



**Thursday, May 9, 2002**  
**Centennial Office Building, Room 302**  
**(Southeast of State Capitol Building)**  
**St. Paul, Mn**

**2 p.m. to 4 p.m.**

**1. Call to Order**

**2. Approve Agenda**

**3. Approve Meeting Summary**

a) February 7, 2002..... *Attachment*

**4. Meeting Reports**

a) March 20 Coordinating Committee Meeting ..... Will Craig/Randy Johnson  
b) April 10 Policy Board Meeting ..... Will Craig/Randy Johnson

**5. Items Requiring Action or Discussion:**

a) TAT 2002 Work Program – Need Feedback ..... Mark Kotz

**6. Project and Workgroup Reports**

a) Regional Parcel Dataset – Status Report ..... Mark Kotz  
b) Internet Data Distribution Mechanism  
\* Summary of Responses to beta test ..... Alison Slaats  
\* E-Commerce Component ..... Randy Johnson  
c) Regional Planned Land Use Dataset ..... Paul Hanson  
d) Existing Land Use Business Information Need ..... Paul Hanson  
e) Socioeconomic Characteristics of Areas ..... Tim Zimmerman  
f) Hydrology Data Workgroup ..... Susanne Maeder  
g) Regional 2000 Census Geography ..... Rick Gelbmann  
h) Highways and Roads Business Information Need ..... Jim Maxwell

**7. Information Sharing**

a) ~~Technology Trends~~  
b) Modification of DataFinder maps ..... Alison Slaats  
c) NSDI CAP grand update ..... Alison Slaats  
d) Web Statistics – DataFinder and MetroGIS sites..... Steve Fester

**8. Next Meeting = August 8, 2002**

**9. Adjourn**

## 4. Meeting Reports

### 4a & b) March 20 Coordinating Committee & April 10 Policy Board

- Authorization was received to nominate MetroGIS for URISA's ESIG Award and Governor's Council GIS Project Commendations in 2002
- Regional data specifications and custodial roles and responsibilities were endorsed the newly developed regional Planned Land Use dataset and the Metropolitan Council was appointed as the regional custodian. For more information about the regional dataset and how to obtain it see [www.metrogis.org/data/datasets/planned\\_land\\_use/index.shtml](http://www.metrogis.org/data/datasets/planned_land_use/index.shtml).
- A Performance Measurement Plan for MetroGIS was adopted. To view the adopted plan, see [www.metrogis.org/benefits/perf\\_measure/index.shtml](http://www.metrogis.org/benefits/perf_measure/index.shtml).
- The Board accepted a proposal by the staff to investigate the lack of interest in the private sector version of the Regional Parcel dataset in preparation for the annual review of this dataset. Chairperson Reinhardt also requested Hennepin County to grant a time extension permitting the Metropolitan Council to assemble and distribute this dataset.
- The Policy Board heard a presentation from each of the seven counties about their respective GIS programs – accomplishments, who they serve, fee structures, etc.
- A MetroGIS Participation Appreciation Event was set for November 14, 2002. Everyone who has served on the Board, Coordinating Committee, Technical Advisory team, or special workgroup will be invited to attend. The program will be in the evening at the Ramsey County Courthouse. Anyone who would like to assist with the arrangements, please call Randall Johnson, MetroGIS Staff Coordinator, at 651-602-1638.

## 5. Items Requiring Action or Discussion

### 5a) TAT 2002 Work Program – Need Feedback - *Mark Kotz*

I recently took on the role of being the main organizing staff person for the TAT. I have to admit that I have a limited amount of time to devote to this and will not be able to give it the kind of treatment that Theresa Foster gave it. In order to basically get my arms around the TAT and understand what it is we are doing, or supposed to be doing, I reviewed the various documents related to the workplan and scope of the TAT. I then attempted to combine all of this (without changing the content) into one document (See attached document [\*MetroGIS Technical Advisory Team - 2002 Work Program Working Document\*](#).)

