

Regional Basemap Committee

Minutes

Thursday ~ December 8, 2016 ~ 10:00 A.M.
WASHOE COUNTY ADMINISTRATIVE COMPLEX
BUILDING A – SLIDE MOUNTAIN CONFERENCE ROOM
1001 EAST NINTH STREET, RENO, NEVADA

MEMBERS

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

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

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

PRESENT: Neil Bandettini, Doug Campbell, Matt Gingerich, Mike Gump, Valerie Johnson, Rebecca Reid and Jon Walker.

ABSENT: Quinn Korbolic.

Stephan Hollandsworth – Deputy District Attorney, was also present.

2. PUBLIC COMMENTS [Non-action item]

There were no public comments.

3. APPROVAL OF SEPTEMBER 20, 2016, MEETING MINUTES [For possible action]

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

It was moved by Member Gingerich, seconded by Member Bandettini, to approve the September 20, 2016, minutes, as submitted. The motion carried with Member Korbolic absent.

4. UPDATE ON LIDAR DATA SHARED WITH UNR SEISMOLOGICAL LABORATORY [Non-action item] – *An informational update on the Lidar dataset shared with the University of Nevada, Reno Seismological Laboratory.*

Chair Johnson outlined her recent conversation with Graham Kent of the UNR Seismology Laboratory, who indicated that they were nearly finished with the data set on ground faults in the region. That data will be shared with the Basemap Committee upon completion.

Responding to Member Walker's inquiry about whether UNR had sought any participation from this body, Chair Johnson noted that Member Korbolic had recently participated in a conference call with the USGS (United States Geological Survey) that included a discussion about a jointly-funded lidar flight. Additional information will be brought forward at a future meeting.

5. BASEMAP COMMITTEE FUND UPDATE [Non-action item] – *An update and discussion regarding the Basemap Committee fund.*

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Chair Johnson noted that the current Basemap fund balance was \$99,826.47 and has increased from the previous meeting in September by slightly more than \$8,000.00. Chair Johnson noted that funds had been encumbered in the previous fiscal year's budget for the Geophex contract for the orthophoto project.

6. UPDATE ON THE 2016 ORTHOPHOTO PROJECT [For possible action] – *A review of and discussion regarding the 2016 orthophoto project being conducted by Geophex Surveys.*

Chair Johnson noted that TIF files of the 6-inch and 12-inch orthophotos had been delivered to Washoe County GIS and were uploaded to their server for review. The orthophoto project RFP (Request for Proposal) had the orthophotos being delivered in six separate blocks, ten days apart. Chair Johnson noted that, since all of the orthophotos instead were delivered at the same time, the deadline for final review had been extended to January 5, 2017, for the 6-inch orthophotos and to January 19, 2017, for the 12-inch orthophotos.

Responding to Member Walker's inquiry about assistance from member agencies in the review process, Chair Johnson suggested that agencies contact Member Korbulic to offer assistance in reviewing their portions of the project files.

Member Walker noted that he believes the review should be done on a regional basis with member agencies reviewing the edge matching for their jurisdiction.

Member Gump noted that Vic Erickson would be retiring from Washoe County surveying in January and that Washoe County is in discussion with a consultant for possible assistance in photo ID points needed for the review process.

Member Walker noted that the City of Sparks has a contract for surveying with Stantec and may be able to assist if surveying is needed in the review process as well.

Member Gingerich stated that NV Energy would also be interested in assisting with the review.

Vic Erickson noted that little had changed with the photo ID points since the last project and that, if there is an issue, historical data of the photo ID points may be of use and reduces the need to physically inspect the points.

Member Bandettini suggested that perhaps each agency should be responsible for their area.

Chair Johnson suggested that with Mr. Erickson's retirement that there be discussion among and between member agencies to determine what level of review assistance may be needed, such as checking color balance and accuracy based on specifications defined in the RFP.

Member Gingerich commented that he would be willing to assist Mr. Erickson in the field if necessary.

Chair Johnson noted that the contour data had not yet been received from Geophex.

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It was moved by Chair Johnson, seconded by Member Gingerich, to combine agenda items 7 and 8. The motion carried; Member Korbolic absent.

- 7. MODIFICATIONS TO THE INTERLOCAL AGREEMENT** [For possible action] – *A review and discussion of an informal sub-committee’s draft modifications to the August 22, 2001 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.*
- 8. CREATION OF A FORMAL SUBCOMMITTEE FOR REVIEWING AND MAKING RECOMMENDATIONS ABOUT THE INTERLOCAL AGREEMENT** [For possible action] – *Creation of a formal sub-committee for reviewing the August 22, 2001 Interlocal Agreement for Sharing and Distribution of GIS Basemap Data Sets and Development of Data Licensing Requirements and making recommendations about modifications to the Interlocal Agreement, including identifying possible changes to the Interlocal Agreement, considering whether and how to add agencies to the Committee and Agreement, and discussing agencies to possibly add to the Committee and Agreement.*

Chair Johnson outlined the formation of an informal subcommittee to review the current Interlocal Agreement and seek refinements in how to better manage the process, thus making it easier to meet quorum requirements by using Primary and Alternate members rather than two voting members from each agency and to add additional members in the future. Chair Johnson drew attention to the suggested modifications in the document (copy on file) that was distributed earlier. Additionally, there has been discussion about development of a set of by-laws that would govern how the Basemap Committee functions, reducing the need for jurisdictional approval every time a minor change is needed.

Member Walker explained that Chair Johnson, Member Korbolic and he had met to discuss the various components of the agreement, including the addition of buy-in or other form of payment to join the committee. The intent is to eventually reach a point where membership fees can cover the cost of annual flights of the region, as well as introduce a way in which adjoining areas can seek similar services at a reduced rate under a separate contract with the selected vendor of future projects.

During the discussion, it was pointed out that the Washoe County Assessor’s Office is a separate entity from Washoe County as it is not governed by the Washoe County BCC (Board of County Commissioners). It was also noted that both the RTC (Regional Transportation Commission) and TMWA (Truckee Meadows Water Authority) are also independent government agencies. As the discussion continued it was pointed out that adding member agencies would provide additional funding for future flights.

Discussion then focused on the formation of a more formal subcommittee to review and make recommendations to this body that will ultimately be forwarded to the governing bodies of each agency for approval. It was noted that the Subcommittee would not be subject to the requirements of the Nevada OML (Open Meeting Law) so long as it was less than a quorum of members.

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It was moved by Member Gingerich, seconded by Member Walker, to appoint Quinn Korbolic, Valerie Johnson, Rebecca Reid and Jon Walker to a formal subcommittee to review and provide recommendations on updates to the Interlocal Agreement. The motion carried with Member Korbolic absent.

- 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, March 9, 2017, at 2:00 p.m.*

The March 9, 2017, meeting agenda may include, but is not limited to: 1) Election of Officers: Chair and Vice-chair; 2) Update from the Interlocal Subcommittee.

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

There were no public comments

- 11. ADJOURNMENT** [Non action item]

Chair Johnson adjourned the meeting at 10:46 a.m.

AS APPROVED BY THE REGIONAL BASEMAP COMMITTEE IN SESSION ON MARCH 23, 2017.