MetroGIS 2019 Work Plan

Draft Published for the review of the
MetroGIS Coordinating Committee
on December 28, 2018

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

MetroGIS 2019 Work Plan

Table of Contents

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 working 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 metro 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 data and project 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 February of 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 the MetroGIS collaborative to represent and serve the broad geospatial stakeholder community of the Twin Cities metropolitan region.

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 2019 by the participants of the collaborative. The Work Plan is intended to be a living document and is subject to revisions and changes as recommended and approved 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 at is following meeting. The Work Plan is used as the primary instrument to direct activities and to 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 of the Committee. 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 approved MetroGIS Work Plan will be made available to any member of the stakeholder community and public via **metrogis.org** or upon request submitted to the MetroGIS Coordinator.

MetroGIS Coordinating Committee Membership (as of December 2018)

Matt Baker, Metropolitan Airports Commission
Andra Mathews, Minnesota Center for Environmental Advocacy
David Brandt, Washington County, *Coordinating Committee Vice-Chair*
Hal Busch, City of Bloomington-Metro Cities
Curtis Carlson, Independent Contractor
Marcia Broman, Metropolitan Emergency Services Board
Erik Dahl, Minnesota Environmental Quality Board, *Coordinating Committee Chair*
James Fritz, Xcel Energy
Derek Grisbeck, Minnesota Department of Transportation
Eric Menze, Resource Data, Inc.
Brad Henry, University of Minnesota
Catherine Hansen, Minnesota Department of Natural Resources
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
Jared Haas, City of Shoreview- Metro Cities
Jeff Matson, Center for Regional and Urban Affairs – University of Minnesota
Tony Monsour, Scott County
Nancy Read, Metropolitan Mosquito Control District
Chad Riley, Carver County
Dan Ross, Minnesota Geospatial Information Office
John Slusarczyk, Anoka County
Dan Tinklenberg, SRF Consulting Group
Jesse Reinhardt, Hennepin County
Ben Verbick, Local Government Information Systems (LOGIS)

MetroGIS Staff:

Geoff Maas, MetroGIS Coordinator

Summary of Major Accomplishments in 2018

The last Work Plan cycle for the MetroGIS collaborative was from December 2017 through December 2018. The following summaries describe the progress of the various project work initiatives in progress.

Memorandum of Agreement and extension of Contract between the Seven Metropolitan Counties and the Metropolitan Council for data standardization.

On December 31, 2016, the long-standing Parcel Data Sharing Agreement between the Seven Metropolitan Counties and the Metropolitan Council expired. This agreement has been replaced by a new Memorandum of Agreement and accompanying contract. Under this new agreement, the Metropolitan Council will continue to remunerate each participating metropolitan county at the rate of $4000/year to configure its various shared datasets (roads, address points and parcels) into approved regional and state standards. The new MOA and contract went into effect on January 1, 2017 with an expiry date of December 31, 2018.
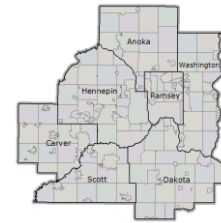
This new MOA and accompanying contract contains provisions for two (2) one-year extensions which would take the contract period out to December 31, 2020. As of December 2018, the Metropolitan Council and Seven Metro Counties were engaged in the first of the two 1-year contract extensions through December 31, 2019. Work on the next version of the Memorandum of Agreement and accompanying contract will begin in 2019, in anticipation of the contract being executed to take effect on January 1, 2021.

Metro Regional Parcel Dataset

The Seven Metropolitan Counties in collaboration with the Metropolitan Council have been consistently providing parcel data (updated quarterly) in a standardized format since 2002. With the adoption of free and open data resolutions adopted by the Boards of Commissioners of the Seven Metropolitan Counties in 2014-2015, this data became publicly available. On March 28, 2018, the Geospatial Advisory Council adopted the statewide Parcel Data Transfer Standard. This new statewide standard was built on the foundation of the original metro parcel standard. From July 2018 to December 2018, the Seven Metropolitan Counties began the transition to begin to offer their parcel data in the new statewide Parcel Data Transfer Standard. By early 2019, it is anticipated that the Metro Regional Parcel Dataset will be available in the new statewide standard with subsequent updates provided on a quarterly basis through the year (January, April, July and October).

## 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 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. Through 2016 and into early 2017, the MRCC effort has revised its data schema numerous times during its development to an agreed upon Version 1.7. The MRCC v. 1.7 will remain the definitive version of the centerline schema in creating the regional dataset until such time a revision is needed, or a statewide road centerline standard is available that meets the MetroGIS community's needs.

In 2018, the MRCC road centerline dataset effectively transitioned into 'maintenance' mode. Automated scripts and processes employed by the Seven Metro Counties and Metropolitan Council enable the data to be updated nightly (e.g. whenever new data is uploaded by the County GIS offices). Future work includes the eventual inclusion of Chisago, Isanti and Sherburne Counties into the regional dataset.

