

**ATTACHMENT A Meeting Notes**  
**MetroGIS Address Workgroup**  
**Wednesday, June 23, 2004**

Metropolitan Counties Office Building – 2099 University Ave. W – St. Paul

Members Present: Amy Geisler, City of Ramsey Planning; Deb Jones, Falcon Heights and liaison to Address Committee of the Ramsey County GIS Users Group; John DeJung, Minneapolis PSAP; Nancy Read, Metropolitan Mosquito Control District and liaison to Coordinating Committee, Nancy Pollock, Metropolitan 911 Board; and Lyn Rohe, Scott County PSAP.

Members Absent: Jeff Gottstein, Woodbury PD; Nicole Peterson, City of Shakopee Planning; and David Windle, City of Roseville and liaison MetroGIS Emergency Preparedness Workgroup.

(Note: Scott Renne, Minneapolis Assessor, is retiring shortly and will no longer be participating on the workgroup. The group decided to wait until its proposed interview process is complete to decide whether to seek out another individual to represent the “assessor” perspective on the workgroup.)

Staff Present: Mark Kotz and Randall Johnson (MetroGIS Staff Support Team)

**1. Welcome and Introductions**

Mark Kotz called the meeting to order at 1:05 and asked each member to introduce himself or herself. Nancy Pollock commented that Gordon Chinander, formerly with Carver County, will be starting his new GIS Coordinator position with the 911 Board on June 28<sup>th</sup> and that he will be representing the Board on this committee along with herself.

**2. Approve Agenda**

The agenda was accepted, as submitted.

**3. Approve Meeting Summary**

The summary for the June 2, 2004 meeting was accepted, as submitted. Kotz also briefly summarized the group’s major conclusions at the June 2<sup>nd</sup> meeting for the benefit of the two members that were not in attendance

**4. Washington County Address Flow Diagram**

Kotz summarized his understanding of the flow diagram direction (Attachment A) that David Brandt had produced to document who is responsible for producing and managing address data in for Washington County. Pollock asked if any of the address producers on the workgroup have had the U. S. Postal Service challenge their authority to assign addresses? The group agreed that this question should be added to the list of questions to be asked at the proposed interviews. It was also agreed that the resolution of this apparent conflict needs to be able to provide a path by which the data user is able to go back and forth between situs and mailing address for any given location.

More importantly, the group concluded that a similar flow diagram should be produced for each county and that the purpose of the interviews would be to refine the diagram by clearly identifying the address production/ assignment related business needs in each county and relationships/gaps between them. For instance, a feedback loop appears to be missing from the Washington County diagram related to how the U.S. Postal Service at times affects changes in addresses assigned by local government. It was also agreed that a feedback loop is needed to capture changes that might result from resolving inconsistencies with the MSAG database administered by the Metropolitan 911 Board.

Finally, it was agreed that the group’s workplan should be modified to add the building of an address data flow diagram for each county and to modify the focus of the previously agreed upon interviews to refine these diagrams and the information about the various processes. The interview process will, in large part, be dictated by the information, or lack thereof, presented via the diagrams.

Kotz commented that he believes a deliverable from the process should be a “white paper” that compares and contrasts the existing situation in each county and answer the following questions: 1) the number of address databases that are being supported, 2) the business need(s) supported by each, 3) degree of coordination or flow of information between them, 4) existing standards and situation where the lack of standards is an issue, and 5) organizational responsibilities – department and contact person for each address assignment related database.

The following workgroup members agreed to assist Kotz in preparing a draft flow diagram for their respective counties, modeled after Washington County’s diagram:

DeJung, City of Minneapolis and a first pass for Hennepin County

Geisler – Anoka County

Jones – Ramsey County

Rohe - Scott County

Kotz commented that Gordon Chinander will likely have adequate knowledge of Carver County’s situation to develop a sufficient diagram for Carver. Kotz also commented that he would contact the Dakota County GIS department to determine how to best to approach development of a diagram for them.

Pollock provided the group with information on the flow of address data related to E911 business needs (see attachment B).

## 5. Finalize List of Stakeholders

The listing of stakeholders agreed upon at the last meeting was modified to include the following (underlined additions):

- Platting authority (*statutory responsibility of cities and counties, represented by city/county planners*)
- City and county address assignment authority (*elections officer, city/county planner, building official, city clerk, PSAP, environmental health officer, etc.*)
- Other potential addressing authorities (*street signing authority, parks board, federal lands, university campus, large corporate campuses, Metropolitan Airports Commission, fairgrounds, etc.*)
- Utilities – billing accounts (What role does sewer/water billing play in address data collection management?)
- Property taxation (assessor)
- Environmental Inspections (wells, septic systems, restaurants, etc.)
- Emergency Services/E911
- School districts
- U.S. Census Bureau (plan to use GPS to locate entrance to each enumeration unit)

## 6. Finalize Objectives for Interviewing Stakeholders

The listing of interview questions/objectives agreed upon at the last meeting was modified to include the following (underlined additions):

- What business functions are supported by each if the existing address databases? What are the mandated services for which address data are being produced and maintained?
- Who are the addressing authorities (legal entities)?
- How do addresses get created? What are the assigning processes – official and administrative/informal/temporary?
- How are conflicts between the city/county authority and other entities (e.g., the U.S. Postal Service, E911 MSAG) resolved? Is there a formal feedback method?
- What are the decision rules- locally developed or based upon published guidelines/standards?
- Where are address data stored and who manages them?
- What data are recorded?