Because we meet quarterly, it seems there is ample time for some of us (certainly me) to forget some of the many projects with which we are involved. My hope is that this can be a living document that allows us to periodically check in on what we are doing and what have yet to do, as well as helping us define and document who has accepted responsibility for various workgroups and projects.

Please review this document and provide your reaction and feedback. Note that I have attempted to assign a lead TAT member to each of the workgroups.

## 6. Project and Workgroup Reports

### 6a) Regional Parcel Dataset Status Report

#### Parcels – complete tasks as directed on May 22, 2001

- **Quick reference table** - This seemed to be intended for initial attribute comparison prior to creating the regional dataset. **Done.** Any further attribute comparisons can be put into the regional parcel metadata. If users determine that the metadata is insufficient, then we can put more resources into this issue in the future.
- **Quality assurance/quality control plan** - This was an issue of making sure the projection from county coordinates to UTM was done properly. To resolve this, the roles & responsibilities stated that the county would do this projection, not the regional custodian. It further stipulated that the regional custodian would check to see that the data seemed to line up OK with the orthophotos. However, some counties still sent the data in county coordinates (Washington and Hennepin ). These seemed to line up well with the orthophotos after projection by Met. Council. **Done**
- **Plan for address issues** - Has not been addressed. Issues need to be clearly defined.
- **Metadata template** - All counties have parcel metadata on DataFinder (except Carver, which is on its way) and regional metadata is done and out for review by the counties. Its all in MGMG format. User forum will be used to get feedback on existing metadata. **Done**
- **Metadata in general** - Is there enough metadata for geography or for attributes? Ultimately the user community will have to respond to this issue. Seems best to do this at the forum.
- **Process for data anomaly feedback to counties** - Has not been addressed. Working group could look at it or could wait for user community input at forum.

#### New Issues

- **Multiple parcels in same 2D space** - Evaluate the use of point data and/or overlapping polygons to account for places where multiple parcels are in the same 2D space. - Has not been addressed. Working group will have to look at this.
- **Rights-of-way and other non-standard parcels** - Should these be included in regional parcel data or not? What are the issues?

**A working group is now needed to work on some existing things, but mainly on the new issues.**

### 6b) Internet Data Distribution Mechanism

#### **Summary of Responses to Beta Test** - *Alison Slaats*

MetroGIS launched the beta version of the MetroGIS DataFinder data distribution application on April 12<sup>th</sup>. Over 80 MetroGIS Stakeholders were invited to participate in testing the beta application. Feedback about the application was provided via an on-line survey and by individual emails. Since the deadline for completing the survey was May 3<sup>rd</sup>, the results could not be compiled in time for this packet being mailed. The results will be presented at the TAT meeting.

#### **eCommerce Scoping Study** - *Randy Johnson*

A component of MetroGIS's Internet Data Distribution Mechanism Project involved a study to scope-out an eCommerce extension. It was completed in early April and provides cost estimates and identifies the design components necessary to permit access by non-government interests to parcel data via the same automated Internet mechanism that will be available to government and academic interests. The preliminary cost estimate is between \$38,000 and \$63,000, depending on options selected. MetroGIS staff intend to speak with each county, the Metropolitan Council, and several private sector interests to devise a "next steps" recommendation for consideration by the Coordinating Committee in June.

### **6c) Regional Planned Land Use Data - Paul Hanson**

On March 20<sup>th</sup>, 2002, The Coordinating Committee reviewed and approved the policy components for the solution to the MetroGIS community's Planned Land Use common information need and forwarded them to the Policy Board. On April 10<sup>th</sup>, 2002, the Policy Board approved all components of the Planned Land Use dataset. The policy components are as follows:

- 1) **Desired specifications for the Regional Planned Land Use dataset (polygons, coding scheme, and relational (linked) databases)**
- 2) Roles and responsibilities of the regional custodian organization(s)
- 3) The designation the Metropolitan Council as the organization to serve in the capacity of regional custodian.

