MetroGIS 2020 Work Plan

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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 8, 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.

"MetroGIS" and "Sharing Information Across Boundaries" as well as 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 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 2019)

Duane Anderson, City of Woodbury
Matt Baker, Metropolitan Airports Commission
David Brandt, Washington County, *Coordinating Committee Vice-Chair*
Hal Busch, City of Bloomington-Metro Cities
Marcia Broman, Metropolitan Emergency Services Board
Erik Dahl, Minnesota Environmental Quality Board, *Coordinating Committee Chair*
James Fritz, Xcel Energy
Andra Mathews, Minnesota Department of Transportation
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
Tami Maddio, City of Eagan
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
John Slusarczyk, Anoka County
Dan Tinklenberg, SRF Consulting Group
Jesse Reinhardt, Hennepin County
Ben Verbick, Local Government Information Systems (LOGIS)

MetroGIS Staff:

First Last, MetroGIS Coordinator

Summary of Accomplishments in 2019

The last Work Plan cycle for the MetroGIS collaborative was from December 2018 through December 2019. 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.
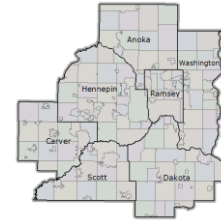
On December 31, 2016, the long-standing Parcel Data Sharing Agreement between the Seven Metropolitan Counties and the Metropolitan Council expired. This agreement was replaced by a new Memorandum of Agreement and accompanying contract. Under this new agreement, the Metropolitan Council will continue 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 November 2019, the Metropolitan Council and Seven Metro Counties were working to complete and get signatures on the second of the two 1-year contract extensions through December 31, 2020. A new contract, intended to be executed during calendar 2020, will take effect on January 1, 2021 and continue the $4000 payment from the Metropolitan Council to the Seven Metropolitan Counties. This contract was redrafted, reviewed by the Hennepin County attorney's office and as of this writing (November 2019) is under review by Council legal staff.

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.

In July 2019, the Metro Regional Parcel Dataset became available in the new statewide standard (as adopted by the GAC in March 2018) with all subsequent updates provided on a quarterly basis through the year (January, April, July and October) to also be in the GAC-approved standard for the foreseeable future.

## 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 2019, data from Isanti and Sherburne Counties were added, covering a total of 10 counties in the metro and adjacent area.

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), however, the current goal is to provide consistent monthly updates from the counties to the regional dataset. Future work includes the eventual transition to using the GAC-approved road centerline dataset.
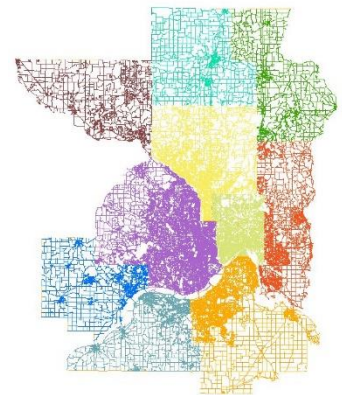
Metro Regional Address Point Dataset

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 original dataset included just under 1.2 million unique address points for all seven counties. During late 2018 and early 2019, the northern counties of Chisago, Isanti and Sherburne Counties data were also added to the regional dataset. During 2019, this project can effectively transition into maintenance mode.

Automated scripts and processes employed by the participating counties and Metropolitan Council enable the address point data to be updated nightly (e.g. whenever new data is uploaded by the participating county GIS staff)
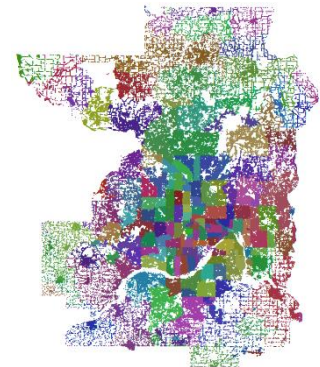
Metro Stormwater Geodata Project (MSWGP)

The MSWGP coordination team comprised of Carrie Magnuson (Ramsey Washington Metro Watershed District), Alex Blenkush (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 (Steering Team)
> August 28, 2018: Chaska (Steering Team)
> November 14, 2018: Blaine (Steering Team)
> January 29, 2019: Little Canada (Technical Session)
> February 26, 2019: Maple Grove (Steering Team)
> March 26, 2019: Minneapolis (Point-Polygon Team)
> April 30, 2019: Eagan (Steering Team)
> June 26, 2019: Bloomington (Structures Team)
> August 26, 2019: Bloomington (Steering Team)
> October 30, 2019: St. Paul (Structures Team)

As of November 2019, the effort has produced a prototype transfer data schema (called 'version 0.5) which has been published for an informal public review. In December 2018, the project was awarded a grant for $18,875 by the Water Resources Center at the University of Minnesota. These funds are committed to the cities of Bloomington and Eagan to produce a sample dataset in the draft schema.