- In what structure (format) are the data recorded?
- How does address data flow – from and to whom?
- How does address data management pertaining to new development and redevelopment differ?
- What problems exist in current processes? What would the authorities change if they could?
- Raise awareness of the mix of business functions, processes and authorities involved in the production and management of address data by local government.

#### **7. Ramsey County GIS User Group Address Questionnaire and Survey**

Jones handed out a copy of the questionnaire (attachment C) and explained the findings. The group felt that both the questions themselves and the results provided good food for thought as the group prepares for the pending interviews with address authorities in each county.

#### **8. Agree on List of Interview Candidates**

It was agreed to defer further consideration of this topic until an address flow diagram is available for the group's consideration. Issues or questions with the diagram will in large part dictate next steps in terms of who to interview.

#### **9. Plan Interview and Process and Timing**

Further consideration was deferred until the address flow diagrams are ready to share with the respective addressing authorities in each county.

#### **10. Schedule Tentative Dates for Interviews**

Further consideration was deferred until the address flow diagrams are ready to share with the respective addressing authorities in each county.

#### **11. Next Meeting**

It was agreed to cancel the meeting that had been tentatively scheduled for July 14. The group agreed to meet at the end of the August to talk about what had been learned while preparing flow diagrams for the other counties based on the Washington County model. Mark will set the actual meeting date sometime in July.

