



Policy Board Members:

Victoria Reinhardt,
Chairperson
Ramsey County

Jim Kordiak,
Vice-Chairperson
Anoka County

Tom Egan,
Dakota County

Gary M. Delaney,
Carver County

Conrad Fiskness,
MAWD

Dennis Hegberg,
Washington County

Dan Cook,
TIES

Randy Johnson,
Hennepin County

vacant,
(Large Cities)
AMM

Terry Schneider,
City of Minnetonka
AMM

Joseph Wagner,
Scott County

Tony Pistilli,
Metropolitan Council

Coordinating Committee

Nancy Read,
Chairperson
MMCD

Randy Knippel,
Vice-Chairperson
Dakota County

Staff Coordinator

Randall Johnson,
Metropolitan Council

Wednesday, April 20, 2005

6:30 p.m.

**Metropolitan Council -- Room 1A
230 East Fifth Street, St. Paul, MN**

Agenda

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| July 27, 2005 | |
| 9. Adjourn | |

Mission Statement

“Provide an ongoing, stakeholder governed, metro-wide mechanism through which participants easily and equitably share geographically referenced data that are accurate, current, secure, of common benefit and easily usable.”

Meeting Summary
MetroGIS Policy Board
Room 1A, Metropolitan Council's Mears Park Offices
January 26, 2005

1. CALL TO ORDER

Chairperson Reinhardt called the meeting to order at 6:35 p.m.

Members Present: Jim Kordiak (Anoka County), Tom Egan (Dakota County), Scott Simmer for Randy Johnson (Hennepin County), Victoria Reinhardt (Ramsey County), Conrad Fiskness (Metro Watershed Districts), Terry Schneider (AMM- City of Minnetonka), Tony Pistilli (Metropolitan Council) and Dan Cook (School Districts - TIES).

Members Absent: Gary Delaney (Carver County), Joseph Wagner (Scott County), Dennis Hegberg (Washington County), and [vacant] (AMM - Large City Rep.).

Coordinating Committee Members Present: Nancy Read (Chairperson), David Claypool, Will Craig, Randy Knippel, Bill Brown, and Rick Gelbmann.

Visitors: Mark Vander Schaaf (Metropolitan Council)

Support Staff: Randall Johnson, Mark Kotz, Steve Fester, and Paul Hanson.

Chairperson Reinhardt invited the members to introduce themselves to Dan Cook, the new member representing TIES and an Anoka-Hennepin School District Board member, and Tom Egan, Dakota County Commissioner.

Chairperson Reinhardt then invited everyone in attendance to have piece of the cake that she had made to celebrate the approval of the 2004-2008 Regional Parcel Data Sharing Agreement. She noted that this agreement is a significant achievement for the MetroGIS community and thanked all who were involved with this initiative.

2. ACCEPT AGENDA

Three items were added to Item 5 –Action/Discussion Items at staff's request. They were: 5f) Retreat Funding, 5g) Proposed LMIC Funding Cut, and 5h) NAZCA - Any Impact on Data Sharing Policies Fostered by MetroGIS? The meeting agenda was accepted modified, as submitted.

3. MEETING SUMMARY

Member Pistilli moved and Member Fiskness seconded to accept the October 27, 2004 meeting summary as submitted. Motion carried, ayes all.

4. GIS TECHNOLOGY DEMONSTRATION

Mark Kotz, member of the MetroGIS staff support team, presented an overview of the capabilities of the new Regional Mailing Label Application (<http://www.datafinder.org/labels/login.asp>), which runs on the MetroGIS-endorsed Regional Parcel Dataset. Kotz noted that access to and use of this application is available free of charge for any interest that is licensed to use the Regional Parcel Dataset, which includes all government and academic interests with jurisdiction in the United States. The presentation included a brief history of the project's evolution, beginning with the sharing of the core application by Carver County with MetroGIS. Credit was given to Vice Chairperson Kordiak for suggesting that MetroGIS explore the idea of developing such a capability. Following a live demonstration, Kotz shared several enhancements that have been identified thus far for consideration when a Version 2 is pursued.

A copy of Kotz's slide presentation can be viewed at http://www.metrogis.org/teams/pb/meetings/05_0126/tech_demo.pdf.

In response to questions from Vice Chairperson Kordiak, Kotz clarified that the application is designed for the non-GIS professional and that only an Internet browser is needed to use it; that the user can import the mailing label data for use in a local application or create a preformatted sheets of mailing labels (PDF format) directly from the MetroGIS application that can be printed in a copy machine; and that outreach efforts will include notifying managers of all forms of government that serve the metro area that this tool is available. Board members encouraged staff to publish a news release that can also be published in newsletters produced by the counties and others.

Following a live demonstration, Board members offered the following suggestions for Version 2 enhancements and encouraged the Coordinating Committee to remain on schedule to pursue desired enhancements after the application has been running for 9-12 months:

- Ability to produce labels based upon a specified land use (single family dwellings, offices, commercial, etc). (*Editor's note – this type of complex query would likely require GIS functionality beyond that practical to provide in a mailing label application targeted at the non-GIS professional.*)
- Ability to create labels for a specified jurisdiction – watershed district, school district, city, etc.
- Ability to create labels for ad-hoc areas – a study area that does not conform to any established jurisdiction.

Member Schneider encouraged staff to produce an inventory of any additional enhancements that are desired by the user community before work on a Version 2 is initiated. He noted that if a particular desired enhancement(s) is expensive but desired by a number of interests, it is likely that the group would share costs to achieve the improvement(s).

The Staff Coordinator noted that although the primary purpose of the regional application is to provide a seamless means to create mailing labels for situations where the subject properties are located within multiple counties, if a particular jurisdiction would like a copy of the application for their internal use, they may have it free of charge.

The general consensus was that the Version 1 product is well done. Those involved were thanked for their efforts.

5. ACTION AND DISCUSSION ITEMS

a) Election of Officers

Member Pistilli moved and Member Schneider seconded to move last year's slate of officers (Victoria Reinhardt to serve as Chairperson and Jim Kordiak to serve as Vice Chairperson) for the coming year. No further nominations were offered. Motion carried, ayes all.

The members congratulated Commissioners Reinhardt and Kordiak on their reelection as MetroGIS's officers for 2005.

b) 2004 Performance Measurement Report

Coordinating Committee Chair Read summarized the Coordinating Committee's recommendation and the Staff Coordinator shared several findings that illustrate MetroGIS's efforts are achieving established goals.

Motion: Member Egan moved and Member Fiskness seconded that the Policy Board accept the MetroGIS 2004 Performance Measurement Report, dated December 2004, as recommended by the Coordinating Committee. Motion carried, ayes all.

c) 2005 Budget Allocations

Coordinating Committee Chair Read summarized the Coordinating Committee's recommendation and the Staff Coordinator summarized proposed line item allocations that differ from the preliminary budget

accepted by the Policy Board at its April meeting. The most substantive is a result of the new Regional Parcel Data Sharing Agreement with the seven counties, which in 2005 allocates \$22,000 for Regional GIS Projects. These funds will come from the same \$50,000 line item that is used to compensate the counties for maintaining parcel data in accordance with MetroGIS-endorsed regional standards. Chairperson Reinhardt, who led the negotiations for the financial aspects of the agreement, stated that with improvements to efficiencies related to county support of the regional parcel dataset financed in previous years by MetroGIS, compensation to the counties could be reduced, freeing up opportunities to use this funding source for other projects critical to achieving priority common information needs of the MetroGIS community.

Motion: Member Schneider moved and Member Pistilli seconded that the Policy Board approve the proposed 2005 detailed budget allocations for MetroGIS, as recommended by the Coordinating Committee, dated December 15, 2004. Motion carried, ayes all.

d) 2005 Key Objectives and Work Plan

Coordinating Committee Chair Read summarized the Coordinating Committee's recommendation and the Staff Coordinator summarized several key program objectives for 2005.

Motion: Member Fiskness moved and Member Kordiak seconded that the Policy Board approve the Major 2005 Program Objectives for MetroGIS, as recommended by the Coordinating Committee on December 15, 2004.

f) MetroGIS Strategic Direction Retreat Funding

Member Kordiak commented, immediately following the work plan discussion about the proposed strategic planning retreat planned for spring 2005, that he believes this activity is very important to the continued success of MetroGIS, that the Policy Board should recognize the significant amount effort and time expended by the participants, and do whatever it can to support their effort.

Motion: Member Kordiak moved and Member Schneider seconded to authorize use of up to \$725 of funds in a special custodial account managed by the Metropolitan Council for the MetroGIS Policy Board to pay for food and/or room rental fees associated with the proposed 2005 Strategic Direction Retreat, if funds in the proposed 2005 budget are not adequate to cover these expenses. Motion carried, ayes all.

e) Existing Land Use Information Need: Phase 1 Solution

Paul Hanson, who staffed the Existing Land Use Workgroup, summarized the Existing Land Use recommendation that includes the development of a regional data solution based upon the Land Based Classification System (LBSC) developed by the American Planning Association (APA). Hanson then presented an overview of the history of the Workgroup's recommendation and the specifics of the recommendation which include accepting the Metropolitan Council's offer to prototype a regional data solution that implements LBSC. Hanson's slides can be viewed at http://www.metrogis.org/teams/pb/meetings/05_0126/elu_demo.pdf.

Hanson noted that LBSC database structure is comprised of five components of existing land use: activity, function, ownership, site development, and structure. The Workgroup recommended that MetroGIS pursue this structure because traditional hierarchical schemas often do not provide an effective means to answer complex existing land use information queries.

Acknowledging that currently no regional data solution exists, that not only doesn't implement LBSC and that asking MetroGIS to endorse a data solution model and coding scheme as a best practice that may not be embraced by the local communities, would be ineffective. Hanson stressed that a key to getting the most out of the LBSC data structure would involve local government participation in maintaining the currency of existing land use data known by local government. The preference for local government

involvement presented the Workgroup with a dilemma – how can the benefit to local government of utilizing such a data model be demonstrated without an operational data structure (prototype) to demonstrate the benefits? Hanson commented that to resolve this dilemma, the Workgroup conceived of a pilot project through which the Council would implement a prototype of the LBSC and MetroGIS would then conduct an outreach effort to seek acceptance by local government. It was also acknowledged that the pilot might need to be in effect for several years before sufficient local understanding exists to decide on the regional strategy.

Following Hanson's presentation, Board members asked zoning, as opposed to existing land use, related questions – ability to map all of the properties that zoned R1, single dwelling residential. Another Board member questioned if the proposal would create another level of regulation in addition to zoning and Land Use Plan approval that cities and the Council are directed to do by statute.

Staff acknowledged that the proposed Existing Land Use regional solution is not designed to include regulatory information, such as zoning, but rather describe the actual current use of land. The Staff Coordinator also commented that several years ago, based upon findings of an I-35W Corridor Coalition study for MetroGIS, that a decision had been made not to pursue a regional zoning solution. The principal reason was the inability to generalize complex zoning designations, which are in effect law, without a guarantee that legal complications would not arise. It was agreed that MetroGIS would pursue regional solutions for only Planned Land Use (implemented 2002) and Existing Land Use. With regard to the concern about a another level of regulation, staff affirmed that the proposal is to create a regional database that is based upon voluntary participation and which describes existing land use, leverages schemas used by local government, and in no way requires local adherence to any standardized coding scheme.

Member Schneider commented that he believes that traditional hierarchical schemes, implemented by individual communities, for describing existing land use characteristics likely addresses as much of 90 percent of the need and that he is not sure whether the investment of time and effort by local government, to get the most out of the proposed LBCS solution, is justified. He suggested that the matter be tabled for more information at the next meeting. This suggestion precipitated comments from some members that they are comfortable with the pilot project and design objectives, as proposed by the Coordinating Committee, and comments from others that they would prefer more information.

The proposal was laid over for more information, including: 1) clarification about whether the regional solution could be initiated with one or two of the components (e.g., activity and structure) so as not to overwhelm prospective local government participants, 2) whether an LBCS data structure with less than 5 components populated would equal the value of a hierarchical schema for a regional solution, and 3) explain the benefit to cities to participate, as they are the primary maintainer of existing land use information at the local government level.

It was agreed that it is appropriate for staff to expend time and effort to prepare for a rehearing of this topic.

Motion: The proposal was laid over for more information, including: 1) clarification about whether the regional solution could be initiated with one or two of the components (e.g., activity and structure) so as not to overwhelm prospective local government participants, 2) whether an LBCS data structure with less than 5 components populated would equal the value of a hierarchical schema for a regional solution, and 3) what is the benefit to cities to participate, as they are the primary maintainer of existing land use information at the local government level.

It was agreed that it is appropriate for staff to expend time and effort to prepare for a rehearing of this topic.

g) LMIC Funding Cut Proposed

Chairperson Reinhardt shared that as a member of the Governor's Council on Geographic Information (GCGI) she had learned that afternoon about a proposal to cut the Minnesota Land Management Information Center (LMIC) budget by 75 percent. This means that all of the geospatial coordination efforts supported by LMIC would be eliminated. She noted that the GCGI would be submitting a letter explaining the value perceived of the services that would be lost and suggested that MetroGIS consider doing likewise. The Staff Coordinator shared several examples of activities that would be affected if cuts were to be made:

- Advocacy for statewide policies that foster collar county acceptance of data sharing policies consistent with those implemented in the metro area to improve efficiencies of metro area watershed and school districts with jurisdictions that cross into the collar counties;
- Ability to leverage investments made by LMIC in application development, such as recent development of new raster clipping, and
- Collaboration on data distribution tools of common need to share the cost of both development and on going support.

Member Schneider commented that he believes LMIC provides a valuable resource that MetroGIS can tap into and as such supports submitting a letter on behalf of LMIC but suggests that it focus on value or the LMIC's services as opposed to negatives that would occur if the funding is cut.

Member Fiskness spoke for in favor of submitting a letter of support noting the benefit of investing in improving technology today to enable the ability to reap the organizational efficiency gains tomorrow.

Motion: Member Schneider moved and Member Egan seconded to direct staff to draft a letter of support for LMIC from the Policy Board to be signed by Chairperson Reinhardt.

Member Pistilli noted that he has some concerns about a perception of MetroGIS getting to someone else's business but can support the proposed letter, as it will not take a position.

Motion carried, ayes all.

h) NAZCA – Any Impact on Data Sharing Policies Fostered by MetroGIS

Member Pistilli shared a newspaper article that he had read about NAZCA and asked if any of the other Board members or staff was familiar enough with NAZCA's software to talk about how it differs from MetroGIS's efforts with the seven metro area counties. The Staff Coordinator commented that MetroGIS's efforts focus on policies to facilitate sharing of the actual data, whereas NAZCA's software is designed to facilitate viewing of a particular county's parcel-based records, many of which are not geospatial in nature (e.g., recorded deeds, judgements, assessors' CAMA records).