Address Points Aggregation: Publication of the first complete Metro Regional Address Point Dataset

On August 29, 2018, the first version of the complete Metro Regional Address Point Dataset was published to the Minnesota Geospatial Commons. This dataset has been a significant priority for the MetroGIS collaborative for some time and its arrival indicates a major milestone for the region. The data includes just under 1.2 million unique address points for all seven counties. Future work includes the eventual inclusion of Chisago, Isanti and Sherburne Counties into the regional dataset. With its publication, this effort can be said to transition into 'maintenance' mode. Automated scripts and processes employed by the Seven Metro Counties and Metropolitan Council enable the address point data to be updated nightly (e.g. whenever new data is uploaded by the County GIS offices)
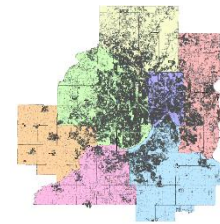
Address Point Editor Tool v. 4.0

The fourth iteration of the Address Point Editor Tool was completed in August 2018. In late 2017, the Metropolitan Council has executed a contract for $15,200 with North Point Geographic Solutions of Duluth, Minnesota for the development of fourth version of the tool. Joe Sapletal of the Dakota County GIS Office served as the technical lead in bringing the tool successfully to fruition.
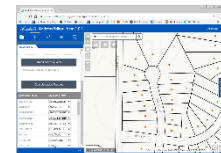
The tool is freely available to the entire geospatial community from the Minnesota Geospatial Commons and is used to assist addressing assignment authorities create, maintain and enhance their address point data.

Metro Stormwater Geodata Project (MSGP)

After several years in discussion and conceptual formation, on April 17, 2018, the Metro Stormwater Geodata Project kicked off with a 'Stormwater Geodata Summit' at the Hennepin County Public Works facility in Medina. Over sixty stakeholder participants representing city, county, regional, state and federal interests, as well as watershed districts, engineering firms and asset management professionals participated. This session included presentations by stormwater and geospatial professionals, and featured breakout sessions to collect the business needs to be met by the project. From the participants of the April 17 meeting a 22-person steering team was formed to steer and shape the project effort.

A joint MSGP coordination team comprised of Carrie Magnuson (Ramsey Washington Metro Watershed District), Alex Blenkush (Hennepin County), Ann Houghton (Hennepin County) and Geoff Maas (MetroGIS) has been pulling the steering team group together at roughly two-month intervals to refine the project scope and determine needed components of an initial stormwater geodata transfer standard. Meetings of the project team to date include:

> June 26, 2018: Minneapolis
> Hosted by the Mississippi Watershed Management Organization
>
> August 28, 2018: Chaska
> Hosted by the Carver County Water Management Organization
>
> November 14, 208: Blaine
> Hosted by the City of Blaine
>
> Additional meetings are planned for January 2019 (Technical session in Little Canada) and full Steering Team meeting in February 2019 (Maple Grove);

The long-term goal of the effort is to create and make available a stormwater geodata transfer standard that facilitates inter-jurisdictional aggregation of data and meets many shared business cases and uses such as routing, ingest of data into asset management systems and satisfaction of MS4-permit data and mapping requirements. Outreach to a larger audience on the project has included presentations to the Conference on the Environment (Nov 7, 2018 – Minneapolis) and Minnesota Association of Watershed District Conference (Nov 29-30, 2018 – Alexandria).

In December 2018, the project was awarded a grant for $18,875 by the Water Resources Center at the University of Minnesota to build a pilot/proof-of-concept dataset for statewide stakeholder testing during calendar 2019.

Geodata Standards Development

MetroGIS staff and members of its constituent participating agencies have been deeply involved in the refinement, review, advancement and approval of statewide geospatial data standards.

Address Point Data Standard. On December 6, 2017, the Geospatial Advisory Council approved the statewide Address Point Data Standard at its regular quarterly meeting. This approval is the culmination of a substantial, multi-year effort that found its origin in the work of the Metro Address Work Group in 2004 to create a standard for address points. Effort from 2015 to the present were bolstered by the business need for address point data to support NextGen9-1-1 use cases. Revisions to the Address Point Data Standard were assessed and reviewed by the GAC Standards Committee. The Address Point Data Standards is now at v. 1.2, with recommended changes coming from the use of the standard by the data producer community and the Standards Committee working to align the standards with one another.

Parcel Data Transfer Standard. Throughout 2017, outreach to, and input from, stakeholders statewide had taken place. A final round of public review occurred between Jan 8, 2018 and Feb 9, 2018 with the Standards Committee to review this final round of input on February 26, 2018 and decide upon what is needed next. The candidate statewide Parcel Data Transfer Standard is largely based on the original Metro parcel standard originally started in 1999 and adopted by metro partners for use in 2002.

Road Centerline Standard. The NextGen9-1-1 Standards Work Group is preparing to submit a candidate road centerline standard to the GAC Standards Committee. This proposed standard carries at its core approximately 96% of the same attributes of the MRCC data standard that was developed by the metro in 2014-2017.

Free + Open Public Geospatial Data Initiative

As of January 2019, twenty-nine (29) of Minnesota's eighty-seven (87) counties are making their public geospatial data freely and openly available.

All Seven Metropolitan Counties adopted free and open public geospatial data resolutions between February 2014 and October 2015. 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 counties around the state opening their data, standing up data portals, contributing their data to the Minnesota Geospatial Commons or at very least, beginning to examine the merits of moving toward a free and open data position. MetroGIS staff and participants have remained active in presenting to regional user groups around the state on the topic of free and open data during calendar year 2018.

Of note, Isanti County and Olmsted Counties are anticipated to make their data freely and openly available in early 2019.

