



# MetroGIS

# 2015 Work Plan

**Approved by the  
MetroGIS Coordinating Committee:  
January 22, 2015**

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# MetroGIS 2015 Work Plan

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## What is MetroGIS?

MetroGIS is voluntary collaborative of government, private sector, non-profit and academic interests that works to serve the on-going need for geospatial information in the Twin Cities metropolitan region. MetroGIS was formed in 1996 in response to the articulated need for maximizing the benefits of sharing geospatial data in the region.

The goal of MetroGIS is *to expand stakeholders' capacity to address shared geographic information technology needs through a collaboration of organizations that serve the Twin Cities metropolitan area.*

Relying entirely upon voluntary participation, MetroGIS realizes this mission by:

- *Identifying and defining shared geospatial information needs;*
- *Implementing collaborative regional solutions to address shared needs;*
- *Fostering widespread access and sharing of geospatial data;*
- *Fostering recognition of the value of GIS as a core business tool;*
- *Facilitating knowledge sharing relevant to the advancement of GIS technology;*

## MetroGIS' Mission Statement

*"To 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."*

*- adopted February 1996*



## Sponsorship Statement

*The work of MetroGIS is made possible and strengthened by the range of resources offered by its stakeholder community. Since MetroGIS' inception in 1996, the Metropolitan Council has provided the financial resources and administrative oversight to the collaborative, while other agencies, organizations and governments provide data, research, expertise, guidance and governance. This blend of diverse resources is vital to the continuance of MetroGIS's ability to represent and serve the broad geospatial stakeholder community of the Twin Cities metropolitan region.*

*"MetroGIS", "MetroGIS DataFinder" and "Sharing Information Across Boundaries" are registered service marks of the Metropolitan Council.*

## Introduction

The purpose of the MetroGIS Work Plan document is to provide a concise summary of the projects and activities to be undertaken in calendar year 2015 by the MetroGIS collaborative. The Work Plan is intended to be a living document subject to changes recommended by the MetroGIS Coordinating Committee.

## Revision Procedure

The MetroGIS Coordinating Committee will formally revisit and edit the Work Plan once per year (*generally at the September Committee meeting*) to chart the progress of existing projects and include new projects which rise in priority and interest. The Annual Work Plan is then formally adopted at the first meeting of the year. The Work Plan is used as the primary instrument to direct and program the annual MetroGIS budget.

## Mid-Year Adjustments

Revisions and modifications to this Work Plan can be suggested by any member of the Coordinating Committee and be approved by vote at any quarterly meeting. For a new project recommendation, a Coordinating Committee member may propose the project at a quarterly meeting. Committee members are encouraged to indicate the following regarding their proposed project:

- A project **owner**: *A person who would serve in a leadership role for the project, to act as its spokesperson and steward;*
- A project **champion**: *A person at senior management or policy-maker level who can advocate for the benefits of the project and its outcomes;*
- A project **work team**: *A group of individuals committed to the work tasks, review, course correction and implementation of the project;*
- A business case summary or similar document outlining the need(s) for the project and an indication of the anticipated **benefit** of the proposed project;
- A recommendation as to **budget requirements** and possible **funding source(s)**;

Upon receiving project proposals, the Coordinating Committee may then decide to:

- Accept the project to be worked on in the current year and prioritize it relative to the other projects schedule for this year;
- Table, or 'put on hold' the proposal and request additional information be gathered or research to support the project be conducted.
- Direct the Coordinator, Committee members, other staff or duly appointed party to conduct further research on behalf of the project and bring their findings to the Committee.
- Postpone the project until the next annual planning cycle;

## **Publication and Availability of the Work Plan**

Revision and re-publication of the Work Plan document is the responsibility of the MetroGIS Coordinator or a duly appointed designee by the Coordinating Committee. A copy of the currently adopted and approved MetroGIS Work Plan will be made available to the stakeholder community and general public via [metrogis.org](http://metrogis.org) or upon request to the MetroGIS Coordinator.