Member Cook commented that Anoka-Hennepin School District used NAZCA's product and concurred with staff that it is a robust software tool that allows for integrated viewing of data that are maintained in numerous databases that do not otherwise talk to one another.

William Brown, Hennepin County Surveyor, confirmed that Hennepin County has purchased the NAZCA product. He briefly commented that MetroGIS and NAZCA have different objectives, and concurred with the Staff Coordinator's assessment that NAZCA focuses on land and court records, much of which are not geospatial (e.g., recorded deeds, judgements, assessors' CAMA records). He noted that Carver County is testing their product and suggested inviting someone from Carver County familiar with both the NAZCA product and MetroGIS's objectives to speak to the Board.

Staff was directed to invite someone conversant about the NAZCA product, county parcel data structures, and preferably MetroGIS's efforts with counties to attend the April 2005 Policy Board meeting. The

purpose of the requested discussion is to identify if there are any redundancies between the MetroGIS's and NAZCA's objectives.

6. MAJOR PROJECT UPDATES

Due to the lack of time, no project updates were presented.

7. INFORMATION SHARING

This was no discussion of the materials presented in the agenda packet.

8. NEXT MEETING

The next meeting is scheduled for April 20, 2005.

9. ADJOURN

The meeting was adjourned at 8:50 p.m. Motion carried ayes all.

Prepared by,
Randall Johnson, AICP
MetroGIS Staff Coordinator



TO: MetroGIS Policy Board

FROM: Coordinating Committee
Staff Contact: Randall Johnson (651-602-1638)

SUBJECT: GIS Technology Demonstration
How Watershed Districts Are Benefiting from MetroGIS's Efforts

DATE: March 31, 2005
(For the Apr. 20th meeting)

INTRODUCTION

The Policy Board has asked for a demonstration of GIS technology to be a regular component of each of its meetings. For the Board's April 2005 meeting, the Coordinating Committee has selected the topic of how watershed districts are benefiting from MetroGIS's efforts.

DISCUSSION

In October 2002, a testimonial (attached) was prepared to document benefits that watershed districts are realizing from MetroGIS's efforts. This presentation will be an extension of the referenced testimonial. Tim Anderson, who was interviewed for the testimonial, will be presenting the topic to the Board. The testimonial is also available for review at <http://www.metrogis.org/benefits/testimonials/rpbcwd.pdf>.

PREVIOUS GIS TECHNOLOGY DEMONSTRATION TOPICS

(Refer to the listing on the next page.)

RECOMMENDATION

No action requested.

REFERENCE SECTION

- Jan. 2005: Regional Mailing Application
- Oct. 2004: Improving Operational Effectiveness with GIS - Dakota County's Experience
- Jul. 2004: City of Roseville's Combined Use of Socioeconomic Data and GIS Technology to Improve Decision Making and Service Delivery
- Apr. 2004: Metro 911 Board initiative to integrate GIS into day-to-day operations of 27 Metro Area PSAP's
- Jan. 2004: Scott County's Use of GIS technology to improve intra-department efficiencies
- Oct. 2003: GASB34 – GIS Technology's Relevance
- Jul. 2003 Minneapolis Neighborhood Information System use of GIS and data sharing activities
- Apr. 2003 Metropolitan Mosquito Control District use of GIS and benefits from MetroGIS
- Jan. 2003: Emergency Management Response applications developed by Carver and Washington Counties.
- Oct. 2002: Metropolitan Airports Commission use of GIS and benefits from MetroGIS
- Jul. 2002: MetroGIS DataFinder Café Rollout
- Mar. 2002: Presentations from each metro county regarding their respective GIS programs
- Jan. 2002: GIS's role in responding to the World Trade Center tragedy – Mapping Ground Zero (*Paul Olson, Grand Rapids Office of the Minnesota DNR - Division of Forestry*)
- Oct. 2001: TIES – Benefits to School Districts as a result of MetroGIS
- Jul. 2001: DataFinder And Functionality Sought Via Proposed Internet-Enabled Data Distribution Mechanism (*since named DataFinder Café*)
- Apr. 2001: LMIC's Metro viewer software: A Mapping Tool for the Public
- Jan. 2001: Regional Census Geography and Legislative Redistricting Software/Process
- Oct. 2000: North Metro I-35W Corridor Coalition's Socio-Demographic Database Development
- Jul. 2000: DataFinder and Council's Internet-based Existing Land Use Application
- Apr. 2000: Regional Parcel Dataset (Version 1)
- Jul. 1999: Presentation to House of Representatives Subcommittee on June 9th
- Apr. 1999: North Metro I-35W Corridor Coalition GIS Capabilities
- Nov. 1998: Orthoimagery and its Uses
- Sep. 1998: DataFinder and Dakota County's Parcel Query Application
- Jan. 1997: Benefits from GIS in general and uses being made by all classes of stakeholders represented on the Policy Board

MetroGIS: Performance Measures Case Study
RILEY-PURGATORY-BLUFF CREEK
WATERSHED DISTRICT

Organization: Riley-Purgatory-Bluff Creek Watershed District
Staff Contact: Tim Anderson, Barr Engineering
tanderson@barr.com
952-832-2600
Date of Interview: Oct. 10, 2002
Interviewer: Jeanne Landkamer, Landkamer Consulting
612-722-3999

Organizational Profile: The Riley-Purgatory-Bluff Creek Watershed District was formed in 1969 to enhance water quality and to protect residents from flooding in the 46-square-mile District. Under state law, it is responsible for water resources planning. The District works with other government bodies to regulate stormwater runoff, improve water quality, and provide recreation. The District also works with developers on any project that proposes to alter floodplains, wetlands or streams. The District requires permits for such projects to ensure that land use changes do not negatively impact water quality and flood protection. District review of permits provides an opportunity for citizen input on water-related issues.

Uses of GIS: Geospatial data are critical for a great deal of the District's work, including erosion control permitting, flood prevention, and water quality monitoring and prediction. Among the data used by the District are parcels, future land use, orthophotos, soils and land cover.

Recent Successes: The MetroGIS future land use dataset is used in computer models that can help predict the quality and quantity of surface-water flows in 2020. Barr looks at the development plans of the cities in the District, and is then able to evaluate the impacts on area lakes. With that information, it can create different scenarios for how to maintain and improve the conditions of the water bodies.

The District recently published a colorful map that highlights parks and trails located in the District. Data for the map came from a number of sources, including the parks/features element of The Lawrence Group dataset, available free of charge to government users through MetroGIS.

Impact of MetroGIS: The District, like many government entities that participate in MetroGIS, finds that one of the biggest benefits of MetroGIS is www.datafinder.org, the one-stop shop for data that the District uses in its everyday operations.

GIS Specialist Tim Anderson, of the District's consulting firm, Barr Engineering, explains that before MetroGIS, his firm had to spend time and money getting data from two separate counties and several cities and then reconciling the data. Through the MetroGIS data-sharing agreements, that data can be downloaded for free and is often contained in a regional dataset that doesn't require any further work to piece it together. "This represents a savings for our clients because we don't have to generate or look for the data," Anderson said.

"It's like manufacturers who get together to standardize the size of bolts," said Conrad Fiskness, one of five managers on the Riley-Purgatory-Bluff Creek Watershed District Board, and a member of the MetroGIS Policy Board. "MetroGIS is an idea that makes sense—communities and agencies cooperating to develop standards that make sharing data easier and, in the process, save taxpayers' money."



TO: Policy Board

FROM: Coordinating Committee
 Chairperson: Nancy Read, Metropolitan Mosquito Control District
 Staff Contact: Randall Johnson (651-602-1638)

SUBJECT: 2006 MetroGIS Budget Request – Fostering Collaboration Role

DATE: March 31, 2005
 (For the Apr 20th Meeting)

INTRODUCTION

The Coordinating Committee respectfully requests the Policy Board’s acceptance of the 2006 budget request for MetroGIS “Fostering Collaboration” role, as presented below. The proposal continues the same level of support approved for the past two years - \$86,000 in non-staff project expenses and 1.75 FTE in dedicated staff support for this MetroGIS role.

COORDINATING COMMITTEE CONSIDERATION

On March 30, 2005, the Coordinating Committee unanimously recommended that the Policy Board accept the funding request presented herein and forward it to the Metropolitan Council for consideration.

2006 SUPPORT PROPOSAL - FOSTERING COLLABORATION ROLE

Budget Category	2004		2005		2006
	Approved	Actual	Approved	Actual	Requested
Dedicated Staff - Salary and Benefits	\$110,800	\$110,800	\$112,000		\$113,100
Professional Services/Special Projects	\$18,000	\$25,776	\$23,500		\$23,500
Data Quality/Access Enhancements	\$1,000	\$0	\$22,000		\$22,000
Parcel Data Sharing Agreement	\$49,000	\$49,000	\$28,000		\$28,000
Other Non-Staff Operating Costs	\$18,000	\$2,856	\$13,250		\$12,500
Total	\$196,800	\$188,432	\$198,750		\$199,100

Notes: See Attachment A for detailed line item information.
 2004 – Over budget in professional services due to extended negotiations for parcel data sharing agreement.
 2004 – Under budget for Other Non-Staff Operating Costs because a joint DataFinder project with LMIC did not materialize.
 2005 – Other Non-Staff Operating Expenses includes \$750 from donated funds

As a point of reference, this request is 1/3 of the peak level of funding for the “fostering collaboration” role that was approved in 1997 (see Attachment B). The steady decline in funding requested for this role is due in large part to progress made to date to address common information needs and the increase in partnerships that has been realized to implement agreed-upon solutions (see below). These partnerships have demonstrated the benefits of collaboratively addressing common information needs. In turn, trust in MetroGIS’s processes to implement sustainable solutions to these common needs has grown, resulting in additional efficiency gains.

OTHER PARTNER CONTRIBUTIONS NOT INCLUDED

It is important to understand that this funding request does not include substantial resources that are being contributed by nine (9) stakeholder organizations, in addition to the Metropolitan Council, to support the nine (9) regional solutions implemented thus far (see the Reference Section for a listing). Three new partnerships are also anticipated to be established within the coming year. The 9 current partners are the seven metro area counties, DNR, and University of Minnesota CURA.

Support of the nine current regional solutions involves the performance of 22 community-defined custodian roles, in addition to the subject “foster collaboration” role that is performed by the Metropolitan Council. To date, an effective means to fairly measure the value of these 22 additional and critical support roles has not been identified. These roles (partnerships) have been steadily increasing since the first collaborative regional solution was implemented in 1997. Even though an effective method has not

been defined to account for these contributions, it is a generally acknowledged by those organizations performing these roles that participating to address common needs is tangibly more beneficial than working alone. See Attachment C for a balance sheet of roles and the associated organizations performing these roles for the broader MetroGIS community.

DISCUSSION

As in past years, a “best guess” for the next year’s funding request has been submitted to the Metropolitan Council’s management no later than May to ensure consideration by Council management as they begin work on the Council’s next-year budget. As such, MetroGIS Policy Board review has occurred in April. Unfortunately, this task is more difficult this time around because:

- 1) Postponement of the proposed Strategic Direction Workshop (Agenda Item 6d) presents a large unknown. The principal reason for hosting the workshop is to reach agreement on whether MetroGIS should concentrate on maintaining what has been built or seek out additional opportunities for collaboration. This decision will likely have budget ramifications.
- 2) Work is progressing on several probable far-reaching regional data solutions but has not matured to a point where budget implications can be estimated for possible pilot projects and/or responsibilities of the eventual custodial organizations.
- 3) If the Legislature reduces funding for the MN Land Management Information Center, as proposed by the Pawlenty administration, the cost to maintain MetroGIS DataFinder could be affected and the option to partner with LMIC to enhance DataFinder’s functionality would likely be lost. The proposed reduction in funding could also affect MetroGIS’s efforts to achieve a regional solution for the community’s Hydrology Information Need for which LMIC staff has been providing substantive leadership.
- 4) The Metropolitan Council is anticipating the need for substantial budget cuts in 2006.

Consequently, for purposes of this “best guess” budget projection, no changes to the total resources approved for 2005 have been assumed, rather than guess at possible scenarios with incomplete information. As a result, it is assumed that any need for support beyond that identified in this proposal would have to be addressed through partnerships or be postponed for consideration as part of MetroGIS’s 2007 funding request.

MAJOR PROPOSED LINE ITEM CHANGES FROM THE APPROVED 2005 BUDGET

1. In 2005, the brochure that accompanies each one-page annual report will be reprinted. This expense is anticipated to be incurred every 2-3 years. Hence, a reduction of \$1,500 in 2006 is assumed.
[Budget Item I(1)(b)]
2. The funds freed up from Item 1 have been allocated to enhancements to DataFinder. In 2005, the platform will be upgraded. In 2006, staff believes the Web Feature Service (WFS) standard will be stable enough to consider previously identified enhancements to the functionality for which \$15,000 in NSDI funding has been received. The previous quote was \$25,000 to implement this functionality, so this amount is again proposed (grant plus \$10,000 local funding). *[Budget Item I(3)(a)]*

RECOMMENDATION

That the Policy Board:

- 1) Accept the 2006 MetroGIS funding request, as recommended by the Coordinating Committee on March 30, 2005, for MetroGIS’s efforts related to fostering collaboration.
- 2) Direct staff to forward the subject funding request to the Metropolitan Council for consideration.

REFERENCE SECTION

A. Currently Implemented Regional Solutions to Common Information Needs:

Census Geography, Parcels, Planned Land Use, Land Cover, Addressable Street Centerlines, and Socioeconomic Characteristics of Areas

B. Assumptions and background information to support the preliminary 2006 budget proposal:

General:

1. All core stakeholders will continue to acknowledge the need for MetroGIS's current core functions:
 - Facilitate regional solutions to common information needs (*data, applications, & best management practices*).
 - Maintain DataFinder.
 - Maintain a forum for sharing GIS knowledge & fostering collaboration/partnering opportunities.
2. Agreed-upon roles and responsibilities for support of MetroGIS endorsed regional solutions, which have been accepted by stakeholder organizations, will continue to be performed in accordance with expectations.
3. The major 2005 program objectives adopted by the Policy Board on January 26th (Attachment C) will remain key focuses of MetroGIS into 2006.
4. Any substantive changes in policy that may be agreed upon as part of the proposed Strategic Direction Workshop and subsequent 2005 Business Plan Update, which involve additional resources, would need to be addressed in future budget requests and/or through partnerships.