A full description of the dataset components will be eventually available on [www.metrogis.org](http://www.metrogis.org). Currently, a copy can be obtained from MetroGIS staff ([randy.johnson@metc.state.mn.us](mailto:randy.johnson@metc.state.mn.us) or [paul.hanson@metc.state.mn.us](mailto:paul.hanson@metc.state.mn.us)).

A "launch forum" for the public release of the Planned Land Use Dataset is scheduled for May 23, 2002. It will be co-sponsored by MetroGIS, Sensible Land Use Coalition, North Metro I-35W Corridor Coalition, Metropolitan Council, and MnAPA. Metro Area city planners, in particular, will be encouraged to attend to learn about this dataset and how to access it. The Metropolitan Council, acting in its role as regional custodian, will be distributing the dataset free of charge and without license via MetroGIS DataFinder (electronic distribution) to anyone who wishes access.

### **6d) Existing Land Use Information Need - Paul Hanson**

As part of the Planned Land Use "launch forum" for May 23, 2002, a "kick off" discussion will introduce the MetroGIS Existing Land Use Common Information Need to the planning community. A major discussion point is whether the regional land use coding scheme developed for the Regional Planned Land Use dataset can be utilized for an Existing Land Use dataset. Having many of the Metro Area city planners in attendance, a brainstorming session on the pros and cons of utilizing the same land use coding scheme is scheduled. Other agenda items will be the possible development of a work group for the Existing Land Use dataset to evaluate forum comments and establish the necessary next steps to help fulfill the MetroGIS Common Information Need for an Existing Land Use dataset. Please contact Paul E. Hanson ([paul.hanson@metc.state.mn.us](mailto:paul.hanson@metc.state.mn.us)) if you have any concerns or comments regarding this Information Need.

### **6e) Socioeconomic Characteristics of Areas - Tim Zimmerman**

A (virtual) workgroup consisting of Will Craig, Mark Vanderschaaf, Jane Harper, Gary Swenson, Randy Johnson, Tanya Mayer, and Tim Zimmerman is discussing how best to provide data from Census 2000 for the seven county metro area, at multiple geographic levels, that meets two needs: 1) summary of Census 2000 information in text (report) form for various geographic levels, and 2) data from Census 2000 which is readily available for mapping purposes.

The consensus at this point seems to be that the Demographic Profiles which are provided by the Census Bureau, at American FactFinder, will work well for most geographies, with the exception of township, and St. Paul and Minneapolis neighborhoods. There is thus no need to duplicate that information. Access to profiles for the missing geographic levels will be provided.

Discussion is in process as to the requirements for Census 2000 datasets which are "ready-to-be mapped", and the best method for providing those data. The goal is to create datasets which are as easy to use as possible for the typical researcher/planner/analyst who may not be accustomed to the (extensive) data manipulation required to pull together the census data as provided by the Census Bureau and put it into a format that is ready to be used with GIS.

**6f) Hydrography Data – Workgroup Report - Susanne Maeder**

The Governor’s Council Hydrography Committee hosted two significant meetings in March. On March 19, the Committee held an all-day National Hydrography Dataset Overview and Training Session at the Minnesota Pollution Control Agency. The presenter was Cindy McKay of Horizon Systems, a key member of the NHD Development Team. Also taking part was Keven Roth, the USGS director of NHD development. Many Hydrography Committee members attended the meeting, along with MPCA staff.

On March 20, there was a smaller, follow-up meeting with the NHD Development Team, specifically to discuss Minnesota issues relating to developing 1:24,000-scale NHD data. Because Minnesota is using the already-created DNR 24K-enhanced streams and lakes layers as input to create 1:24,000-scale NHD, some of the standard processing steps to create NHD using 1:24,000 linework and 1:100,000 DLG Hydrography data must be modified. DNR has also spent considerable time in adding attribute information important to its business needs – and does not want to lose this information when the data is incorporated into the NHD format. Maintenance, updates, and assigning basic custodial responsibility for the dataset were also discussed. A copy of the DNR issues write-up can be obtained from Susanne Maeder (susanne.maeder@mnplan.state.mn.us) 651-297-4986.