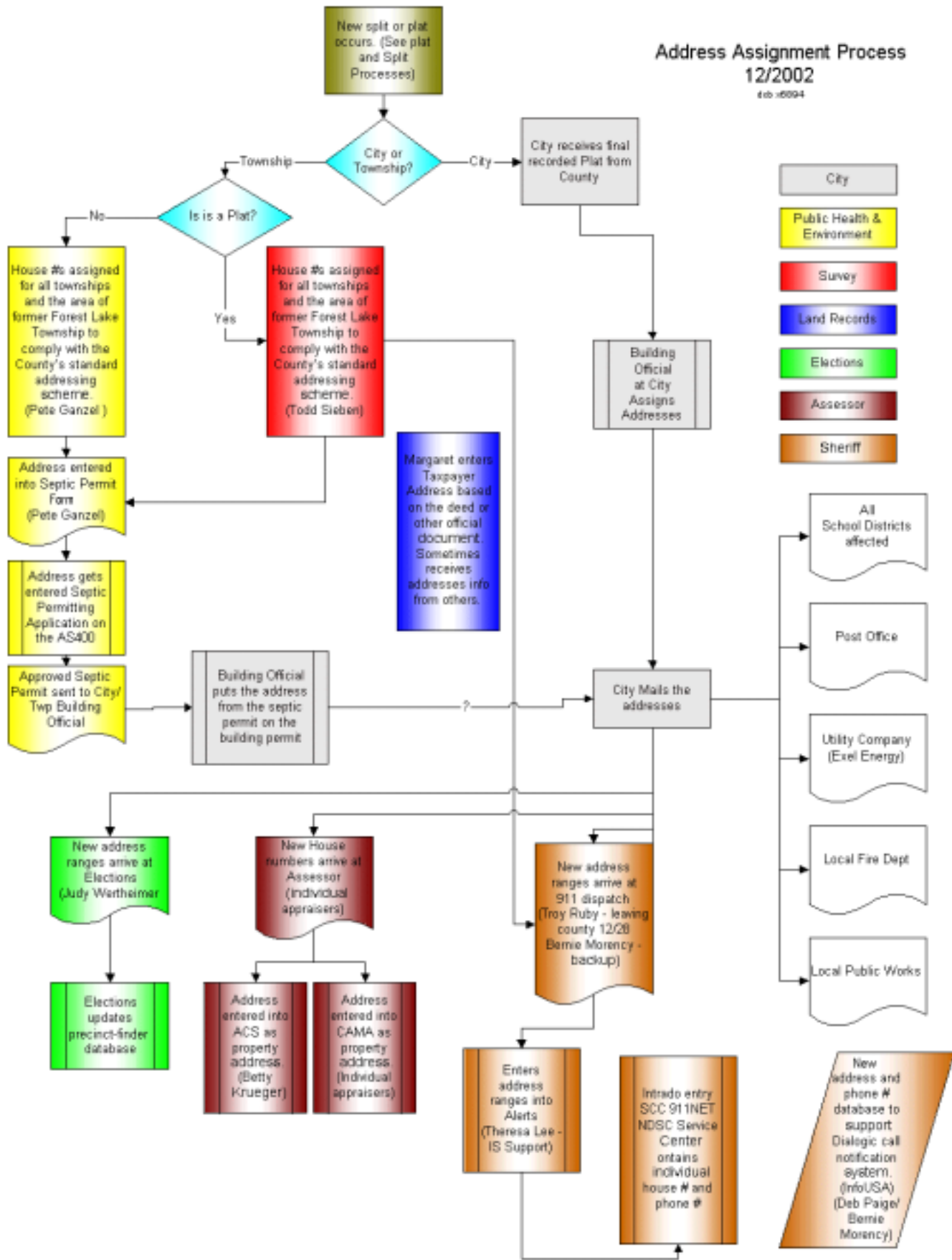
#### **7. Adjourn**

The meeting adjourned at 3:00 p.m.

Respectfully submitted by,  
Randall Johnson and Mark Kotz  
MetroGIS Staff Support Team

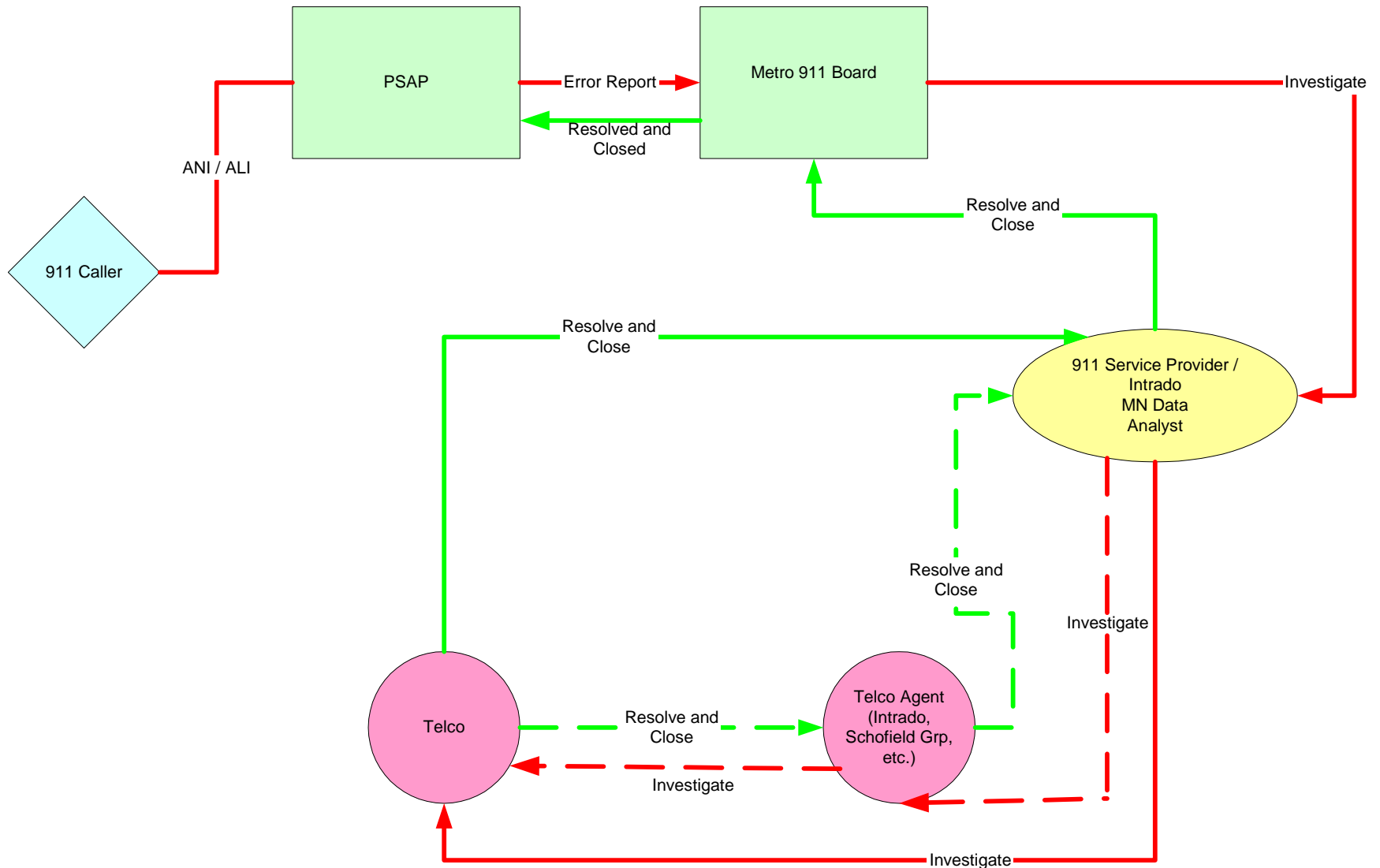
# Attachment A Washington County Address Flow