Other project related information that guided this proposal follows:

1. Regional Data Solutions:
 - a) Implementation of regional data solutions for the Highway and Road Networks, Existing Land Use, Lakes and Wetlands, Watershed and School District Jurisdictional Boundaries, Emergency Preparedness should be completed in 2005 and, if not, these solutions are expected to require staff resources, as opposed to out-of-pocket expenses, to complete.
 - b) Identification of regional strategies for a point dataset that contains all occupiable units and a street centerline dataset that is MSAG (Emergency management's Master Street Address Guide) compliant are expected to be finalized in 2005. There is a possibility that a pilot project(s) may be warranted to refine specifications. See 5a and 5b, below.
 - c) Efforts to designate a regional custodian for a regional School District Jurisdictional Boundaries dataset are suspended until a decision is made about LMIC's future. LMIC was a leading candidate as the technical arm of the Department of Education to perform the desired custodial role. If work resumes, the anticipated solution is expected to require staff resources, as opposed to out-of-pocket expenses, to complete.
2. DataFinder:
 - a) No substantial functionality enhancements are currently proposed to DataFinder in 2005 or 2006 due to the uncertainty of the MN Land Management Information Center's future. In the past MetroGIS has partnered with LMIC is jointly fund enhancements and share support.
 - b) Sufficient funds are assumed to be available in the 2005 budget to migrate MetroGIS DataFinder to a new server and updated operating system.
3. Forum for Sharing Knowledge and Promoting Use of Best Practices:

Maintain the same level of support as planned for 2005.
4. Business Planning and Performance Monitoring
 - a) A Strategic Directions Workshop of the Coordinating Committee and other key MetroGIS leadership is anticipated to be convened September 2005. The results of this workshop would serve as the official beginning of the MetroGIS's Business Plan Update project, proposed to begin immediately following the workshop. The professional services contract that is in place with the firm of Richardson, Richter and Associates, Inc. (RRA) assumes \$20,000 in 2005 and 2006 to assist MetroGIS with these efforts.
 - b) The only out-of-pocket expense related to performance monitoring would be \$250 for the Quova report.
5. Regional GIS Projects – Priority Data Quality and Access Enhancements:

As in 2005, \$22,000 is proposed for yet to be defined projects that are important to implementing regional solutions to priority common information needs. Possible projects that might be considered for funding in 2006, if recommendations are not complete in 2005 include:

 - a) The Address Workgroup is working on a regional strategy to support a point dataset that contains all occupiable units. The Metropolitan 911 Board has a need for such a regional solution to improve consistency and access to current, complete address data. As address data are also key components to the solutions of several of MetroGIS's priority information needs, MetroGIS should consider providing funding to leverage and supplement the 911 Board's resources, as necessary, to address-related needs of

the broader MetroGIS community. It is unlikely that MetroGIS project funds would be sufficient on their own but could be used as seed funds to leverage other resources. ***Discussion topic as the issues and opportunities are better understood.***

- b) The Street Centerline Workgroup is investigating a means to support regional street centerline that is MSAG (Emergency management's Master Street Address Guide) compliant. There is a possibility that a pilot project(s) may be warranted to refine specifications. It is unlikely that MetroGIS project funds would be sufficient on their own but could be used as seed funds to leverage other resources. ***Discussion topic as the issues and opportunities are better understood.***
- c) The Phase II Socioeconomic Information Need is antiquated to begin once the Address Workgroup has identified a regional solution for occupiable units. The Phase II Socioeconomic Information Need solution might involve acquisition of data from non-government sources that could involve a fee. If such a solution is found to be in the best interests of MetroGIS's participants, funds to pilot and/or foster a cost share effort with others should be among the among the options considered. ***Discussion topic as the issues and opportunities are better understood.***

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MetroGIS Detailed 2006 Preliminary Budget Allocation Proposal

	A	B	C	E	F	G	H	
1	(Estimates do not include staff support costs. Projects supported entirely by staff-only expenses are not included.)							
2	See the adopted work plans for all proposed activities.)							
3								
4	Several explanatory Notes, by cell, are provided following the table							
5	MetroGIS Coordination Function Category	MetroGIS Coordination Function	Sub Function / Description	2004		2005	2006	
6	(Categories and first level functions as presented in Business Plan adopted by the MetroGIS Policy Board Apr. 26, 2000)			Authorized	Actual Spent	Authorized	Requested	
7								
8	I. MISSION CRITICAL							
9		1. Promote and endorse voluntary policies which foster coordination of GIS among the region's organizations						
10			a) Support Teams, Committees and Board					
11			i. Copying, postage, local travel, room rental, etc.					
12			ii. Supplemental staff support (outsourced) strategic and business planning, business information needs activities, performance measures, and special studies.	\$15,000	\$22,276	\$20,000	\$20,000	
13			b) Outreach					
14			i. Printing - Annual Report/Promotional Brochure. Assume no other printed materials for handouts.	\$500	\$0	\$2,000	\$500	
15			ii. Communications Outsourcing/Supplemental Staff Support	\$3,000	\$3,500	\$3,500	\$3,500	
16			iii. Copying, postage, local travel			See I-1(a)	See I-1(a)	
17		2. Facilitate data sharing agreements and licensing among MetroGIS stakeholders (assist with custodian roles and enhancements to data quality and access) and fund enhancements to regional datasets	Establish long-term partnerships with producers of data important to addressing priority common information needs (data and applications) of the MetroGIS community for the purpose of collaboratively enhancing the quality of these data and improving access to them consistent with broad stakeholder needs.					
18			a) Regional Parcel Data Sharing Agreement (2004-2008)	\$49,000	\$49,000	\$28,000	\$28,000	
19			b) Regional GIS Projects - that address a broad range of priority information needs. The Regional GIS Project principles adopted by the Policy Board (October 29, 2003) will be used to decide the allocation of funds among the variety of data producers and candidate projects critical to sustaining regionally endorsed solutions and to finance enhancements to regionally endorsed datasets.	\$1,000	\$0	\$22,000	\$22,000	
20		3. Provide a directory of data within the regional and a mechanism for search and retrieval of GIS data. (The goal is to provide a single access point with information on how to search for sources of data.)						

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	A	B	C	E	F	G	H
5	MetroGIS Coordination Function Category	MetroGIS Coordination Function	Sub Function / Description	2004		2005	2006
6	(Categories and first level functions as presented in Business Plan adopted by the MetroGIS Policy Board Apr. 26, 2000)			Authorized	Actual Spent	Authorized	Requested
21			a) Project Funds to enhance DataFinder functionality (<i>Expand geographic search capability, develop applications/scripts, etc. to enhance & improve on-line access, support/outsource technical and administrative services to distribute regional datasets (may include hardware and software)</i>), etc. <i>An additional \$15,000 in funding has been received from a NSDI Web Mapping Service Grant program for GML enhancements to DataFinder Cafe. Staff is investigating whether a partnership with LMIC to host DataFinder Cafe on the state's system and share cost of improvements and ongoing maintenance is a practical solution for the MetroGIS community.</i>	\$10,000	\$0	\$8,500	\$10,000
22			b) Contractor and software maintenance contracts & related certificates to support the Internet-Enabled Data Distribution Mechanism (DataFinder)	\$2,500	\$2,800	\$0	\$0
23		4. Identify unmet GIS needs with regional significance and act on these needs					
24			a) MetroGIS data users forums and Business Information Need Peer Review Forums	\$500	\$0	\$500	\$500
25			b) Participant satisfaction survey	\$1,000	\$0	\$500	\$500
26			c) Seed \$'s for regionally significant projects	(See I-2)	(See I-2)	(See I-2)	(See I-2)
27			d) Identify Second Generation Business Information Need Priorities	\$500	\$0	\$500	\$500
28		5) Develop and endorse standards for GIS content, data documentation, and data management for regional data sets. (In addition to normal operating expenses covered as committee expenses).		[Refer to III 1(a)]		[Refer to III 1(a)]	[Refer to III 1(a)]
29			a) Negotiate agreements	(See I-2)	(See I-2)	(See I-2)	(See I-2)
30			b) Facilitate compliance (training sessions, sharing best practices, etc)	(See II-3a)	(See II-3a)	(See II-3a)	(See II-3a)
31			SUBTOTAL (Does not include staff expenses)	\$83,000	\$77,576	\$85,500	\$85,500
32							
33	II. FUNDED SUPPORT: IMPORTANT BUT NOT CRITICAL						
34		1. Maintain MetroGIS world wide web site (not DataFinder)		\$0	\$16	\$0	\$0
35		2. Promote collaborative funding of pilot projects that meet regional needs		See I-2 and I-3(a)	See I-2 and I-3(a)	See I-2 and I-3(a)	See I-2 and I-3(a)
36		3. Fill gaps in metadata based on identified priorities					
37			a) Promote/facilitate development and maintenance of metadata & posting with DataFinder (including education forums and one-on-one contact)	\$250	\$0	See II-5 (c)	See II-5 (c)

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MetroGIS Detailed 2006 Preliminary Budget Allocation Proposal

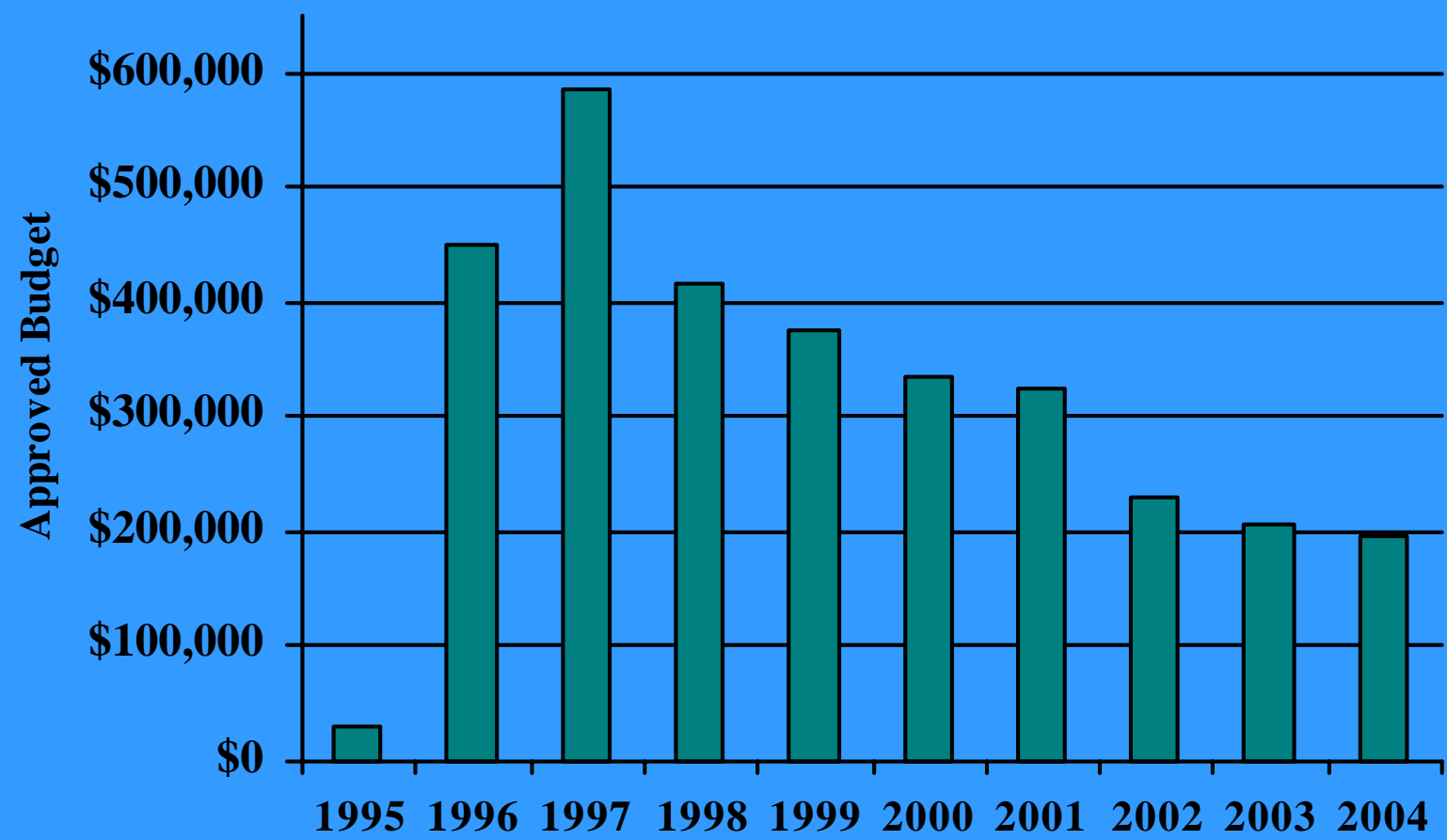
	A	B	C	E	F	G	H
5	MetroGIS Coordination Function Category	MetroGIS Coordination Function	Sub Function / Description	2004		2005	2006
6	(Categories and first level functions as presented in Business Plan adopted by the MetroGIS Policy Board Apr. 26, 2000)			Authorized	Actual Spent	Authorized	Requested
38		4. Maintain liaison relationships with committees/organizations with similar objectives to MetroGIS (e.g., Governor's Council on GI, county GIS user groups, MACO, NACO). See 6b for NSDI/GDA expenses.					
39		5. Promote forums for MetroGIS stakeholders to discuss common GIS needs and opportunities					
40			a) Workshops for managers/policy makers to prepare for upcoming legislative session, training related to endorsed regional data solutions, etc.	N/A	N/A	N/A	N/A
41			b) Facilitate regionwide users groups/forums for knowledge sharing	\$2,000	\$40	\$500	\$500
42		6. Advocate for MetroGIS needs and desires with state and federal policy makers					
43			a) Pursue authorities (legislation)/policies necessary to achieve MetroGIS objectives (organizational/data access & privacy/long term financing/etc.) (Decision in 1998 to rely upon in-house legal staff/grants)	N/A		N/A	N/A
44			b) Participate in non-local Workshops/Activities				
45			i) NSDI / I-Team etc. related activities not paid by host.	\$750	\$0	\$0	\$0
46			SUBTOTAL (Does not include staff expenses)	\$3,000	\$56	\$500	\$500
47							
48	III. PARTNERED SUPPORT: HIGH IMPORTANCE BUT REQUIRE PARTNERING TO ACHIEVE						
49		1. Create and maintain datasets for MetroGIS based upon identified priorities (i.e., to address 13 priority information needs endorsed by the Policy Board 5/97 as having regional significance. (All expenses covered in I-2. See work plans for specifics)					
50			a) Develop regional data sets	See Assumption		See Assumption	See Assumption
51			Business Plan Assumption: MetroGIS endorsed datasets are to be developed by stakeholder organizations with business need & in some cases TBD joint ventures				
52			b) Maintenance of Regional Datasets	See Assumption		See Assumption	See Assumption
53			Business Plan Assumption: Maintained by org/partnership with business need				
54		2. Help promote development and exchange of GIS applications and procedures that serve MetroGIS needs		See I-2 and I-3(a)		See I-2 and I-3(a)	See I-2 and I-3(a)
55			SUBTOTAL (Does not include staff expenses)	\$0	\$0	\$0	\$0
56							