During November 2019-February 2020, supporting materials and pilot dataset will be prepared for a statewide outreach during spring 2020. This outreach will solicit input from stakeholders and gather comments on the proposed standard to enhance its continued refinement and development.

Free + Open Public Geospatial Data Initiative

As of November 2019, thirty-one (31) 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.

Olmsted County is the most recent county to make its data freely and openly available (as per the actions of their Board of Commissioners on November 5, 2019.

Metro Regional Park and Trail Datasets

A version of the metro wide parks and trails has been available since 2018, this dataset is not yet complete as there are still data being collected and attribution being completed. The most current version of the data contains over 3700 park and recreational properties and over 8500 miles of trails of all kinds covering the entire Twin Cities Seven Metropolitan County Region. Future work on the dataset includes integration of Metropolitan Park and Trail planning staff needs for reporting and documentation and moving toward an update schedule of twice per year (January and July) and the eventual completion of a best practices guide which documents and describes the component parts of the standard and the data. The most current version of the dataset dates from January 2019 and is freely available from the Minnesota Geospatial Commons.
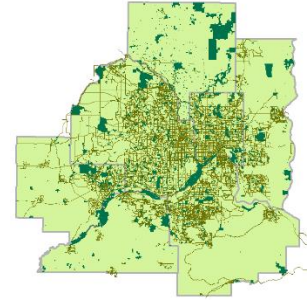
MetroGIS Sustaining Activities

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 2019

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 2019:

Ramsey County GIS Users Group
MSWGP Project Update
February 7, 2019; Shoreview (Maas)

Metropolitan Council – Metro Transit Services
MRCC Project Update
February 11, 2019; St. Paul (Maas)

Metropolitan Council – Metropolitan Council GIS Users Group
MetroGIS Update & Data Needs Assessment Roundtable
March 14, 2019; St. Paul (Maas)

MnDOT; GIS Bytes – State GIS Collaborative
MSWGP Project Update
March 19, 2019; St. Paul (Maas)

Association of Metropolitan Municipalities – Executive Team
MetroGIS Update
March 21, 2019; St. Paul (Maas)

MnDOT; GIS Bytes – State GIS Collaborative
GIS and Addressing
May 5, 2019; St. Paul (Maas)

Association of Metropolitan Planning Organizations - Spring Conference and Workshops
Standardizing GIS Data Regionally: Challenges & Progress in the Twin Cities Metro Region
May 8, 2019; Minneapolis, (Maas)

Minnesota GIS/LIS Consortium Conference
MSWGP Project Update
October 2-4, 2019, St. Cloud (Blenkush/Maas)

Ramsey County GIS Users Group
MSWGP Project Update
November 7, 2019; Shoreview (Maas)

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

(1) Maintenance of Regionally Federated Datasets

MetroGIS provides on-going support and maintenance activities for the various Metro Regional datasets that federate and standardize data across the region.

- Maintenance of these dataset include the following activities:

- 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;

-
- Providing and editing of validation scripts and other tools for both the data producer and data consumer community to make use of.

- Documentation of questions, and responses back to the input from the data user community regarding the dataset;

- Publishing updated datasets and accompanying metadata to the Minnesota Geospatial Commons.

Regional Datasets supported and maintained by the MetroGIS collaborative include:

Metro Regional Parcel Dataset
The regional parcel dataset has been continuously published since 2002. Parcel data is collected and assembled quarterly (January, April, July, October) from authoritative county sources.

Metro Regional Address Point Dataset
The first regional address point dataset was published in August 2018. The dataset now includes Sherburne, Isanti and Chisago Counties and will be a key dataset for NextGen9-1-1 deployment.

Metro Regional Road Centerline Dataset
Available since April 2017, the metro centerlines dataset is planned to transition from the MRCC v. 1.7 format to the GAC-approved Road Centerline Standard format and will be a key dataset for NextGen9-1-1 deployment.

Metro Regional Park and Trail Datasets
Available with attributes since early 2018, these datasets represent an ongoing process of federating park, trail, on-street cycling routes and related data into a regional dataset.

(2) 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.

(3) 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.

(4) 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.

