



Approved by MetroGIS Coordinating Committee:
December 3, 2015

Modified by Coordinating Committee:
April 26, 2016

MetroGIS
390 Robert Street North
St Paul, Minnesota 55101
www.metrogis.org



MetroGIS 2016 Work Plan

Table of Contents

What is MetroGIS?, Mission Statement and Sponsorship Statement	3
Introduction, Revision Procedure and Mid-Year Adjustments	4
Publication and Availability of the Work Plan, Coordinating Committee Roster, 2015	5
Summary of MetroGIS Accomplishments in 2015	6-10
Maintenance Activities	11
Project Prioritization Brief.....	13
Projects for 2016.....	14-23
Priority #1: Address Points Aggregation Project.....	14
Priority #2: Metro Regional Centerlines Collaborative	15
Priority #3: Support for the Geospatial Commons	16
Priority #4: Free and Open Data Initiative	17
Priority #5: 2016 Metro Aerial Imagery Collection.....	18
Priority #6: Historic Aerial Imagery Mosaic & Archive.....	19
Priority #7: Statewide Park and Trail Data Standard	20
Priority #8: Support for Statewide Centerlines Initiative	21
Priority #9: Metro Regional Stormsewer Dataset.....	22
Remaining Project List	23
2016 Work Plan Budget (Draft).....	24
Appendix A: Project Prioritization Methodology	25

Contact

Questions about this document may be directed to:

Geoff Maas, GISP
MetroGIS Coordinator
390 Robert Street North
St Paul, Minnesota, 55101
geoffrey.maas@metc.state.mn.us
651.602.1638

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 entire 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, in-kind contributions 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" and the MetroGIS logo and seal 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 2016 by the MetroGIS collaborative.

The Work Plan is intended to be a living document and is 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 Fall 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 by vote of the Coordinating Committee. 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 Committee members, other staff or duly appointed party to conduct further research on behalf of the project and bring their findings to the Committee.
- Create a work group to begin work, research or other activities;
- 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 most current formally adopted and approved MetroGIS Work Plan will be made available to the stakeholder community and general public via metrogis.org or upon request submitted to the MetroGIS Coordinator.

MetroGIS Coordinating Committee Roster (December 2015)

Matt Baker, Metropolitan Airports Commission

David Bitner, dbSpatial

David Brandt, Washington County, Coordinating Committee Vice-Chair

Hal Busch, City of Bloomington

Curtis Carlson, Northstar MLS

Gordy Chinander, Metropolitan Emergency Services Board

Erik Dahl, Minnesota Environmental Quality Board, Coordinating Committee Chair

James Fritz, Xcel Energy

Eric Haugen, Resource Data, Inc.

Brad Henry, University of Minnesota

Pete Henschel, Carver County

Len Kne, University of Minnesota

Randy Knippel, Dakota County

Mark Kotz, Metropolitan Council

Matt Koukol, Ramsey County

Carrie Magnuson, Metro Chapter – Minnesota Association of Watershed Districts

Mark Maloney, City of Shoreview

Jeff Matson, Center for Regional and Urban Affairs

Tony Monsour, Scott County

Nancy Read, Metropolitan Mosquito Control District

Dan Ross, Minnesota Geospatial Information Office

John Slusarczyk, Anoka County

Gary Swenson, Hennepin County

Ben Verbick, Local Government Information Systems (LOGIS)

Sally Wakefield, Minnesota Department of Transportation

Hal Watson, Minnesota Department of Natural Resources

Ron Wencil, U.S. Geological Survey

MetroGIS Staff:

Geoff Maas, MetroGIS Coordinator

Summary of Accomplishments in 2015

The last Work Plan cycle for the MetroGIS collaborative was November 2014 through November 2015. The following summaries describe the progress of the project work initiatives.

