



RAMSEY COUNTY GIS USER GROUP

An alliance of communities sharing Geographical Information Systems

Meeting Minutes
2:00 – 4:00 PM, December 1, 2011
Shoreview City Hall, 4600 Victoria St N

1. Introductions

Matt Baker, City of Shoreview
Melissa Baker, Capitol Region Watershed District
Mike Goodnature, Ramsey Conservation District
Dan Holzemer, City of White Bear Lake
Brian Jastram, Mississippi Watershed Management Organization
Kristine Jenson, Vadnais Lake Area Water Management Organization
Deb Jones, City of Falcon Heights
Matt Koukol, Ramsey County
Mark Kotz, Metropolitan Council
Carrie Mack, Ramsey Washington Metro Watershed District
Janie Norton, MetroGIS
Jolinda Stapleton, City of Roseville
Vanessa Strong, Vadnais Lake Area Water Management Organization
Jan Vanderwall, Roseville Area Schools

Meeting was called to order by Matt Baker at 14:10.

2. Additions or Corrections to the Agenda

Modification to the Agenda: Move Item 5 – MetroGIS Address Workgroup Update to Item 4; move Item 4 – Nominations for 2012 RCGIS User Group Secretary to Item 5. Modification and agenda approved by consensus.

3. Approval of November 3rd, 2011 Meeting Minutes.

Minutes approved by consensus.

4. MetroGIS Address Workgroup Update – Mark Kotz

Mark Kotz from the Metropolitan Council gave a presentation to the group on the current status of the MetroGIS Address Point Workgroup. Mr. Kotz explained that the MetroGIS is a voluntary, regional data sharing collaborative sponsored by the Metropolitan Council. Metro GIS is comprised a coordinator, a policy board, a coordinating committee, and several workgroups. There are several individuals, representing an array of organizations, participating in the Address Point Workgroup.

Chair

Matt Baker
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Vice Chair

Joel Koepf
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Secretary

Melissa Baker
melissa@capitolregionwd.org



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An address point identifies a single unique address for each parcel. The primary issue with the current address data is that there are numerous instances in which there are multiples addresses associated with one parcel (i.e. a mall). Data and information on those addresses are not available. This information is necessary because the parcels are missing the address information useful for emergency response (Next Generation 9-1-1) and for cities to track the individual units. There is a lack of coordination among entities which maintain their own databases (e.g. city, county, regional, state) and lack of a single authoritative source for data. Having a single data source would streamline change notifications and help eliminate duplication.

The MetroGIS vision (Address Point Workgroup and the Policy Board) is to develop/facilitate a region wide dataset which would have one point location for every official address. This data would come from one authoritative source (i.e. the city) and would be in a standardized format and updated on a daily basis. They would like to create a sustainable solution which would have the capability to be maintained over time. Although there are still data ownership questions pending, ideally, this data would be freely available.

The two primary roles in the development and maintenance of this dataset would involve the 'address authority' (typically the city) and the county or regional authority. The county/regional authority would develop the application and provide technical support. The address authority would be the sole official source for the address data. They would ensure accurate data and provide timely updates.

It was noted that technology is available to have an automated synchronizer to upload data to and in a standardized format. It is recognized that some cities do not have GIS capabilities. For those that do not have GIS capabilities, a web-based editing application would be made available.

Currently there is an address point database standard, which was built off of a 600 page national standard, and consists of one page of specifications and eight pages of examples and guidance. The MetroGIS address data point specifications may be found on the web at:

http://www.datafinder.org/metadata/MetroGIS_Address_Points_Database_Specifications.pdf

A prototype synchronizer has been developed and the Address Point Workgroup will be completing a request for proposal for the production tool very soon. The MetroGIS Policy Board has approved an access policy for the data set, however, each data owner decides if they would like to freely share their data. The current dataset is live on DataFinder. MetroGIS would like to facilitate the development of the dataset. If any member would like to serve on the MetroGIS Address Point

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Workgroup or contribute data please contact Mr. Kotz (mark.kotz@metc.state.mn.us). This presentation will be available on the User Group's website (www.ramseygis.org).

Further discussion followed the presentation. Matt Koukol noted that the County is trying to push to separate addresses from the parcel points and also encouraged individual cities to start developing their address point datasets. Jan Vanderwall noted that not just school districts would find this information useful; working with an accurate and up-to-date dataset would be very valuable to all users. Jolinda Stapleton asked Mr. Kotz if the prototype has the capability to create or edit data. Mr. Kotz responded that the prototype does have those capabilities.

Matt Baker asked Mr. Kotz what the starting dollar point for a potential contribution from the User Group might be. Mr. Kotz responded that the budget for the project is \$10,000 and that he would recommend determining/evaluating a dollar amount after all of the RFPs have been submitted. Deb Jones asked Mr. Kotz if there has been any interest at the state level. It was stated that there has been some interest but none have specifically come forward.

5. Nominations for 2012 RCGIS User Group Secretary

Nominations for the 2012 User Group Secretary are still being requested. Thus far there has been minimal interest. Matt Baker will be sending out an email to those members who have not yet served in an officer position. Jan Vanderwall suggested that he contact potential nominees by phone. Voting for the 2012 User Group Secretary will take place at the January 5th meeting.

6. Ramsey County Data Updates

Matt Koukol informed the group that, thus far, there have been no major issues with the electronic monthly updates. The Map Application Workgroup recently met via a webinar to generate feedback regarding the GeoCortex software and tools. Overall feedback on the software and tools was very positive. The application is not yet available as it is on an internal development server. Mr. Koukol expects a light version of the viewer to be available by the end of the first quarter in 2012 and the full version by the second quarter. It was also noted that this mapping application may open up several opportunities for data sharing.

7. Community Announcements

- Matt Baker announced that the generic officer Google Apps emails are not yet working. There are some behind-the-scenes issues which have yet to be resolved.
- Matt Baker also reminded members to return signed RCGIS User Group Joint Powers Agreements (JPAs), either hard copy or electronic, to himself or Chad Bergo. Approximately

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one-half of User Group members have returned their JPAs. The JPAs are due by the January 5th User Group meeting.

8. Agenda for January 5th, 2012 Meeting

- Nominations for and approval of the 2012 RCGIS Users Group Secretary
- Discussion and potential approval of RCGIS User Group annual membership fees
- Approval of the 2012 RCGIS User Group Budget

9. Adjourn

The meeting was adjourned at 15:00.

The next meeting will be on January 5th, from 14:00-16:00, at the Shoreview City Hall.

Minutes submitted by Melissa Baker, Secretary.

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