## **MetroGIS Coordinating Committee Roster, 2015**

David Bitner, *dbSpatial*

Curtis Carlson, *Northstar MLS*

Sally Wakefield, *SharedGeo/Non-Profit*

Jim Fritz, *Xcel Energy*

Matt Baker, *Metro Airports Commission*

Mark Kotz, *Metropolitan Council*

Eric Haugen, *Resource Data, Inc.*

Brad Henry, *University of Minnesota*

Randy Knippel, *Dakota County*

Hal Watson, *MnDNR*

Mark Maloney, *City of Shoreview*

Dan Ross, *State GIO, MnGeo*

John Slusarczyk, *Anoka County*

*(vacant as of Dec 1, 2014), Scott County*

David Brandt, *Vice Chair, Washington County*

Erik Dahl, *Chair, Minnehaha Creek Watershed District*

Harold Busch/Bob O'Neill, *Bloomington/Metro Cities*

Ron Wencl, *USGS*

Gordon Chinander, *Metro Emerg. Services Board*

Ben Butzow, *MnDOT*

Francis Harvey/Len Kne, *U-Spatial, U. of Minnesota*

Peter Henschel, *Carver County*

Matt Koukol, *Ramsey County*

Ben Verbick, *LOGIS*

Jeff Matson, *CURA/MN Council of Non-Profits*

Nancy Read, *Metropolitan Mosquito Control Board*

Gary Swenson, *Hennepin County*

Carrie Magnuson, *MN Assoc. of Watershed Districts*

## **MetroGIS Staff:**

Geoff Maas, *MetroGIS Coordinator*

## **Summary of Accomplishments in 2014**

The last Work Plan cycle for MetroGIS was November 2013 through November 2014. The following activities from the past twelve months represent the key successes of the collaborative in serving the geospatial community of the metropolitan area.

### **Free + Open Public Geospatial Data**

In 2014, the metropolitan region saw a significant change in geospatial data availability with six of the Seven Metropolitan Counties adopting a formal policy to make their public geospatial data freely and openly available—without fee or need for a license agreement. This development is due in significant measure to the research and advocacy efforts of MetroGIS partners throughout calendar year 2013 and 2014. Counties adopting formal free and open public geospatial data policies include: Ramsey (adopted on February 11, 2014); Hennepin (also adopted on February 11); Dakota (March 25); Carver (April 1); Anoka (April 22); and Washington (November 18). Additionally, one county in Greater Minnesota—Clay County—adopted a free and open geospatial data policy modeled on the MetroGIS example on October 28.

### **MetroGIS Regional Parcel Dataset**

MetroGIS continued its distribution of the Regional Parcel Dataset, with 133 current registered users of the dataset. In 2014, with the movement of county governments in Minnesota toward policies of free and open public geospatial data, the Regional Parcel Dataset began to be offered in two ways:

- The full Regional Parcel Dataset—with data from all Seven Metropolitan Counties, standardized into the MetroGIS Parcel Data Standard—available to qualifying government and academic interests as per the Regional Parcel Dataset Legal Agreement; access to this dataset remains governed by the conditions of the Legal Agreement;
- The Free Regional Parcel Dataset, containing the parcel data of Ramsey, Dakota, Carver and Anoka counties (four of the Seven Metropolitan Counties) in the MetroGIS Parcel Data Standard. The liaisons of the four counties mentioned has provided their consent for the applicable portions of the Regional Parcel Dataset Agreement to be relaxed, enabling their constituent parts to be included without requiring a license agreement.

Through 2015, MetroGIS will continue to explore means of making available the Regional Parcel Dataset that are efficient and meet the requirements of both the data producer and consumer communities.

### **Datafinder.org**

MetroGIS continues to support, maintain and update the DataFinder data clearinghouse website. As of December 1, 2014 there are metadata for 326 datasets from datafinder.org. With the deployment of the Minnesota Geospatial Commons in July 2014, plans are emerging

which provide a general direction toward making DataFinder datasets available from the Commons in the near future. MetroGIS will be working closely with its partners at the Minnesota Geospatial Information Office to ensure a smooth transition toward this end.

### **NCompass Centerline Dataset**

In 2011, MetroGIS facilitated the renewal of the contract between the Metropolitan Council and private data vendor NCompass. MetroGIS continues to facilitate and oversee the operation of this agreement, and has extended its present contract with NCompass through January 1, 2016. This agreement provides access to the NCompass Street Centerline and Landmarks data, at no fee, to all State and Local Government agencies as well as all colleges and universities in Minnesota. The Metropolitan Council has funded the licensing of these data for use by these organizations to promote standardization and sharing of geographic information. As of December 1, 2014 there are 86 registered users of the NCompass Centerline Dataset.

### **Minnesota Geospatial Commons**

The Minnesota Geospatial Commons came into active service in July 2014. The MetroGIS community actively supports the continued development and sustainable future availability of the Geospatial Commons. Discussions began in fall 2014 to determine an efficient means for transitioning the data offerings currently on the DataFinder to becoming available from the Commons.

### **The Road Centerline Data Development Initiatives**

**Statewide Centerline Initiative:** MetroGIS was an original partner in the Statewide Centerline Initiative, which kicked off in October 2012. The initiative is focused on the long-term, state-wide road data solution that meets a variety of local, regional, state and federal agency needs. As of late 2014, MnDOT remains the main project entity guiding the initiative in documentation of its internal agency needs and working with a vendor to develop a set of data capture tools to the data producer community.