MetroGIS Sustaining Activities

Advocacy and Outreach

MetroGIS provides a platform for advocacy for geospatial needs and initiatives and conducts outreach on the benefits of geospatial technology to government.

MetroGIS Outreach Efforts in 2018

To demonstrate the value and benefits its efforts in inter-agency collaborative work, development of data standards and best practices the benefits of sharing geospatial data in the metro, as well as its involvement with statewide collaborative work, members of the MetroGIS collaborative participants frequently speak, present and participate in events and to report on the progress and results of our work. The following presentations were conducted during 2018:

Metropolitan Council – Executive Leadership Team
MetroGIS Program Update
February 9, 2018, St Paul (Kotz/Maas)

Geospatial Advisory Council
Standards Committee Work Progress Update
March 28, 2018, St. Paul (Kotz/Maas/Mathews)

Metropolitan Council – Metropolitan Council GIS Users Group
MetroGIS Update & Data Needs Assessment Roundtable
April 18, 2018, St. Paul (Maas)

Upper Midwest Geospatial Conference
The Advance of Standards in Minnesota
May 23-24, 2018, La Crosse, Wisconsin (Maas)

Upper Midwest Geospatial Conference
'The Mystery of the Address' (Addressing Standards and Data Development in Minnesota)
May 23-24, 2018, La Crosse, Wisconsin (Maas)

Central States Water Environment Association
Metro Stormwater Geodata Project: Progress and Update
June 12, 2018, St. Paul (Maas)

Metro Chapter-Minnesota Association of Watershed Districts
Metro Stormwater Geodata Project: Progress and Update
July 17, 2018, St. Paul (Maas)

Minnesota GIS/LIS Consortium Conference
The Process of Partnership: Inter-Jurisdictional Collaboration to Produce Standardized Datasets
October 3-5, 2018, Duluth (Hoekenga/Maas)

Minnesota GIS/LIS Consortium Conference
Free + Open Data Geospatial Data Survey
October 3-5, 2018, Duluth (Guerts/Kne/Maas)

Conference on the Environment
Metro Stormwater Geodata Project: Progress and Update
November 7, 2018, Minneapolis (Maas)

Minnesota Association of Watershed Districts - Annual Conference
Metro Stormwater Geodata Project: Progress and Update
November 29-30, 2018, Alexandria (Maas)

Geospatial Advisory Council
Standards Committee Work Progress Update
December 5, 2018, St. Paul (Kotz/Maas/Mathews)

Metropolitan Council Information Services Department
Collaborative Effort to Produce the Metro Regional Address Point Dataset
December 12, 2018, St. Paul (Kotz/Maas/Mathews)

MNDNR – Data Stewardship Work Group
The Development and Adoption of the Parcel Data Transfer Standard
December 20, 2018, St. Paul (Maas)

Maintenance Actions

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

(1) Metro Regional Parcel Dataset

MetroGIS provides on-going support and maintenance for the Metro Regional Parcel Dataset.

Maintenance and continued publication of the Metro Regional Parcel Dataset, this includes:
- The maintenance of the Memorandum of Agreement and its supporting Contract between the Seven Metropolitan Counties and the Metropolitan Council;
- The quarterly collection and review of the parcel data produced by the Seven Metropolitan Counties;
- Documentation of questions, and responses back to the input from the data user community regarding the dataset;
- Maintenance and publishing of archival parcel data back to 2002;

(2) Metro Regional Address Point Dataset

With the publishing of the first complete Metro Regional Address Point Dataset, this effort will now go into 'maintenance mode'. The MetroGIS collaborative partners will work to keep this dataset updated and available to the user community.

(3) The 'metrogis.org' website

MetroGIS staff maintains the 'metrogis.org' website as a resource for a variety of audiences including MetroGIS stakeholders, private sector stakeholders, non-profit and academic stakeholders; local, county, regional, state and federal government participants, and researchers looking for data, standards and related information.

(4) MetroGIS governance

MetroGIS maintains two on-going governance bodies, the Policy Board (comprised of elected officials, appointed officials, CIOs and administrative-level decision makers) and the Coordinating Committee (comprised of lead technical and management-level professionals). The MetroGIS Coordinating Committee also has the option to create and activate task-specific work groups as it sees fit. MetroGIS staff provides the support functions for these bodies to convene and act efficiently.

(5) Test bed for inter-agency and inter-jurisdictional collaboration

MetroGIS serves as a 'living laboratory' and resource to both the academic and government community in the operation, funding, management and governance of a voluntary, inter-agency geospatial collaborative.

(6) Data policy research

MetroGIS takes an active interest in the legal and legislative aspects of data development, data sharing and public data availability of geospatial and participates in research and advocacy efforts which facilitate the wider availability of geospatial data.

(7) Participation in statewide geospatial initiatives

MetroGIS endeavors to work collaboratively with all levels of government. The MetroGIS Annual Work Plan is to be aligned as closely as feasible to other complementary initiatives at the state level to reduce duplication of effort and leverage collaborative opportunities.

(8) Hosting of educational/data sharing forums

As opportunities arise, MetroGIS maintains a role in participating in, promoting, hosting and facilitating educational, data sharing and related forums for the geospatial community of the Twin Cities metro region and supports those in Greater Minnesota.

MetroGIS Projects for 2019

The following pages provide a one-page synopsis of each anticipated MetroGIS 2018 project; a short summary of the inactive projects is also provided.