Free + Open Public Geospatial Data

In 2015, the metropolitan region saw the completion of the free and open data policy adoption cycle with Scott County's adoption on October 6, 2015 by their County Board of Commissioners. The other six metropolitan counties adopted their policies in 2014: Ramsey and Hennepin (both adopted on February 11), Dakota (March 25); Carver (April 1); Anoka (April 22); and Washington (November 18).



The research, deliberation and action on free and open data in the metropolitan region has led to significant attention and action in Greater Minnesota, with several counties around the state also opening their data, standing up data portals, contributing their data to the Minnesota Geospatial Commons or beginning to examine the merits of moving toward free and open data.

A second research document in support of free and open geospatial data: *“Free + Open Public Geospatial Data in Minnesota: Questions, Answers, Concepts and Resources for Practitioners”* was prepared by regional and state government staff to provide additional information and context on the issue to interested partners in Greater Minnesota. This document is available from the metrogis.org website; it is anticipated that this document will be continually revised and expanded as needed.

MetroGIS Regional Parcel Dataset

MetroGIS continues the licensing and distribution of the Regional Parcel Dataset, which maintains a total of 121 registered users as of October 2015, including third party users. With the advent of free and open data policies by the Seven Metropolitan Counties, there are now two resources on offer, the Full Regional Parcel Dataset and the Free Regional Parcel Dataset.

- The Full Regional Parcel Dataset—contains **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 enacted between the Seven Metropolitan Counties and the Metropolitan Council in 2012;
- The Free Regional Parcel Dataset, **containing the parcel data of Ramsey, Dakota, Carver Anoka and Washington counties (five of the Seven Metropolitan Counties) in the MetroGIS Parcel Data Standard**. The liaisons of these five counties has provided their consent for the applicable portions of the Regional Parcel Dataset Agreement of 2012 to be relaxed; enabling their constituent parts to be included in the Free Dataset without requiring a license agreement.

In 2015, The Metropolitan Council has exercised its ability to extend the existing 2012 contract to the end of calendar year 2016. The Council will continue to remunerate each participating metropolitan county at the rate of \$4000/year to configure its data into the regional standard.

Through calendar 2016 and beyond, the partners of MetroGIS will continue to explore efficient means of making the Regional Parcel Dataset available to meet the needs and requirements of both the data producer and consumer communities.

NCompass Centerline Dataset

In 2011, MetroGIS facilitated the renewal of the contract between the Metropolitan Council and private data vendor NCompass for road centerline data. MetroGIS continues to facilitate and oversee this agreement, and has extended its present contract with NCompass through December 31, 2017. 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 and manages the licenses for use of qualified users. As of October 30, 2015 there are 81 registered users of the NCompass Centerline Dataset.

DataFinder

Since 1998, the MetroGIS DataFinder served as the premier clearinghouse and data resource for geospatial data in the Twin Cities metropolitan region. The Seven Metropolitan Counties, Metropolitan Council and many other data producers made their data available with full metadata from the datafinder.org website. At its peak, the DataFinder hosted nearly 350 resources.



With the successful launch and deployment of the Minnesota Geospatial Commons in July 2014, plans were made to ‘fold’ the catalog of data holdings in the DataFinder into the Minnesota Geospatial Commons. As of October 2015, the transfer of the DataFinder catalog was successful. The DataFinder was officially retired from active service on December 15, 2015.

Minnesota Geospatial Commons

The Minnesota Geospatial Commons came into active service in July 2014. The MetroGIS community supports the state-level staff committed to the continued development and sustained future availability of the Geospatial Commons.



Active transition of data from the DataFinder site to the Commons began in the summer of 2015 and concluded in October 2015. Data formerly on offer from the DataFinder—notably Metropolitan Council geospatial data and regional datasets assembled and published under the auspices of MetroGIS—will now be available from the Geospatial Commons. As of December 2015 there are now over 500 resources available from the Commons. Several data producers in the metropolitan region at various levels of government have begun making their data and/or metadata available via the Commons.

