



Agenda

Wednesday, September 9, 2009

MESB/Mosquito Control Offices

Room 227

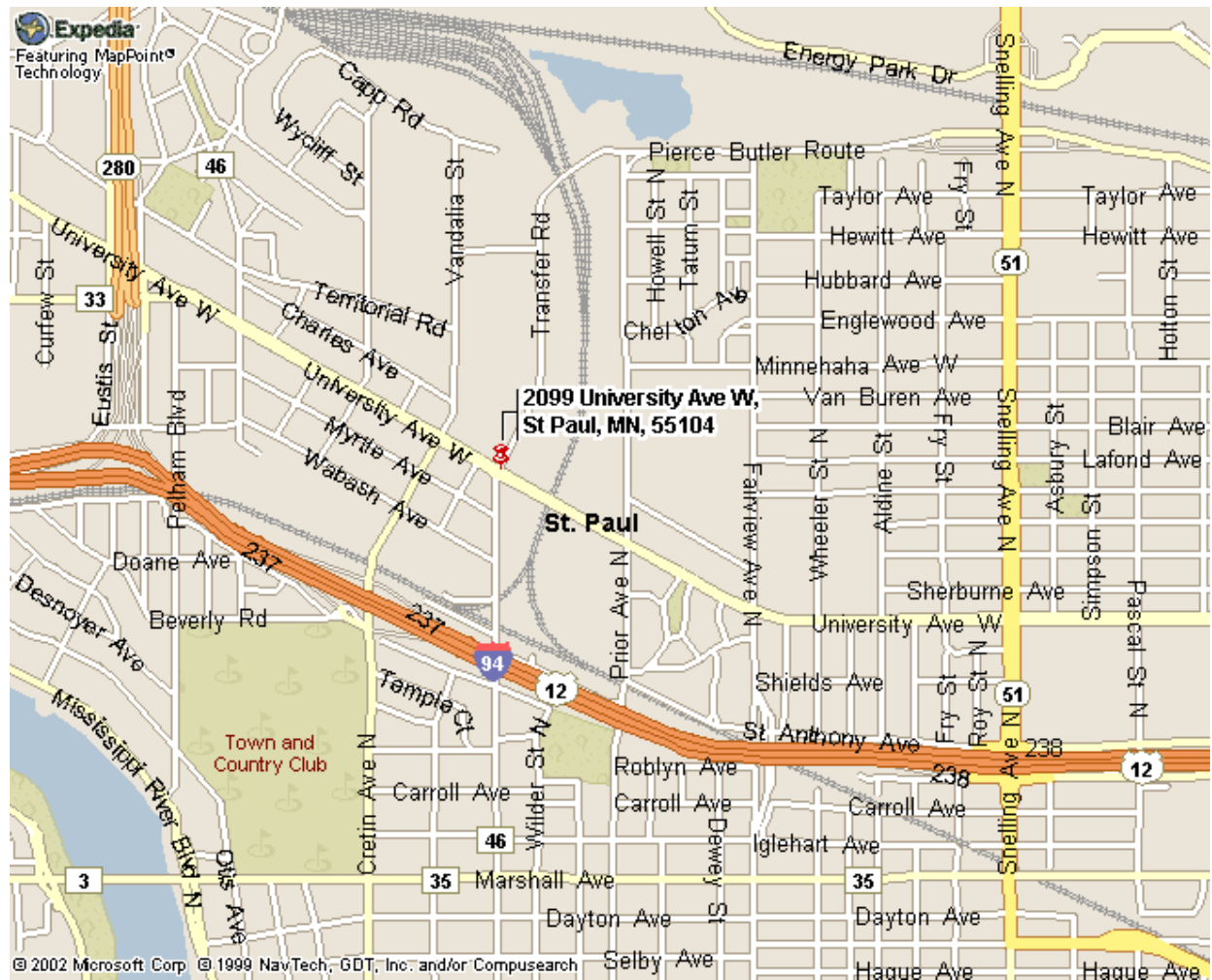
2099 University Ave. W., St. Paul

(Map Attached)

