RAMSEY COUNTY GIS USER GROUP

An alliance of communities sharing Geographical Information Systems

Meeting Minutes
2:00 – 4:00 PM, April 5, 2012
Shoreview Community Center, 4580 Victoria St N

1. Introductions

John Anderson, City of Arden Hills
Mark Andrle, City of New Brighton
Melissa Baker, Capitol Region Watershed District
Stephen Baker, Ramsey County Assessor
Chad Bergo, City of Maplewood
Mike Goodnature, Ramsey Conservation District
Dan Holzemer, City of White Bear Lake
Craig Hinzman, Ramsey County
John Jacobson, Ramsey County Assessor
Brian Jastram, MWMO
Deb Jones, City of Falcon Heights
Matt Koukol, Ramsey County
Joel Koepp, City of Roseville/City of North St. Paul
Carrie Magnuson, Ramsey Washington Metro Watershed District
John Moriarty, Ramsey County Parks
Curt Peterson, Ramsey County
Ger Pha, City of St. Paul
Tom Riedesel, White Bear Township
Jolinda Stapleton, City of Roseville
Jody Yungers, Ramsey County Parks

Meeting was called to order by Joel Koepp at 2:05pm.

2. Additions or Corrections to the Agenda
Agenda approved by consensus.

3. Approval of February 2, 2012 Meeting Minutes.
Minutes approved by consensus. With one change to item #6, related to the County's parcel fabric data model.

4. MAPRamsey Demo by Jessica Fendos

Jessica Fendos, the ArcGIS Server System Administrator for Ramsey County presented the updates made to the MAPRamsey mapping application. Ms. Fendos stated there is a lite version and an enhanced version now available. Both versions have the same functionality, but the enhance version will have access to more layers Some of the updates recently made include 2011 aerial photos, boundary search, composite geocoder, new scales, expanded reports and user defined templates.

Chair	**Vice Chair**	**Secretary**
Joel Koepp	Melissa Baker	Mark Andrle
joel.koepp@ci.roseville.mn.us	melissa@capitolregionwd.org	mark.andrle@newbrigthonmn.gov

John Moriarty, suggested that historical aerial image be made available as well.

Ms. Fendos then demonstrated the Boundary Search function which allows users to search by city, school district, watershed and zip code. She also showed how users can set scales, create buffers and generate reports and labels from the parpt data. Mr. Moriarty suggested that the PIN not be included on the labels.

Ms. Fendos then demonstrated the drawing and text functions and how to save a custom project that would remain on the County's server for a period of time allowing others to view the project.

Jody Yungers suggested that an important function utilized by the public is the ability to print the layers in an easy way and to have a mail-to option that allows users to e-mail the map.

Jolinda Stapleton suggested that the print tab be made available all the time within the application. Ms. Stapleton also asked to have parcel lines overlay the aerial photo.

Mr. Moriarty asked if the measure function can calculate square feet and acres. Ms. Fendos showed how various measurement units can be selected including sq. feet and acres. She also showed how to create a map with a fixed scale, then print or export it to a PDF.

Carrie Magnuson suggested that the names of the tools be general and easy to understand for the public who may not be familiar with technical terminology.

Joel Koepp suggested that a help page should be added. Ms. Fendos said a help page will be added along with disclaimers. She stated she will also write an article for the Minnesota GIS/LIS newsletter about the new application.

5. Ramsey County Intern Funding Proposal

Craig Hinzman Ramsey County Surveyor, presented a funding proposal for two GIS/Survey interns who would work on spatial adjustments to increase the accuracy of the GIS parcel database, create GIS plat boundary poylgons and assist with the migration of GIS parcels to the ESRI Parcel Fabric data model.

The County will provide the interns with the project management, training, supervision, office space, software and hardware needed to complete the project. The cost of funding the two interns for one year shall not exceed $62,400. The User Group shall provide half of this amount, $31,200 at the beginning of the project and the second half after 6 months. Either party can terminate the agreement within 30 days by providing written notice and intent to the other party. The project is expected to take at least one year and may need to be extended.