Metro Regional Centerline Collaborative (MRCC)

In May 2014, partners in the metropolitan region including the Seven Metropolitan Counties, the Metropolitan Emergency Services Board and the Metropolitan Council with participation from the Minnesota Department of Transportation and Minnesota Geospatial Information Office kicked off a regionally focused initiative to define core road data needs and work toward meeting them by developing an authoritatively-sourced, publicly available road centerline data solution.



In 2015, the MRCC project saw sustained progress and momentum including:

- The agreement on an initial draft data standard;
- Publication of the draft standard and creation of a 'sample dataset' for review and critique by the entire statewide geospatial community;
- Collection, review and publication of feedback from the geospatial community;
- Publication of numerous support materials including a routing and planarization guide and edge matching guide;
- On-going meetings and conference calls providing interaction, clarity, focus and direction for project work;
- Strengthening of relationships and communication among the County, regional and state partners;
- Steady progress toward an initial 'first build' of the dataset; a first cut of which is anticipated in December 2015, with the dataset in full production by March 2016.

Statewide Centerline Initiative (SCI)

The Statewide Centerline Initiative (SCI), which originally kicked off in October 2012 remains focused on the long-term, state-wide road data solution that meets a variety of local, regional, state and federal agency needs, primary among them is the integration of locally produced data into a statewide Linear Reference System. As of 2015, MnDOT remains the main agency guiding the initiative in documentation of its internal agency needs and in working with ESRI to develop a set of data capture tools to the data producer community. State-level partners have been involved with the Metro Regional Centerlines Collaborative effort which is acting as an important 'advance guard' research and development project for the SCI.



Address Editor Tool Version 3.0: Deployment

The MetroGIS Address Point Web Editing Tool is an ArcGIS Server solution hosted by metro counties to enable their constituent cities to create and update address points.

Version 3.0 of the Address Editor Tool was completed and made available in March 2015 containing expanded tools and functionality from 2.0 as desired by the user community, including the following:

- 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;
- Enhanced ability for organization and management of code;

This Address Editor Tool is freely available to all governments in the State of Minnesota. At present, no Version 4.0 of the tool is planned, however, stakeholders are invited to document their individual and collective need for future enhancements.

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 created in 2013. The team is tasked with of developing a workflow and technical solution for gathering, aggregating and distributing the address points as they are created and ready to be made available.

Key project goals include:

- Project to deploy a single technology to gather data from individual counties;
- Architect a workflow and choose a technology that can be used by all counties within the state of Minnesota;
- Implement a fully automated system;
- Document decisions and relevant project information that are used to define the project and can be used by non-project participants;
- Preparation of metadata;
- Document instructions for the counties of Greater Minnesota as their information becomes available;
- Address Aggregation Workgroup be available to assist other counties become part of the aggregation workflow

The project team convened in June 2015 and began work on a small pilot project involving address point data from Carver and Dakota counties, working in tandem with the Metropolitan Council, MN.IT Services and the Department of Natural Resources. A report on process and findings is expected in December 2015.

Metro Regional Stormwater Data Project (Research)

In 2015, MetroGIS did not actively move this project forward, however, MetroGIS staff remains engaged with self-identifying stakeholders and documenting their business cases for a regionally standardized stormwater dataset. As of October 2015, sixteen (16) stakeholder agencies have been interviewed and their business cases documented. A list of additional agencies have been identified that need to be interviewed. 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 to be done in the development and maturation 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 executed in 2012, and has been extended through December 31, 2016.

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.

A draft version of this Memorandum was developed in early 2015 and continues to be reviewed and refined by the staff at the County government level and at the Metropolitan Council. Completion of the language and acceptance of the Memorandum is anticipated in early to mid-2016.