9:30 to 11:30 AM

- 1. Welcome
- 2. Note taker?
- 3. Introductions
- 4. Approve agenda all
- 5. Approve August meeting summary all
- 6. Regional custodian update Kotz
- 7. Update on National Standard Kotz
- 8. Update on web editing application project Kotz
- 9. Adding Residential vs. Non-residential Info to data specifications All
- 10. Should we add Feature Type attribute? All
- 11. Project Plan – steps to get to data distribution all
- 12. Review action items
- 13. Adjourn

Directions: Building is located on Northeast corner of University Avenue and Transfer Road (South of AMTRAK station). Best access off Interstate 94 is the Cretin/Vandalia exit. Head north on Vandalia Ave to University Avenue, then East on University to Transfer Road/Cleveland Ave. North on Transfer Rd. and enter first parking lot on right (before RR tracks). Building is marked as Metro Counties Government Center.



Item 5 – Approve August meeting summary

**Address Points Workgroup
Monday, August 17, 2009
1:30 - 3:30 P.M.
DRAFT Meeting Summary**

Attendees:

Mark Kotz, Nancy Read, Todd Sieben, David Brandt, Jim Bunning, Gordon Chinander, Kent Tupper, Bob Basques, Ben Verbick, Pete Henschel, Deb Jones, Joel Koepp, John Carpenter, Curt Peterson

Item 2

Note taker - David Brandt

Item 3

Agenda unanimously approved.

Item 4

The February meeting summary was unanimously approved.

Item 5 - Committee Chair

Kent Tupper nominated Mark Kotz to serve as committee chair. Seconded by Nancy Read. Unanimously approved.

Item 6 - Regional Custodian

What organization will serve in this capacity is still undecided. In committee discussions, an organization such as Metropolitan Council or MNGeo is seen as filling this role.

Item 7 - Addition of Use Type field to database specifications

This request stems from the desire of some to identify residential addresses from commercial or other use. Deb Jones said her city uses this for doing mailings to residents, and uses an expanded version of the “Mailable Address” (Y/N) field that the workgroup added to the DB spec. in 2007.

Consensus was that the database should allow address authorities to indicate if an address is for a residential unit or not and that the inclusion of this information should be optional to the address authority.. It is unclear whether the addressing authority would be willing or able to populate or maintain this information.

The attribute of Feature Type was briefly discussed as a potential place to store this info, however, this is a national standard defined field and is really used for a different purpose. The location description field was also discussed. However, as a text field, it would be difficult to control what people use for descriptions. The Use Type field was discussed as a Y/N or integer code based field.

Action- Send specific ideas for handling residential vs. non-residential to Mark Kotz by Friday this week. Mark will compile and send back out to the group.

Item 8 - Synchronizer

Pete Henschel noted the synchronizer is completed to MetroGIS specs. However, their DBA is working on other priorities until October, at which time she could set up a demonstration. Carver County is prepared to run their end of the synchronizer, but it cannot be operational until a regional host is identified and is up and running with the other end of the synchronizer. .

Item 9 - Web Editing Application

This is awaits review by the Legal department at Met Council.

Gordy recently saw a demonstration of the Applied Geographics editing application currently in use by several cities in the Northeast which looked good.

Item 10 - Policy Board

Mark presented at the July 22, 2009 Policy Board meeting.

The MetroGIS Policy Board granted concept approval to several foundation elements for this address points dataset policy and directed the Coordinating Committee to develop a detailed policy statement and an outreach plan to advocate for widespread acceptance among leadership of “official address authorities”.

Nancy noted that while the Board asked a number of questions that this workgroup has already addressed, they were overall very supportive. Questions regarding the Return on Investment of this data were raised by the Policy Board.

Item 11 - Data access policy details

a. Nancy presented a matrix concept for the level of use/benefits with different Access Policies.