**Metro Regional Centerline Collaborative:** In May 2014, partners in the metropolitan region including the Seven Metropolitan Counties, the Metropolitan Emergency Services Board and the Metropolitan Council kicked off a regionally focused initiative to define and work toward meeting their defined road centerline data needs. Several sessions held during summer 2014 focused on the task of clearly defining and cataloging the specific road centerline data needs of the partners and defining which core attributes are needed to meet these needs. As of December 2014, a first-draft of data model has been developed and a sample dataset (including a small portion of Anoka, Hennepin and Ramsey Counties) is in development to be published for the review and critique of road data users in early 2015. Hennepin County staff has been providing project management; Ramsey County staff has been providing technical continuity with MetroGIS staff serving in the role of documentation and communications.

## **Regional Address Points Web Editing Tool Initiatives**

### **Editor Tool Version 2.0: Deployment**

The MetroGIS Address Point Web Editing Tool—freely available to all government entities throughout the state of Minnesota—is an ArcGIS Server solution hosted by metro counties to enable cities to create and update address points. Version 2.0 was made available in 2014 with added tools and functionality including support for multi-point editing, ‘pick lists’, integration of data from preliminary plats and to make parcel PIN attribute names configurable.

### **Editor Tool Version 3.0 Development**

Version 3.0 of the Address Point Editor Tool is in development with an anticipated release in February 2015. Version 3.0 of the tool will feature the following added enhancements:

- Support Address Change Report and Email Notices;
- Add Functionality to ‘Add New Points’ Tool;
- Add Functionality to page-thru and scroll item of multi-selection points;
- Modify interface for larger comments field and scrollable pop-out field;
- Support checks for duplicate addresses;
- Add a tool to calculate a hypothetical address;
- Organization and management of code;

### **Regional Address Points Dataset Aggregation Project**

Aggregation of the prepared address point data into a federated regional dataset remains a MetroGIS priority. To meet this aim, a MetroGIS work team was originally convened in 2013. The team is tasked with developing a workflow and technical solution for gathering, aggregating and distributing the address points as they are created and ready to be made available. The work team agreed to utilize the Geospatial Data Resource Site (GDRS) technology as their point of beginning to aggregate points. As of December 2014, Dakota, Carver and Ramsey counties have contributed their points to the Regional Address Point Dataset and are available from the DataFinder clearinghouse. Hennepin County has been working with its constituent cities (address authorities) to test the MetroGIS tool. Refinements to the GDRS tool are anticipated in 2015 to facilitate ease of transfer and aggregation of the data.

### **Metro Regional Stormwater Data Project Investigation**

In 2014, MetroGIS has focused on documenting the specific business cases of interested stakeholder agencies as to their needs for a standardized, region-wide stormsewer network. As of December 1, 2014, nine (9) stakeholder agencies have been interviewed and their business cases documented. An additional twenty-four (24) agencies have been identified that need to be interviewed. A full report of this business case documentation is anticipated in April 2015. This work builds upon the initial work started by MetroGIS in 2009 and 2010 and research conducted in 2012 and 2013. Significant technical, policy and legal work remains in the development of this project.



### **Maintenance of Legal Agreement between the Seven Metropolitan Counties and the Metropolitan Council:**

As per the legal agreement between the Seven Metropolitan Counties and the Metropolitan Council; MetroGIS ensures annual payments are made to county governments for continued improvements and enhancements of the Regional Parcel Dataset, updates to metadata and availability of the three-year old and older parcel data. The current Legal Agreement was extended through January 1, 2016 at which time it will sunset.

Representatives from the Seven Metropolitan Counties have expressed an interest in replacing the Legal Agreement with a Memorandum of Agreement that highlights the continued collaboration and mutual benefit of working together. This document is expected to be drafted during winter 2014-15 and presented to the MetroGIS Policy Board for their comment, review and potential approval at the Annual Policy Board Meeting on April 30, 2015.

### **Launch of new MetroGIS website**

MetroGIS launched its new website ([www.metrogis.org](http://www.metrogis.org)) in July 2014; the original MetroGIS website—launched in October 1997—was ‘retired’. The new site features a more streamlined user interface, updated design, access to project materials, agendas, minutes and research documents as well as archival materials and publications. The site will continue to evolve and mature during 2015 as MetroGIS staff becomes more experienced in the use of the content management system in place (Kentico CMS). Materials from the original MetroGIS website are still available and are archived on the Metropolitan Council’s servers and can be requested of the Coordinator for retrieval.