(5) Data policy research, outreach and advocacy

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.

MetroGIS Projects for 2020

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 November 14, 2019 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.

MetroGIS Projects for 2020

Project priorities identified for the **2020 Work Plan** work cycle are identified in the table below. This ranking and prioritization intends to reflect the discussion and decision of the Coordinating Committee. There are six (6) are active projects, one (1) project that is proposed but needs more documentation and shaping, a second project proposed that will not be actively pursued by MetroGIS during 2020 and two (2) projects on hold. Finally, two long standing inactive projects have been slated to be removed.

Project/Activity Name	Status	Do in '20	CC Priority	Priority Score
Statewide Road Centerlines & Migration to Standard	Active		1	350
Metro Stormwater Geodata Project (MSWGP)	Active		2	320
Metro Park and Trail Standard and Data	Active		3	297
9-1-1 Regional Data Viewer	Active		4	250
Increased Frequency of Regional Parcel Dataset	Active		5	216
Addressing Resource and Best Practices Guide	On hold		6	162
External Platform Publishing	Active		7	132
Parcel Data Resource and Best Practices Guide	On hold		8	126
GIS Data Provisioning for NextGen9-1-1	Proposed		9	93
Creation of Regional Basemap Services	Remove			38
Ash Tree Detection Pilot for Emerald Ash Borer	Proposed	No	10	20
Metro-level Geocoding Resource	Remove			19

*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 – Statewide Road Centerline Project + Metro Migration to the Standard

Project Brief	This project entails the development of a statewide centerline dataset to meet multiple agency core needs. At present, a 10-county dataset of the metropolitan counties exists and is freely available from the Minnesota Geospatial Commons.
Critical Stakeholders	All stakeholders creating, needing or using road centerline data across the State of Minnesota
Priority Level	**1st**
Budget	No funds are presently allotted from MetroGIS to advance this initiative;
Benefit to Stakeholders	Access to updated, authoritatively sourced, standardized road centerline data;
Project Owners	NextGen9-1-1 Standards Workgroup Geospatial Advisory Council Standards Committee MetroGIS Data Producers Work Group
Project Champion	None
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.
Key Steps & Milestones	The Geospatial Advisory Council adopted a revised and reviewed version of the MRCC v. 1.7 (metro) centerline standard as the GAC Road Centerline Standard in May 2019. The Metro partners in July 2019 agreed to work toward delivering data in this schema by January 2020.
Policy Implications	Working with data from agencies that are 'free + open' and 'closed' poses a challenge to publishing a publicly available statewide dataset.
Notes:	Continued work in 2020

Priority #2 – Metro Stormwater Geodata Project (MSWGP)

Project Brief	The MSWGP is focused on the creation of a stormwater geodata transfer standard, a pilot project to enable the community to test the standard, and refinements to accommodate and document 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. These funds are being directed at the pilot project participant cities (Bloomington and Eagan) to crate the dataset.
Benefit to Stakeholders	Availability of a stormwater geodata transfer standard for the entire geospatial community to make use of for creating, maintaining and federating stormwater system data in GIS;
Project Owners	Carrie Magnuson, Ramsey-Washington Metro Watershed District Alex Blenkush, Hennepin County GIS Office Geoff Maas, Ramsey County
Project Champion	Debbie Goettel, Hennepin County Commissioner
Project Team	30-plus member MSWGP Steering Committee (Formed April 2018)
Expected Timeline	Draft prototype standard was completed and published on November 1
Key Steps & Milestones	Version 0.5 of standard completed and published. Sample dataset in v.0.5 format in production anticipated in Feb 2020 Outreach and stakeholder review anticipated during 2020.
Policy Implications	Analysis of data policies surrounding geospatial data representing infrastructure systems is an on-going as part of the project;
Notes:	On-going pilot data development, documentation and stakeholder input will be taking place into 2020

Priority #3 – 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 presence of park and trail assets of the region.
Critical Stakeholders	All stakeholders creating, needing or using park and trail data interjurisdictionally in the metropolitan region.
Priority Level	**3rd**
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 Jon Hoekenga, Metropolitan Council Geoff Maas, Ramsey County
Project Champion	None
Project Team	GIS staff at each participating county working on preparing and submitting data for inclusion.
Expected Timeline	An updated version of the dataset in Version 1.2 was published to the Minnesota Geospatial Commons on January 2019, this represents the best version of the data available at this time. A Best Practices Document to support the dataset is in development.
Key Steps & Milestones	January 2019 project team meeting created v. 1.2 of the data schema, agreed upon which fields would need validation. Jon Hoekenga (MetCouncil) created a validation script based on these decisions and provided it to the county partners for running on their data prior to submittal.
Policy Implications	None
Notes:	On-going through 2020 and beyond