	Open Access	Limited Access
Agree to liability disclaimer	X	X
Use in public websites- view only	X	X
Use results of web services (e.g., geocoder)	X	X (probably, like parcel data is currently used)
Use web services that return points and data (WFS)	X	
Use FTP to download all/part	X	
Edit Data	Primary Custodian only	Primary Custodian only

Under the Limited option, the Policy Board recommends exemptions for First Responders (including private ambulance companies) and public safety personnel.

This opinion was shared by the Address Points Workgroup.

b. The Workgroup recommends starting with open access option as to not delay these participants any longer than necessary.

c & d. The Workgroup proposes that the Coordinating Committee come up with the liability disclaimer. The group accepted the definition of Official Address Authority as 'the government organization authorized to create or assign addresses for a particular jurisdiction.'

e. There was much discussion regarding the difference between the roles of aggregator and custodian. The aggregator was seen as more of a mechanical role of putting the data together and the custodian was seen as including a quality checking role. This language will be revisited.

12. Project Plan

Mark will revise section C for regional custodian.

13. Report to coordinating committee

Mark will revise the Recommendation section, pulling item 3 and revising item 4.

13.5

Nancy asked about using the Census address points file to assist in our efforts.

The data provided by the Census bureau was provided for purposes of updating their Master Address File and cannot be used for any other purpose.

14. Action Items

From Item 7: Send specific ideas for handling Use Types to Mark Kotz by Friday this week.

15. Mark will schedule next two meetings.

Item 9 – Adding Residential vs. Non-residential Info to data specifications

At the August Workgroup meeting, we agreed to send to Mark, by the end of the week, ideas about how to encode residential vs. nonresidential address information in the database. Mark would then compile and send back out. One idea was submitted.

Note: We discussed this back in 2007. Here is the resolution of that discussion from the 9-19-2007 meeting notes:

Mailing Code

This type of field, initially suggested by Jones, was considered very valuable. Much discussion surrounded the idea of distinguishing between residential and commercial locations for mailing purposes. Kotz suggested that this “use type” of information should be in a separate field if included in the DB. Others noted that there are other ways of getting use type information using analysis tools (e.g. overlay on land use dataset, parcels with assessors use type attributes). It was agreed that use type information should not be included and that this field should be a Yes or No field. [for mailable address]

1 Idea Submitted

RESID_UNIT Y/N, Text width 1

Is this an address for a residential unit? Includes any address that is for a residential unit, including a house, apartment unit, condominium, etc. This also includes multi-use addresses that include a residence when no other address for that residence exists in the database. This data element is **not** intended to indicate whether the residence is currently occupied. Thus apartment units would be included whether they are occupied or vacant.

Item 10 – Should we add Feature Type attribute 1.8.3.2?

Feature Type: Text, width = ???

1.8.3.2 Feature Type: Text

New National Standard Definition: *A category of real world phenomena with common properties whose location is specified by an address. Examples: Parcel, building, building entrance, service entrance, subaddress, power pole, cell tower*

Domain of values to be defined locally

Previous National Standard Definition

The type of feature identified by the address. Initial list of feature types: Block, block face, intersection, parcel, building, entrance, unit. The list might be expanded indefinitely to include infrastructure and other features.

Item 11 – Project Plan – Steps to get to Data Distribution

Preliminary thoughts.... What is missing?

Mandatory to start distributing

- Have a willing preliminary distributor (Met. Council willing to distribute via FTP with quarterly updates)
- Get approval from Policy Board to distribute data, at least under the open access option
- Have MetroGIS approved disclaimer language
- Finalize draft data specifications (to be reviewed once National Standard is approved)
- Have preliminary registry of address authorities that are contributing data
 - What is the content of that registry?
- Have address authorities contributing data for distribution

Needed to fully meet vision

- Have a regional custodian organization
- Have synchronizer operational between 1 or more counties and regional custodian
- Have online web editing application operational
- Have legal issues with limited access distribution finalized (if option is wanted)