## MetroGIS Maintenance Activities



### Advocacy and Outreach

*MetroGIS assumes a role in advocacy for geospatial needs and initiatives and conducts outreach on the benefits of geospatial technology.*

#### MetroGIS Outreach Efforts

In order to demonstrate the value and benefits of development, standardization and sharing of geospatial data in the metro and provide the status of current initiatives and results of its research, a number of presentations have been developed and given to the following agencies, departments and organizations during 2014:

Open Data Presentation to the Statewide Geospatial Advisory Council, St. Paul (Maas)	Jan 10, 2014
Presentation to the Minnesota Pollution Control Agency on Data Policy, St. Paul (Maas)	Jan 30, 2014
Free and Open Data Overview: Presentation to LOGIS, Golden Valley, (Knippel)	Feb 13, 2014
Presentation to the Hennepin County GIS Users Group, Minneapolis (Maas)	Mar 17, 2014
Wilder Foundation, Twin Cities Research Group, St. Paul (Maas)	July 9, 2014
Open Data/Data Policy – Minnesota Digital Government Summit (Ross)	July 29, 2014
Open Data - NSGIC Annual Conference, Charleston, South Carolina (W. Johnson/Maas)	Sept 16, 2014
Broadband Development - NSGIC Annual Conference, Charleston, South Carolina (Ross)	Sept 17, 2014
MN GIS/LIS Conference: Panel on Free and Open Data (Metro County Managers & Maas)	Oct 3, 2014
Minnesota Coalition on Government Information, St Paul (Maas)	Oct 13, 2014
Humphrey School of Public Affairs, Policy Conference, Univ. of Minnesota (Maas)	Oct 15, 2014
Presentation to York Info Partnership (Webinar), Newmarket, Ontario, Canada (Maas)	Dec 4, 2014



### Maintenance Activities

*MetroGIS assumes a core maintenance role for a variety of activities serving the geospatial community of the metropolitan region.*

#### (1) Regional Parcel Dataset

MetroGIS provides on-going custodial support and maintenance for the Regional Parcel Dataset. This includes maintenance of license agreements, contracts, review and approval of data access requests and aggregation and distribution of data via the MetroGIS ftp site.

#### (2) DataFinder.org

MetroGIS provides continual updates, maintenance and hosting of the DataFinder.org data clearinghouse resource.

#### (3) Metrogis.org website

MetroGIS maintains the 'metrogis.org' website as a resource for a variety of audiences including MetroGIS stakeholders, governance participants, and researchers looking for data, standards and related information.

#### **(4) MetroGIS Governance**

MetroGIS maintains three permanent governance bodies, the Policy Board (comprised of elected county commissioners and administrative-level decision makers), the Coordinating Committee (comprised of management-level professionals) and the Technical Advisory Team. The inter-communication between these groups is an essential part of the MetroGIS collaborative.

#### **(5) Hosting of educational/data sharing forums**

MetroGIS is active in promoting and facilitating educational, data sharing and related forums for the geospatial community of Minnesota.

#### **(6) Participation in statewide geospatial initiatives**

MetroGIS continues to work collaboratively with all levels of government. Aligning our work plan, initiatives and efforts with complementary initiatives to reduce duplication and maximize benefit are key goals of this Work Plan.

#### **(7) Data Sharing Advocacy and Collaboration Resource**

MetroGIS serves as a resource and source of information to the academic community as well as other governments in the operational procedure, funding, management and governance on the topic of inter-agency geospatial data sharing. MetroGIS takes an active interest in the legal and legislative aspects of data development, data sharing and public data availability and supports efforts which facilitate these activities.



## MetroGIS Projects for 2015

The following pages provide a one-page synopsis of each MetroGIS 2014 project. A short summary of the non-2015 projects discussed or planned for future work plans is also provided.

### Project Prioritization Brief

As a volunteer collaborative with limited fiscal and human resources, MetroGIS needs to be judicious when selecting which projects it will proceed with. The table of projects below has been collected from the prior MetroGIS project cycle and from the identified needs arising from the Coordinating Committee. This list is inclusive of initiatives already underway.

Projects were prioritized by the Coordinating Committee in September 2014 based on several factors including: identified stakeholder business needs, likelihood of success and availability of funding. A more detailed description of the prioritization methodology is available in Appendix A of this document.

Project priorities identified for the 2015 Work Plan work cycle are as follows:

Project or Initiative	Work on in 2015	Committee Ranking	Priority Score
Address Points Aggregation	Yes	1	462
Metro Regional Centerlines Collaborative	Yes	2	430
Free and Open Public Geospatial Data*	Yes	3	429
Geospatial Commons (MetroGIS Support)	Yes	4	387
Statewide Centerlines Initiative (MetroGIS Support)	Yes	5	333
2016 Aerial Imagery Collection Coordination	Yes	6	324
Address Points Editor 3.0 (Enhancements)	Yes	7	308
Dashboard Application	Maybe	8	252
Public/Private Data Sharing	Inactive	9	174
Regional Stormwater Dataset (Research)	Yes	10	155
Increased Sharing Beyond the Metro	No	11	108
Increased Frequency of Parcel Data Updates	No	12	69
Improvements to MetroGIS Geocoder	No	13	48
Creation of Regional Basemap Services	No	14	46
Development of Building Footprint Dataset	No	15	24
Development of Impervious Surface Dataset	No	16	22
Follow-on Quantifying Public Value (QPV)	No	17	22