Project Prioritization Brief

As a volunteer collaborative with limited fiscal and human resources, MetroGIS needs to be judicious when selecting the projects and initiatives it will proceed with.

The table of projects on the following pages is drawn from:
- The prior MetroGIS Work Plan cycle;
- The results of the membership survey (Conducted during August-September 2018)
- The suggested project proposals from members of the Coordinating Committee;

This list includes the initiatives already underway. Projects were prioritized by the Coordinating Committee on September 26, 2018 and priority ranking is based on several factors including:

- Clearly identified and itemized stakeholder business needs;
- The presence of project owner(s), manager(s) and work team members;
- The likelihood of success, and;
- The availability of funding (if needed).

A more detailed description of the prioritization methodology used by the MetroGIS Coordinating Committee to determine its work priorities is available in Appendix B of this document.

Project priorities identified for the **2019 Work Plan** work cycle are identified in the table below. The first six (6) are active projects, the seventh 'External Platform Publishing' has been identified for 'investigation' during calendar 2019. Five projects have entered 'maintenance mode' and three others are 'inactive'

Project Name	Status in 2019	Priority Score*	Priority Rank
9-1-1 Regional Data Viewer	Yes	275	1
Metro Stormwater Geodata Project (MSGP)	Yes	270	2
Minnesota Road Centerline Standard (MRCS)	Yes	320	3
Parcel Data Resource and Best Practices Guide	Yes	250	4
Addressing Resource and Best Practices Guide	Yes	240	5
Metro Park and Trail Standard and Dataset	Yes	264	6
External Platform Publishing	Investigate	**	7
Metro Regional Centerlines (MRCC)	Maintenance	374	M
Support for the MN Geospatial Commons	Maintenance	360	M
Free + Open Geospatial Data Research/Outreach	Maintenance	308	M
Metro Address Point Data Dataset	Maintenance	286	M
Address Point Editor Tool, v. 4.0	Maintenance	187	M
Increase Frequency of Parcel Data Updates	Inactive	51	I
Creation of Regional Basemap Services	Inactive	44	I
MetroPlus Free Geocoder	Inactive	16	I

After empirical rankings are complete, the Coordinating Committee discusses the projects and manually re-orders them as per their relevance to known business needs, likelihood of success and relevance to stakeholder interests. The order of projects reflects this discussion and does not match the numerical Priority Score assigned.

**External Platform Publishing was added manually by the Coordinating Committee during its meeting on 9/26/2018. External Platform Publishing was not included in the ranking survey given to the Committee membership during August-September 2018, and therefore carries a score of "zero".*

Detailed descriptions of projects and role of those involved are outlined in the following pages.

Priority #1 – 9-1-1 Regional Data Viewer

Project Brief	The development and maintenance of a freely available data viewer resource that facilitates viewing of regionally federated datasets needed by the 9-1-1 community to may lack access to GIS software or expertise.
Critical Stakeholders	All stakeholders needing authoritative address points Addressing Authorities (primarily cities) Data aggregators (County Governments, Metropolitan Council, MnGeo)
Priority Level	1st – Highest Priority
Budget	No funding necessary Staff time and In-kind services of participating agencies will conduct the initial stages of work of the project
Benefit to Stakeholders	Availability to geospatially enabled and non-geospatially enabled staff of stakeholder organizations of regionally federated datasets in an easy to use data viewer. While being tailored specifically to the needs of the NextGen9-1-1 user community, the viewer will be available to the public.
Project Owner	Jill Rohret, Executive Director Metro Emergency Services Board
Project Champion	Marcia Broman, 9-1-1 Data Coordinator Metro Emergency Services Board
Project Team	MESB Staff (Broman, Oslin) Metro County GIS Staff (Representatives from each Metro County) Metropolitan Council Staff (McGuire, Hoekenga) MetroGIS Staff (Maas)
Expected Timeline	Project entered planning stage in Fall 2018. Technical aspects to begin in early 2019 with first draft iteration to be available in Spring 2019.
Key Steps & Milestones	>> Determination that the ESN/PSAP boundaries can be shared publicly (Completed Fall 2018); >> First phases of work (data on GeoCommons and prototype of viewer are anticipated to be complete in the first quarter of 2019;
Policy Implications	County GIS Offices developing and maintaining good relationships and to execute contracts (as needed) with their constituent cities to ensure the continuous flow of authoritatively created address point data; Ensuring the aggregated data meets the needs of NextGen9-1-1 use cases;
Notes:	Project is expected to continue through calendar 2019

Priority #2 – Metro Stormwater Geodata Project (MSGP)