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MetroGIS Detailed 2006 Preliminary Budget Allocation Proposal

	A	B	C	E	F	G	H
5	MetroGIS Coordination Function Category	MetroGIS Coordination Function	Sub Function / Description	2004		2005	2006
6	(Categories and first level functions as presented in Business Plan adopted by the MetroGIS Policy Board Apr. 26, 2000)			Authorized	Actual Spent	Authorized	Requested
57	IV. CASE BY CASE						
58		1. Develop master contracts for regional GIS projects, when appropriate		[See I(1), I(2) & I(3)]		[See I(1) and I(2)]	[See I(1) and I(2)]
59		2. Endorse standards for telecommunication protocol and networks (AKA: create guidelines for getting electronic access to the information that is being shared)		\$0		\$0	\$0
60		3. Provide technical assistance to participants to retrieve, translate, and use data developed and maintained on behalf of MetroGIS		(Staff function) See II(3) & (5)		(Staff function)	(Staff function)
61		4. Undertake research to meet common regional GIS needs		(See I-4)		(See I-4)	(See I-4)
62		a) Benefits of Data Sharing/Collaboration (component of outsourced activities pertaining to Performance Measures)		[See I(1)(a)(ii) & I(4)]		[See I(1)(a)(ii)]	[See I(1)(a)(ii)]
63		SUBTOTAL (Does not include staff expenses)		\$0	\$0	\$0	\$0
64							
65	V. LOW PRIORITY						
66		1. Identify GIS training and continuing education needs and encourage participation		(Rely on other organizations)		(Rely on other organizations)	(Rely on other organizations)
67		2. Provide a repository of GIS human resources information (centralized job posting/position descriptions)		(Rely on other organizations)		(Rely on other organizations)	(Rely on other organizations)
68		3. Actively Market MetroGIS data and products. (Low priority ranking is a result of year 2000 survey when still in the midst of building functionality)		(See I-1)		(See I-1 and note)	(See I-1 and note)
69		SUBTOTAL (Does not include staff expenses)		\$0		\$0	\$0
70							
71		ADMINISTRATIVE					
72		a) GIS/Professional Development Conferences		N/A		N/A	N/A
73		b) Performance Measures Reporting		I-1a(ii)		I-1a(ii)	I-1a(ii)
74		SUBTOTAL (Does not include staff expenses)		\$0	\$0	\$0	\$0
75							
76			YEAR	2004	2004	2005	2006
77							
78		METROPOLITAN COUNCIL					
79		DATA QUALITY & ACCESS ENHANCEMENTS / REGIONAL GIS PROJECT		\$1,000	\$0	\$22,000	\$22,000
80		DATAFINDER ENHANCEMENTS/SUPPORT		\$12,500	\$2,800	\$8,500	\$10,000
81		DATA SHARING AGREEMENT		\$49,000	\$49,000	\$28,000	\$28,000
82		PROFESSIONAL SERVICES/CONTRACTS		\$18,000	\$25,776	\$23,500	\$23,500
83		OTHER NON-STAFF OPERATING EXPENSES		\$5,500	\$56	\$4,000	\$2,500
84		TOTAL NON-STAFF		\$86,000	\$77,632	\$86,000	\$86,000
85		TOTAL STAFF (1.75 FTE Dedicated to Fostering Coordination)*		\$110,800	\$110,800	\$112,000	\$113,100
86			SUBTOTAL	\$196,800	\$188,432	\$198,000	\$199,100
87							

MetroGIS Support Budget Fostering Collaboration Component



**MetroGIS
Roles and Responsibilities
Balance Sheet**

Function Performed	Custodian / Steward ^{(1) (2)} <i>Performs Role(s) On behalf of the Community</i>	
1. General Collaboration and Coordination <i>Staffing and funding to support forums and workgroups to define common needs and collaborative solutions, perform satisfaction monitoring, foster use of endorsed best practices, fund partnership agreements, support decision-making processes, etc</i>	Metropolitan Council	
2. MetroGIS DataFinder <i>Staffing and funding to support Internet-Based Tool for Search and Discovery of Commonly Needed Geospatial Data for MetroGIS community</i>	Metropolitan Council	
3. Regional Data Solutions <i>Staffing and funding to develop, maintain, and document Regional Data Solutions to Priority Common Information Needs as of April 2005:</i>	Primary Producer	Regional Producer/Aggregator
a. Addressable Street Centerlines	The Metropolitan Council via a contract with The Lawrence Group (TLG)	Metropolitan Council
b. Census Geography (aligned with parcel and street centerlines) 1990 and 2000 Datasets	The Metropolitan Council via a contract with The Lawrence Group (TLG)	Metropolitan Council
c. Jurisdictional Boundaries (aligned with parcels and street centerlines) <i>Cities and counties</i> <i>School districts (policy pending)</i> <i>Watershed Districts (policy pending)</i>	7 Counties	Metropolitan Council
d. Land Cover	No specified roles <i>(30+ diverse government, academic, and private sector entities have contributed)</i>	Mn DNR
e. Parcels	7 Counties	Metropolitan Council
f. Planned Land Use	No specified roles <i>(City-produced data incorporated when available)</i>	Metropolitan Council
g. Socioeconomic Characteristics of Areas (Phase I - Web Resources Page)	No specified roles <i>(Various Organizations that Publish Census Type Data)</i>	University of Minnesota (Population Center)
<div style="text-align: center;"><i>(Custodial Policies Pending)</i></div> Addresses- All Occupiable Units Emergency Management Existing Land Use Highway and Road Networks Hydrology - Lakes and Wetlands Street Centerlines - E911 Compatibility <div style="text-align: center;"><i>(No Work In Progress)</i></div> Land Regulations Rights to Property		

⁽¹⁾ For links to the listings of specific roles and responsibilities for each endorsed regional dataset go to www.metrogis.org/data/index.shtml.

⁽²⁾ Since 1997, the seven counties have agreed to share their parcel data with other government and academic entities, which serve the Metro Area, as a component of Data Sharing Agreements executed with the Metropolitan Council. For more information see www.metrogis.org/about/history/sharing.shl

Roles and Responsibilities - Collaboratively Addressing Common Geospatial Needs					
Partnerships Institutionalized					
2004					
Partnerships - Endorsed Regional Solutions					
Primary Data Custodians					
Cities - Planned Land Use	NA				
Seven Counties - County/MCD Boundaries	7				
Seven Counties - Parcels	7				
Various Government - Socioeconomic Characteristics	NA				
Various Private Sector/Government - Land Cover	NA				
Subtotal	14				
Regional Custodian/Aggregator					
DNR - Land Cover	x				
Metropolitan Council - Census Geography	x				
Metropolitan Council - County/MCD Boundaries	x				
Metropolitan Council - Foster Collaborative Environment	x				
Metropolitan Council - DataFinder	x				
Metropolitan Council - Planned Land Use	x				
Metropolitan Council - Parcels	x				
Metropolitan Council - Addressable Street Centerlines	x				
U of M CURA - Socioeconomic Characteristics	x				
Subtotal	9				
Total		23			
Other Affiliations - Outreach and Networking					
County-based GIS User's Groups	4				
Governor's Council on Geographic Information (GCGI)	x				
Mn GIS/LIS (newsletter and annual conference)	x				
Mn Land Management Information Center	x				
U.S. Geological Survey/Federal Geographic Data Committee	x				
Total		8			
Total Partners & Affiliates		31			
Source: MetroGIS					
Last Updated: April 1, 2005					

MAJOR 2005 PROGRAM OBJECTIVES
Adopted January 26, 2005

MetroGIS Mission Statement
(Adopted February 1996)

“Provide an ongoing, stakeholder governed, metro-wide mechanism through which participants easily and equitably share geographically referenced data that are accurate, current, secure, of common benefit and readily usable.”

Major 2005 MetroGIS Program Objectives¹

- Adopt an updated MetroGIS Business Plan (process to include a retreat of MetroGIS leadership with a theme of “*Are We Done?*” (*Maintain What Has Been Built Or Pursue New Initiatives*) and obtain endorsement by key stakeholder interests. (*The remainder of the proposed objectives assume that MetroGIS’s current core functions² will not change substantively.*)
- Implement modifications to the Regional Parcel Dataset, which were endorsed by the Policy Board in July 2004, and establish common access policy concerning non-profits/community groups, whose functions complement government functions.
- Achieve Policy Board endorsement, at minimum, of a Phase I regional solution that effectively addresses each of the following common priority information needs:
 - 1) Addresses (of occupiable units) *(proposal anticipated 3/05)*
 - 2) Emergency Preparedness *(proposal anticipated 3/05)*
 - 3) Existing Land Use *(in progress)*
 - 4) Highway and Road Networks *(in progress)*
 - 5) Jurisdictional Boundaries – School Districts *(custodian designation remains)*
 - 6) Jurisdictional Boundaries – Watershed Districts *(pilot in Washington Co. nearing completion)*
 - 7) Lakes and Wetlands *(in progress)*
- Achieve Policy Board endorsement of strategies to effectively achieve a solution to address-related limitations of the endorsed Regional Street Centerline dataset for geocoding concerning: a) satisfying needs of the E911 community and b) incorporating locally-produced data into the U.S. Census Bureau’s TIGER data.
- Implement a strategy (currently referred to as ApplicationFinder) to help data users efficiently share existing geospatial applications and leverage those existing investments.
- Continue efforts to identify commonly needed geospatial applications appropriate for regional solutions and MetroGIS’s resources.
- Continue to realize increased use of DataFinder as a tool used both by data users to search for and access data they need, and by data producers to distribute data important to others in the MetroGIS community.
- Continue to realize increased awareness of MetroGIS’s endorsed strategies, resources, and opportunities among MetroGIS stakeholders and officials involved in related efforts beyond the Metro Area.
- Continue to effectively support MetroGIS’s general information website (www.metrogis.org).
- Continue to effectively support MetroGIS’s DataFinder website (www.datafinder.org).
- Continue to perform activities defined in the Performance Measures Plan to monitor effectiveness of MetroGIS’s efforts – user satisfaction with data solutions and custodian conformance with expectations; document the benefits of MetroGIS’s efforts; and modify activities and policies, as appropriate.

¹ It is recognized that these objectives may need to be modified if funding is reduced in response to the state’s continuing revenue shortfalls.

² The current core functions are: implement regional solutions for priority common information needs (e.g., data, web services and applications), support an Internet-based geospatial data discovery and retrieval tool (DataFinder), and support a forum for knowledge sharing.



TO: Policy Board

FROM: Coordinating Committee
Chairperson: Nancy Read, Metropolitan Mosquito Control District
Staff Contacts: Michael Dolbow (651-602-1812) and Gordon Chinander (651-603-0054)

SUBJECT: Vision – E911-Compliant Regional Street Centerline Dataset

DATE: April 7, 2005
(For Apr 20th Meeting)

INTRODUCTION

The Coordinating Committee requests comments from the Policy Board regarding a vision to achieve and sustain an E911-Compliant Regional Street Centerline Dataset. Along with fourteen major objectives stated below, a MetroGIS workgroup drafted the following vision statement:

MetroGIS seeks a public sector, regionally seamless addressable and routable street centerline dataset that meets the needs of the E911 dispatching community in addition to the functionality provided by the currently endorsed street centerline dataset.

The Metropolitan 911 Board is acknowledged as an organization with a significant need for the proposed regional solution. Thus the proposed vision is currently being vetted with the public safety community to ensure they are satisfied with the general proposal. The Metropolitan 911 Board Executive Committee is scheduled to comment on this vision on May 4.

This vision also creates the potential to incorporate locally-produced street data into the U.S. Census Bureau's TIGER datafile, which affects the broader MetroGIS community.

If both the Metropolitan 911 Board and the MetroGIS Policy Board conclude that the vision merits consideration, detailed strategies to achieve the technical and organizational components will be developed. These strategies are anticipated to evolve into a formal recommendation to the Policy Board, hopefully within the year.

RATIONALE FOR REQUESTING COMMENT AT THIS PHASE

This proposal is more ambitious in terms of intergovernmental cooperation than those associated with previously endorsed regional solutions. Thus, comments on potential policy ramifications are sought from both the MetroGIS Policy Board and the Metropolitan 911 Board Executive Committee. These comments will influence several organizational components of the process, such as the 911 Board's willingness to assume the role as Regional Custodian of the centerline dataset.

MetroGIS Policy Board review is essential given the desired extensive involvement of local government officials as active participants in the regional solution. As with all MetroGIS endorsed solutions, participation would be voluntary. The vision calls for individuals who assign addresses and street names to simultaneously update the regional dataset alongside official permitting processes. A backup solution would be developed for circumstances where local officials are not involved, for whatever reason.

COORDINATING COMMITTEE ACTION

At its March 30, 2005 meeting, the Coordinating Committee unanimously approved the above-cited vision and the associated fourteen major objectives cited below. Refer to the Reference Section for more information about the evolution of this proposal and the Committee's review.

JUSTIFICATION

Most of the 27 Public Safety Answering Points (PSAPs) that serve the seven-county area use GIS mapping applications to accurately locate calls and dispatch emergency services, especially for wireless calls. Many PSAPs currently use or modify the regional centerline dataset endorsed by MetroGIS, which is created and maintained by The Lawrence Group (TLG). However, this dataset was not created for 911

uses and does not satisfy some of the 911 response community's business needs. One of the largest "needs gaps" is the data model's lack of compliance with the Master Street Address Guide (MSAG). Dispatchers and Emergency Responders also need the ability to locate emergency vehicles in areas that are not currently represented, such as private developments, utility access roads, and parking lots.

Presently, three counties and a core city have created or are considering creating and maintaining their own centerlines for a variety of reasons. Four of the counties, to our knowledge, do not have any immediate plans to move away from using the regional solution provided by TLG. The Metropolitan 911 Board recognizes the importance of MetroGIS's efforts to establish data standards that facilitate the integration of data from multiple producers.

The E911 Address & Street Centerline Workgroup has concluded that a regional solution should be pursued to resolve deficiencies in the endorsed regional street centerline dataset with respect to the needs of the E911 community. If possible, this regional solution should also further the integration of locally produced street centerline data into TIGER datafiles maintained by the US Census Bureau. Without the desired organizational interoperability, the following issues persist:

1. Costly duplication of effort pertaining to data capture, management, and customization for E911 dispatch solutions.
2. Difficulties in achieving cross-jurisdictional interoperability of accurate and trusted address **data**, which is critical when coordinating the dispatch of emergency services in a regional context.
3. Higher costs for other government stakeholders using the address data when regional consistency is not maintained – the reason for establishing the current regional solution in the first place.
4. Inconsistencies between the US Census TIGER data and locally produced street data lead to major inefficiencies, and hinder communications with the Census Bureau in regards to geography updates. The proprietary nature of the TLG street centerline dataset currently precludes integration into the TIGER dataset.

