | 520           |  | 520              |
| 2-foot contours  | 506                 |  | 0             |  | 0                |
| DEM  | Yes (no extra cost) |  | No            |  | Yes (extra cost) |
| EagleView Cloud  | No                  |  | No            |  | Yes              |

He then shared a document outlining the different products being offered by Eagleview, noting that the contract would be extended for two years, to May 28, 2025, and half would be due prior to the flight, with the balance due a year from the delivery date of all products. He further noted that Eagleview is moving to a subscription service model (Eagleview Cloud) and is interested in organizations like Washoe County to test the new platform. He also reviewed other new products as listed in the document that will be available with this amendment. Quinn Korbolic, Washoe County Technology Services mentioned his reservations that extending the contract will lock the Committee into the Eagleview Cloud indefinitely, but he noted that the contract does give an option to opt out at the end of the contract in 2025. He then inquired about the format for accessing the Cloud services. Vice-Chair Zaepfel stated that he could address those questions with the Eagleview representative. He further stated that if the Committee opted not to continue the services after the end of the contract, there will still be access to the data via licensing fees. He then mentioned that Washoe County GIS and Assessor’s office will be undertaking a more

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comprehensive QC process with the next flight, in order to get ahead of any issues with the imagery.

| QTY  | PRODUCT NAME                           | PRODUCT DESCRIPTION  |
|------|--|--|
| 1    | EagleView Cloud:                       | Provides entitlement to the EagleView Platform, a secure hosted infrastructure and access to EagleView enabled workflow, analytics, and high-resolution imagery to dramatically improve efficiency for government agencies. Services term commences on date of activation.   |
| 520  | Property - 3in GSD                     | <ul style="list-style-type: none"> <li>- Imagery available at a nominal 3-inch (7.5cm) ortho and oblique GSD</li> <li>- Orthogonal and 4-way oblique coverage of specified imagery AOI</li> <li>- 3-inch GSD orthomosaic                             <ul style="list-style-type: none"> <li>o Fully automated photogrammetric orthomosaic</li> <li>o May contain visible seamlines</li> <li>o Project-wide color and contrast balancing</li> </ul> </li> </ul> |
| 1    | Imagery Refresh: 2-Years               | Provides access to imagery refreshed nominally once every 2-years (within selected season, subject to weather and airspace permissions)  |
| 1473 | Community - 6in GSD                    | <ul style="list-style-type: none"> <li>- Imagery available at a nominal 6-inch (15cm) ortho and oblique GSD</li> <li>- Orthogonal and 4-way oblique coverage of specified imagery AOI</li> <li>- 6-inch GSD orthomosaic                             <ul style="list-style-type: none"> <li>o Fully automated photogrammetric orthomosaic</li> <li>o May contain visible seamlines</li> <li>o Project-wide color and contrast balancing</li> </ul> </li> </ul>  |
| 1    | Imagery Refresh: 2-Years               | Provides access to imagery refreshed nominally once every 2-years (within selected season, subject to weather and airspace permissions)  |
| 1473 | Imagery Upgrade: Certified Orthomosaic | Upgrades orthomosaic provided with EagleView Cloud to an authoritative orthomosaic produced in accordance with state and local requirements. Also includes application of visual improvements to customers' orthomosaic imagery.   |
| 1    | EagleView Cloud Software               | Provides authorized users the ability to login and access the EagleView Cloud software and analytics via the web-based EagleView Cloud platform. This software provides a robust compliment of tools for engaging with imagery as well as additional project and collaboration tools, and access to mobile application. Requires the purchase of the EagleView Cloud – Core platform.  |
| 1    | Comprehensive Integration Bundle       | Provides activation of integrations between the EagleView Cloud platform and compatible customer environments (including compatible CAMA providers, 911/PSAP, Cityworks, and ESRI/GIS) and via the Integrated Web Application.   |

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|   |  |   |
|---|--|---|
| 1 | Authorized Subdivisions                | Extends the ability for a contracting county or non-state consortium of counties the ability to authorize access to their EagleView Cloud organization to any political unit or subdivision located totally or substantially within their boundary.   |
| 1 | Early Access                           | Provides entitlement to imagery from counties neighboring the imagery AOI as part of EagleView Cloud. Also provides entitlement to Early Access to refreshed imagery captures which allows authorized users to use new imagery immediately following its preliminary processing and quality control checks and prior to its final processing. Early Access imagery will become available incrementally as it is processed, and it will remain available until final, fully processed imagery is made available through other means. |
| 1 | 3D Textured Mesh                       | 3D Textured Mesh is an Imagery-derived realistic and high-resolution photo-textured 3D model in the form of a Triangulated Irregular Network created through automated aerial triangulation process. Final data set may contain some anomalies and is provided as-is.   |
| 1 | Physical Delivery Ortho                | Provides an offline copy of the orthomosaic tiles and mosaics at the GSD specified in the EagleView Cloud once annually. Files to be provided in industry standard formats selectable by the customer with delivery made via online download or physically via a hard drive media.  |
| 1 | Physical Delivery Oblique              | Provides an offline copy of the individual ortho and oblique image frames in Pictometry Warehouse format at the GSD specified in imagery refresh. Delivery includes one copy of Pictometry Electronic Field Study (EFS) software, latest version, on the storage media specified herein, and access to download updated versions of the EFS Licensed Software for a period of one years from the initial date of shipment of the EFS software, along with a copy of the updated documentation.                                      |
| 1 | Disaster Response Program              | Includes eligibility for the Disaster Response Program.   |
| 9 | Calendar Years Oblique Capture History | Includes access to historical ortho and oblique frame imagery from the EagleView archive. Quantity represents the number of calendar years of archive imagery available in EagleView Cloud.   |