Mr. Hinzman gave a progress report of the accuracy adjustments being made to the parcel database and asked the User Group to provide them with specific target areas that are in need of spatial adjustment.

Dan Holzemer stated that the city of White Bear Lake uses parcel area to calculate storm water fees. He asked about the accuracy of the adjusted parcels. Mr. Hinzman responded that it depends on the accuracy of the original plat, but will be better than the current data.

Mr. Koepp asked what would be an indicator of poor spatial location. Mr. Hinzman stated if parcels lines are over buildings, there is likely some spatial adjustments needed.

Ms. Stapleton asked if the proposed compensation will be enough to get qualified candidates for the intern positions. Mr. Hinzman believes they will get enough qualified candidates for the positions.

Mike Goodnature asked why the User Group is being asked to fund the positions and not Ramsey County. Mr. Hinzman said money is not available in their budget. Mr. Goodnature asked about the amount of discretionary funds available in the User Group's budget to fund the interns. Chad Bergo, the User Group Treasurer, stated that the User Group has saved money over the years by delaying and participating in cost sharing for aerial flights. He stated that funds are available for the intern project.

Mr. Koepp asked about the timeline for the project. Mr. Hinzman said they are looking for approval today so they can begin the hiring process.

Matt Koukol stated that the Parcel Fabric data model will produce products that have value such as right-of-way and easement polygons that will include ownership (city, county, state, etc.) information.

Curt Peterson provided an update on the progress being made with the digitized and computed parcels project. He showed examples of parcels that have been spatially corrected and asked members to notify the County of parcels in need of adjustments. Requests can be posted to AskSurveyor@co.ramsey.mn.us

Mr. Bergo suggested that the User Group approve funding for a 6 month period then reevaluate the project and approve funding for a second 6 month period. Mr. Hinzman stated that the County would agree to those terms. Mr. Bergo added that the County should provide the User Group with progress reports as the project moves forward.

Mr. Bergo made a motion to approve funding for two GIS/Survey intern positions for a period of 6 months to assist with spatial adjustments and conversion to the ESRI parcel fabric data model. After the initial 6 month period, Ramsey County must make another funding request and provide a project progress report to the User Group for funding for an additional 6 months. Deb Jones seconded the motion.

John Anderson asked if funding this project will increase membership fees. Mr. Bergo stated that this specific project would not.

Chair
Joel Koepp
joel.koepp@ci.roseville.mn.us

Vice Chair
Melissa Baker
melissa@capitolregionwd.org

Secretary
Mark Andrle
mark.andrle@newbrigthonmn.gov

Ms. Stapleton asked if the County would make an additional funding request to the User Group if the project is not complete after one year. Mr. Hinzman stated the County would likely look for an alternative funding source.

Mr. Koepp asked for a vote on the motion. The motion was approved with a unanimous vote by the voting members present.

6. Ramsey County Data Updates

Mr. Koukol reported that Pictometry completed the photo correction flight with leaf out images.

Melissa Baker asked if impervious surface data can be collected in the upcoming Ramsey County flight. She stated that the Capital Region Watershed District would be interested in sharing the costs for the additional data.

Mr. Peterson reported that the County expects to receive new LiDAR data in July. The data will cover the entire County and he asked that cities provide the County with site plans of projects where elevation has been changed. The County will then update the elevation data to reflect the change.

7. Service Award To Matt Baker

Matt Baker was not in attendance and the service award will be presented at the next GIS User Group meeting.

8. Community Announcements

None.

8. Agenda for June 7, 2012 Meeting

9. Adjourn
The meeting was adjourned at 4:15pm.
The next meeting will be on Thursday June 7th, from 2-4pm, at the Shoreview City Hall.

Minutes submitted by Mark Andrle, Secretary.

Chair	**Vice Chair**	**Secretary**
Joel Koepp	Melissa Baker	Mark Andrle
joel.koepp@ci.roseville.mn.us	melissa@capitolregionwd.org	mark.andrle@newbrigthonmn.gov