OVERVIEW OF THE VISION

The next-generation regional centerline solution is envisioned as a compilation of geographically separated datasets created and maintained by multiple counties and/or municipalities. This would require establishing standards for both the spatial and attribute components to ensure compatibility across the seven-county region. The dataset would build upon the currently endorsed regional street centerline dataset created and maintained by The Lawrence Group. It would meet the needs of the E911 community and, if possible, be available for integration with the TIGER datafile maintained by the U.S. Census Bureau.

Before pursuing such a regional solution, a definition of "street centerlines" must be agreed upon. Previous discussions have led to a general consensus, but no definition has been committed in writing. The E911 Workgroup suggests the following definition as it applies to this initiative:

*A **street centerline** represents a discrete, linear, graded land surface navigable by at least one type of vehicle, with at least one established connection to a network of similar elements.*

This definition is highly tailored for E911 response purposes, allowing geographic centerlines to represent almost any location that can be reached by emergency vehicles, including:

- Public and private roads
- Access roads and trails to utilities, train tracks, and private facilities
- Perimeter roads *and* internal parking accessways for mall and shopping centers
- Graded and paved bicycle and/or walking trails navigable by small emergency vehicles
- Newly constructed dirt/gravel roads in new developments
- Navigable emergency easement surfaces for otherwise landlocked developments
- Restricted access turnaround connections on divided highways

The definition *excludes* other features, such as:

- “Platted” centerlines defined by right-of-way parcel boundaries that are NOT navigable due to existing buildings or other permanent obstructions
- Other surface transportation features that are restricted to certain types of vehicles, such as train tracks or water bodies
- Wilderness (non-graded) trails that are inaccessible to the typical emergency vehicle

While this definition expands upon the current TLG data model to include new “feature classes” and more elements from existing classes (such as private roads), it does not shift the paradigm of the data model itself. The main components of the data set are still roads and highways, and the added features “fit” within the established network.

As part of defining and establishing regional data standards, this project also proposes additional centerline attributes, changes to the centerline geography standards, and changes to the current maintenance requirements. The attribute standards are the minimum deemed necessary to standardize the regional data solution for emergency response purposes. Other attributes can be added by the data producers for internal or external use, producing a single product that still meets many business needs. Some attributes may not be required for certain data producers, who **would not** be asked to populate an attribute in the proposed standard unless they perceive an internal business need to do so.

In summary, the desired end product would be a compilation of multiple centerline datasets provided by local data producers, collected and re-assembled to form a seamless region-wide layer. It would utilize the data standards endorsed by the Metro911/MetroGIS communities to ensure MSAG compliance and compatibility between data producers.

MAJOR OBJECTIVES

This broad vision incorporates the following major objectives, which outline a process to define the technical and organizational components necessary for an interoperable, multiple-use “centerline” product. *(Not intended to be listed in any order of priority. The numbering is provided only to facilitate comment):*

1. Continue to pursue the concept of a “single official” source of street centerline data for any given jurisdiction, or “Core Geographic Division”. This was a core objective of MetroGIS’s 1998 endorsement of the TLG Street Centerline Dataset as the preferred geocoding solution for the metropolitan area. Defining a “single source” of street centerline data for a given Core Geographic Division reduces the potential for inaccurate/inconsistent addresses and streamlines the process of mitigating anomalies, as they arise. Within a Core Geographic Division, this authority needs to maintain a relationship with both Emergency Responders and the other personnel involved in (and affected by) the efforts outlined in this vision.
2. Each Core Geographic Division (based on county, PSAP response area, and/or city jurisdictions) would readily nest with adjoining core geographies to achieve interoperable street centerline data across the entire seven-county metropolitan area. In many cases, Core Geographic Divisions could include multiple municipalities.
3. The Metropolitan 911 Board would serve as the Regional Custodian for E911 purposes, monitoring user satisfaction and supporting desired modifications to practices and policies. Depending on the result, the community may wish to ask the Metropolitan Council to continue as Regional Custodian for non-E911 centerline data business needs.
4. Organizations and their personnel responsible for local government procedures pertaining to approval of new streets (public and private) would be encouraged to serve in the capacity of a Primary Producer. As new streets are approved, a Primary Producer would either directly add and modify street data (geography and attributes) for the Core Geographic Division’s datafiles or work closely with a Third Party to maintain the currency of the data. The vision currently assumes the Metropolitan 911 Board, as Regional Custodian, would be responsible for coordinating such efforts. A funding allocation structure for compensating third parties has not yet been determined.
5. The datafile for each Core Geographic Division would be accessible by an individual(s) with read/write privileges from each jurisdiction that has authority and GIS capabilities to modify street

- data within that jurisdiction. Each authorized individual would have the ability (and responsibility) to modify, add, or delete data within their jurisdiction as necessary.
6. The proposed vision assumes multiple avenues for creating, maintaining and storing centerline data, and providing periodic updates to the Regional Custodian. For example, some individual cities might maintain local databases for just their jurisdiction, and other larger government units (PSAPs or Counties) might maintain data for multiple cities and townships. However, this will require significant negotiation, as overlapping jurisdictions with differing topologic requirements will have a conflict with this procedure.
 7. The Regional Custodian would be responsible for overseeing aggregation of the Core Geographic Divisions into a seven county datafile for stakeholders who need simultaneous access to multiple Core Geographic Divisions. *This may be a virtual aggregation as it is currently for access to the regional parcel dataset.*
 8. The proposed solution needs to have an outreach component to inform all affected and relevant interests about its benefits, and to grow participation in reporting anomalies as they are identified.
 9. Procedures for maintenance of street centerline data would be fully coordinated with procedures to maintain the proposed Regional Occupiable Unit Regional Dataset. (See Agenda Item 5c.)
 10. Some mechanism (likely a new attribute field) would be incorporated into the data model to handle new public and/or private streets that are being built under existing construction contracts, but are not yet “platted” by the local government. These centerline elements would be added to the Core Geographic Divisions as “Streets under Construction”, in anticipation of their imminent navigability.
 11. The vision requires reconciling the regional GIS centerline database with the MSAG database to ensure data compatibility and correct any errors that may be found. The centerline dataset uses a completely different addressing standard (USPS) than the MSAG, which hinders current dispatch efforts. Once this reconciliation is complete, a software solution, such as “Graphic MSAG”, could be used to simultaneously maintain both databases (MSAG & GIS). However, it is important to prevent MSAG formatting requirements from conflicting with locally established procedures. (See the Background Section for more information about MSAG conventions.)
 12. The final proposal needs to recommend accuracy guidelines and procedures as regional best practices. A variety of positional accuracies may be acceptable if they are clearly documented.
 13. Achieving the vision requires compliance with the Attribute, Topology and Maintenance specifications presented in the document reviewed by the Coordinating Committee on March 30, 2005 and entitled: “General Specifications for an Addressed Centerline Map Layer for Local Public Safety Agencies”. These specifications build upon the current procedures of many E911 and emergency response data producers. They can be reviewed at http://www.metrogis.org/teams/workgroups/e911_streets/specs.pdf.
 14. Any privacy and access issues must be appropriately addressed.

RECOMMENDATION

No action is requested. Comment is, however, encouraged regarding any aspect(s) of the vision that raises doubts from a policy perspective.

REFERENCE SECTION

BACKGROUND ON WORKGROUP

1. The MetroGIS E911 Address and Street Centerline Workgroup initial met on December 2, 2004. The participants learned of two counties and Minneapolis' efforts to develop their own street centerline datasets because the endorsed regional solution was not meeting their Emergency Response needs. The participants concurred that a regional solution to the need for an E911 compliant regional street centerline dataset should be pursued. As such, the project was included in MetroGIS's 2005 workplan and a formal workgroup was established by the Coordinating Committee at its December 2004 meeting.
2. Survey of E911 Technology Requirements and Specifications: in January 2005, the Workgroup decided to survey the 10 vendors who provide E911 CAD/GIS software and services to the PSAPs in the Metropolitan Area. The survey was developed by listing the general requirements of an E911 system that is well known by the staff at LOGIS, and asking vendors to identify those specifications as required, not required, or prohibitive to their solution. Seven of the ten vendors replied, and while many of them had similar requirements, none of the specifications were listed as prohibitive to their solution. Thus, the results of the survey have been integrated into the General Specifications document.
3. The workgroup's membership, meeting agendas and summaries, findings of investigations, etc. can be viewed at http://www.metrogis.org/teams/workgroups/e911_streets/index.shtml.
4. Michael Dolbow of the MetroGIS support team and Gordon Chinander, GIS Coordinator for the Metropolitan 911 Board are co-facilitating the workgroup. Participants in the workgroup include:
 - Ben Verbick, LOGIS
 - Erin Naughton, City of Minneapolis
 - Scott Simmer, Hennepin County
 - Kent Tupper, Dakota County
 - Dan Pfeffer, Scott County
5. On March 30, 2005, the Committee unanimously recommended that the MetroGIS community pursue the vision outlined herein. The details of the Committee's discussion can be viewed at http://www.metrogis.org/teams/cc/meetings/m_03_30_05.pdf (Agenda item 5b[1]).

MASTER STREET ADDRESS GUIDE (MSAG)

"MSAG compliant" is defined as meeting the Master Street Address Guide to road naming conventions and Proper address ranges. This standard is endorsed by NENA (National Emergency Number Association). This organization creates national E911 GIS data standards.

A better definition and description of the MSAG and its connection to E911 processes and GIS/CAD solutions will be included in the white paper to be produced as part of this project.



TO: Policy Board
FROM: Coordinating Committee
Chairperson: Nancy Read, Metropolitan Mosquito Control District
Staff Contacts: Mark Kotz (651-602-1644) and Gordon Chinander (651-603-0054)
SUBJECT: Vision - Regional Occupiable Units Data Solution
DATE: April 8, 2005
(For Apr. 20 Meeting)

INTRODUCTION

Policy Board comment is requested regarding a vision endorsed by the Coordinating Committee to pursue a regional point dataset comprising all occupiable units (residential and non-residential) within the seven-county Metropolitan Area.

The proposed project scope involves defining and agreeing on a regional strategy to capture and maintain “situs” (rather than mailing) addresses for all occupiable units (both residential and non-residential) and any other officially designated addresses, whereby the data can readily be shared among government interests that serve the seven-county, Minneapolis-St. Paul region. The ultimate goal of this solution is to minimize duplication of effort and maximize consistency of address data needed by MetroGIS stakeholders. A special effort has been made to collaborate during the visioning effort with those responsible for supporting the address needs of Public Safety Answering Points (PSAPs), which dispatch emergency responders serving the seven county Metro Area.

PARTNERSHIP WITH METROPOLITAN 911 BOARD

The Metropolitan 911 Board is acknowledged as an organization with a significant future need for this regional solution, given the importance to the daily operations of PSAPs. “Future” means following the realization of an E911-compliant street centerline solution (see Agenda Item 5b). As such, the proposed vision is currently being vetted with the Metropolitan 911 Board and emergency responders to ensure they are satisfied with the general proposal before work on detailed strategies is initiated. The Metropolitan 911 Executive Committee is scheduled to comment on this vision on May 4.

Assuming that both the Metropolitan 911 Board and the MetroGIS Policy Board conclude that the proposed vision warrants further consideration, detailed strategies to achieve the technical and organization components will be pursued in coordination with related work necessary to achieve an E911-compliant street centerline dataset.

COORDINATING COMMITTEE ACTION

At its March 30, 2005 meeting, the Coordinating Committee unanimously approved the conclusion and recommendation of its Address Workgroup’s that a regional occupiable units dataset for the seven-county Metropolitan Area as outlined herein is warranted and that it should be collaboratively created and maintained, on the basis that:

1. Nearly all government organizations need addresses for occupiable units to carry out their business functions,
2. Multiple uncoordinated address-related procedures and authorities are resulting in costly duplication of effort and perpetuation of data discrepancies, and
3. A collaborative effort is warranted to achieved desired efficiency and accuracy improvements:

Refer to the Reference Section for a summary of the Address Workgroup’s efforts.

COMPONENTS OF PROPOSED VISION – FOR A REGIONAL OCCUPIABLE UNITS DATA SOLUTION

The following concepts and decision rules should guide next steps to define technical and organizational components necessary to achieve the vision (*not intended to be listed in any order of priority. The numbering is provided only to facilitate comment*):

1. The concept of a “single official” authority for address data for any given jurisdiction is desirable to all government entities. Its existence would reduce the creation of inaccurate or inconsistent addresses. It would also streamline the process of mitigating anomalies, as they arise.

2. Local procedures and rules pertaining to naming of streets and assignment of address numbers must be recognized as they exist and are not within the scope of the proposed regional solution. The regional solution would begin with the data created by those many and varied processes. (*Note: This acknowledgement does not apply to the format in which the data are maintained (database) but to the decisions about actual naming of names and assigning of address numbers via established local processes.*)
3. The preliminary conceptual regional database design would include (but is not limited to) the following entities for each occupiable unit within the seven county area:
 - ✓ The unit address components
 - ✓ The point geography
 - ✓ Some mechanism to relate the point to parcel data
 - ✓ Some categorization of the point type to indicate how it relates to the parcel (e.g. single structure on one parcel, one of many buildings on a parcel, an apartment unit or office suite, etc.)
4. “Occupiable unit” has been preliminarily defined by the Workgroup as any residential or non-residential occupiable space for which a government entity issues a permit to create. Office spaces that have movable walls and which do not require a permit to reconfigure will not be included in this recommendation. Such matters can be considered in the future if practical. As the project design evolves, this working definition is expected to become more specific.
5. The proposed vision for the initial regional solution assumes multiple avenues for creating, maintaining and storing address point data, and providing it to a regional dataset. For example, some individual cities would maintain the data locally in their custom database and provide updates to the regional dataset periodically. Other larger government units (PSAPs, or Counties) might also maintain data for multiple cities and townships and provide periodic updates to the regional dataset.
6. A standardized address data transfer format will be needed to implement this solution. Such a standard may have implications for local address database formats. A pilot study(ies) is recommended to frame any compatibility issues and identify viable solutions. Related work currently in progress by the Ramsey County GIS User Group should be supported and closely tracked.
7. Once desired custodial roles and responsibilities are defined, organizational candidates with matching internal business needs and abilities will be contacted to determine their interest in participating in the management of the proposed occupiable units point dataset. An agreement-in-principle on broad custodial responsibilities must be reached by key entities before a final recommendation can be considered by the Policy Board.
8. The vision includes the potential for an Internet-based application that would allow cities, which do not have their own GIS capability, to maintain such a dataset (geographic features and related address data) via this application. The data itself could reside with one or more aggregators of data. (The workgroup believes the technology, such as Web Feature Services, is stable enough to consider this as a serious option.)
9. The final proposal must include a process, acceptable to affected parties, to make sure that the address ranges of the Master Street Addressing Guide (MSAG) database remain consistent with the individual addresses of the proposed address point dataset.
10. It is desirable to be able to relate the subject point address data to street centerline data.
11. Privacy and access issues must be appropriately resolved.
12. The final proposal needs to recommend accuracy guidelines and procedures as regional best practices. A variety of positional accuracies may be acceptable if they are clearly documented.
13. The proposed solution needs to have an outreach component to inform all affected and relevant interests about the benefits of the solution and grow participation. This effort should also describe how to report anomalies as they are identified.