For those interested, 1:24,000 NHD data is now available for six USGS 8-digit cataloging units (DNR Major Watersheds) in Minnesota. See <http://nhd.usgs.gov>. Watersheds already available include the Mississippi watershed through the Twin Cities, and 5 watersheds in southeastern and south-central Minnesota. (Numbers represent the USGS HUC codes needed to download the data, and the DNR Major Watershed Number)

07010206 (20) Twin Cities  
07020011 (32) Le Sueur  
07040001 (38) Rush-Vermillion  
07040002 (39) Cannon  
07040004 (41) Zumbro  
07040008 (43) Root

The Spatial Analysis Research Center at St. Cloud State University and the Land Management Information Center are each creating 24K NHD data for two cataloging units in the Mississippi headwaters area. This development is being done under contract with the Minnesota Pollution Control Agency.

You can download an “NHDinArc” application for viewing the data in ArcView. Also available is a “Reach Indexing Tool”, useful for indexing river point (such as gaging or water quality monitoring stations) and line segment data, (such as habitat improvement areas or fisheries survey areas) to the hydrography linework. MPCA is actively indexing data to the 100K hydrography data using these tools.

**6g) Regional 2000 Census Geography - Rick Gelbmann**

**6h) Highways and Roads Business Information Need - Jim Maxwell**

A working group is needed to move this task along.

## 7. Information Sharing

~~7a) Technology Trends~~ - No volunteer

**7b) Modification of DataFinder maps** - *Alison Slaats*

The interface for the DataFinder interactive maps was modified slightly to make the maps compatible with the latest versions of Netscape (6.2) and Internet Explorer (5.5). Please contact Alison if you have any comments/questions about the changes.

**7c) NSDI CAP grant update** - *Alison Slaats*

MetroGIS was awarded an NSDI grant to implement web map services that are compliant with the standards from the OpenGIS Consortium (OGC). Many of the requirements of this grant are being met by the “behind-the-scenes” functionality of the MetroGIS DataFinder Data Distribution application. The server module that runs the application actually outputs WMS. A midterm report was submitted to FGDC in April summarizing the work on the grant to date. In addition, at the request of FGDC, Alison Slaats presented a summary of the project at the ASPRS/FIG conference in Washington DC on April 23. Please contact Alison Slaats if you would like to see either the midterm report or the presentation.