Address Assignment Process  
12/2002  
410-0094

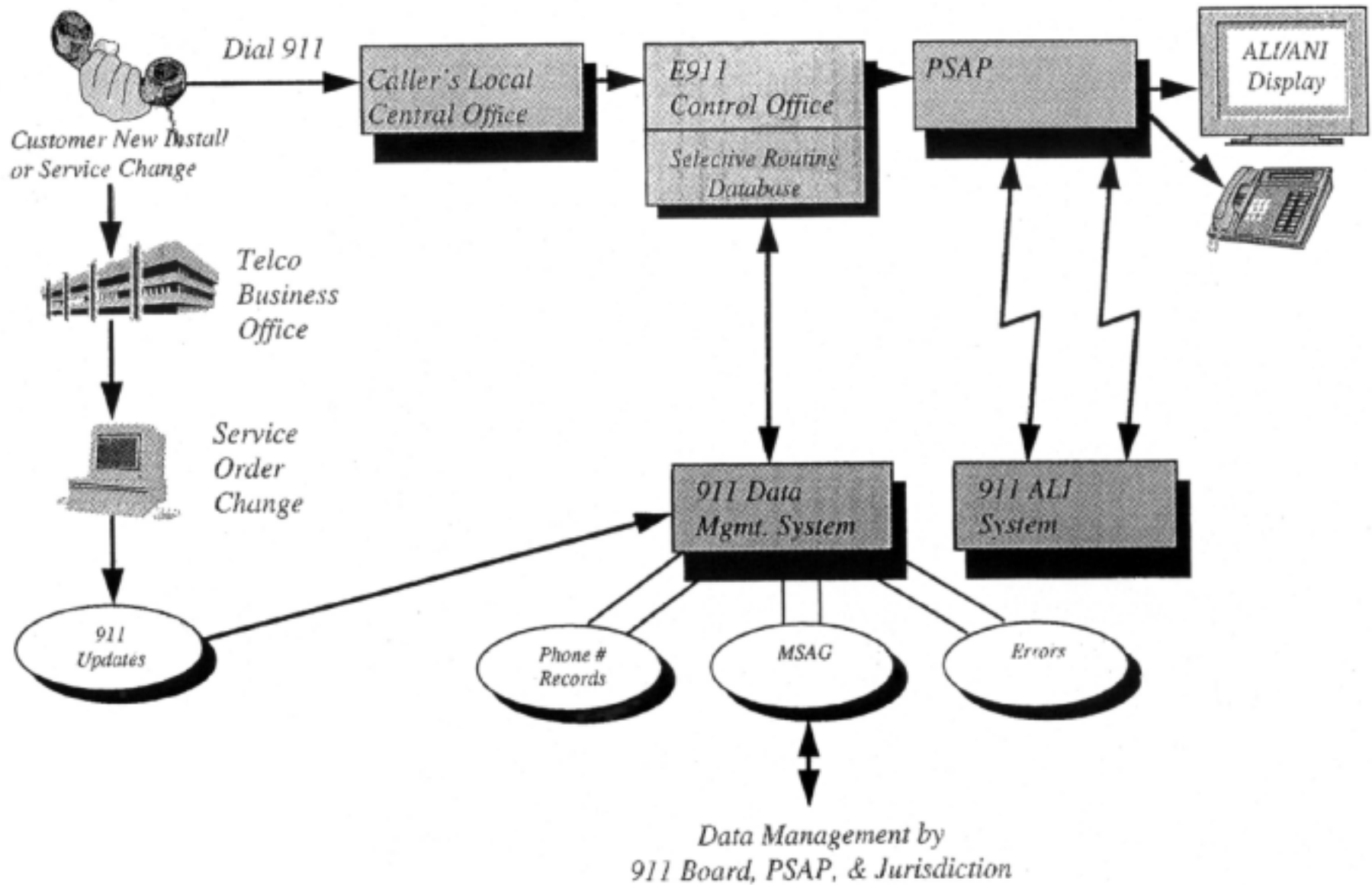


Attachment B – E-911 Data Flow Diagrams

### ANI / ALI Inquiry Data Flow



# 911 Data Base Overview



## Attachment C – RCGISUG Questionnaire and Results



### **Questionnaire on Property Addresses** **Ramsey County GIS User Group** **October, 2002**

Addresses form a major component in the day-to-day business of any organization. In fact, over 80% of government records contain some form of address. For this reason alone, it is important for the County and users of its data to understand how addresses are created and maintained and that we make an effort to improve the ways we utilize and record addresses.

#### **Who are we?**

We are the **Ramsey County Geographic Information System (GIS) Users Group (RCGISUG)**. We are a collection of members and affiliates representing local units of government, non-profits and educational institutions organized under a joint powers agreement. RCGISUG was formed to assist our members with gaining access to County GIS data and utilizing it to its maximum potential. The RCGISUG has formed a special committee to analyze address issues.