RECOMMENDATION

No action is requested by the Policy Board. Comment is, however, encouraged regarding any aspect(s) of the vision that raises doubts from a policy perspective.

REFERENCE SECTION

BACKGROUND ON WORKGROUP

1. The need for addresses of all occupiable units was established in 1996 as a priority common information need, a need that was corroborated by the Phase I Socioeconomic and the Existing Land Use Workgroups. Creation of a Phase II Socioeconomic Workgroup is on hold until a regional solution to the occupiable unit need has been satisfactorily met.
2. This occupiable units information need was also recognized to be a formidable task in its own right, so the Committee created the Address Workgroup in March 2004. The recommendation set forth in this report was unanimously agreed upon by the Workgroup on March 16, 2005. The members also agreed that they would prefer to continue to serve as the proposed next-phase Workgroup to determine necessary organization roles and responsibilities and identify candidate organizations to carry out those roles.
3. The workgroup's purpose, membership, workplan, meeting agendas and summaries, findings of investigations, etc. can be viewed at http://www.metrogis.org/data/info_needs/street_addresses/add_wkgrp.shtml.
4. Mark Kotz of the MetroGIS support team is providing lead staff support to this workgroup.
5. On March 30, 2005, the Committee unanimously concluded that the MetroGIS community should pursue the vision set forth in this document. A summary of the Committee's discussion can be viewed at http://www.metrogis.org/teams/cc/meetings/m_03_30_05.pdf (Agenda item 5b[3]).

WORKGROUP METHODOLOGY

1. **Definitions/Scope:** The workgroup concluded, after substantial consideration, that the scope of its efforts should be limited to the primary situs address, for each occupiable unit, not including the mailing address. Occupiable unit was defined to include all residential and non-residential units created or modified via an official government permit/authorization. The Workgroup is expected to add more specificity to the scope of the address dataset in the next phase of the project (e.g. should things like barns and outbuildings be included?)
2. **Process and Data Flow Models:** Key to the workgroup's recommendation was its investigation of how and by whom addresses are created, changed and used at different levels within the jurisdictions of each of the seven counties. This investigation involved numerous interviews with county and city personnel who are responsible for processes involved in the capture and maintenance of address data records. The following major conclusions were reached from this exercise:
 - Most addresses are created at the local (city) level.
 - This results in many, many address authorities with many different processes.
 - Address authorities seem to update their address records (digital or paper) right away.
 - Address data flow is fairly complicated and is different in every location.
 - Address data do not flow consistently from different sources (e.g. cities to a school district)
 - There is a desire at the county level (and beyond) for a single source for address data.
 - Many authorities mentioned wanting a standard process.
 - A single best source for address data would benefit many people.
3. **Identify Process and Data Gaps:** The workgroup compared the existing data processes and structures with the data needs identified by the MetroGIS community, to identify gaps between existing data and needs.



TO: Policy Board
FROM: Coordinating Committee
Chairperson: Nancy Read, Metropolitan Mosquito Control District
Staff Contact: Randall Johnson (651-602-1638)
SUBJECT: Existing Land Use – Board Request for Additional Information
DATE: April 7, 2005
(For Apr. 20th Meeting)

INTRODUCTION

At its January 2005 meeting, the Policy Board tabled a previous recommendation from the Coordinating Committee for information. It called for MetroGIS to pursue a regional solution for the Existing Land Use Information Need based on the American Planning Association's (APA) Land Based Classification Scheme (LBCS).

The purpose of this report is to inform the Policy Board that the Coordinating Committee has since concluded that the most efficient way to address the questions (below) raised by the Policy Board at its January meeting is to host a Peer Review Forum later this year. This forum would be attended by a variety of local government officials involved in the collection and use of existing land use data. Its purposes would include affirmation of common existing land use-related information needs and the pros and cons of the data structures options previously investigated, as well as, initiate discussion of a host of topics related to the organizational roles necessary to sustain implementation.

Background information on the Coordinating Committee's work to date to address the Existing Land Use Information Need is provided in the Reference Section of this report.

ADDITIONAL INFORMATION PREVIOUSLY REQUESTED BY POLICY BOARD

On January 26th, the Policy Board tabled consideration of a recommendation from the Coordinating Committee to its April meeting and requested the following additional information.

- a) Clarification about whether the regional solution could be initiated with one or two of the five data components (activity, ownership, function, structure, and condition of site), so as not to overwhelm prospective local government participants,
- b) Whether an LBCS data structure with less than all five components populated would equal the value of a hierarchical schema for a regional solution, and
- c) What is the benefit to cities to participate, as they are the primary maintainer of existing land use information at the local government level.

RECOMMENDATION

No action requested at this time, unless the Policy Board disagrees with the proposed forum later this year to affirm the need for a regional existing land use solution.

REFERENCE SECTION

BACKGROUND ON A LBCS-BASED SOLUTION

1. An excerpt from the APA's web site at www.planning.org/lbcs/GeneralInfo/.

"The underlying principle of the LBCS model is its flexibility. It addresses flexibility in adapting the model to a variety of planning applications, data collection methods, data-sharing and data-integrating methods, and color coding and mapping. The flexibility also makes it possible to assign new categories for new land uses, to accommodate new methods and technologies for analysis, and to customize the model for local needs without losing the ability to share data. Each of these aspects of LBCS calls for applying a variety of standards or conventions to maintain consistency in land-use classifications."

2. The Existing Land Use Workgroup's white paper accepted by the Coordinating Committee at its December 2004 meeting can be viewed at http://www.metrogis.org/teams/cc/meetings/04_1215/elu.pdf.

3. Benefits to the community of an LBCS-based solution include:

- Substantially less user effort and know how to access variety of land use based data typically maintained in independent data sets, if maintained at all.
- Less effort by producers that maintain multiple land use related databases – enter once as opposed to possibility multiple times.
- Extensible/expandable data structure the provides flexibility to address changing needs without modifying the fundamental structure.

PAST COMMITTEE AND POLICY BOARD ACTION

1. December 15, 2004: The Coordinating Committee unanimously recommended that the Policy Board endorse the strategy to address the Existing Land Use Information Need.

- A) Authorize creation of a Version I Regional Existing Land Use Dataset, which implements the American Planning Association's Land-Based Classification Standard (LBCS) relational database model.
- B) Accept the Metropolitan Council's offer to build this regional dataset with a target to make it available to the MetroGIS community in 2006 through a web-based application as outlined in the Existing Land Use Workgroup's report to the Coordinating Committee dated December 2004.

Initiate the following supplemental activities through one or more special purpose workgroups:

- A) Prior to completion of the Version 1 Dataset:
 - (1) Identify outreach strategies to encourage communities throughout the seven-county region to complete, correct or modify the Version I existing land use information provided by the Metropolitan Council based upon their higher accuracy resources;
 - (2) Refine the data-distribution and data-collection mechanisms associated with the web-based interface to the Version I dataset to track data access, survey intended data uses, upload community enhancements, and aggregate submitted data; and
 - B) Immediately initiate an investigation into how ("best practices") to best address several land-based questions previously identified by the MetroGIS community that go beyond "what is the use?" Version I solution – questions for which the answers require analysis of data proposed for the Version I solution, together with other data resources.
2. January 26, 2005: The Policy Board tabled the Committee's recommendation to its April meeting for further information as outlined below:

Excerpt of the Policy Board's January 26th Meeting Summary:

On January 26, 2005, Paul Hanson, lead staff to the MetroGIS Existing Land Use Workgroup, summarized the Coordinating Committee's recommendation for a regional solution to the Existing Land Use Information Need. He explained that the proposed solution incorporates the Land Based Classification System (LBCS) developed by the American Planning Association (APA). He also briefly explained each of the five LBSC database components: activity, function, ownership, site development, and structure. Hanson stressed that, if successfully implemented, the recommended strategy, is expected to address two deficiencies with use of traditional hierarchical existing land use classification schemas that have been recognized as problems by the MetroGIS community; ineffective for

answering complex existing land use information queries and hampering analysis by jurisdictions that need to consider existing land use information from multiple cities (e.g., school and watershed districts and regional entities).

Hanson commented that support had been found for the LBCS style data model via theoretically discussions with a several focus groups. However, he also noted that gaining the desired broad participation of local government – those who have the most detailed knowledge of existing land use – is expected to require development of a prototype from which to actually demonstrate its value. He also acknowledged that this pilot effort might need to be in effect for several years before sufficient local understanding exists to decide whether to formally pursue the LBCS style data model as a preferred regional strategy. Hanson concluded his remarks by noting the positive feedback obtained to date was sufficient for endorsement of the proposal by the Coordinating Committee for further testing.

Following Hanson's presentation, Board members asked zoning-related questions, as opposed to existing land use, such as ability to map all of the properties that zoned R1, single dwelling residential. Another Board member questioned if the proposal would create another level of regulation in addition to zoning and Land Use Plan approval that cities and the Council are directed to do by statute.

Staff acknowledged that the proposed Existing Land Use regional solution is not designed to include regulatory information, such as zoning, but rather it would be designed to describe the actual current use of land. The Staff Coordinator also commented that several years ago, a decision had been made to not pursue a regional zoning solution. This decision based upon findings of an I-35W Corridor Coalition study for MetroGIS. The principal reason was the inability to generalize complex zoning designations, which are in effect law, without a guarantee that legal complications would not arise. Staff also noted that at time, it was agreed that MetroGIS would pursue regional solutions for only Planned Land Use (implemented 2002) and Existing Land Use. With regard to the concern about a another level of regulation, staff affirmed that the proposal is to create a regional database that is based upon voluntary participation and which describes existing land use, leverages schemas used by local government, and in no way requires local adherence to any standardized coding scheme.

Member Schneider commented he believes that traditional hierarchical schemes currently used by many communities for describing existing land use characteristics may address as much of 90 percent of their planning needs. He further commented that he is not sure whether the additional investment of time and effort by local government is justified to get the most out of the proposed LBCS solution. He suggested tabling of the proposal for more information at the next meeting....

Policy Board Motion: The proposal was laid over for more information, including:

- 1) Clarification about whether the regional solution could be initiated with one or two of the components (e.g., activity and structure) so as not to overwhelm prospective local government participants,
 - 2) Whether an LBCS data structure with less than 5 components populated would equal the value of a hierarchical schema for a regional solution, and
 - 3) The benefit to cities to participate, as they are the primary maintainer of existing land use information at the local government level.
3. March 30, 2005: The Coordinating Committee was informed of the additional information requested by the Policy Board. To insure the members remained comfortable with all aspects of the foundation philosophy previously agreed, staff asked the Committee to revisit this topic (Attachments A & B). In the course of discussing these objectives, the Committee concluded that it would be best to host a new Peer Review Forum to enable the project to beyond the concept phase more quickly, assuming the initially identified needs still held true.

A summary of the Committee's discussion can be viewed at http://www.metrogis.org/teams/cc/meetings/m_03_30_05.pdf (Agenda item 5b[2]).

ATTACHMENT A

REGIONAL SOLUTION PROJECT ASSUMPTIONS –EXISTING LAND USE INFORMATION NEED

The following project assumptions were prepared by staff in March 2005 to facilitate discussion by the Coordinating Committee as to how to best address the Policy Board's request for further information. Refer the staff report, dated March 14, 2005, which was presented to the Coordinating Committee at its March 30th meeting, for further information about possible reasons why affirmation of the initial proposal was tabled on January 26, 2005 by the Policy Board:

- 1) Pursuance of a regional solution to common existing land use related information needs remains a priority for the MetroGIS community.
- 2) Organizational efficiencies can be gained from use of a standardized coding scheme that permits apples-to-apples comparison of community-based land use characteristics across the region, in particular, across jurisdictions which comprise multiple cities (e.g., school and watershed districts, regional interests, etc).
- 3) Traditional hierarchical schemes are insufficient to address the breadth of land-based information needs (e.g., structure type, ownership, etc.) that have been identified by the community.
- 4) The strategy developed by the American Planning Association (APA), entitled Land Based Classification System (LBCS), holds promise as a viable means to efficiently integrate, manage, and use the variety of data needed to address the breadth of identified land-based information needs. The flexibility provided by this scheme to integrate varying scales of data (e.g. cities, counties, school districts) and to easily expand the dimension of the database to include related information (e.g. prescriptive or appraisive values), is also desirable.
- 5) A prototype LBCS is needed to sufficiently evaluate the benefit-to-cost ratio of populating the additional data fields, as opposed to relying upon a standardized regional hierarchical-based scheme.
- 6) Integration of locally produced land characteristic data (e.g. city or neighborhood-level) of finer resolution and accuracy than otherwise available, although not essential, would enhance the value of the anticipated regional dataset.
- 7) An LBCS prototype database created for a small portion of the region for the workgroup's preliminary investigations should be adequate for initial testing of the anticipated value-added benefit received that cannot be obtained via traditional hierarchical schemes.
- 8) The anticipated value of an LBCS scheme can be demonstrated through several queries that process data from a LBCS prototype database. These queries would answer important information needs that cannot be satisfactorily addressed using traditional hierarchical schemes. (*See the Attachment B for several example queries that might be used to evaluate benefit. Committee comment is requested.*)
- 9) The Metropolitan Council is planning to reevaluate its business information needs related to land based characteristics. Staff anticipates that management will corroborate a preference for the ability to answer information needs that cannot be satisfactorily addressed using a traditional classification scheme.
- 10) Next steps would be evaluated once results are available from the investigation of benefit to local government achievable with an LBCS-based solution and the Metropolitan Council has reevaluated its business information needs related to land based characteristics.