Project Brief	The MSGP is focused on the creation of a stormwater geodata standard, a pilot project to enabled the community to test the standard, and refinements to address input from the professional community.
Critical Stakeholders	All stakeholders who create or consume stormwater system data in the Twin Cities metro region, these include city, county, regional, state, federal creators and users as well as the academic and engineering community
Priority Level	**2nd**
Budget	$18,875 grant secured in December 2018 from the Water Resources Center at the University of Minnesota to create a pilot project during calendar 2019. Additional funds may be sought as needed.
Benefit to Stakeholders	Eventually availability of the geodata transfer standard for stormwater data based on the work of an engaged stakeholder community.
Project Owners	Ann Houghton, Hennepin County GIS Office Carrie Magnuson, Ramsey-Washington Metro Watershed District Alex Blenkush, Hennepin County GIS Office Geoff Maas, MetroGIS Coordinator
Project Champion	Debbie Goettel, Hennepin County Commissioner
Project Team	23-member MSGP Steering Committee (Formed April 2018)
Expected Timeline	Draft prototype standard, pilot project and outreach
Key Steps & Milestones	62-person Metro Stormwater Geodata Summit: April 17, 2018 (Medina) Steering Team Meeting #1 – June 26, 2018 (Minneapolis) Steering Team Meeting #2 – August 26, 2018 (Chaska) Steering Team Meeting #3 – November 14, 2019 (Blaine) Data Standard Technical Team Meeting – Jan 29, 2019 (Little Canada) Steering Team Meeting #4 – February 26, 2018 (Maple Grove)
Policy Implications	Analysis of data policies surrounding geospatial data representing infrastructure systems is on-going as part of the project;
Notes:	On-going through 2019 beyond

Priority #3 – MN Road Centerline Standard (MRCS)

Project Brief	Originally this project was articulated as the development of a statewide centerline dataset to meet multiple agency core needs; before a statewide road centerline can be developed, a standard into which data from participating agencies can be translated into is needed.
Critical Stakeholders	All stakeholders creating, needing or using road centerline data across the State of Minnesota
Priority Level	**3rd**
Budget	No funds are allotted from MetroGIS to advance this initiative;
Benefit to Stakeholders	Access to authoritatively-sourced, standardized road centerline data;
Project Owners	NextGen9-1-1 Standards Workgroup Geospatial Advisory Council Standards Committee
Project Champion	Dan Ross, GIO, MnGeo *(de facto)*
Project Team	NextGen9-1-1 Standards Workgroup Geospatial Advisory Council Standards Committee
Expected Timeline	The NextGen9-1-1 Standards Workgroup is working with the Geospatial Advisory Council's Standards Workgroup to create a road centerline standard. 9-1-1 needs are the most urgent need; however, many other core business needs can be met by this work. The standard being created by these two organizations is presently called the MRCS (Minnesota Road Centerline Standard) is based upon the MRCC (Metro Road Centerline Collaborate) road centerline standard.
Key Steps & Milestones	MRCS v. 0.5 was published for a statewide stakeholder review from April 2018-June 2018, comments were reviewed by the GAC Standards Committee in Late
Policy Implications	Working with data from agencies that are 'free + open' and 'closed' poses a challenge to publishing a publicly available dataset.
Notes:	Continued work in 2019

Priority #4 – Parcel Data Best Practices Guide

Project Brief	The creation of a document/resource that draws together technical, legal, policy and procedural information for the creation, maintenance and use of parcel data.
Critical Stakeholders	All stakeholders creating, needing or using parcel data
Priority Level	**4th**
Budget	No funds are allotted from MetroGIS to advance this initiative; In-kind (staff time) resources will provide the work;
Benefit to Stakeholders	A centralized document or resource which contains information germane to the creation, maintenance and use of parcel data.
Project Owners	Geoff Maas (MetroGIS)
Project Champion	(none needed)
Project Team	Geoff Maas (MetroGIS) GAC Parcel and Land Records Committee (review and editing) County-level GIS staff (review and editing)
Expected Timeline	Initial research began in 2018, a first draft of the publication is expected by mid-2019 for the editorial and review teams to provide their feedback.
Key Steps & Milestones	Publishing of a first draft by mid-2019
Policy Implications	None
Notes:	On-going through 2019 and potentially beyond

Priority #5 – Addressing Resource Guide

Project Brief	The creation of a document/resource that draws together technical, legal, policy and procedural information for the creation, maintenance and use of address point data
Critical Stakeholders	All stakeholders creating, needing or using address point data
Priority Level	**5th**
Budget	No funds are allotted from MetroGIS to advance this initiative; In-kind (staff time) resources will provide the work;
Benefit to Stakeholders	A centralized document/resource which contains information germane to the creation, maintenance and use of address point data.
Project Owners	Geoff Maas (MetroGIS)
Project Champion	(none needed)
Project Team	NextGen9-1-1 Standards Workgroup GAC Standards Committee Metro Addressing Work Group
Expected Timeline	Initial research began in 2018, a first draft of the publication is expected by late-2019 for the editorial and review teams to provide their feedback.
Key Steps & Milestones	First draft available by end of calendar 2019
Policy Implications	None
Notes:	On-going through 2019 and beyond

Priority #6 – Metro Park and Trail Data Standard/Dataset

Project Brief	The creation and adoption of a park and trail data standard and the creation and maintenance of a metro wide park and trail dataset that is freely and openly available and updated periodically to reflect the park and trail assets of the region.
Critical Stakeholders	All stakeholders creating, needing or using road centerline data
Priority Level	**6th**
Budget	No funds are allotted from MetroGIS to advance this initiative;
Benefit to Stakeholders	Access to authoritatively-sourced, standardized park and trail data for the Seven County Metropolitan region
Project Owners	Alex Blenkush, Hennepin County Ann Houghton, Hennepin County Jon Hoekenga, Metropolitan Council Geoff Maas, MetroGIS
Project Champion	(none identified)
Project Team	GIS staff at each participating county
Expected Timeline	A first version (v. 1.0 not fully attributed) was published to the Commons in late 2017. During 2018
Key Steps & Milestones	A first version (v. 1.0; not fully attributed) was published to the Commons in 2017. During 2018, additions and refinements were made to the data and the standard was updated to v. 1.1. During 2019, project partners look to develop validation and aggregation scripting to automate the process of updates.
Policy Implications	None
Notes:	On-going through 2019 and beyond

