

**78th Metropolitan GIS Committee**  
**Fargo-Moorhead Metropolitan Council of Governments**  
**Tuesday, February 25<sup>th</sup>, 2020 – 1:00 p.m.**  
**Metro COG Conference Room | Civic Center Building**  
**Meeting Minutes**

**Members Present:**

Mark Sloan, Clay County Director of Information Services  
Travis Genty, City of West Fargo GIS Specialist  
Daryl Masten, City of Fargo GIS Manager  
Kay Anderson, Cass County GIS Programs Manager  
L. Peyton Mastera, Dilworth City Administrator  
Anna Pierce, Metro COG Assistant Planner

**1. CALL TO ORDER AND INTRODUCTIONS**

Chair Sloan called the meeting to order at 1:05 p.m. Introductions were made.

**2. COMMITTEE CHAIR NOMINATION AND APPROVAL FOR 2020**

Action Item

Following the approved Chair order, Mr. Sloan noted that it is West Fargo's turn to be the GIS Committee Chair. Therefore, Mr. Genty was nominated and he accepted.

**Motion: Approve 2020 Chair nomination.**

**Mr. Mastera moved, seconded by Mr. Sloan.**

**MOTION, passed 8, 0.**

**Motion carried unanimously.**

**3. APPROVE FEBRUARY 25, 2020 AGENDA**

Action Item

Chair Genty asked if there were any changes and for a motion. Ms. Pierce noted that agenda item 7 was not an action item, but rather a discussion item and asked that it be revised and noted.

**Motion: Approve February 25, 2020 agenda with changes.**

**Mr. Sloan moved, seconded by Mr. Masten.**

**MOTION, passed 8, 0.**

**Motion carried unanimously.**

**4. APPROVE AUGUST 21<sup>st</sup>, 2019 MEETING MINUTES**

Action Item

Chair Genty asked if there were any changes and for a motion. Ms. Anderson noted that it is 'Damage' not 'Damaged' in the City of Moorhead updates portion of the minutes. Ms. Pierce noted that she would correct the minutes to reflect that change.

**Motion: Approve August 21<sup>st</sup>, 2019 meeting minutes as corrected.**

**Mr. Sloan moved, seconded by Ms. Anderson.**

**MOTION, passed 8, 0.**

**Motion carried unanimously.**

**5. 2020 MEMBERSHIP UPDATE**

Ms. Pierce presented the 2020 Membership List. She requested each jurisdiction review their representation information and notify her of any changes. Ms. Pierce requested that Ms. Anderson send the new Cass County Planner's information once she starts.

6. **NG-911**

Mr. Sloan noted that in Minnesota they have been working for the last two years on updating the Next Generation 911 system. They are currently at a stop due to turnover at the state level. The goal is still to complete the work by the end of 2020.

Mr. Masten asked if there were any boundary adjustments that need to occur for consistency across the state lines. Mr. Sloan noted that the adjustments were insignificant and they used the same Red River file that City of Fargo uses for consistency.

7. **LiDAR / AERIAL IMAGERY CONSULTANT SELECTION**

Mr. Masten noted that we chose Quantum Spatial this time around. He has met the project manager briefly. Mr. Masten is working on moving the project contract through the City Commission at the next meeting on the consent agenda. Once that is finalized a project kick-off meeting will be scheduled, which will include members of all the involved jurisdictions. There was no price negotiation, as the cost was lower than the budgeted amount.

Ms. Pierce asked if there will be new pricing from each of the jurisdictions. Mr. Masten noted he will be at a minimum sending an email out to each jurisdiction with their updated portion of the project budget. Mr. Sloan noted that Clay County is picking up Dilworth's portion of the bill, since Clay County is managing Dilworth's GIS and mapping anyways.

Mr. Sloan asked if there was any pushback from the other vendors. Mr. Masten noted that Merrick was a bit disappointed, Ayres called and had a debrief with Mr. Masten, and Fugro was also disappointed.

Mr. Mastera asked how many consultants proposed on this project and if it was a normal number. Mr. Masten noted that seven (7) consultants proposed on the project and the selection committee shortlisted it to three (3). It was also noted that due to the lack of government funding, this was not a sealed cost proposal. The committee was very pleased with the cost proposals this round, and noted that the selected team was not the lowest price, but their price was nearly half of the previous project's budget.

Ms. Anderson asked if there has been discussion with the selected team about flood aerial imagery collection. Mr. Masten noted that he mentioned it to the Quantum Spatial project manager as still being a possibility, but he did not guarantee that Quantum Spatial would be the team to complete such a task and if it was even going to occur yet. Ms. Anderson noted that Mr. Jason Benson had inquired about flood aerial imagery collection and that he would be reaching out to the City of Fargo staff. Mr. Masten indicated that he had not yet heard from Mr. Benson and that the City of Fargo would be looking to Ms. Anderson to manage the collection of flood aerial imagery due to her familiarity with the Sheyenne River and Wild Rice River flood levels.