(e.g., if both evaluation results are favorable, an assumption is that the Council would be willing to build the LBCS database for the entire region and to populate it, to the extent possible, with data obtained via its 2005 Land Use Update project. County representatives have also commented that the counties should also investigate the possibility of a custodian role. The potential for these relationships would be investigated once more is known about the cost versus benefit of pursuing an LBCS strategy.)

ATTACHMENT B

SUGGESTED QUERIES TO TEST VALUE/BENEFIT OF LBCS- BASED EXISTING LAND USE SOLUTION

Using parcels and Council land use:

Development vs undeveloped land (Land Availability)

What are the development trends in the metro area (location, lot sizes, and percent of lot development)

Location of homesteaded property (vs. location of rental property)

Location of Public Parks (vs non-public community recreational areas)

Mixed Use distinctions

Density based on number of units

Structure type useful for emergency response*

Updates quarterly with quarterly updated parcel data*

Expansion of model to include Evaluative dimensions:

The Location of redevelopable land within the metro area (Land and building values)

Development by value (affordable housing)

Location of improved parcels and type of use

Expansion of model to include other Referral dimensions:

Landmark data (point data) or other:

Business occupancies

Mixed Use distinctions

NAICS codes

Building footprints:

Finer land use classification

Multiple Use refinement (multiple buildings on a single parcel)

Expansion of model to include prescriptive dimensions:

Non-conforming uses of property (Zoning compliance)

Environmental Constraints (Floodplain, Historic District)

Integration of digital IR Land Cover Imagery:

Percent of land used for roadways



TO: MetroGIS Policy Board

FROM: Coordinating Committee
Staff Contact: Randall Johnson (651-602-1638)

SUBJECT: Comparison of Objectives: NAZCA Solutions Software and MetroGIS

DATE: April 4, 2005
(For the Apr. 20th meeting)

INTRODUCTION

At its January 26th meeting, Policy Board members requested staff to invite someone preferably conversant about the NAZCA Solutions product, county parcel data structures, and MetroGIS's efforts with counties to attend the April 2005 Policy Board meeting and explain how NAZCA Solution's software product compares with MetroGIS's objectives, specifically what, if any, redundancies exist between them.

BACKGROUND

As Carver County is in the process of implementing this product, Dave Drealan has agreed to speak with the Policy Board about how the NAZCA Solutions product compares to MetroGIS's objectives. Mr. Drealan is the Carver County Planning and Zoning Director and a long-standing member of MetroGIS's Coordinating Committee. He has agreed to explain how the NAZCA product, although very powerful, does not present a redundancy with MetroGIS's objectives. In short, MetroGIS is about sharing and enhancing access to a host of geospatial data commonly needed by government which serve the seven county Metropolitan Area and establishing regional solutions to common information needs. By contrast, NAZCA's strength lies in its ability to "mine" information (not share the raw data) from disparate databases that do not talk to one another. For instance, create a report that pulls together information maintained by a county about a particular parcel of land from several databases maintained by the assessor, surveyor, auditor, zoning administration and licensing.

DISCUSSION

In the Metro Area, Carver and Hennepin Counties (possibly others) have purchased this software to improve access to data and records related to property parcels maintained for assessor, recorder, taxation, surveyor, various licensing functions. Via this tool, the user is able to view information extracted from one or more of these disparate sources with a single query. In a county setting, the application is intended to meet the needs the real estate industry – title companies, appraisers, attorneys, abstracters, etc. According to the NAZCA Solutions website, Stearns County and counties in Wisconsin have also purchased it. Anoka-Hennepin School District also makes use of this product also to access data maintained in disparate data structures. According to the Dakota County GIS Manager, Dakota County found that the product duplicated functionality that was already being supported by the county and has not plans in the near term to give it any further consideration.

RECOMMENDATION

No action requested.

Excerpt from NAZCA Solutions website:

"THE NAZCA LINES

Two thousand years ago, the Nazca Indians of Peru created a series of mystifying etchings in the desert which can only be fully appreciated from an aircraft.

The same visionary thinking inspires Nazca Solutions to see opportunities in information brokering which others miss."



TO: Policy Board

FROM: MetroGIS Staff
Contact: Steve Fester (651-602-1363) and Randall Johnson (651-602-1638)

SUBJECT: Project Updates

DATE: April 12, 2005
(For the April 20th meeting)

A) 2004 ANNUAL REPORT

MetroGIS's updated promotional brochure and 2004 Annual Report were distributed in early April. For the last three years, the Annual Report has been designed to be a one-page, double-sided insert distributed with the brochure. Policy Board members should have each received a copy by mail. The report and brochure were distributed to approximately 1900 persons. About 900 individuals received notice by email that the brochure and report are available for downloading (300 more than last year). Another 950 individuals received a mailed notice that the documents are available for downloading on the MetroGIS website. Printed copies have been hand-delivered or mailed to members of the Policy Board, Coordinating Committee and Metropolitan Council. Beginning with the 2002 report, we switched from mailing it to relying upon the Internet as the primary means for distribution. The result has been a savings of several thousands of dollars from reduced distribution and printing costs. Extra copies of the report and brochure will be available upon request. Jeanne Landkamer was the lead support for both documents.

B) COUNTY DATA PRODUCER WORKGROUP ACTIVITIES

(1) Regional Parcel Dataset Policy: Access by Non-Profit Interests

In response to need of the M3D project, Bill Brown, Hennepin County Surveyor, has obtained approval to license Hennepin County data to selected non-profits for no fee. M3D is a dynamic GIS-based Internet application that brings together labor market, housing and development information and analysis for the Twin Cities metro area into a single tool for economic and community developers. The resulting data access activity will serve as a pilot for possible consideration of a region-wide policy. The subject non-profits must be legally constituted, community-based, and working on a mission that benefits the public including: promoting jobs, economic development, affordable housing, environmental improvements, or community development. Licensed data must be secure and password protected. Hennepin County retains the right to evaluate requests and approve or deny them on a case-by-case basis.

This agreement, the full text of which is contained in Appendix A to this report, has been reached only recently and has yet to be tested. After testing, the workgroup intends to look into promoting its adoption by the other six metro area counties.

(2) Collaborative Parcel Data Distribution Strategy – Non-Government Access

Work on this topic is anticipated to resume in spring 2005 now that new parcel data sharing agreement and license are in place.

(3) Investigation of Data Sharing with Utilities

The Workgroup is waiting for a response from two of the three utilities that were invited to participate in the initial discussions. At the Coordinating Committee's June 2004 meeting, Al Laumeier commented that CenterPoint Energy remains interested but has not had an opportunity to give the proposal sufficient consideration. Earlier, staff had been informed by the Minnesota Valley Electric Cooperative that the proposal had merit and they were interested in further discussions. No

response has yet been received from Xcel Energy. Great River Energy (GRE) recently expressed interest in testing the parcel data. Two of the counties are working with the GIS specialist at GRE to arrange for utilization of data for test purposes.

C) **PRIORITY BUSINESS INFORMATION NEEDS SOLUTIONS** (See <http://www.metrogis.org/data/index.shtml> for complete information about the status of solutions for each of MetroGIS's common information needs.)

(1) **Address Workgroup**

See Agenda Item 5c

(2) **Existing Land Use**

See Agenda Item 5d

(3) **Emergency Preparedness Workgroup**

• **Public Health - SNS/BT**

The Minnesota Department of Health is coming to closure on their bio-terrorism and mass dispensing site project. This project is driven by the County Health Departments. The makeup of this team is very similar to the makeup of the Emergency Management data group.

They require base map templates for consistent output from county to county. This will be an ongoing process of the next 3-4 months.

• **Organizing GIS Resources**

A detailed GIS contact list covering 70 cities over 7 counties was compiled for a mailing to encourage GIS people to register on the Contact Database at the Governors Council GIS page. This is the beginning of getting a network of GIS users working in EM across the region.

• **Outreach to Emergency Management Community**

A training session is being planned for GIS professionals to be held at the New Brighton Emergency Operations Center facility. Potential speakers are the National Guard, Minneapolis Fire and EM managers to talk about EM training. Potential topics are tabletop or full-scale EM exercises, and the "Incident Management" process. Preliminary dates are for the last week of April. MetroGIS and the Governors Council EP Committee have a joint booth to be staffed at the Governor's Homeland Security and Emergency Management Conference on March 9 and 10. Handout and presentation materials as well as slide shows are being prepared.

• **Governor's Council on Geographic Information – Coordination**

The GIS EP Contact website is operational and available to promote. Others at the GCGI EP committee are working on a series of slide shows to convey the EM message.

• **Data Development and Standards**

The data workflow process and procedure is still being finalized. A flowchart describing the process has been developed. The Data subgroup will meet to finalize the process and the list of data layers will be distributed. The current data gets compiled in spurts. Non-contiguous areas are being accepted, and this is leading to a patchwork of datasets. Some type of process to keep the custodians involved is needed. Security and login procedures are being reviewed.

• **Parcel Licensing Waiver Initiative Postponed**

Licensing issues must be addressed before the Parcel dataset can be used as a part of the EM datasets and applications. Parcel data cannot be used for an EM dataset because the licensing requirements are likely to keep emergency managers from using the application. Although, the Policy Board concurred that the concept of waiving licensing requirements for EM personnel when the parcel data are viewed via the EM website, the Workgroup now believes that it may be best to wait until a clear EM application of the parcel data can be demonstrated before seeking approval from the counties to waive the licensing requirements. And, there would be a clear reason to define a process for sharing parcel data with emergency managers.

(4) Highway and Road Networks

(a) The “E911 Address and Street Centerline Workgroup” has been actively working on a regional addressable street centerline solution to meet the needs of the E911 community, as well as broader needs of MetroGIS members. See Agenda Item 5b. Using input from the Metropolitan 911 Board, LOGIS, and several E911 software vendors doing business in the seven county area, the group has created a general specifications and requirements document. With this document, the Metropolitan E911 Board will seek proposals from centerline providers to meet the identified needs. An informational page has been started on this group at:

http://www.metrogis.org/teams/workgroups/e911_streets/index.shtml.

(b) The MetroGIS Roads & Highways technical group has been inactive over the past few months. A proposal for the goals and procedures of a pilot project to integrate local datasets with Mn/DOT’s LDM was written by staff and issued to the group on January 19th, 2005. To date, no comments or questions have been returned on this proposal. Information about agreed upon goals, expectations, and participant roles can be viewed at

http://www.metrogis.org/data/info_needs/highway_roads/index.shtml.

(5) Lakes, Wetlands, etc.

The pilot project agreed upon in September and proposed for completion by year-end has not started due to a delay in obtaining the needed imagery. The pilot was proposed to work through partnerships and organizational roles needed to help facilitate the updating of the National Wetland Inventory (NWI) for the Twin Cities metropolitan area. This pilot is viewed as a component of an anticipated broader Metro Area hydrologic solution that is anticipated, once the statewide strategic planning effort is complete. The pilot components can be viewed at <http://www.metrogis.org/teams/workgroups/index.shtml> under the Lakes & Wetlands Workgroup.

The pilot project partners include Metropolitan Council, the Metropolitan Mosquito Control District (MMCD), U.S. Fish and Wildlife Service, Minnesota Department of Natural Resources (DNR), and the Ramsey Co. Soil and Water Conservation District (SWCD). The proposed pilot study area would be the East St. Paul quad using sample imagery flown in May 2004.

(6) Land Cover Dataset Enhancements

The extent of coverage is now up to 73 percent of the seven-county region, with Anoka and Dakota counties completely done. Work is currently in progress to extend the coverage another 9 percent. An LCMR funded project is also planned to extend the coverage another 12 percent for a total of 88 percent coverage. In addition, major revisions to the system have been implemented; changing how attributes are stored, re-working the manual, and improved the ArcView tool in response to feedback received from the users. In late 2005 or early 2006 another major revision of the system is anticipated once the DNR's new natural community classifications system is complete. A user forum to identify other desired improvement is tentatively proposed for the first half of 2005.

(7) Parcels

On January 28th, the newest version of the Regional Parcel Dataset (increased from 25 to 55 attributes) became available for downloading via MetroGIS DataFinder. Notice was sent to all former licensees and other prospective users that day. Within the first five weeks that this dataset was available, 34 organizations had obtained the required license to access and use this dataset. On January 31 alone, the first day users began downloading the data, 37 downloads were recorded. During February, 135 downloads of the dataset were recorded, which was 16% of all download activity for the month. As of April 12, the types of organizations licensed were as follows:

- Local gov't: **22** (2 added 3rd Party licenses)
- Regional gov't: **2** (1 added 3rd Party licenses)

- State/Federal gov't: **6** (1 added 3rd Party licenses)
- Academic: **14** (2 added 3rd Party licenses)

(8) Socioeconomic Characteristics of Areas

(a) The University of Minnesota Population Center staff continues to review the Socioeconomic Resources Page (www.datafinder.org/mg/socioeconomic_resources/index.asp), fix broken links, and add new data resources.

(b) In accordance with a MetroGIS Policy Board request, the Metro Public Health GIS Users Group (Tim Zimmerman, Hennepin County, Chair) has secured agreement from the metro area counties for new ways to publish vital statistics (birth and death data) that present more small area information in formats compatible with GIS, while preserving confidentiality of individuals. Such information (the attributes associated with births and deaths, such as the number of low birth-weight births, births to teenage mothers, etc.) can serve as useful indicators of community well-being. Their proposal will be taken forward to the state Department of Health. For more information contact Tim Zimmerman at tim.zimmerman@co.hennepin.mn.us or 612-348-5636.

D) STRATEGIC DIRECTION WORKSHOP AND BUSINESS PLAN UPDATE

This workshop is scheduled for September 22, 2005. The 2004 MetroGIS Work Plan called for a strategic direction workshop to be hosted in fall 2004. The delay is in large part due to the unexpected length of time it took to reach agreement on the Next Generation Regional Parcel Data Sharing Agreement and a realization that the stakeholder community needed sufficient time to clearly understand their respective organization's geospatial needs in terms of benefits received from collaboration with others. It is generally agreed that MetroGIS's efforts are resulting in measurable organizational efficiency improvements. Differences of opinion do, however, exist as to whether MetroGIS should concentrate on managing what has been built as opposed to seek out additional opportunities for collaboration. Recognition of these differences led to agreement that a strategic planning workshop should be held.

Desired outcomes of the proposed the workshop are to better understand: a) any issues or concerns that might exist among the partnerships that currently support regional solutions and activities endorsed by MetroGIS, b) the possible impact of maintaining only the status quo, and c) possible impact of moving beyond the status quo. The latter outcome would include a general vision of major activities desired beyond the status quo. Coordinating Committee members have generally acknowledged that until there is clear understanding among the core stakeholders of the value of MetroGIS's efforts to their respective operations, a meaningful discussion of possible next steps would not be productive. Hence, the workshop was postponed to September 2005 to give the stakeholder representatives adequate opportunity to prepare. At the March 30 Committee meeting, a series of evaluation questions were made available to the members to assist them in their preparations.