Priority #7 – External Platform Publishing

Project Brief	As parcels, address points, centerlines and park and trail datasets transition from create to maintenance and their availability is consistent, it is the goal of the Metro County managers to have larger platforms such consume this data as authoritative.
Critical Stakeholders	The data producer and data consumer community; Large platform hosts such as Google, ESRI Community Basemap and Open Street Map
Priority Level	**7th (Investigative)**
Budget	No funds are allotted from MetroGIS to advance this initiative;
Benefit to Stakeholders	Authoritatively-sourced, standardized geospatial datasets from the Seven Metropolitan Counties being readily available in larger platforms
Project Owners	GIS Managers from the Seven Metro Counties
Project Champion	Randy Knippel (Dakota County)
Project Team	Joe Sapletal (Dakota County) Matt McGuire (Metropolitan Council) Geoff Maas (MetroGIS)
Expected Timeline	Project participants will be examining methods and approaches during calendar 2019.
Key Steps & Milestones	Communication established with staff at Google and ESRI during 2018. Metro Counties are encouraging them to consume the data;
Policy Implications	Clarity on licensure issues are needed by the data consumers/platforms.
Notes:	On-going through 2019 and beyond

Maintenance – MRCC (Road Centerlines)

Project Brief	Development of a road data standard and dataset to meet documented business needs and the development of workflows for the validation, aggregation and publication of standardized road centerline data;
Critical Stakeholders	Stakeholders at all levels of government, non-profit sector, private sector and academic interests needing authoritative road centerline data in the Twin Cities metro region;
Priority Level	Maintenance Activity
Budget	Staff time & "in kind" services of participating agencies
Benefit to Stakeholders	Stakeholders will have access to up-to-date authoritative road centerline data that meets a core set of shared identified business needs.
Project Owner(s)	MRCC Core Team (County GIS Managers)
Project Champion	*(No individual project champion has been identified)*
Project Team	MRCC Build Team (County GIS Staff) Hennepin County GIS Office providing project management Metropolitan Council providing aggregation, validation and publishing services; MetroGIS Staff is providing research/resources as needed; MESB providing NextGen9-1-1 compliance review;
Expected Timeline	Project is now in maintenance mode;
Key Steps & Milestones	Project started in May 2014, first dataset published in 2017 Upon the adoption of a statewide Road Centerline Standard, the metro project team will assess its fitness to meet their needs and determine a timeline for transitioning to it.

Maintenance – Support for the Geospatial Commons

Project Brief	The MN Geospatial Commons is a single location on the web where members of the geospatial profession 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	Geospatial data producers and consumers in the State of Minnesota
Priority Level	**Maintenance Activity**
Budget/Fiscal Needs	Staff time commitments and in-kind contributions of stakeholders MetroGIS contributed $4,071 of its budget in 2017 to the Commons. No MetroGIS budget was directed to the Commons in 2018;
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)	Minnesota Geospatial Commons work team comprised of staff from MnGeo, MnDNR, MPCA and Metropolitan Council and other partners;
Project Champion(s)	Dan Ross, State Geographic Information Systems Officer Mark Kotz, GAC Chair, Metropolitan Council GIS Manager
Project Team	Minnesota Geospatial Commons work team comprised of staff from MnGeo, MnDNR, MPCA and Metropolitan Council and other partners
Expected Timeline	First public version was made available in July 2014 Commons was formally launched in July 2015; All former 'datafinder.org' resources transition to the Geospatial Commons by on December 15, 2015;
Key Steps Milestones	As of December 31, 2018, there are 30 agencies publishing 783 resources to the Geospatial Commons;
Policy Implications	Possible policy implications for finding and sustaining a long-term funding mechanism to ensure the Commons remains in place;

Maintenance - Free & Open Public Geospatial Data Initiative

Project Brief	Continued assistance, research and support to metro and state stakeholder agencies and jurisdictions at all levels on the benefits 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	Maintenance Activity
Budget	Funding not needed; the research and outreach is conducted as part oof the duties of the staff involved.
Benefit to Stakeholders	Authoritative public geospatial data available for download and unrestricted usage without cost or a license agreement;
Project Owner(s)	Len Kne, Co-Chair, MNGAC Outreach Committee Kari Guerts, Co-Chair MNGAC Outreach Committee Geoff Maas, MetroGIS Coordinator, Data Policy Researcher Randy Knippel, Dakota County GIS Manager/Work Group Chair
Project Champion(s)	Victoria Reinhardt, Ramsey County Commissioner Debbie Goettel, Hennepin County Commissioner
Project Team(s)	GAC Outreach Committee MetroGIS Data Producers Work Group
Expected Timeline	On-going into 2019
Milestones	As of December 2018, twenty-eight (28) counties in Minnesota are making their public geospatial data freely and publicly available without fee or licensure.
Policy Implications	The project precipitates a significant change in existing county data access policy in Minnesota changing from fees and licensure to free and open data;
Notes	All seven metropolitan counties adopted free and open data resolutions in 2014-2015. Work through 2019 will entail continuing to partner with county and 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.