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 its efforts in standardization and sharing of geospatial data in the metro, MetroGIS collaborative participants frequently speak, present and participate in events and report on the progress and results of our work. The following presentations were conducted in 2015 by MetroGIS participants:

Free and Open Data in Minnesota: MapTime Collective, February 19
Minneapolis (Maas)

Hennepin County Geo.Code 'Code-A-Thon' Event, February 22
Minneapolis Public Library (Maas)

Converge Colloquia – Smart Cities and Infrastructure, February 28
University of Minnesota (Henry, Maas)

MetroGIS Overview and Free and Open Data in Minnesota, May 13
Northwest Ontario Innovation Centre, Thunder Bay, Ontario, Canada (Maas)

Presentation to Rice County Leadership Team on Free and Open Geospatial Data, August 10
Faribault (Maas)

Address Data Presentation - MN GIS/LIS Conference, Oct 8
Duluth (Hoekenga, Lusk, Watson, Henschel)

Metro Regional Centerlines Collaborative Presentation - MN GIS/LIS Conference, Oct 8
Duluth (Koukol, Houghton, Maas)

Presentation to Metro County IT Administrators on Free and Open Geospatial Data, October 23
Dakota County (Knippel)

Metro Centerlines Presentation to Regional Transportation Advisory Committee, November 12
St. Paul (Maas)

Minnesota Government IT Symposium, Free and Open Geospatial Data, December 8
St. Paul (Ross, Maas)



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 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

Through the end of 2015, MetroGIS will provide maintenance and hosting of the DataFinder.org data clearinghouse resource. At the end of 2015, the DataFinder will ‘sunset’ and its entire data holdings catalog will be available from the Minnesota Geospatial Commons.

(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 participating, 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 at the state level to reduce duplication is a key goal of this annual 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 2016

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 is drawn from the prior MetroGIS project cycle and from suggested projects from members of the Coordinating Committee. This list is inclusive of initiatives already underway.

Projects were prioritized by the Coordinating Committee in August 2015 and priority ranking is based on several factors including: identified stakeholder business needs, presence of key project owners, manager and work team members, likelihood of success and availability of funding (if needed). A more detailed description of the prioritization methodology is available in Appendix A of this document. Project priorities identified for the 2016 Work Plan work cycle are as follows:

Project	Work on in 2016	Committee Ranking	Priority Score
Address Points Aggregation	Yes	1	561
Metro Regional Centerlines Collaborative	Yes	2	440
Support for Geospatial Commons	Yes	3	423
Free + Open Public Geospatial Data	Yes	4	418
2016 Metro Aerial Imagery Collection	Yes	5	410
Historic Aerial Imagery Mosaic & Archive	Yes	6	407
Statewide Park & Trail Data & Standard	Yes	7	320
Statewide Centerlines Initiative	Yes	8	279
Regional Stormwater Dataset (Research)	Yes	9	124
Increased Frequency of Parcel Updates	No	11	63
Creation of Regional Basemap Services	No	12	62
Improvements to MetroGIS Geocoder	No	13	46

Detailed description of key project details are outlined in the following pages.

#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 needing authoritative address points Addressing Authorities (primarily cities) Data aggregators (County Governments and MetCouncil)
Priority Level	1st; Identified as the Top Priority by Coordinating Committee
Budget	Staff time and 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	(No policy level champion has been identified)
Project Team	MetroGIS Address Work Group Aggregation Pilot Project Team with representatives from Metropolitan Council, Carver County, Dakota County, MN.IT Services and MnDNR
Expected Timeline	Begun in Fall 2013, On-going into 2016
Key Steps & Milestones	Development of a pilot project plan among the partners (Summer 2015); Initial tasks for testing aggregation (Fall 2015)
Policy Implications	Securing permission for public dissemination of address point data from cities and counties;
Notes:	On-going through end of 2015 and into early 2016;