Anticipated discussion topics include changes that should be considered as a result of advances in technology and any organizational needs that have occurred since MetroGIS was established in 1996, how these changes are impacting MetroGIS's current objectives and philosophies, and possible next steps for further evaluation as part of the Business Plan Update process that would begin following the workshop.

Appendix A

PROPOSED POLICY FOR NO-FEE ACCESS TO PARCEL DATA FOR NON-PROFIT ORGANIZATIONS

February 8, 2005

Hennepin County may provide no-fee access to that portion of the current MetroGIS Regional Parcel Dataset, contained within county boundaries to non-profit community development organizations for individual projects with specific design and purpose subject to the following conditions.

1. The organization must meet the legal requirements of a non-profit organization under Minnesota law and must have a public purpose or public benefit mission.
2. The organization must have a current data license agreement with Hennepin County, which is subject to annual renewal.
3. The organization must make its request in writing and provide a description for the use of the data.
4. The Board of Directors of the organization is composed of community members whose mission and goals is aligned with local government.
5. The organization serves the purpose of promoting jobs, economic development, affordable housing, environmental improvements, or community development
6. Hennepin County will evaluate each request and approve or deny the request based on a case-by-case basis. The decision whether to approve or deny any request will be within the sole discretion of Hennepin County.
7. Data will be used only for officially approved uses related to the organization's non-profit mission and purpose.
8. Data will not be used for private purposes or financial gain.
9. Direct access will be limited to designated staff and leaders of the organization. Each organization will have data privacy and data security guidelines specific to the organizations programs and applications.
10. Access will be password-protected.



TO: Policy Board

FROM: MetroGIS Staff
Contact: Steve Fester (651-602-1363) and Randall Johnson (651-602-1638)

SUBJECT: Information Sharing

DATE: April 12, 2005
(For the April 20th meeting)

A) CALL FOR REGIONAL PROJECT PROPOSALS

The 2005 MetroGIS budget allocates \$22,000 for funding of Regional GIS Projects. Only projects that satisfy the objectives of a Regional GIS Project and are associated with a currently authorized MetroGIS workplan activity are eligible for funding. A Regional GIS Project is defined as:

"... a MetroGIS project to enhance the completeness, documentation, or accuracy of an Endorsed Regional Dataset, develop a regional dataset to address a Policy Board endorsed priority common information need, or develop or enhance a geospatial application that enhances access to data which addresses a priority information need endorsed by MetroGIS."

The applicant's written responses to each of the following evaluation criteria will be used to decide if a project should be funded:

- Statement of project objective and why the requested funding is needed
- How the proposed project aligns with a Regional GIS Project objective(s)
- Importance of the proposed project to implementing a sustainable solution to a defined geospatial community need(s)
- Activities necessary to achieve the project objective and how the requested funds apply
- Breadth of core MetroGIS stakeholder organizational interests supporting the proposal
- Total value and type of required resources that would be leveraged if funding is awarded
- Effect of receiving funding approval for less than the full amount requested
- Time frame for project completion

The full submission should not exceed 2 pages, excluding any supplemental materials. The Coordinating Committee is tentatively scheduled to consider project proposals at its June 2005 meeting. The Policy Board would then consider the Committee's recommendation at its July 2005 meeting. If any funds remain unallocated, another round of proposals would be sought prior to the year's end. Contracts for services must also meet the Metropolitan Council's procurement rules.

Any individuals affiliated with authorized MetroGIS projects, committees and workgroups are invited to submit a proposal. Applications must be received by Wednesday, May 18, and are to be submitted in digital form to Randall Johnson, MetroGIS Staff Coordinator.

B) LETTER OF SUPPORT TO PRESERVE FUNDING FOR LMIC

At the Policy Board's January 26th meeting, members authorized Chairperson Reinhardt to send a letter to the Governor and key legislators expressing the importance of LMIC to MetroGIS's efforts. The Governor's budget recommends a 75 percent reduction in LMIC's budget, which would severely limit its capacity to work with and support MetroGIS. Copies of the letter sent on February 18 and the response from Commissioner Badgerow from the Department of Administration were forwarded to Board members at that time. The letter from MetroGIS Policy Board Chair Reinhardt and others sent by the GIS/LIS

Consortium, Governor's Council on Geographic Information, USGS, and Mosquito Control, Ramsey County Users Group and other supporters prompted legislators to question the proposed funding cut during the Department of Administration's budget hearings. At the Senate State Government Budget Division hearing on March 8, where the Governor's recommendation was presented in detail, the Committee also heard testimony from Dave Gorg (now retired from MnDOT), Dave Claypool (Ramsey County Surveyor), and Jeff Grosso (retired St. Paul Surveyor). See http://www.gis.state.mn.us/pdf/LMIC_budget.pdf for more about the proposed budget cut and key legislative contacts.

C) PRESENTATIONS / OUTREACH / STUDIES *(not mentioned elsewhere)*

1. Articles Submitted for Spring 2005 Issue of GIS/LIS Newsletter

Two articles were submitted for the Spring 2005 issue. They can be viewed at <http://www.mngislis.org/newsletter/issue40/issue40toc.htm>.

2. Miami Valley (Ohio) Regional Planning Commission Invites MetroGIS Presentation

The Staff Coordinator was invited to share MetroGIS's lessons learned with the Miami Valley Regional Planning Commission, headquartered in Dayton, Ohio, on April 6th. A quote from their GIS Coordinator is particularly satisfying: "We have been trying to come to grips with realizing a 'Regional GIS' for the Miami Valley such as MetroGIS. Our working group and Executive Director have studied different regional systems and their histories, and have found yours in Minnesota to be one the finest..." Travel expenses were paid by the forum organizers.

The leadership of the MVRPC corroborated the importance to its ability to sustain a collaborative effort long-term of the MetroGIS's implementation model for of a freestanding Policy Board comprised of elected officials. They too had recognized that without elected official involvement the initiative would be less effective than needed and that a freestanding organizational structure is preferred to minimize the possibility of a single organization being perceived as in control of the desired collaborative effort.

3. Invitation to Regional Geospatial Data Experts Workshop

The Staff Coordinator has been invited to participate in this workshop which is scheduled for May 3 in Washington D.C. See Attachment A for more information. The forum organizers will pay travel expenses.

4. Workshop: Emergency Management for GIS Professionals

The MetroGIS and Governor's Council on Geographic Information Emergency Preparedness Committees, along with Minnesota GIS/LIS and the State of Minnesota HSEM, will hold a workshop, "Emergency Management for GIS Professionals" on April 25th at the New Brighton Public Safety Building/Emergency Operations Center.

The purpose of this workshop is to educate Government GIS Professionals on the subject of emergency management and to provide an opportunity for networking and building relationships with the emergency management community. Federal, state, regional and local Emergency Management Professionals will present information on their roles in homeland security and all hazard emergency management. The Workshop aims to answer: What do Emergency Managers do? What happens before, during, and after an emergency event? What does NIMS stand for?

D) RELATED METRO AND STATE GEOSPATIAL INITIATIVES UPDATE

1. County-Based GIS User Group Activities

The Scott County GIS User Group Workshop has been scheduled for Wednesday, April 27th from 1:30 to 4:00 pm at the City of Prior Lake Fire Station (Council Chambers) located at 16776 Fish Point Road SE, Prior Lake, MN 55372. The Workshop will consist of presentations from other GIS professionals in the metro area to see what they are doing with their GIS. That will be followed

by an open discussion about the group's current assets, future changes, and ideas about how to face those changes.

Contact Jennifer Wittkopf, GIS Coordinator with the City of Prior Lake, at 952.447.9833 for more information.

E) RELATED FEDERAL/NATIONAL GEOSPATIAL INITIATIVES UPDATE

1) URISA ESIG Award Publication – MetroGIS Among the Fifteen Best to be Showcased

Recently, the URISA Publications Committee commissioned project to document, in book form, past URISA ESIG Award winners and applications from the last 5 years. The purpose of this publication is to give more exposure to these systems and to increase the number of individuals who have access to them.

The ESIG Awards Committee is spearheading this effort. They reviewed dozens of past applications and narrowed the group down to the 15 best. MetroGIS's winning entry in the 2002 Enterprise System category is among the top 15. MetroGIS has been invited to provide a brief update of its efforts, since the 2002 application, to include in this book. The article will otherwise include most of text presented in MetroGIS's original submission, which can be viewed at <http://www.metrogis.org/about/awards/index.shtml#esig>.

2) American Community Survey Funded

The U.S. Census Bureau announced on January 10th that it has received \$146 million for the American Community Survey (ASC) for FY 2005. Full implementation was to begin in January. The funding allows the Census Bureau to conduct a short form-only census in 2010 and provide the nation with annual socioeconomic information every year, rather than just once a decade. The ACS will be mailed to a sample of households in all 3,233 U.S. counties and in Puerto Rico each month, beginning in late December.

Once these improved data are available for the Metro Area, a Phase II MetroGIS Socioeconomic Workgroup will evaluate how they can be used to better address socioeconomic information needs of the MetroGIS community.

If you have questions or comments about the American Community Survey, please call (888) 456-7215 or email cmo.acs@census.gov. General information about this mailing list is available at: <http://lists.census.gov/mailman/listinfo/acs-alert>.

3) New Study on Licensing Geographic Data and Services

The National Academies has just released its new report on *Licensing Geographic Data and Services*. The report does a nice job of describing the various reasons why to license and provides guidance on various licensing options that would help to meet those goals. It concludes with a set of recommendations, including a call for government "agencies, trade associations, and public interest groups to exercise leadership in promoting standard clauses," because this would reduce the costs and uncertainties of entering into new licensing agreements. Free access to the full report is provided at www.nap.edu/catalog/11079.html. Hard copy and PDF versions are available for a price. (This is another example of how to control rights and access to intellectual property.)

4) NSGIC-NACo-USGS Project to Enhance National Map Partnerships

On January 5th, two individuals affiliated with this national project interviewed the Staff Coordinator. The purpose of the interview was to gather information for the preparation of a Best Practices Model from the perspective of Regional geospatial collaboration initiatives. A report was to be published in March. The Best Practices Model is one of three objectives involved in the broader initiative.

5) Geospatial One-Stop Project Awards Portal Contract

After a highly competitive procurement process, the Geospatial One-Stop project has awarded a contract to ESRI of Redlands, Calif., to update www.geodata.gov, an existing online tool for combining thousands of geospatial resources from federal, state, local, tribal and private sources.

The website enables decision makers to access geospatial resources and thus respond quickly in an emergency to protect lives, property and basic services. The full value of the contract, if all options are awarded, will be \$2.38 million over five years.

(Source: http://www.doi.gov/news/05_News_Releases/050131c)

6) New High Resolution Orthoimagery for the Twin Cities

Through cooperative efforts between the US Geological Survey (USGS) and the National Geospatial-Intelligence Agency (NGA), updated high resolution orthoimagery is now available. The data will support NGA's Homeland Security mission and The National Map of the USGS. The natural color imagery was acquired in April 2004 with a spatial resolution of 0.3 meters (approximately 1 foot pixels). The design accuracy is estimated not to exceed 3-meter diagonal RMSE (2.12m RMSE in X or Y). The projected coordinate system is UTM with a NAD83 datum.

The recent imagery is archived at the National Center for Earth Resources Observations and Science (EROS), formerly known as EROS Data Center, in Sioux Falls, SD. The Seamless Data Distribution System (<http://seamless.usgs.gov/>) provides viewing and download access (limited volume) to the imagery. Additionally, the imagery is included in The National Map Catalog and is also accessible through The National Map viewer (<http://nationalmap.gov/>) for viewing and download.

ATTACHMENT A

Dear Colleague,

In 2004, the Federal Geographic Data Committee chartered a team to advance implementation strategies for creating, sharing and maintaining the geospatial data most needed in metropolitan regions. The team identified five core competencies essential to sustaining regional geospatial data collaboratives:

- governance model
- financial model
- business case
- geospatial data architecture
- marketing & communication

Because you have expertise in one or more of those core competencies we invite you to join us in Washington, D.C. on May 3, 2004 for a Regional Geospatial Data Framework Experts Workshop. The workshop agenda will be developed over the next few weeks in collaboration with workshop participants.

To accept this invitation, please send email to Kathy Covert at klcovert@usgs.gov on or before March 15, 2005. Thank you.

Sincerely,

Kathy Covert

Attachment: Regional Geospatial Data Framework Fact Sheet

Invitation List (so far):

Randy Johnson, MetroGIS
Patrick DeTemple, Bay Area Regional GIS Council
Raj Singh, MIT
Joe Ferreira, MIT
Doug Nebert, FGDC
Eliot Christian, FGDC
William Ulrich, IT expert
Bruce Cahan, principal Urban Logic, Inc.
Pari Sabety, Director, Urban Markets Initiative, Brookings Institute
Andrew Reamer, Deputy, Urban Markets Initiative
Rebecca Somers
Adena Schutzberg, Editor Directions Magazine
Bruce Oswald, Assistant Director & CIO
New York Office of Cyber Security and Critical Infrastructure Coordination
Pete Magee, Coordinator, San Luis Valley GIS/GPS Authority
Keisha Biggs, University of Central Florida, Center for Regional Studies
David Risinger, The Audubon Partnership

Attachment B (cont'd)
Regional Geospatial Data Framework

Objective: To discover and document the technical, political, economic and social factors relevant to sustaining the urban data framework and to reach consensus on next steps.

Governance

Addressing how the participating members of the Regional Geospatial Data Framework community will organize themselves for data sharing management and maintenance.

- Agreements to define organizational structure and membership, including eligibility, rights and obligations.
- Data Sharing Policies to address data access, security, distribution and minimum data standards.

A. Business Case

Articulating cost efficiencies and other tangible and non-tangible benefits for creating and maintaining the Regional Geospatial Data Framework.

B. Financial Model

Developing a sound financial footing for development and ongoing operation of the Regional Geospatial Data Framework based on costs and funding strategies.

C. Geospatial Framework Data Architecture

Establishing the geospatial data architecture to deliver a shared spatial data infrastructure or *Regional GIS Data Architecture* to advance the Regional Geospatial Data Framework mission, vision and business goals.

- Existing Environment to define current technology and business environments
- Gap Analysis to identify where technology can further business goals
- Future Environment to define the desired future technology environment to achieve optimization

D. Marketing & Communications

Developing and delivering effective, timely informative content to convey and promote the Regional Geospatial Data Framework.

- Messages to create the mission and vision
- Branding to create an identity with logo, tag line, and graphic elements
- Marketing Plan to identify and target various audiences via effective outreach tactics
- Communications Plan to determine timing and methods for delivery of messages