

# Regional Basemap Committee

## DRAFT of Minutes

Thursday ~ April 26, 2018 ~ 2:00 P.M.

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

## MEMBERS

Quinn Korbolic, Chair  
Jon Walker, Vice-chair  
Neil Bandettini  
Matt Gingerich  
Valerie Johnson  
Rebecca Reid  
Gary Zaepfel  
Vacant

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

Chair Korbolic called the meeting to order at 2:01 p.m.

**PRESENT:** Neil Bandettini, Matt Gingerich, Valerie Johnson, Quinn Korbolic, John Walker and Gary Zaepfel.

**ABSENT:** Rebecca Reid.

**VACANT:** One.

Mike Large – Deputy District Attorney, was also present.

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

There were no public comments.

### 3. APPROVAL OF MARCH 8, 2018, MEETING MINUTES [For possible action]

*It was moved by Jon Walker, seconded by Valerie Johnson, to approve the March 8, 2018, minutes, as submitted.*

There were no public comments.

*The motion carried with Member Reid absent and one position vacant.*

### 5. MODIFICATIONS TO THE INTERLOCAL AGREEMENT [For possible action] – A review, discussion, and possible action to further modify the revised Interlocal Agreement approved on December 14, 2017, including considering changes proposed by the Committee agencies' respective legal counsel.

Chair Korbolic recalled that one of the remaining concerns in the Interlocal Agreement was language pertaining to annual membership fees and future fee increases.

Member Walker noted that the City of Sparks legal counsel had expressed concerns about the annual maintenance fee language. Mr. Walker explained that he had researched past meeting minutes and did not find any verbiage about how the fee and increase was originally developed. Member Walker pointed out that he had found information about the City of Reno and City of Sparks cost share that indicated Sparks paid \$90,000.00 and Reno \$200,000.00 in one instance.

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Member Johnson commented that she too would like to see a dollar amount pointing out that member agencies do have an opt-out option should the fee skyrocket.

Member Walker commented that he was not interested in an opt-out option as he prefers to be part of the process.

Chair Korbolic suggested that the Interlocal reflect the cost of the initial year with the next segment pointing out that the rate may increase or decrease in subsequent years. As an example if the Washoe County Assessor's Office asked for oblique imagery, additional costs incurred for this specific type of flight would be paid by the Assessor's Office. Chair Korbolic also recommended that any fee increase or decrease would require a unanimous vote of the Basemap Committee before being taken to member agencies for approval.

During the discussion it was noted that the Sparks legal counsel would most likely be supportive of such language. It was pointed out during the discussion that the Basemap Committee had provided \$10,000.00 in funding in the past. Discussion then turned to the percent of increase. It was suggested that perhaps a cap could be put in place to alleviate member agency concerns about potentially significant fee increases. As the discussion continued it was pointed out that the Basemap Committee would review the budget annually to determine and recommend fee increases/decreases. Additionally any fee increase/decrease in excess of 10-percent would require unanimous committee approval before being sent to the member agencies for approval.

Deputy District Attorney Mike Large recommended that the board set a dollar certain amount and reassess the fees annually and amend the Interlocal agreement as needed. Mr. Large also noted that an increase in excess of 3-to-5 percent could also be implemented to recalculate fees if needed.

Discussion then focused on how the annual increase would be calculated. It was emphasized that the 10-percent fee would be assessed on the current annual fee. Discussion then turned to concerns about member agencies potentially not paying one year and then resuming payment the second year. Other discussion suggested seeking additional funding from member agencies when specific projects are being considered. For example an additional \$5,000.00 per member agency based on the complexity and higher resolution of data being requested. Discussion then focused on the amount of the annual fee increase. It was emphasized that the 10-percent would be applicable to the current fee schedule.

Chair Korbolic suggested the following: 1) the annual fee for Basemap Member set at \$10,000.00, subject to review and approval of the Committee on an annual basis; 2) set the membership fee increase at 10-percent of the previous year's fees; and 3) a proposed increase/decrease greater than 10-percent requires a unanimous decision.

***It was moved by Member Gingerich, seconded by Member Walker, to: 1) set the annual Basemap Committee membership fee at \$10,000.00, subject review and approval by the Basemap Committee annually; 2) set possible membership fee increases of up to 10-percent, based on the previous year's fee, annually; and 3) any increase/decrease of greater than 10-***

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***percent must be by unanimous decision by the Basemap Committee membership. The motion carried: with Member Reid absent and one position vacant.***

- 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, June 14, 2018, at 10:00 a.m.

The June 14, 2018, meeting agenda may include, but is not limited to, a final review of the Interlocal Agreement.

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

There were no public comments.

- 8. ADJOURNMENT** [Non action item]

Chair Korbolic adjourned the meeting at 2:45 p.m.

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