#### **Why is this address questionnaire important?**

The Ramsey County Property Records and Revenue department is the major source for the GIS address-related data provided to our membership. Because the focus of this data is taxation and billing, many **valid** addresses are not included, such as occupant/renter/leaseholder addresses. In addition, some locational addresses, such as certain public lands and undeveloped parcels, are either undefined or difficult to find in the data. When public safety services need to locate the scene of an emergency, when our member organizations need to send out a mailing to all residents and tenants – then we realize how essential it is to have access to complete and accurate address data that adheres to a consistent set of standards.

#### **What do we want?**

We are seeking to better understand the sources of address information held by your local unit of government. (Cities are in fact legally responsible for assigning new addresses.) We hope to gain insight into some of the problems encountered countywide with the use and assignment of addresses and the ways cities and organizations are coping with these problems.

We ask that you answer this questionnaire as honestly and completely as possible. Some questions may not apply to your organization. Please add extra pages if needed. A follow-up interview may be scheduled at a later date to gather more detailed information. Thank you for taking the time to participate in this study.

## **QUESTIONNAIRE**

### **I. Contact Information:**

- A) Municipality/organization name: \_\_\_\_\_
- B) Your department: \_\_\_\_\_
- C) Who assigns addresses in your organization? \_\_\_\_\_
- D) Who in your department/organization should we contact with follow up questions on address information and issues?  
Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email \_\_\_\_\_  
\_\_\_\_\_  
Title: \_\_\_\_\_

**II. Address Database Information:**

A) Do you have a master address database in your jurisdiction/organization?(i.e. an single source of all known addresses) Y \_\_\_ N \_\_\_  
Other \_\_\_\_\_

B) What do you use as the principle geographic identifier within this database?  
1. County property identification number (PIN)  
2. Property address  
3. Unique city code  
4. Other \_\_\_\_\_

C) Does this database contain a fairly complete list of business occupant addresses?  
Y \_\_\_ N \_\_\_ Other \_\_\_\_\_

D) Does this database list all situs addresses? (i.e. location address not ownership address)  
Y \_\_\_ N \_\_\_ Other \_\_\_\_\_

E) Does this database contain valid unit numbers for apartments/Co-Ops, mobile home park units, etc.?  
Y \_\_\_ N \_\_\_ Other \_\_\_\_\_

F) What data is missing from your address database? What gaps need to be filled?

G) What guidelines or standards are used in your address database?  
1. MetroGIS address guidelines.  
2. US Postal Service Standards.  
3. Other \_\_\_\_\_

H) How do you identify parcels that have no assigned address?

What issues do you face with locations that have no assigned address (for example, intersections, parcels with "0" addresses), and how do you deal with them? (See the attached map of all the parcels which have unassigned or "0" addresses, according to the county taxation database.)

I) Do you currently use the Ramsey County GIS database as an address source?  
Y \_\_\_ N \_\_\_ Other \_\_\_\_\_

1. For what purposes do you use it?

2. Do you have any issues or concerns with this database?

**III. Use and Effectiveness of Addressing in your department/organization:**

- A) For what purposes do you use addresses in your department/organization?
  
- B) Do you foresee changes in your future use of addresses?
  
- C) What improvements could be made in your current address information?
  
- D) How do you get the information to update your address information?
  
- E) How often do you update your address information?
  
- F) Please describe your procedure for making updates.
  
- G) What improvements could be made in the way you keep your data current?
  
- H) What problems do you have that are caused by the lack of valid addresses?
  
- I) Do you receive questions and concerns regarding problems in mail delivery and/or people having trouble finding addresses? Please provide details where possible.
  
- J) Are there any additional address issues you would like to see studied in a follow-up to this questionnaire?

***Thank you for participating!***

*Please response by October 31 to*

Deborah Jones  
Zoning and Planning Coordinator  
City of Falcon Heights  
2077 W. Larpenteur Ave.  
Falcon Heights, MN 55113

## GIS User Group Addressing Committee Questionnaire - November, 2002

Organization	Contact	Master Data Base	Geographic Identifier	Business Address	Situs Address	Unit Numbers
<b>Gem Lake</b>	Fredric Magnuson	Yes	PA	Yes	Yes	Yes
<b>White Bear Lake</b>	Steve Duff	Yes	PIN/PA	Yes	Yes	?
<b>Saint Paul</b>	Don Cheney/Terri Vasquez	Yes/Paper list	PIN/PA	Yes/Yes	Other/Yes	Other/No
<b>New Brighton</b>	Mark Anderle	Yes	PIN	No	No	No
<b>White Bear Township</b>	Tom Riedesel	Yes	PIN/PA	Yes	Yes	Yes
<b>Roseville</b>	David Windle	Yes	PIN	Yes	No	Yes
<b>Ramsey County</b>	Curt Peterson	No	PIN	No	No	No/MH
<b>Falcon Heights</b>	Deborah Jones	Yes	PA	No	No	Yes
<b>Saint Anthony</b>	Judy Monson	Yes-Multiple?	PA/Ac No	Yes	Yes	No
<b>North Saint Paul</b>	David Kotilinek	Yes	PIN/PA	No	Yes	No
<b>ISD 622</b>	Judy Kertop	Yes	PA/Census Code	No	Yes	Yes
<b>Maplewood</b>	Jim Elias	No				
<b>Arden Hills</b>	Dave Scherbel	Yes	PIN/PA	No	No	N
<b>Little Canada</b>	Steve Westerhaus	Yes	PIN/PA	Don't know		
<b>Shoreview</b>	Steve Nelson	Yes	PIN/PA	Yes	Yes	Yes