Quinn Korbolic, Washoe County Technology Services requested Vice-Chair Zaepfel to summarize the presented information into bullet points for a motion on the item. Vice-Chair Zaepfel clarified that the three main points are 1) No change to Obliques, 2) Elimination of 9-inch Photography in favor of 6-inch Photography, 3) Access to the Eagleview Cloud, and 4) Lower price. Chair Walker called for a motion to approve the changes as outlined by Vice-Chair Zaepfel. Member Friedlander moved to approve the changes to flight three as indicated in the grid of the proposal. The motion was seconded by Member Gorges. The motion passed unanimously.

**7. TERRAIN DATA [For Possible Action]** – A review, discussion, and possible action to recommend entering into an agreement with Eagleview/Pictometry International for the purpose of purchasing one of the following:

a) A 2-foot resolution contour dataset covering 547 square miles, at a cost not to exceed \$61,264; or

b) A 6-foot resolution digital elevation model (DEM) dataset covering 547 square miles, at a cost not to exceed \$10,940. Gary Zaepfel – Washoe County Technology Services

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Vice-Chair Zaepfel shared correspondence from Eagleview discussing options for needed contours updates. He stated that option A is essentially a copy of the 2019 data with a 2023 date stamp. He proposed that the Committee select option B and Washoe County will determine which sections need to be updated. He speculates that of the 547 square miles, there are approximately 50 square miles in need of updating. Quinn Korbolic, Washoe County Technology Services stated that the DEM is a 6-foot resolution, which is not very useful for customers, and therefore is not worth the \$10,940. Chair Walker and Member Friedlander agreed that neither option is viable. Chair Walker then called for public comment on the item. Kevin Johnson, Truckee Meadows Water Authority stated that his agency is interested in updated contours and asked for clarification that Washoe County is offering to look for areas in need of updates and procure flights for those updates. Vice-Chair Zaepfel affirmed that was correct and further clarified that Washoe County would identify the areas and return to the Committee for discussion of options for obtaining the updates. Chair Walker asked if there were any other options for obtaining the needed updates. Quinn Korbolic, Washoe County Technology Services stated that the idea is to use data resources available to Washoe County through the Assessors and Permitting departments to identify areas needing updates and potentially engage with drone companies to obtain fixed-wing lidar data. Chair Walker called for a motion. Member Friedlander moved to reject subitems A and B on item 7. The motion was seconded by Member Gorges. The motion passed unanimously.

Tue 1/3/2023 9:25 AM

RE: Washoe County Contour Quote Request - Spring 2023

From: Ruth Zipfel [ruth.zipfel@eagleview.com](mailto:ruth.zipfel@eagleview.com)

To: Zaepfel, Gary <GZaepfel@washoecounty.gov>

"Regarding the GSD improvement, we are able to offer an upgrade from the 9" to the 6" at no cost (rather than 6" to 3"). You would then be looking at only flying two resolutions this spring (3" and 6") which might make capture and processing a bit easier. If this is something the committee would be interested in, we would need to draft an amendment for the changes- it would provide a significant discount on what is already being captured/costs.

"Specific to the DMS/DEM/Contour work, I was given approval on applying a 20% discount (an increase on the 10% I mentioned in my last email/call). Based on the total of **\$76,580**, this would drop costs to approximately **\$61,264**. "



Ruth Zipfel, MS  
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8. **FY24 BASEMAP BUDGET** [For Possible Action] - A discussion and possible action to approve the Fiscal Year 2023/2024 Basemap fund budget. Quinn Korbolic – Washoe County Technology Services.

This item was tabled until the June 8, 2023 meeting.

9. **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, June 8, 2023, at 10:00 a.m.

Chair Walker stated that the FY24 Basemap Budget discussion and possible approval as well a discussion of the regional contour data acquirement should be added to the next agenda.

Vice-Chair Zaepfel stated that the approval of the first payment of the third flight will need to be added to the next agenda. Chair Walker asked if that needed to take place prior to the scheduled June 8<sup>th</sup> meeting. Vice-Chair stated that there is not currently an official proposal to approve.

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 11:04 a.m.