#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	2nd
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	Metropolitan County GIS Managers/Coordinators Hennepin County GIS Office is serving in the role of Project Manager by providing project staff
Project Champion	N/A
Project Team	Metro Road Centerline Collaborative Team including staff from all Seven Metropolitan Counties, MESB and Metropolitan Council with participation from MnDOT and MnGeo
Expected Timeline	Begun in May 2014, On-going into 2016
Key Steps & Milestones	Needs documentation completed in Summer 2014; Draft data model document completed in November 2014; Draft sample data developed and published in January 2015 Stakeholder review period (Feb-Apr 2015), comments collected and reported in May 2015. First Build begun by participating Counties in August 2015, first build of data MRCC working with MnGeo on potential hosting solutions that offer integration into NextGen9-1-1 work flows;
Policy Implications	N/A
Notes:	On-going through 2015 into 2016;

#3 - 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	3rd
Budget	Staff time commitments and in-kind contributions of stakeholders MetroGIS contributed \$14,000 of its budget in 2014 to the Commons The Metropolitan Council IS Dept. contributed an additional \$14,000 No 2015 budget funds from either the MetCouncil or MetroGIS budget have been directed to the Commons.
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 Over 400 resources available since October 2015
Policy Implications	Possible policy implications for long-term sustainable funding mechanism to ensure the resource remains in place;

#4 - 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	4th
Budget	Funding not needed; the research and outreach is conducted in the course of the duties of the staff involved.
Benefit to Stakeholders	Authoritative public geospatial data available without cost or a license agreement required;
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)	Victoria Reinhardt, Ramsey County Commissioner Terry Schneider, Mayor of Minnetonka, Policy Board Chair Jim Kordiak, Anoka County Commissioner
Project Team	MetroGIS Data Producers Work Group
Expected Timeline	On-going into 2016
Milestones	Change in metropolitan county policies and practices making data free/open in 2014 and 2015;
Policy Implications	The project would yield a significant change in existing county policy in Minnesota regarding data availability.
Notes	All seven metropolitan counties adopted free and open data in 2014-2015. Work for 2016 will entail partnering 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 as well as demonstrating the on-going value to governments of free and open data.

#5 – 2016 Metro Aerial Imagery Collection

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 the metro and adjoining to the metro, and determine their interest in participating.
Critical Stakeholders	All stakeholders needing leaf-off imagery from Spring 2016
Priority Level	5th
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 spring/mid-2016
Key Steps Milestones	Approval of Master Services Contract in October 2015.
Policy Implications	Potential need to coordinate county-level budget allocations and needs of county partners involved with the project.
Notes	This project will be on-going through spring/mid-2016

#6 – Historic Aerial Imagery Mosaic & Archive

Project Brief	Leveraging existing historical aerial photo mosaics of Minneapolis and St. Paul assembled and published by the John R. Borchert Map Library (University of Minnesota) to create mosaics covering the entire seven county metropolitan region. First round of work would be creating historic aerial mosaics from 1956 and 1966.
Critical Stakeholders	Stakeholders needing historic aerial imagery of the Seven Metropolitan Counties.
Priority Level	6th
Budget	\$5000 for first round of work (MetroGIS budget) in 2016; Potential of \$19,800 for full project realization (MetroGIS budget);
Benefit to Stakeholders	To make historical aerial photographs of the entire metropolitan region broadly accessible to the public for use in any application.
Project Owner(s)	Len Kne, U-Spatial, University of Minnesota Ryan Mattke, Borchert Map Library, University of Minnesota Kevin Dyke, Borchert Map Library, University of Minnesota Jeff Mattson, CURA, University of Minnesota
Project Champion(s)	(No policy level champion has been identified)
Project Team	Staff from University of Minnesota will oversee the project
Expected Timeline	On-going through spring/mid-2016
Key Steps Milestones	Legal and copyright issues regarding old imagery and photographs to be researched and resolved by end of 2015.
Policy Implications	Possible need for contract language regarding use, access and transfer of documents between agencies.
Notes	This project will be on-going into spring/mid-2016