Organization	Missing Data	Gaps	Address Conformance	Identify property without address	Use the RCGIS DB
<b>Gem Lake</b>	None	None	MGIS	PIN	No
<b>White Bear Lake</b>	Apt Units		USP/MGIS	PIN/Legal	Yes
<b>Saint Paul</b>	?/PIN		USP/?	PIN/Map	No/Yes
<b>New Brighton</b>	Units/Business		USP	PIN	Yes
<b>White Bear Township</b>			MGIS	PIN	Yes
<b>Roseville</b>	Situs/0 addresses		MGIS/USP	PIN	Yes
<b>Ramsey County</b>	Units/Situs/0 addresses		USP	PIN/Legal	Yes
<b>Falcon Heights</b>	Res. names/Business		USP	Legal	Yes
<b>Saint Anthony</b>	?			PIN/Legal	No
<b>North Saint Paul</b>	Business/Units/Phone#		USP	PIN	Yes
<b>ISD 622</b>	Business/Sr. Housing		USP		No
<b>Maplewood</b>					Yes
<b>Arden Hills</b>	Mobile nomes		Other	PIN/Intersection	Yes
<b>Little Canada</b>			USP	Section map	Yes
<b>Shoreview</b>			MGIS	They assign	Yes

Organization	RCGIS DB Purpose	Addresses Use
<b>Gem Lake</b>	Mapping	Billing/Code Enf./correspondence
<b>White Bear Lake</b>	Mailing/exp.	Voter Reg./Crime/Assessments/Bldg. Permits
<b>Saint Paul</b>	Ownership/maps	Location/Construction
<b>New Brighton</b>	Maps	Location
<b>White Bear Township</b>	Maps	Many
<b>Roseville</b>	Tax info/Mailing	Mailing/Demographics/data links
<b>Ramsey County</b>	Ownership/maps/geocode	Mailing/Geocoding/Lookup/Birth&Death Records
<b>Falcon Heights</b>	Ownership/maps	Mailing
<b>Saint Anthony</b>		Ownership/Parcel size
<b>North Saint Paul</b>	Buffer/mailing/maps	Mailing/Viewing/Mapping
<b>ISD 622</b>		Mailing/School Boundaries/Census
<b>Maplewood</b>	GIS data source	
<b>Arden Hills</b>	Planning applications	Establishing correct address for property
<b>Little Canada</b>	mailings/ownership	City files are filed by address
<b>Shoreview</b>	Locate owner, mailings	Track permits/code enforcement/mailings

Organization	Changes in Future Use	Improvements	Update Method
<b>Gem Lake</b>	No	?	Ordinance
<b>White Bear Lake</b>	Utility Related	Zoning/Mailing/Dispatching	RC
<b>Saint Paul</b>	No/AMANDA	Better Updates/Coordination	RC/Demos
<b>New Brighton</b>	No	Business Information	RC
<b>White Bear Township</b>	No	No	Utility/Bldg. Permits
<b>Roseville</b>	No	Business address	Mast Add/Permits Field Inspection
<b>Ramsey County</b>	More Multi-family	Standardization/Coordination	ACS/CAMA
<b>Falcon Heights</b>	No	Apt Residents names	RC/Business Licenses
<b>Saint Anthony</b>	No		Utility Billing Records
<b>North Saint Paul</b>	No		RC
<b>ISD 622</b>	No	Commercial/Rental	Utility Co's/Planning Dept/Cities
<b>Maplewood</b>		0 addresses, lag time between updates	
<b>Arden Hills</b>	No	More up to date	As permits issued
<b>Little Canada</b>	no	Better Updates	
<b>Shoreview</b>	No	Consistency with County	RC

Organization	Update Frequency	Update Procedure	Current
<b>Gem Lake</b>	Continuous	Compare to RC	?
<b>White Bear Lake</b>	Twice yearly	Data Download	Faster update method
<b>Saint Paul</b>	Monthly/As required	Data Download/manual written	Computerized
<b>New Brighton</b>	Quarterly	Building Official Download	Better RC update
<b>White Bear Township</b>	Quarterly	Data Download	No
<b>Roseville</b>	Quarterly	Permits to RC	Timely
<b>Ramsey County</b>	Bi-weekly	Download & Build DB	Centralized DB
<b>Falcon Heights</b>	As required	MS Access DB	
<b>Saint Anthony</b>	Daily	Data Entry	RC/R&R/list P owner
<b>North Saint Paul</b>	2-4X per year	Consultant	Staff training
<b>ISD 622</b>	As required	Compare update as needed	Staff resource problem
<b>Maplewood</b>			
<b>Arden Hills</b>	As required	Data entry	More connected database
<b>Little Canada</b>			
<b>Shoreview</b>	As required	Through permit procedure	Centralized DB