\*Includes effort toward application for URISA ESIG and Governor's Commendation Awards

## #1 - Address Points Aggregation

Project Brief	Development and documentation of a workflow process and technical solution for the gathering, aggregating and distributing address points as they are created and ready for publication and use.
Critical Stakeholders	All stakeholders using addressing points Addressing Authorities (primarily cities) Data aggregators (County Governments and MetCouncil)
Priority Level	<b>1st; Identified as Top Priority by Coordinating Committee</b>
Budget	In kind services of participating agencies
Benefit to Stakeholders	Stakeholders will have access to more accurate data for geocoding services. PSAPs will have more accurate and current data with which to dispatch and route emergency vehicles. Cities will be able to track individual units for planning and other purposes and will be able to create mailing labels to individual units/residences, not just to parcels. Metropolitan Council will have better growth monitoring data.
Project Owner	Mark Kotz, Metropolitan Council
Project Champion	N/A
Project Team	MetroGIS Address Work Group
Expected Timeline	Begun in Fall 2013, On-going into 2015
Key Steps & Milestones	Refinement of the GDRS and GDRS-derivative tools as means of aggregating of points
Policy Implications	Securing permission for public dissemination of address point data from cities and counties
Notes:	On-going through 2015;

## #2 – Metro Regional Centerlines Collaborative

Project Brief	Development of requirements, documentation, data standard and technical requirements for an authoritative metro-wide road centerline dataset
Critical Stakeholders	Stakeholders at all levels of government, non-profit sector, private sector and academic interests needing authoritative road centerline data
Priority Level	<b>2nd</b>
Budget	Staff time & “in kind” services of participating agencies
Benefit to Stakeholders	Stakeholders will have access to authoritative road centerline data that meets core identified needs of routing, geocoding, supporting linear referencing systems and emergency services uses.
Project Owner	Hennepin County GIS Office is serving in the role of Project Manager
Project Champion	N/A
Project Team	Metro Road Centerline Collaborative Team including staff from all Seven Metropolitan Counties, MESB and MetCouncil
Expected Timeline	Begun in May 2014, On-going into 2015
Key Steps & Milestones	Needs documentation completed in Summer 2014; Draft data model document completed in November 2014; Draft sample data to be available in early 2015 for stakeholder comment and review;
Policy Implications	N/A
Notes:	On-going through 2015;

### #3 - Free & Open Data Initiative

Project Brief	Continued assistance, research and support to MetroGIS stakeholder agencies and jurisdictions at all levels on the legal, political, fiscal and beneficiary aspects of making their public geospatial data freely and openly available.
Critical Stakeholders	Entire MetroGIS stakeholder community (all data users); All Authoritative Data Producers presently charging fees or requiring licenses for use of and access to their geospatial data;
Priority Level	<b>3rd</b>
Budget	Funding not needed; the research and outreach is conducted in the course of the duties of the staff involved.
Benefit to Stakeholders	Public geospatial data available without cost or need for license agreement;
Project Owner(s)	Randy Knippel, Dakota County GIS Manager/Work Group Chair Geoff Maas, MetroGIS Coordinator Dan Ross, State Geographic Information Systems Officer
Project Champion(s)	Terry Schneider, Policy Board Chair Victoria Reinhardt, Ramsey County Commissioner Jim Kordiak, Anoka County Commissioner Chris Gerlach, Dakota County Commissioner
Project Team	MetroGIS Data Producers Work Group
Expected Timeline	On-going into 2015
Milestones	Change in county policies and practices making data free/open
Policy Implications	The project would yield a significant change in existing county policy in Minnesota regarding data availability.
Notes	Six of seven metropolitan counties adopted free and open data in 2014. Work for 2015 will entail working with city-level governments as well as interested agencies and jurisdictions in Greater Minnesota on issues of data policy as well as legal and technical aspects of free and open data. <b>Work in 2015 to include members of the Coordinating Committee and MetroGIS Staff potentially pursuing award nominations for MetroGIS and the Metro Counties for the Free and Open data work.</b>

