

75th Metropolitan GIS Committee
Fargo-Moorhead Metropolitan Council of Governments
Thursday, August 23rd, 2018 – 1:00 p.m.
1st Floor South Conference Room | Moorhead City Hall
Meeting Minutes

Members Present:

Brad Anderson, City of Moorhead
Kay Anderson, Cass County GIS
Todd Copeland, Moorhead Public Service
Ryan Elvrum, Moorhead Public Service
Dan Farnsworth, Metro COG
Travis Genty, City of West Fargo
Kristie Leshovsky, City of Moorhead Planning (Proxy for Brad Anderson)
Daryl Masten, City of Fargo
L. Peyton Mastera, City of Dilworth (Proxy for Stan Thurlow)
Anna Pierce, Metro COG
Mark Sloan, Clay County

1. Chair Anderson called the meeting to order at 1:05pm.
Introductions were made.
2. **Approve the 75th Metropolitan GIS Committee Agenda**
Mr. Masten moved to approve the agenda and Mr. Sloan seconded. The motion was passed unanimously.
3. **Approve Minutes from the 74th Metropolitan GIS Committee on January 25th, 2018.**
Mr. Sloan moved and Mr. Masten seconded. The motion passed unanimously.
Ms. Anderson noted and wanted to follow-up on a few items from the January 25th Meeting:
 - Long-Range Data Development Plan files produced would be shared with local jurisdictions. No one recalled receiving the final data. Mr. Farnsworth acknowledged that Metro COG has that data and he would send it out to Committee Members.
 - Mr. Masten mentioned reaching out to the Diversion Authority about membership. Mr. Masten said he reached out and they did not think there was a need for membership, but if the GIS Committee ever felt that participation or a presentation was needed from the Diversion Committee on a specific subject, the Diversion Committee was more than willing to coordinate.
 - Ms. Anderson said that Ms. Durand reached out to the City of Horace to see if they'd like to participate in the GIS Committee. Brenton Holpren would like to be on the GIS Committee, until and/if they hire a zoning administrator. Ms. Anderson said she'd forward Mr. Holper to Ms. Pierce.
4. Mr. Anderson led the discussion on updating street centerlines for Functional Classifications.
Mr. Anderson noted that there are various classifications across the jurisdictions. Mr. Sloan noted that they have a field for functional classification, but they just need to know what should be populated in that field. Mr. Masten mentioned that it may have to be an

additional field added to the GIS data. Mr. Anderson wanted to know how many fields there are going to need to be, which may need to be 6+ fields. Mr. Genty noted that he's created his own street line layer.

Mr. Anderson said that based on his current work with the address and centerline data he will send out the spreadsheet that he has, so everyone can see where they are sitting at.

Mr. Anderson suggested we schedule a time to get together and hash out which fields are necessary and what should go in each field. At this time there needs to be a schema developed.

5. All jurisdictions returned their LUCA information by the deadline.
Mr. Sloan received a letter about coordinating the Census about establishing tract and block boundaries.

Mr. Genty will send the address point updates to Ms. Anderson to upload into Cass County's data.

6. Mr. Anderson and Ms. Anderson provided an updated on the ESRI International Conference, noting that there is a major push towards using ArcPro.
Until a parcel fabric tool is developed that will work with ArcPro, the jurisdictions are hesitant to convert yet.

7. Jurisdictional Roundtable & Updates

a. City of Fargo

- Moved into the new City Hall on the 3rd Floor. Launched a homeless tracking application.

b. City of Moorhead

- Working on a new schema for the City.
- Created election campaign maps for election candidates.
- Preparing for an ArcMap to ArcPro transition.
- Planning to set up a GIS gathering with City of Moorhead staff to educate them on what tools are available to them from the GIS department.
- Ms. Leshovsky is now the Community Development Director.
- Moorhead is hiring a new City Planner.
- ADA Plan is going through the approval process and after Jan. 1, 2019 there will be further coordination with Mr. Atkins on creating a Collector App to use to keep collecting data related to ADA.

c. City of Dilworth

- No comment.

d. City of West Fargo

- GIS is now under the Planning and Zoning Department under Tim Solberg.
- Launched a new web app <https://map.westfargond.gov/>

e. City of Horace

- No comment.

f. Cass County

- Developing apps with the assessor. Working with ProWest and Vector to adjust reporting for a mobile app. Hazard Mitigation kick-off meeting about FEMA funding was earlier on August 23rd, 2018. Ms. Durand and Ms. Anderson are coordinating on building an internal web application to connect to the different plans across the jurisdictions for continuity amongst plans. Cass County hired another IT tech and will be hiring a help desk and IT person in 2019.

g. Clay County

- Working with ProWest to develop a web application to track the vulnerable adults in the county. This will help if there is an emergency event that occurs and the county needs to evacuate an area, so that crews know where to look for people that may need extra help. Individuals log into the online portal and input their location and information.
- Hiring a GIS specialist.
- County jail is nearly ready to open.
- Steve Larson is the new Clay County Administrator.

h. Moorhead Public Service

- Ryan Elvrum was newly hired.
- Suggest going to Pine to Prairie Conference in Fergus Falls, MN for a good conference regarding GIS.
- Coordinating with the Fire Department to track hydrant flushing data using mobile devices and AGO.
- Will start looking at ArcPro when the utility information starts, so will not be able to use it for a few more years.

i. Metro COG

- Launching a new website, which will have a GIS page that will link to all the local jurisdictions' sites.
- Just had our first server installed, but still cannot host GIS web services online.
- Mr. Farnsworth posed the question to the jurisdiction on if there would be a way to have a metro-wide online bikeway map. He spoke to various parks departments to find out if they would like to be involved, but only heard from Fargo Parks. Appears that until Metro COG can host a web service, a metro-wide bike routes map seems unlikely.
- If there are any updates please let Metro COG know, so we can post the information on our website.

8. Announcements:

- Mr. Masten mentioned that there was a desire from consultants to coordinate a yearly roundtable meeting of all the GIS techs at the jurisdictions and the consultants. Ms. Pierce said Metro COG could take the lead on coordinating this effort.

9. The meeting was adjourned at 2:42pm.

REMINDER: The next GIS meeting will be held **January 2019**, location and time are to be determined.