Organization	Lack of Valid Address	Mail Delivery, Problems	Address Issues
<b>Gem Lake</b>	None	No	None
<b>White Bear Lake</b>	Notification	Notification	No
<b>Saint Paul</b>	Confusion	Change 0 address	R&R more receptive
<b>New Brighton</b>	None	None	None
<b>White Bear Township</b>	Location/Notification	Gaps	No
<b>Roseville</b>	Geocoding/App Errors	Frontage roads	Inconsistent Street Type
<b>Ramsey County</b>	Incorrect/excessive mailing	Outdated data	Multi-family/Bldg. Permits
<b>Falcon Heights</b>	Returned mail/Dispatching	Find City Hall	
<b>Saint Anthony</b>	Names and address	No	
<b>North Saint Paul</b>			
<b>ISD 622</b>	Census	Blended Families	
<b>Maplewood</b>			
<b>Arden Hills</b>	Misidentification of buildings		
<b>Little Canada</b>	Wrong people contacted	No	Would like IRIS in other cities
<b>Shoreview</b>	Contacting property owners		

**2002 Address Questionnaire Anecdotal Responses  
RCGISUG Address Committee**

**I. Sorted list of respondents**

Arden Hills	Dave Scherbel, Building Official
Arden Hills	Peter Hellegers, City Planner
Falcon Heights	Deb Jones, Zoning & Planning Coordinator
Gem Lake	Fred Magnuson, City Clerk
ISD 622 Student Services Dept.	Judy Kerntop, IS Dept Secretary
Little Canada	Steve Westerhaus, Building Inspector
New Brighton	Mark Andrle, Community Development Specialist
North St. Paul	Dave Kotilinek, City Engineer
Ramsey County Public Works	Curt Peterson, GIS Supervisor
Roseville	David Windle, GIS Coordinator
Shoreview	Steve Nelson, Building Official
St. Anthony Village	Judy Monson, Building Permits Clerk
St. Paul	Don Cheney, LIEP Program Coordinator
St. Paul	Terri Vasquez, Public Works Tech II
White Bear Lake	Steve Duff, Engineering Tech IV
White Bear Lake	Ben Egan, Building Official
White Bear Township	Tom Riedesel, Planner

**II. Who assigns addresses in your organization?**

Arden Hills	Building Official/Building Department
Falcon Heights	City Administrator/City Staff
Gem Lake	City Clerk
ISD 622 Information Services Dept.	“Student Services Dept.”
Little Canada	Building Inspector
New Brighton	Building Official
North St. Paul	(no response)
Ramsey County Public Works	N/A
Roseville	GIS Coordinator
Shoreview	Building Official
St. Anthony Village	Public Works Director
St. Paul	Public Works Department (“3 techs and 2 clerical staff”)
White Bear Lake	Building Department/ Building Official
White Bear Township	Planner/Building Inspector

### III. What issues do you face with locations that have no assigned address?

Arden Hills	Emergency response; [City has] been going through maps and trying to assign an address to each "0"
Falcon Heights	(no response)
Gem Lake	[Issues concerning] subdivision ordinances, building permit ordinance and zoning ordinance
ISD 622 Information Services Dept.	None
Little Canada	(no response)
New Brighton	(no response)
North St. Paul	(no response)
Ramsey County Public Works	Consistency is biggest issue. "If the parcel contains a postal or mailing address, it should be assigned in the County ALS database."
Roseville	Using GIS to zoom into area of interest – cannot query by address in these cases
Shoreview	Building official assigns address to it
St. Anthony Village	(no response)
St. Paul	"When we update an address record, we would like the County to be more receptive to adding that data to their records." Needing to assign address when a builder comes in for a permit.
White Bear Lake	(no response)
White Bear Township	(no response)

### IV. Do you have any issues or concerns with the Ramsey County GIS database?

Arden Hills – City Planner	None
Arden Hills – Building Dept.	"Cannot update the records from Ramsey Co. regularly without losing the information we have manually installed."
Falcon Heights	"It would be great if we could combine our GIS and mailing [resident] databases."
Gem Lake	None
ISD 622 Information Services Dept.	(no response)
Little Canada	"Needs to be updated more often"
New Brighton	"Better updates"
North St. Paul	No major issues
Ramsey County Public Works	"Yes, mainly consistencies and standardization. County roads are problematic for geocoding. Possibly inconsistent "0" addresses. Owner or primary fields have inconsistent labeling for many corporate or government entities.
Roseville	"Would like a comprehensive address database using all valid situs/business addresses – all apartment, condo, mobile home park addresses"
Shoreview	"Yes, would like to see updated physical property pictures – overhead view."
St. Anthony Village	(no response)
St. Paul – LIEP	"The City and County disagree on some addresses; we need to figure this out."
St. Paul – Public Works	"We have encountered many mistakes in this system, but don't have the authority to make changes or corrections, and we don't have a contact person that could take care of these things for us."
White Bear Lake – Engineering/Public Works	"We have not used it enough to find out problem areas."
White Bear Lake – Planning/Zoning	"It is hard to update and it needs updating often. Mailing labels get outdated as residents move/move in."
White Bear Township	No