## #4 - Support for the Minnesota Geospatial Commons

Project Brief	The MN Geospatial Commons is intended to be a single web location where GIS users can find and share geospatial resources to make us a stronger, more productive and more effective geospatial community and to increase that capacity of each participant. The State will own this project and MetroGIS will be a supporting participant.
Critical Stakeholders	MnGeo, all MetroGIS stakeholders Spatial data users in the State of Minnesota
Priority Level	<b>4th</b>
Budget	MetroGIS contributed \$28,000 in 2014; Staff time commitments and in-kind contributions of stakeholders
Benefit to Stakeholders	Having a single, trusted source for publicly available geospatial resources in Minnesota, and having a data sharing portal solution for those organizations that do not maintain their own portal
Project Owner(s)	Dan Ross, State Geographic Information Systems Officer
Project Champion(s)	Dan Ross, State Geographic Information Systems Officer Carolyn Parnell, MN CIO
Project Team	Geospatial Commons Development Team
Expected Timeline	First public version was made available in July 2014 Negotiations have begun to phase the data offerings of the DataFinder.org site into the Commons
Key Steps Milestones	First public version was made available in July 2014
Policy Implications	Possible policy implications for long-term sustainable funding mechanism to ensure the resource remains in place;



## #5 - Support for the Statewide Centerlines Initiative

Project Brief	The Statewide Centerlines Initiative is the development of a public-domain street centerline network to meet a variety of state, regional, county and municipal needs. MetroGIS began the work of developing a solution for the metropolitan counties. As parallel projects at the state agency level have emerged, this provides an opportunity for a larger collaborative effort.
Critical Stakeholders	All government agencies and departments creating consuming and using street centerline data in Minnesota.
Priority Level	<b>5th</b>
Budget	No allocation of funding from MetroGIS at this time (Staff time of stakeholder participants)
Benefit to Stakeholders	Availability of accurate, up-to-date, routable, fully attributed road centerline data is a core state data infrastructure need and will be utilized by local, county, state, regional and federal entities.
Project Owner	Dan Ross, MnGeo
Project Champions	Dan Ross, MnGeo Peter Morey, MnDOT
Project Team	Statewide Centerline Initiative Work Team Centerline Steering Committee
Expected Timeline	On-going through 2015
Key Steps Milestones	Completion of MnDOT Business Needs Documentation Refinement and dissemination of toolsets for testing by pilot partners
Policy Implications	To be determined
Notes	On-going through 2015

## #6 – 2016 Metro Aerial Imagery Collect

Project Brief	The Metropolitan Council is scheduled to perform a collection of Leaf-off aerial imagery in Spring 2016. The Council is working with MnGeo to coordinate with other jurisdictions and agencies in and adjoining to the metro, and determine their interest in participating.
Critical Stakeholders	All stakeholders needing leaf-off imagery from Spring 2016
Priority Level	<b>6th</b>
Budget	Preparation/Research: Staff time of MnGeo, MetCouncil, MetroGIS Project: Metropolitan Council funds plus funding contributions of participating partner organizations
Benefit to Stakeholders	Leverage cost savings and access to new leaf-off imagery
Project Owner(s)	Mark Kotz, Metropolitan Council Chris Cialek, MnGeo
Project Champion(s)	N/A
Project Team	Staff from MnGeo and MetCouncil are conducting the initial work
Expected Timeline	On-going through 2015
Key Steps Milestones	Documentation of potential participants business needs is presently occurring; Draft contract is anticipated in June 2015
Policy Implications	Potential need to coordinate county-level budget allocations
Notes	This project will be on-going through 2015

## #7 – Address Points Editor 3.0 (Enhancements)

Project Brief	Additional functionality and enhancement of the MetroGIS Address Points Editor Tool 2.0 which was completed in 2014.
Critical Stakeholders	County Governments City Governments Emergency Response/911 Community
Priority Level	<b>7th</b>
Budget	\$24,000 (the majority of which is to be spent in calendar 2014)
Benefit to Stakeholders	Several counties have defined a business need to have such an application to facilitate address points data collection and maintenance with their cities. Capacity for the continued refinement of existing tools would be beneficial to ease their use and make their work more efficient.
Project Owner	Mark Kotz, Metropolitan Council
Project Champion	Mark Kotz, Metropolitan Council
Project Team	MetroGIS Address Points Work Group
Expected Timeline	Version 3.0 is anticipated to become available in February 2015
Key Steps Milestones	Version 3.0 is anticipated to become available in February 2015
Policy Implications	Continued assurance that the address point data is being created by the addressing authorities. In general, these are cities, with county governments acting as the aggregating agency.

## #8 – Dashboard Application (On Hold/Inactive)

Project Brief	Develop an application that provides advanced view and query capabilities through multiple linked widgets related to an ArcGIS Server REST map service including a map, a list, a summary count, custom query, feature attribute detail, and a pie chart. Each widget will support its unique interactive functions, which may be reflected in other widgets. Data sources for widgets can be a layer from the map service or the results of a query.
Critical Stakeholders	Entire MetroGIS Stakeholder community
Priority Level	<b>8th</b>
Budget	Original estimate was for \$28,000; project is presently on hold while similar technologies are being developed and refined by vendors.
Benefit to Stakeholders	Ability to view and visualize a variety of government agency produced geospatial datasets; facilitates
Project Owner	Randy Knippel, Dakota County
Project Champion	Randy Knippel, Dakota County
Project Team	Dashboard Application Team
Expected Timeline	Project is presently on hold
Key Steps Milestones	Project is presently on hold pending the development, maturation and availability of a similar product from ESRI.
Policy Implications	(unknown)
Notes	Project is presently on hold