8. **2020 BICYCLE AND SIDEWALK INVENTORY UPDATE**

Ms. Pierce informed the group that Metro COG will be conducting a bicycle and shared use path inventory update using the ESRI Collector App. Metro COG is currently in the process of hiring an intern to collect the data. Ms. Pierce requested that jurisdictions let her know if there is specific information they would like to have collected, for example path

width, material, signage, etc. Ms. Pierce noted that before March 20<sup>th</sup>, 2020, she will be developing the base feature class for this inventory and setting up the ArcGIS Online Collector App map for the intern to use. The goal of this effort is to update the files to have a more robust and updated file to refer to across the MPA. The initial effort will focus on bicycle paths, then shared use paths, and finally the sidewalk inventory.

Mr. Masten asked what the update process will be for this in the future. Ms. Pierce indicated that once this major effort is completed this year, the goal would be to add/update new growth areas each subsequent year. Mr. Masten noted that if the City of Fargo can receive the updated file after this initial effort, they may be able to help keep the file up to date, at least for the City of Fargo. This has been a recent discussion at the City of Fargo to make sure this data is kept up to date.

#### 9. **MIGRATION TO ARCGIS PRO**

Ms. Pierce asked the committee for an update on where in the process each jurisdiction is at in migrating to ArcGIS Pro.

Mr. Sloan noted that Clay County and City of Moorhead are looking to migrate their parcel fabric in late August. Then at that point, both jurisdictions will fully migrate to using ArcGIS Pro full time. Mr. Sloan did note that a number of his staff are currently using Pro, but he personally is not.

Mr. Genty noted that they are waiting on Portal to be installed sometime spring 2020, so they can move the parcel fabric over. He has some staff that are using Pro. Currently, there is not a specific timeline for moving officially to ArcGIS Pro.

Mr. Masten noted that City of Fargo is in a similar situation as the City of West Fargo. They are waiting for the telecom, fiber network, and geometric network to be able to be transferred into Pro, because currently ESRI does not have the capability to migrate that information into Pro. Additionally, Tyler Technologies' next release will be the first version that will accept ArcGIS Pro products.

Mr. Sloan noted that there have been some bugs with ArcGIS Pro 2.5 (newest release), so they have rolled back to using ArcGIS Pro 2.4.

Ms. Pierce asked what ArcGIS Desktop everyone is using. The committee members that they are all using 10.7.1. The exception is the City of Fargo for specific entities/uses.

Ms. Anderson noted that they too have been having some challenges when working in ArcGIS Pro.

#### 10. **JURISDICTIONAL ROUNDTABLE & UPDATES**

##### a. City of Fargo

- GIS Portal Update
- Working on flood stuff
- Still need to coordinate with Cass County and West Fargo to conduct the 911 efforts, similar to City of Moorhead and Clay County.

##### b. City of Moorhead

- Not present

c. City of Dilworth

- Nothing to note.

d. City of West Fargo

- Working on configuring the webapp builder for Link for internal employee usage.
- Newly hired Girish Uprety as a GIS Technician
  - [girish.uprety@westfargond.gov](mailto:girish.uprety@westfargond.gov)
  - 701-433-5326
- Coordinating with the Fire Department on the Fire Incident Operations Dashboard to keep the information up to date using scripts.

e. City of Horace

- Not present

f. Cass County

- Hired a new planner, who starts on March 2<sup>nd</sup>
- Working on flood planning efforts
- Working on backlog parcel splits
- Finalized the sign application through the Collector App for the Highway Department, which will help with their annual inventory and maintenance
- Working on adjusting internal Link
- New CodeRED update boundaries for more accurate emergency and severe weather notifications that will push to all people, even those that aren't registered in the system
- Need to get back to 911 stuff

g. Clay County

- Working on flood planning efforts, specifically updating the road closures map with the highway department
- Working with the townships in Clay County to produce recordable maps, mailing labels, wording for public notice in newspapers, etc. The goal of this is to help township officials more easily go through the proper approval process.
- Purchased their own vinyl cutter to do inside signage (door signs, etc.) internally
- Construction is still underway at Clay County campus, but should be done by the end of April 2020
- Census Assistance Questionnaire will be available in the Clay County Family Service Center to help residents complete the Census
- Webapp builder Link version, just switched to it as a production aspect as of Monday, February 24<sup>th</sup>

h. Moorhead Public Service

- Not present

i. Metro COG

- PSAP Verification Process underway and will be completed by March 20<sup>th</sup>
- Bicycle / Shared Use Path inventory to be completed this summer
- Internal Metro COG GIS drive will be migrating to our main server, so we will be reviewing all the current data we have and cleaning it all up over the rest of 2020.
- July 2020, contacting jurisdictions on updates to GIS data
- Bike Map App updates
- Current projects going on:

- Transit Authority Study – Fargo, West Fargo, Moorhead, Dilworth
- 76<sup>th</sup> Avenue S Corridor Study – Horace, Fargo, West Fargo
- Horace Comprehensive and Transportation Plan – Horace
- US10/75 Corridor Study – Moorhead
- Northwest Metro Transportation Plan – West Fargo, Fargo, Cass County
- 9<sup>th</sup> Street Corridor Study – West Fargo
- MATBUS Transit Authority Study – Fargo Transit, Moorhead Transit
- 2021-2025 MATBUS Transit Development Plan – Fargo, Moorhead, West Fargo

11. Adjourned at 1:57 p.m.

REMINDER: The next GIS meeting will be held in **August 2020**, the time and specific date is still to be determined. The meeting will be held at Metro COG's Conference Room (1 – 2<sup>nd</sup> Street N, Suite 232, Fargo, ND 58102).