



# RAMSEY COUNTY GIS USER GROUP

An alliance of communities sharing Geographical Information Systems

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Meeting Minutes  
2:00 – 4:00 PM, September 8, 2011  
Shoreview City Hall, 4600 Victoria St N

## 1. Introductions

Mark Andrie, City of New Brighton  
Matt Baker, City of Shoreview  
Melissa Baker, Capitol Region Watershed District  
Meagan Beekman, City of Arden Hills  
Jim Bownik, City of Lauderdale  
Mike Goodnature, Ramsey Conservation District  
Dan Holzemer, City of White Bear Lake  
Deb Jones, City of Falcon Heights  
Randall Johnson, MetroGIS  
Joel Koepf, City of Roseville/City of North St. Paul  
Matt Koukol, Ramsey County  
Carrie Mack, Ramsey Washington Metro Watershed District  
Janie Norton, MetroGIS  
Ger Pha, City of St. Paul  
Jan Vanderwall, Roseville Area Schools  
David Wilford, Ramsey County

Meeting was called to order by Matt Baker at 14:06.

## 2. Additions or Corrections to the Agenda

Agenda approved by consensus.

## 3. Approval of August 4, 2011 Meeting Minutes.

Minutes approved by consensus.

## 4. User Group Joint Powers Agreement (JPA)

Matt Baker recapped the more significant changes which were made to the JPA, including elimination of the terminology 'paying affiliates' as well as changing the meeting quorum from 50% to 40%. In addition, attorneys for Ramsey County also reviewed the document. Their comments and recommendations were taken into consideration, with some revisions being made to the JPA based on those comments; which primarily included language revisions.

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### Chair

Matt Baker

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### Vice Chair

Joel Koepf

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### Secretary

Melissa Baker

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Some members had questions regarding the next steps for comments/approval of the document. It was stated that there was no additional time for reviewing the JPA because of the time considerations for the approval processes of member organizations to approve the document and return approved and signed copies back to the Users Group. The JPA would need to be approved at this meeting.

There were also questions regarding the review of RCGIS Users Group fees for member organizations. Chad Bergo stated at the August 4<sup>th</sup> meeting that those fees would be re-evaluated at the first meeting in 2012 (tentatively January 5, 2012).

Jan Vanderwall moved to approved the 2012-2014 Ramsey County GIS Users Group Joint Powers Agreement with the revision to Article 15 (Hold Harmless), Section 2 which shall read '...a waiver by an Member of the Users Group...'. Meagan Beekman seconded the motion. The motion was approved by consensus.

The revision, stated in the motion, will be incorporated and the JPA will be emailed (by Matt Baker) to members. Matt Baker asked members to submit the JPA to their boards/councils for approval and mail the signed JPAs back as soon as possible.

## 5. Ramsey County Data Updates

### Data Distribution and Monthly Updates

There were several updates given by Matt Koukol. Matt Koukol informed the Users Group that the monthly data cd was not yet available. He also asked the group if it was still necessary to have and distribute the cd because Ramsey County has off-site data storage. Randy Johnson stated that MetroGIS has the capability and availability to house more historical data that would be able to be distributed to constituents.

Currently the data is made available and updated on a monthly basis. Meagan Beekman asked how soon data is updated with regards to changes with the parcel data. Matt Koukol responded that currently the update process for parcel data is inconsistent and that the process needs to be consistent. Currently the lag time for parcel changes is roughly 2-3 months.

Jan Vanderwall mentioned that this would be a good discussion topic. He suggested that personnel from Ramsey County could come in to discuss the process for parcel updates to the Users Group. Matt Koukol mentioned that he had an upcoming meeting with some Ramsey County departments

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### **Chair**

**Matt Baker**

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### **Vice Chair**

**Joel Koepf**

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### **Secretary**

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(i.e. Surveyor's Office, Public Works, etc.) to discuss the business needs regarding parcels and pin numbers.

## Web Mapping

The GeoCortex software has been purchased and was recently received. Jessica Fendos is working with the software and will have some demonstrations available soon.

## Pictometry

The imagery was delivered to Ramsey County approximately 3 weeks ago. However, it was delivered in an old format that the county is no longer using. It would take some time for the imagery to get into Pictometry online. Matt Koukol noted that there were some issues with the data. Particularly, that there was a lot of green due to the flight being flown later than normal because of inclement weather. In addition, shadows were also an issue. The lower portion of the seven county metro was flown in early June. This area will be re-flown possibly late this fall. However, the flight may get pushed back until next spring.

The issues with the data will need to be further explored and refined. The positional accuracy has not been reviewed. This will not occur until the flight has been re-flown and the issues with the data have been addressed. Matt Koukol stated that he will put the aerial imagery on the website; however, it may not be overly useful. A final product can be expected to be released sometime next summer.

## Parcel Database

The County is just now starting to review the direction to take, moving forward, with the parcel database. A business model is being developed and they will be meeting with ESRI to determine how to integrated parcel data. In 2-3 months the county will need to decide whether to continue using their own tools for managing parcel data or if they will use ESRI tools.

Ramsey County has entered an agreement with other metro counties where historical parcel data, three or more years old, would be freely shared.

## Go Ramsey Site

There was a push from commissioners to incorporate the benches into the Go Ramsey website. It is unclear as to what the functionality and purpose is or as whether to include both private and publicly owned amenities. For example, private golf courses are not included in the database. In addition, some cities do not keep track of bench locations or they are constantly moving.

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## 6. Community Announcements

- The 2011 MN GIS/LIS Conference is coming up; October 5-7, 2011 in St. Cloud.
- As of July 2011, tax map labeling can no longer be updated due to upgrade in software.
- Randall Johnson introduced Janie Norton, Project Manager. She will assist with support of MetroGIS activities. Specifically Ms. Norton will be involved with project management procedures, manage the overall MetroGIS project portfolio, and coordinate projects involving collaborative solutions to a range of geospatial data, web service, and application needs.

## 7. Agenda for November 3, 2011 Meeting

- There will be no RCGIS Users Group meeting in October due to the MN GIS/LIS Conference.
- Nominations for 2012 RCGIS Users Group Secretary.

## 8. Adjourn

The meeting was adjourned at 15:30.

The next meeting will be on Thursday September 1<sup>st</sup>, from 14:00-16:00, at the Shoreview City Hall.

Minutes submitted by Melissa Baker, Secretary.

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