Priority #4 – 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	**4th**
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	Marcia Broman, 9-1-1 Data Coordinator Metro Emergency Services Board
Project Champion	Jill Rohret, Executive Director Metro Emergency Services Board
Project Team	MESB Staff (Broman, Oslin) Metro County GIS Staff (Representatives from each Metro County) Metropolitan Council Staff (McGuire, Hoekenga)
Expected Timeline	First version available in early 2019
Key Steps & Milestones	First version is available, initial informal testing with county GIS staff has begun as well as with select PSAP representatives. A more formal user-experience testing session is anticipated sometime in late 2019 or early 2020. Input from these sessions will be incorporated in future improvements of the resource.
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 2020

Priority #5 – Increased Frequency of Parcel Data Updates

Project Brief	Increasing the frequency of parcel data updates from the current established quarterly schedule (Jan, Apr, Jul, Oct)
Critical Stakeholders	All stakeholders needing authoritative address points Addressing Authorities (primarily cities) Data aggregators (County Governments, Metropolitan Council, MnGeo)
Priority Level	**5th**
Budget	It is assumed there is 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 of more frequently updated, authoritatively sources parcel data to the user community.
Project Owner	Unknown
Project Champion	Unknown
Project Team	Unknown; assumed to include County GIS staff who create and maintain the parcel data and Metropolitan Council staff who run validation, aggregation and publishing routines on the data submitted.
Expected Timeline	Unknown
Key Steps & Milestones	At present, parcel data are updated quarterly. Processes and scripting in place for the road centerlines and address point datasets may be able to be replicated for more frequent parcel data updates.
Policy Implications	None
Notes:	Project is expected to continue into calendar 2020

Priority #6 – 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	**6th (ON HOLD)**
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 address point data.
Project Owners	Geoff Maas *de facto*
Project Champion	None
Project Team	NextGen9-1-1 Standards Workgroup GAC Standards Committee Metro Addressing Work Group
Expected Timeline	Unknown
Key Steps & Milestones	Initial research and documentation and creation of examples has begun
Policy Implications	None
Notes:	On-going through 2020 Project is currently on-hold (inactive, despite being a priority)

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**
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)
Expected Timeline	Project participants will be examining methods and approaches during calendar 2019 and beyond.
Key Steps & Milestones	Metro Counties are encouraging them to consume the data; Metropolitan Council has established an ESRP Community Basemap account;
Policy Implications	None
Notes:	On-going through 2020

Priority #8 – 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	**8th**
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 *de facto*
Project Champion	None
Project Team	Geoff Maas GAC Parcel and Land Records Committee (review and editing) County-level GIS staff (review and editing)
Expected Timeline	Initial research began in 2018, continued into 2019.
Key Steps & Milestones	None
Policy Implications	None
Notes:	On-going through 2020, as time permits (on-hold)

MetroGIS 2020 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	2020	2019	2018	2017
Funding	MetroGIS Total Budget Allotment	50,000	50,000	50,000	86,000
	Grant Funds	0	18,785	0	0
Expenses	Metro Counties/MetCouncil MOA Data Contract	28,000	28,000	28,000	28,000
	MetroGIS Website Kentico CMS Maintenance	(n/a)	1,430	2,800	(n/a)
	MetroGIS Misc. Expenses - Earmarked	2,000	2,000	2,000	2,000
	MetroGIS Misc. Expenses - Total Spent	*0*	*0*	*0*	*0*
1	Statewide Centerlines/Mirgration to Standard	0	0	0	0
2	Metro Stormwater Geodata Project (MSWGP)	18,785[a]	0	0	0
3	Metro Park and Trail Standard and Dataset	0	0	0	0
4	9-1-1 Regional Data Viewer	0	0	0	0
5	Increased Frequency of Regional Parcel Dataset	0	0	0	0
6	Addressing Resource and Best Practices Guide	0	0	0	0
7	External Platform Publishing	0	0	0	0
8	Parcel Resource and Best Practices Guide	0	0	0	0
	Committed and/or Already Spent in 2020	28,000	48,215	46,000	34,871
	Remaining: Unspent/Unused in 2020	22,000	20,570	4,000	51,129

(a) From external grant, not part of regular MetroGIS funding

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, 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;