7d) Web Stats – DataFinder and MetroGIS Site - Steve Fester

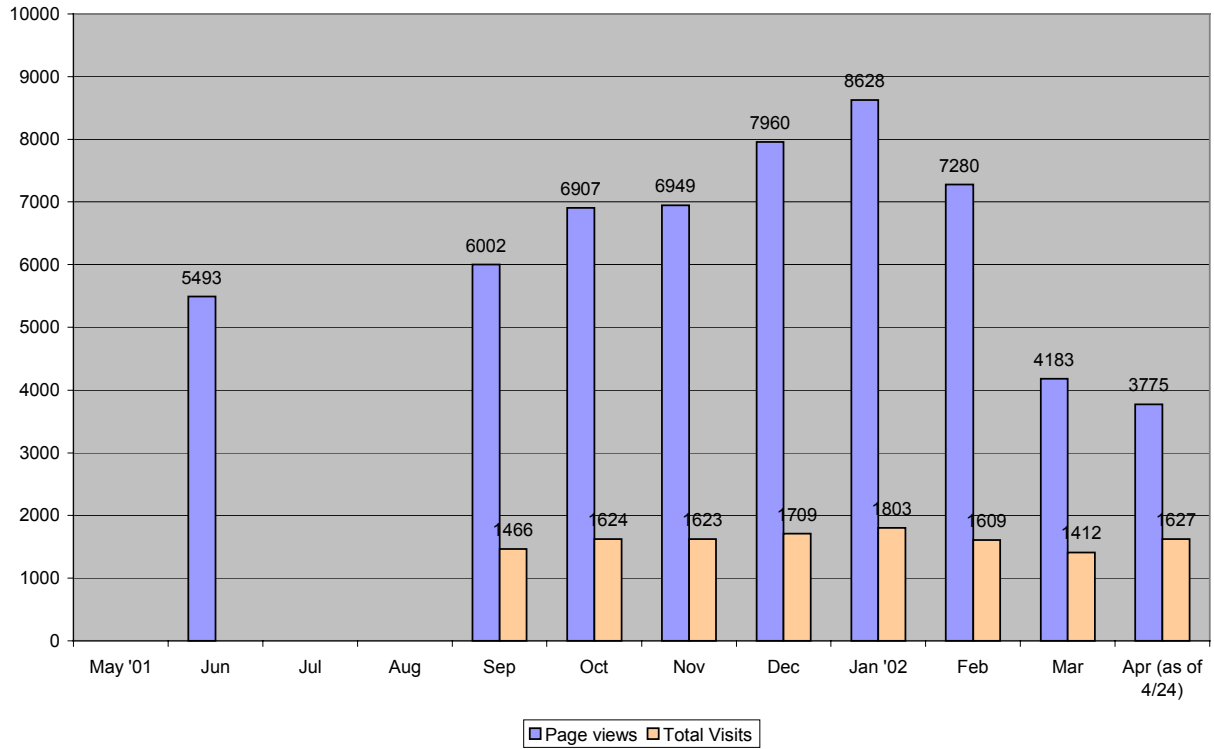
2002 DataFinder Web Activity Report

General statistics on DataFinder site (www.datafinder.org)												
	January	February	March	April (as of 4/23/02)								
Average Hits Per Day	681	749	2,718	3,388								
Average Page views Per Day	365	383	1,145	1,466								
Average Visitors Per Day	106	114	126	136								
Average Visitors Session Length (minutes)	6:31	6:49	8:14	10:55								
Unique visitors per month – Total for the month	1,389	1,450	1,811	1,468								
Visitors Who Visited Once – Total for the month	1,059	1,123	1,398	1,135								
Visitors Who Visited More Than Once – Total for the month	330	327	413	333								
<p><b>Total number of hits</b> shows you all successful hits including HTML pages, pictures, forms, scripts and files downloaded each day on average.</p> <p><b>Average Page Views (Impressions)</b> tells you how many pages were by all visitors combined each day on average.</p> <p><b>Average Visitor Sessions Per Day</b> tells you how many visitor sessions your site had each day on average.</p> <p><b>Average Visitor Session Length</b> tells you how long the average visitor session was (in minutes).</p> <p>Unique visitors are a count of unique IPs for the period of the report.</p> <p><b>Number of Unique Users</b> tells you how many visitors visited your site determined by IP addresses &amp; domain names</p> <p><b>Number of Users Who Visited Once</b> tells you how many visitors came to your site one time by counting single occurrences of visitor sessions.</p> <p><b>Number of Users Who Visited More Than Once</b> tells you how many visitors came back to your site by counting repeated visitor sessions.</p>												

GIS data Downloads

DataFinder FTP site		
Month	Total Downloads	Top 3 downloads
March	1,004	County/MCD Boundaries (72) 1997 Land Use (57) Bus Routes (55)
February	768	County/MCD Boundaries (75) 1997 Land Use (43) [soils_rams.exe] (36)
January	658	County/MCD Boundaries (38) Bus Routes (33) [population_2000.exe] (32)

**MetroGIS statistics by month**



\*Page views decreased in March 2002 due to redesign of website, which consolidated many pages on the website

**DataFinder downloads by month**