Maintenance – Address Point Aggregation

Project Brief	The development and maintenance of a workflow process and technical solutions for the creation, validation, aggregation, and publishing of standardized address points.
Critical Stakeholders	All stakeholders needing authoritative address points Addressing Authorities (primarily cities) Data aggregators (County Governments, Metropolitan Council, MnGeo)
Priority Level	**Maintenance Activity**
Budget	None needed
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, GAC Chair
Project Champion	(none identified)
Project Team	MetroGIS Address Work Group members; County GIS Staff serving as data aggregators within their county; Metropolitan Council staff developing aggregation and validation scripting tools and workflows to move toward automation; NextGen911 stakeholder interests;
Expected Timeline	First regionwide dataset was published on August 29, 2018
Key Steps & Milestones	>> Chisago County data added in Summer 2018, Isanti and Sherburne County data is anticipated to be added during calendar 2019.
Policy Implications	County GIS Offices developing and maintaining good relationships and to execute contracts (as needed) with their constituent cities to ensure the continuous flow of authoritatively created address point data; Ensuring the aggregated data meets the needs of NextGen9-1-1 use cases;
Notes:	Project is entering maintenance mode as a Metro regional dataset and is expected to continue through 2019 and beyond;

Maintenance – Address Point Editor Tool (Version 4.0)

Project Brief	The maintenance of the Address Point Editor from Version 4.0 for its continued use and availability of the geospatial professional community.
Critical Stakeholders	All stakeholders needing authoritative address points Addressing Authorities (primarily cities) Data aggregators (County Governments, Metropolitan Council, MnGeo)
Priority Level	Maintenance Activity
Budget	None needed in 2019
Benefit to Stakeholders	Data creators will have available a tool that enables them to quickly and efficiently create address points directly into the GAC-adopted Address Point Data Standard. 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. Myriad uses for Census, permit tracking, delivery, etc.
Project Owners	Joe Sapletal, Dakota County Mark Kotz, Metropolitan Council Tanya Mayer, Metropolitan Council
Project Champion	*(No policy level champion has been identified)*
Project Team	Metro Editor Tools Work Group and Metro Addressing Work Group County GIS Staff serving as data aggregators within their county Participating interests from NextGen911 stakeholder interests
Expected Timeline	Editor Tool Version 4.0 deployed in September 2018
Key Steps & Milestones	Editor Tool Version 4.0 deployed in September 2018; Future upgrades will take place as needs emerge
Policy Implications	Encouraging address authorities in the metro region (mostly cities) to use the tool; Ensuring the aggregated data meets the needs of NextGen9-1-1 use cases;
Notes:	On-going through 2019 and beyond

Inactive Project List

The following projects did not meet the requisite criteria for inclusion in active Work Plan projects during calendar 2019. These projects can be revisited in Fall 2019 for potential inclusion in 2019 Work Plan or removed from consideration at the recommendation of the Coordinating Committee.

Remaining Projects	Brief Description
MetroPlus Free Geocoder	*Proposal for a free and public geocoder resource in the Metro region (plus additional areas in adjacent counties, possibly including Wisconsin).*
	Not identified by the Coordinating Committee as a priority in the 2019 Work Plan cycle; at present, there is no work team, owner, champion or fully articulated business need;
Increase frequency of Parcel Data Updates	*Discussion of the potential for more frequent updates (than the quarterly cycle currently in place) of the parcel data.*
	Not identified by the Coordinating Committee as a priority in the 2019 Work Plan cycle; at present, there is no work team, owner, champion or fully articulated business need;
Development of Regional Base Map Services	*Creation of region-wide basemap services.*
	Not identified by the Coordinating Committee as a priority in the 2019 Work Plan cycle; at present, there is no work team, owner, champion or fully articulated business need;

MetroGIS 2019 Budget

MetroGIS' core financial support is provided by the Metropolitan Council in the form of an annual budget allotment. Until 2018, MetroGIS budget was $86,000/year. In 2018, MetroGIS' budget has been reduced to $50,000/year by the Metropolitan Council Information Services Department.

Formal programming and direction of the collaborative's available funds are decided upon by the Coordinating Committee. This budget can be amended by actions of either the MetroGIS Coordinating Committee, MetroGIS Policy Board or the Information Services Department of the Metropolitan Council as is needed to meet the project aims of the collaborative.

Rank	Category	2019	2018	2017	2016
	MetroGIS Total Budget Allotment	50,000	50,000	86,000	86,000
	Metro Counties/MetCouncil MOA Data Contract	28,000	28,000	28,000	28,000
	MetroGIS Website Kentico CMS Maintenance	1,430 **(b)**	2,800	(n/a)	(n/a)
	MetroGIS Misc. Expenses - Allotted (a)	2,000	2,000	2,000	2,000
	MetroGIS Misc. Expenses - Total Spent		0	0	328
1	**9-1-1 Regional Data Viewer**		0	0	0
2	**Metro Stormwater Geodata Project (MSGP)**		0	0	0
3	**Minnesota Road Centerline Standard (MRCS)**		0	0	0
4	**Parcel Data Resource and Best Practices Guide**		0	0	0
5	**Addressing Resource and Best Practices Guide**		0	0	0
6	**Metro Park and Trail Standard and Dataset**		0	0	0
7	**External Platform Publishing**		0	0	0
M	**Metro Regional Centerlines (MRCC)**		0	0	0
M	**Support for the MN Geospatial Commons**		0	4,071	14,110
M	**Free + Open Geospatial Data Research/Outreach**		0	0	0
M	**Metro Address Point Data Dataset**		0	0	0
M	**Address Point Editor Tool, v. 4.0**		15,200	0	0
	Committed and/or Already Spent	29,430	46,000	34,871	47,213
	Remaining: Unspent/Unused	20,570	4,000	51,129	38,787