Priority #7 – Statewide Park & Trail Data Standard

Project Brief	The development of a statewide data standard for park, trail and recreational lands and an on-going sustainable maintenance model for the creation, proliferation and maintenance of a dataset in the data standard. This data standard and eventual dataset will be developed to meet the business needs of a wide group of stakeholders at all levels of government.	
Critical Stakeholders	All stakeholders needing standardized park, trail and recreational land geospatial data for their business needs.	
Priority Level	7th	
Budget	Preparation/Research: Staff time of MnGeo, MetCouncil, MetroGIS Project: Metropolitan Council funds plus funding contributions of participating partner organizations	
Benefit to Stakeholders	The development of a data standard and standardized park, trail and recreational land geospatial data for their business needs.	
Project Owner(s)	Tim Loesch, MnDNR Hal Watson, MnDNR Geoff Maas, MetroGIS	Dan Ross, MnGeo Len Kne, University of Minnesota
Project Champion(s)	(No policy level/administrative person has yet been identified)	
Project Team	Staff from MnDNR, MnGeo and MetCouncil are participating in the preparatory research, document creation and planning.	
Expected Timeline	On-going through 2016	
Key Steps Milestones	Development of descriptive materials about the initiative Develop of stakeholder list and outreach plan Assembly of preliminary research materials	
Policy Implications	Development and adoption of inter-agency best practices	
Notes	This project will be on-going through 2016	

Priority #8 - 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	8th
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 2016
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	Work is being led internally to MnDOT on-going through 2016

Priority #9 – Metro Regional Stormwater Dataset (Research)

Project Brief	The MetroGIS collaborative is exploring the potential of working with a broad group of interested stakeholders toward the development of a Regional Stormsewer 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.
Critical Stakeholders	Any agency desiring stormsewer 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.
Priority Level	9th
Budget	No MetroGIS funding needed at this time; staff/in kind time only
Benefit to Stakeholders	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 stormsewer 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;
Project Owners	Erik Dahl, Environmental Quality Board/Coord. Comm. Chair Geoff Maas, MetroGIS Coordinator
Project Champion	None identified A policy level champion will be needed later in the project.
Project Team	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.
Expected Timeline	On-going into 2016 as a research and fact-finding initiative;
Key Steps Milestones	Sixteen (16) stakeholder business cases have been documented and a growing body of research is being developed in support of this dataset.
Policy Implications	Possible legal and policy research may be needed as project matures.
Notes:	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 2016. These projects will be revisited in September 2016 for potential inclusion in 2017 Work Plan or removed from 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>
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 2016 Budget

MetroGIS' core financial support is provided by the Metropolitan Council.

Formal programming for available funds will be decided upon by the Coordinating Committee.

2016 Rank	Project/Expense	2015 \$	2016 \$
	MetroGIS Budget Allotment	86,000	86,000
*	Regional Parcel Dataset Legal Agreement Payment	28,000.00	28,000.00
*	MetroGIS Operational Expenses	1,897.00	2,000.00
1	Address Points Aggregation	0.00	0.00
2	Metro Regional Centerlines Collaborative	0.00	0.00
3	Geospatial Commons (MetroGIS Support)	0.00	14,110.00
4	Free + Open Public Geospatial Data	0.00	0.00
5	2016 Aerial Imagery Collection Coordination	0.00	0.00
6	Historic Aerial Imagery Mosaic & Archive	(NA in 2015)	5,076.00
7	Statewide Park and Trail Data & Standard	(NA in 2015)	0.00
8	Statewide Centerlines Initiative (MetroGIS Support)	0.00	0.00
9	Regional Stormwater Dataset (Research Only)	0.00	0.00
NA	Address Points Editor 3.0 (Enhancements)	5,680.00	(NA in 2016)
	Spent /Committed	35,577.00	49,186.00
	Remaining	50,423.00	36,814.00

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.