## #9 – Increased Private/Public Data Sharing (On Hold/Inactive)

Project Brief	MetroGIS wishes to welcome, engage, share data with and seek ways to collaborate with its partner organizations and businesses in the private sector. The aim of this initiative is to build relationships and determine shared areas of interest and possible future work.
Critical Stakeholders	Geospatial data users in the Seven Metropolitan County Region that work with both public-sector and private-sector data.
Priority Level	9 <sup>th</sup>
Budget	No budget required
Benefit to Stakeholders	Development of an increased awareness of the legal, policy, economic and other issues which foster or hinder wider data availability from both the public and private sector; Development of increased capacity for relationship building, issue awareness and setting the stage for more future work
Project Owner	No owner identified
Project Champion	No owner identified
Project Team	No project team has been identified
Expected Timeline	No timeline has been identified
Key Steps Milestones	A clear business case/documented set of data needs must be prepared, advanced, reviewed and approved by the MetroGIS Coordinating Committee
Policy Implications	Unknown
Notes	This project continued to be rated as favorable and worthwhile by the Coordinating Committee, but lacks specific direction in order to be acted on at this time. Further discussion is warranted.

## #10 – Metro Regional Stormwater Dataset (Research)

<b>Project Brief</b>	The MetroGIS collaborative is exploring the potential of working with a broad group of interested stakeholders toward the development of a Regional Stormwater GIS Dataset. In 2010, a Draft Digital Stormwater Data Exchange Transfer Standard was developed, as well as a pilot project focused on gathering and assessing data in the Ramsey-Washington-Metro Watershed District. This project would build upon past work and existing relationships to assess the fitness of the draft Transfer Standard, and develop a pilot project.
<b>Critical Stakeholders</b>	Any agency desiring stormwater asset data in a standardized geospatial format for mapping, modeling and tracking; these include the Metropolitan Council, watershed districts, metro cities, MnDOT, Metro Mosquito Control, county soil and water conservation services and interested parties in academia, engineering, planning and other disciplines.
<b>Priority Level</b>	<b>10th</b>
<b>Budget</b>	No MetroGIS funding needed at this time; staff time only
<b>Benefit to Stakeholders</b>	Increasing the understanding of the stormwater coming into their city (from neighboring communities) and leaving it; Facilitating Illicit Discharge Detection and Elimination programs; Assisting with the maintenance and protection of their parks and natural areas which handle stormwater. Simplifying and reducing the of cost their surface water planning and improvement programs; Easing inter-agency interaction regarding the stormwater resource and the stormwater asset data; Assisting in making their MPCA MS4 reporting requirements and their other reporting requirements more efficient; Assisting with the development of their digital infrastructure asset management applications
<b>Project Owners</b>	Erik Dahl, Environmental Quality Board/Coord. Comm. Chair Geoff Maas, MetroGIS Coordinator
<b>Project Champion</b>	None identified A policy level champion will be needed later in the project.
<b>Project Team:</b>	No project team has yet been formed specifically for this initiative. A significant number of interested individuals have self-identified as being willing to meet and discuss the initiative in 2015 once the business cases are documented.
<b>Expected Timeline:</b>	On-going into 2015;
<b>Key Steps Milestones</b>	Completion of first wave of business case documentation is anticipated in April 2015.
<b>Policy Implications:</b>	Possible legal and policy research may be needed as project matures.
<b>Notes:</b>	At present, no technical work is being performed; MetroGIS Staff is meeting with potential users of a standardized dataset to document their business case. The initial draft of this document is anticipated to be available in April 2015.

## Remaining Project List

The following projects did not meet the requisite criteria for inclusion in active Work Plan projects in calendar 2015. These projects will be revisited in September 2015 for potential inclusion in 2016 Work Plan or removed consideration at the recommendation of the Coordinating Committee.

Remaining Projects	Brief Description
Increase frequency of Parcel Data Updates	<i>Not identified by the Coordinating Committee as a priority;</i>
Development of Regional Base Map Services	<i>Not identified by the Coordinating Committee as a priority;</i>
Fund and Support 'Follow On' for QPV (Quantifying Public Value) study	<i>Existing study and other available research materials serves the present purposes of describing public value. A follow on study was not identified by the Coordinating Committee as a priority. The project does not meet an existing stakeholder need.</i>
Regional Building Footprint Dataset	<i>Not identified by the Coordinating Committee as a priority</i>
High Resolution Impervious Surface Dataset	<i>Not identified by the Coordinating Committee as a priority</i>
Improvements to MetroGIS Geocoder application	<i>Not identified by the Coordinating Committee as a priority; Movement at the state level on geocoding resources may be able to meet the existing needs of MetroGIS Stakeholders.</i>

## MetroGIS 2015 Budget

MetroGIS' core financial support is provided by the Metropolitan Council. Formal programming for available funds will be decided upon at the March 26, 2015 Coordinating Committee meeting.