(a) *Allotted for annual Miscellaneous Expenses; not contractually committed;*
(b) *Estimated cost as of December 31, 2018*

Appendix A: Comparison of MetroGIS project priorities to Minnesota Geospatial Advisory Council project priorities for 2019

MetroGIS Rank	MetroGIS Project Priority for 2019	Comparable GAC Project Priority for 2019	GAC Rank
1	9-1-1 Regional Data Viewer	*No comparable project*	*N/A*
2	Metro Stormwater Geodata Project (MSGP)	*No comparable project*	*N/A*
3	Minnesota Road Centerline Standard (MRCS)	Road Centerline Data & Standard	6
4	Parcel Data Resource and Best Practices Guide	Statewide Parcel Data Layer	4
5	Addressing Resource and Best Practices Guide	Address Points Data	8
6	Metro Park and Trail Standard and Dataset	Parks and Trails Data Standard	10
7	External Platform Publishing	*No comparable project*	*N/A*
Maint.	Metro Regional Centerlines (MRCC)	Road Centerline Data & Standard	6
Maint.	Support for the MN Geospatial Commons	*No comparable project*	*N/A*
Maint.	Free + Open Data Research/Outreach	Free and Open Data	1
Maint.	Metro Address Point Data Dataset	Address Points Data	8
Maint.	Address Point Editor Tool, v. 4.0	Address Points Data	8
N/A	*No comparable project*	Imagery Service Maintained & Improved	2
N/A	*No comparable project*	Updated & Aligned Boundary Data	3
N/A	*No comparable project*	Statewide Parcel Data Layer	4
N/A	*No comparable project*	Archiving Policy/Procedure	5
N/A	*No comparable project*	LiDAR Data and Derived Products	7
N/A	*Inactive project*	MN Basemap Services	9
N/A	*No comparable project*	EM Damage Assess Data Standard	11
N/A	*No comparable project*	Hydro-DEMs & Digital Dam break lines	12

The Minnesota Geospatial Advisory Council conducts an annual prioritization ranking of its current project priorities. The table above compares the ranked MetroGIS projects with their closest Geospatial Advisory Council-equivalent for the 2019 work cycle.

Appendix B: 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, and;
- Collective wisdom of the MetroGIS Coordinating Committee.

Project Prioritization Steps

Task 1 - Create a list of proposed projects

1.1   Provide a list of all previously proposed projects to the Coordinating Committee and ask for any additions;

1.2   Created a final list of proposed projects;

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

2.1   Create a **web survey** and distribute to Committee membership, for most projects that help stakeholders directly (e.g. address points) query them with direct questions such as:

"How great is your organization's business need for the results of this project?"

Provide answers options such as   High
                                                             Medium
                                                             Low
                                                             No business need

2.2   For MetroGIS specific items determine the answer to the following:

"For MetroGIS to function effectively, serve its stakeholders and support its mission, how great is MetroGIS's need to complete this project?"

Provide answers options such as   High
                                                             Medium
                                                             Low
                                                             No business need

2.3   A few additional questions will be asked (e.g. your name, are you willing to be project owner or part of project work team?)

Task 3 - Assess likelihood of success of each project

3.1 Follow up with involved stakeholders to assess key factors related to likelihood of success such as

- What is estimated effort to complete project? (Person/hour categories)
- Is funding required? If so, is it available and from what source?
- Does a committed project owner exist?
- Does a committed project team exist (if needed)?
- Does an active, high-level project champion exist (if needed)?

Task 4 - Calculate preliminary priorities based on results

4.1   Create a prioritization matrix (spreadsheet) to calculate scores and create preliminary priorities.

4.2   Methodology notes: guide for weighting for scoring potential projects

Roles and Funding:	Funding exists	= 2 pts.
	Funding questionable	= 1
	Funding doesn't exist	= 0

Project Owners	Project owner exists	= 3
	Owner questionable	= 1
	Owner doesn't exist	= 0

Effort (Person/Hours)	1 to 100 hours	= 3 (Low Effort, Easiest)
	100 – 200 hours	= 2 (Medium Effort)
	200+ hours	= 1 (High Effort, Most Difficult)

Likelihood of **Success Score** (Sum of the above scores)

Value Score = Sum of all responses from of responses from Coordinating Committee members

Need for Project	High Need	= 3
	Medium Need	= 2
	Low Need	= 1
	No Need	= 0

Priority Score = Value score multiplied by **Success Score**

Task 5 - Coordinating Committee Adjusts the Priority Ranking

5.1 At Committee meeting, show the spreadsheet & get corroboration form members;

5.2 Identify and address any errors;

5.3 Priority Rank will initially be the same as Priority Score;

5.4 Committee can discuss and adjust priority rankings if desired based on other factors (group wisdom);

5.5 Committee should also decide which projects to completely remove from the work plan;

5.6 Where a project is important, but missing roles or funding, Committee can re-evaluate in the future;