

# Regional Basemap Committee

## DRAFT of Minutes

Thursday ~ September 13, 2018 ~ 10:00 A.M.  
WASHOE COUNTY ADMINISTRATIVE COMPLEX  
BUILDING A – SLIDE MOUNTAIN CONFERENCE ROOM  
1001 EAST NINTH STREET, RENO, NEVADA

## MEMBERS

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

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

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

**PRESENT:** Nicolas Connolly, Valerie Johnson, Quinn Korbolic, Jon Walker and Gary Zaepfel.

**ABSENT:** Neil Bandettini, 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 JUNE 14, 2018, MEETING MINUTES [For possible action]

Hearing no public or Board comments Chair Korbolic asked for a motion.

*It was moved by Member Johnson, seconded by Member Zaepfel, to approve the June 14, 2018, minutes, as submitted. The motion carried with Members Bandettini, 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.

Quinn Korbolic – Washoe County Technology Services, drew attention to the date that the information had been received and subsequent discussion about how to share and store the data.

Jay Johnson – Washoe County Technology Services, provided handouts on the data set that is approximately a terabyte in size. Drawing attention to the second handout, Mr. Johnson commented that the yellow is lidar and below that the 2016 contours. Mr. Johnson noted that Gary Zaepfel had taken the point and generated contours that resembled the USGS website. It is unclear whether different types of contours will be generated. Mr. Johnson drew attention to the questions posed that the BMC need to consider about how derivatives are created and whether contours are sold and at what price. Mr. Johnson suggested that a separate agenda item be added to the December 13, 2018, meeting. Mr. Johnson commented that he had reached out to the USGS for input on best practices but had not yet heard back.

## *Regional Basemap Committee* – DRAFT Minutes

September 13, 2018

Page 2 of 4

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

Quinn Korbolic – Washoe County Technology Services, commented that as of today the balance is at \$137,004.19 with sales in this fiscal year totally \$13,394.00 which is in line with the \$25,000.00 budget.

During a brief discussion it was noted that Washoe County Community Services Department required contours and that one customer was required to obtain a contour for installation of a pool.

- 6. MODIFICATIONS TO THE INTERLOCAL AGREEMENT** [For possible action] – A review, discussion, and possible action to further modify the revised Interlocal Agreement approved on Sept. 28, 2017, including considering adding other levels or types of subscribers and fees to the Agreement and changes proposed by the Committee agencies' respective legal counsel.

Chair Korbolic pointed out that action had been taken at the previous meeting and that Community Services Department will create the MOU (Memorandum of Understanding) that will set up the relationship with cities for map check. Other discussion noted that NRS sets forth the amount that requires approve by City Councils and County Commission at \$25,000.00.

No specific action was taken.

Chair Korbolic reordered the agenda.

- 8. REGIONALLY SIGNIFICANT GEOSPATIAL DATA: PARKS** [Discussion only] – A review and discussion on Washoe County Health Department's efforts to develop a web-based parks mapping application and the opportunity for base map member agencies to cooperate in creating and maintaining a regional parks dataset.

Quinn Korbolic – Washoe County Technology Services, provided an overview of the agenda item to create a map of parks, trails, benches and other amenities for Washoe County Health District.

Stephanie Chen, Washoe County Health District, explained that the intent is to provide a link to the maps on the District's website that individuals can use for each jurisdiction as a resource for the community.

Chair Korbolic noted that this is a catalyst for engaging with others to provide specific data and will assist in planning asset management comprehensive data on a regional basis. Chair Korbolic noted that while there is not yet a lot of detail the discussions will be how to build the data set as it moved forward.

Gary Zaepfel – Washoe County Technology Services, suggested using local government information model that was part of the parcel data received from Washoe County Assessor's Office. Additionally, other data bases such as public works data may also need to be considered.

## *Regional Basemap Committee* – DRAFT Minutes

September 13, 2018

Page 3 of 4

Member Walker commented that the City of Sparks supports the request and will assist in moving the project forward. Member Walker suggested that a subcommittee might be appropriate.

Stephan Hollandsworth – Deputy District Attorney, reminded the Board that any subcommittee formed would be subject to the OML (Open Meeting Law).

Chair Korbolic recalled a previous attempt to access and edit Washoe County School District data. Chair Korbolic suggested a pilot project to local government informal model.

Member Johnson drew attention to a National Parks model to determine if it would suffice.

Chair Korbolic noted that the Washoe County Parks has lots of data and can put GPS points on a lot of trees. Chair Korbolic commented that based on that information the best data model can be identified for end users and if it should be in a tabular or other type of data set.

- 7. REQUEST FOR PROPOSAL, DIGITAL ORTHOPHOTOGRAPHY AND ELEVATION DATA**  
[For possible action] – A review, discussion and possible action regarding a Request for Proposal (RFP) for release in 2018 for multi-year digital orthophotography and elevation data acquisition flights in 2019 and subsequent years. Taken out of agenda order.

Quinn Korbolic – Washoe County Technology Services, outlined the agenda item have been working on fee schedule that has been sent to the purchasing department for further review.

Gary Zaepfel – Washoe County Technology Services, distributed handouts (copies on file) to the members. Member Zaepfel noted that the handouts included the RFP (Request for Proposal) that is the final draft and has been sent to Washoe County Purchasing. The final will be forwarded to member once Washoe County Purchasing has completed their review. Mr. Zaepfel then drew attention to the updated map that includes Area A-592 square miles and B-852 with 12 square miles. Mr. Zaepfel drew attention to the oblique photo and 2 foot contours. The draft also includes a highlight of the products being considered with some additions based on input from the Washoe County Assessor's Office.

Member Johnson noted the lack of the Incline Ville GID sections by Township that includes the ski areas.

Mr. Zaepfel noted that those sections had been requested as 12-inch and perhaps should have been the 6-in definition. Mr. Zaepfel will send a revision to purchasing for the higher definitions.

Member Johnson also suggested a combined mosaic that may be useful in the future.

Responding to Mr. Zaepfel's inquiry about whether the mosaic should be 6 of 12-inch, Member Johnson commented that a 12-inch should be sufficient. Member Johnson noted that JPEG would be better pointing out that the format does not use as much space.

# *Regional Basemap Committee – DRAFT Minutes*

September 13, 2018

Page 4 of 4

Chair Korbolic pointed out that while the conversion could be done in-house it would, most likely less costly to have the vendor provide JPEG.

There was some discussion about HARN and whether it caused some distortion in the mosaic. As the discussion continued it was pointed out that HARN was specified in the previous contract. It was suggested that a sentence be added to Section 37.3 that ground coordinates not be deliberately projected. It was pointed out that the BMC will have an opportunity to review the proposal before it is sent out and that details can be added to the final contract to address those types of issues. Other discussion suggested that the 10-foot resolution be retained. It is also suggested that a multi-year contract might yield some cost savings and that the procurement schedule should be changed to read October 1. Additionally, language should be added to develop a schedule of future flights for a multi-year contract.

Mr. Zaepfel will make the recommended modifications and send it out.

*It was moved by Member Johnson, seconded by Member Walker, to direct that Washoe County Technology Services staff revise the RFP as discussed and send the amended RFP out. The motion carried with Members Bandettini, Gingerich and Reid 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, December 13, 2018, at 10:00 a.m.

The December 13, 2018, agenda may include, but is not limited to an item to approve, deny or otherwise modify a recommendation to distribute at no charge data from 2016 and before.

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

There were no public comments.

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

Chair Korbolic adjourned the meeting at 10:51 a.m.