Rank	Project/Expense	2014 \$	2015 \$
	Regional Parcel Dataset Legal Agreement Payment	28,000.00	28,000.00
	New MetroGIS Website	46,235.50	(NA in 2015)
1	Address Points Aggregation	(NA in 2014)	
2	Metro Regional Centerlines Collaborative	(NA in 2014)	
3	Free and Open Public Geospatial Data	0.00	
4	Geospatial Commons (MetroGIS Support)	14,000.00	
5	Statewide Centerlines Initiative (MetroGIS Support)	0.00	
6	2016 Aerial Imagery Collection Coordination	(NA in 2014)	
7	Address Points Editor 2.0 (Enhancements)	7,160.00	(NA in 2015)
7	Address Points Editor 3.0 (Enhancements)	16,400.00	5,680.00
8	Dashboard Application (On Hold)	0.00	
9	Public-Private Data Sharing (On Hold)	0.00	
10	Regional Stormwater Dataset (Research Only)	0.00	
	Miscellaneous Maintenance Expenses	2,060.27	2,000.00
	<b>Spent or Committed</b>	<b>113,855.00</b>	<b>35,680.00</b>
	<b>Remaining</b>	<b>0.00</b>	<b>50,320.00</b>

*Miscellaneous Expenses Breakdown	2014	2015
Software Purchases & Kentico CMS Annual License	1389.00	
Meeting Refreshments	561.28	
Web Domain & Service Mark (sm) renewals	78.00	
Printing, Shipping & Misc. Materials	0.00	
Books & Reference Materials Purchase	31.99	

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## Appendix A: Project Prioritization Methodology

This appendix describes the process used to identify and prioritize MetroGIS Work Plan items. It is designed to assess three important criteria:

- Value of projects to MetroGIS stakeholders
- Likelihood of project success
- Collective wisdom of the MetroGIS Coordinating Committee

### Project Prioritization Steps

#### 1 Create a list of proposed projects

- a. Provide a list of all previously proposed projects to the CC and ask for any additions.
- b. Create a final list of proposed projects.

#### 2 Assess the value of each project (via web survey to CC members) Questions:

- a. For most projects that help stakeholders directly (e.g. address points): **“How great is your organization’s business need for the results of this project?”**
  - i. High
  - ii. Medium
  - iii. Low
  - iv. No business need
- b. For MetroGIS specific items (e.g. update web site): **“For MetroGIS to function effectively, serve its stakeholders and support its mission, how great is MetroGIS’s need to complete this project?”**
  - i. High
  - ii. Medium
  - iii. Low
  - iv. Not needed
- c. A few additional questions will be asked (e.g. your name, are you willing to be project owner? Part of project work team?)

#### 3 Assess likelihood of success of each project

- a. Follow up with involved stakeholders to assess key factors related to likelihood of success
  - i. What is estimated effort to complete project? (person/hour categories)
  - ii. Is funding required? If so, is it available?
  - iii. Does a committed project owner exist?
  - iv. Does a committed project team exist (if needed)?
  - v. Does an active, high-level project champion exist (if needed)?

- 4 **Calculate preliminary priorities** based on results (See spreadsheet)
  - a. Create a magic prioritization spreadsheet to calculate scores and create preliminary priorities.
  - b. Notes on methodology
    - i. Roles and funding: exist = 2, iffy = 1, doesn't exist = 0
    - ii. Project owners: exist = 3, iffy = 1, doesn't exist = 0
    - iii. Effort level in person/hours, including all team members, meetings, etc, but not including time paid via a budget (e.g. paid vendor).
      1. Low (Easy score = 3): 1 – 100
      2. Medium (Easy score = 2) 100-200
      3. High (Easy score = 1) 200+
    - iv. Likelihood of success score = sum of above scores
    - v. Value score = sum of all responses from survey to CC members
      1. High need = 3
      2. Medium need = 2
      3. Low need = 1
      4. No need = 0
    - vi. Priority Score = Value score multiplied by Success score
  
- 5 **Coordinating Committee Adjusts the Priority Rank**
  - a. At CC meeting show the spreadsheet & get corroboration from CC (any errors?)
  - b. Priority rank will initially be the same as priority score
  - c. CC can then discuss and adjust priority rankings if desired based on other factors (group wisdom)
  - d. CC should also decide which projects to completely remove from the work plan.
  - e. Where a project is important, but missing roles or funding, CC could re-evaluate in the future.