**V. What improvements could be made in your current address information?**

Arden Hills – City Planner	Making sure information is up to date
Arden Hills – Building Dept.	Being able to update our records regularly without losing our manually entered records
Falcon Heights	Apartment residents for mailings; combination of city internal and County systems
Gem Lake	Not sure
ISD 622 Information Services Dept.	(1) have all properties listed; (2) Reflect single family, multiple, commercial and rental
Little Canada	?
New Brighton	Additional business info
North St. Paul	(no response)
Ramsey County Public Works	(1) Better coordination between cities and County (2) Consistency in naming conventions (3) more and better standards
Roseville	(1) Better recording/tracking of change in business addresses to keep data current (2) Assigning current zero addressed parcels (both city owned and privately); (3) Adoption of master address list by <i>all</i> city departments, especially police.
Shoreview	Having the addresses the same as the County and vice versa
St. Anthony Village	(no response)
St. Paul – LIEP	(1) Better updating; (2) Coordination between departments
St. Paul – Public Works	Incoming use of AMANDA system should help improve management of address data
White Bear Lake – Engineering/Public Works	(no response)
White Bear Lake – Planning/Zoning	Need better updating system from GIS software – faster.
White Bear Township	None

**VI. What improvements could be made in the way you keep your data current?**

Arden Hills – City Planner	(1) Better linkage between GIS system and address assignment; (2) Overall, establish a more connected database/system for checking address changes
Arden Hills – Building Dept.	Being able to merge Ramsey County’s records on a regular basis with our address system without losing our entered information – such as multiple addresses for one PIN
Falcon Heights	Regular updating of our GIS from County data
Gem Lake	Not sure
ISD 622 Information Services Dept.	Because of the area we cover (approx 37 square miles) and the mobility of the general population, one person, with a few hours each day, cannot keep records in a timely manner.
Little Canada	N/A
New Brighton	Better updates from the County
North St. Paul	(no response)
Ramsey County Public Works	(1) Better organizational/coordination/business flow in Ramsey County Departments, especially Records & Revenue; (2) Create an enterprise centralized database
Roseville	Due to the use of PINs in address database, need county to issue PINs in a more timely manner so that new addresses can be associated with new PINs ASAP
Shoreview	Have one central location for all data and only one user interface
St. Anthony Village	“I would like to see Ramsey County Records and Revenue website list name of property owner”
St. Paul – LIEP	Have an employee dedicated to [update] on a regular basis
St. Paul – Public Works	“Having this information computerized would help somewhat, but the mapbooks are helpful in ‘seeing’ the address. It would take staff many <i>hours</i> to make sure it’s all current and accurate.”
White Bear Lake – Engineering/Public Works	(no response)
White Bear Lake – Planning/Zoning	Need a faster way to update system, possibly at County level?
White Bear Township	(no response)

**VII. What problems do you have that are caused by the lack of valid addresses?**

Arden Hills – City Planner	Misidentification of buildings, miscommunication with emergency response units
Arden Hills – Building Dept.	Not being able to contact current owners
Falcon Heights	Returned mail; Fire department response
Gem Lake	None
ISD 622 Information Services Dept.	Problems with mailing, school boundaries, census issues – validation that students live within our boundaries
Little Canada	Wrong people are contacted
New Brighton	None
North St. Paul	(no response)
Ramsey County Public Works	(1) Inability to find, map or mail to certain addresses; (2) Excessive mailings; (3) Data currency
Roseville	(1) Geocoding problems; (2) Application errors in GIS desktop mapping – ‘No Address’ or ‘Invalid Address’ errors
Shoreview	Contacting owner of property when owner has changed
St. Anthony Village	Residents sell homes [but] don’t notify utility department
St. Paul – LIEP	Confusion between different departments and business processes
St. Paul – Public Works	“I can’t really think of any problems <i>we</i> have – it mostly causes problems for the Post Office, Code Enforcement, Building Dept., etc. and we are asked to straighten it out.”
White Bear Lake – Engineering/Public Works	(no response)
White Bear Lake – Planning/Zoning	(1) People have not been notified properly for public hearings; (2) Trouble finding addresses to answer the public’s questions.
White Bear Township	Delay in finding data

**VIII. Additional Issues For Follow-up?**

“Would like to see Ramsey County GIS offer an address/parcel program like IRIS.”

“Yes, how building permits are dealt with and how these addresses are coordinated/disseminated to the County.”

“Yes, it is very frustrating to see the County get these issues and understand them yet do nothing to help. Property records and revenue need to be more receptive to helping with these address issues.”