

76th Metropolitan GIS Committee
Fargo-Moorhead Metropolitan Council of Governments
Thursday, January 17th, 2019 – 10:00 a.m.
1st Floor South Conference Room | Moorhead City Hall
Meeting Minutes

Members Present:

Brad Anderson, City of Moorhead GIS
Kim Citrowskie, City of Moorhead Planning Department (Proxy)
Mark Sloan, Clay County Information Services
Hali Durand, Clay County Planning Department (Proxy)
Daryl Masten, City of Fargo GIS
Aaron Nelson, City of Fargo Planning Department (Proxy)
Brenten Holper, City of Horace
Kay Anderson, Cass County GIS
Barrett Voigt, Cass County Planning (Proxy)
Todd Copeland, Moorhead Public Service
Ryan Elvrum, Moorhead Public Service (Proxy)
L. Peyton Mastera, City of Dilworth
Anna Pierce, Metro COG

1. CALL TO ORDER AND INTRODUCTIONS

Chair Anderson called the meeting to order at 10:00am. Introductions were made.

2. COMMITTEE CHAIR ORDER

Chair Anderson led a discussion on the order for Committee Chair. The order was previously determined in May 2015 to follow the TTC Vice Chair Appointment. Ms. Pierce noted that the TTC Vice Chair is a voted in appointment and suggested that instead the GIS Committee could follow the Policy Board Chair order, which changes on a yearly basis. Mr. Sloan agreed that following the Policy Board Chair order makes the most sense and everyone agreed. It was also determined that Moorhead Public Service would be worked into the rotation by sharing the City of Moorhead position rotation. Ms. Pierce will develop the Chair Rotation List through 2040.

Motion: The GIS Committee Chair will be a representative from the same jurisdiction that the Fargo-Moorhead Metropolitan Council of Governments' Policy Board Chair is from, for the same calendar year. If approved, this would go into effect immediately (January 17, 2019).

Mr. Sloan moved, seconded by Mr. Masten.

MOTION, passed 8, 0.

Motion carried unanimously.

3. APPROVE JANUARY 17, 2019 AGENDA

Action Item

Chair Sloan asked if there were any changes and for a motion.

Motion: Approve January 17, 2019 agenda.

Mr. Masten moved, seconded by Ms. Anderson.

MOTION, passed 8, 0.

Motion carried unanimously.

4. **APPROVE AUGUST 23, 2018 MEETING MINUTES** Action Item

Chair Sloan asked if there were any changes and for a motion. Mr. Copeland noted that under the Jurisdictional Roundtable & Updates for Moorhead Public Service it should be "Pine to Prairie" not Pride and Prairie. Ms. Pierce noted that highlighted items were items that needed follow-up.

Motion: Approve August 23, 201 meeting minutes as corrected.

Mr. Anderson moved, seconded by Mr. Masten.

MOTION, passed 8, 0.

Motion carried unanimously.

5. **2019 MEMBERSHIP UPDATE**

Ms. Pierce presented the 2019 Membership List and requested each jurisdiction review their representation and notify her of any changes. Committee Members took a few moments to review and Ms. Pierce noted changes that are to be made. Ms. Pierce will update the 2019 Membership List and redistribute.

6. **PRELIMINARY DISCUSSION ON FUNCTIONAL CLASSIFICATION SCHEMA**

Ms. Pierce presented the current status of the update to the North Dakota Federal Functional Classification for roadways in the Urban Area. Ms. Pierce identified the process Metro COG is going through for approval. Ms. Pierce noted that the Functional Classification for both sides of the Red River will be reviewed and submitted yearly starting in December 2019 in an effort to stay current with the Functional Classification.

Ms. Pierce stated that she has been using Cass County's Roadway Centerline file for the line work for the existing roadway system. She created new fields for Metro COG's purpose and requested feedback on identifying a schema for roadway centerline files in North Dakota and Minnesota. Mr. Anderson presented the existing schema for the Clay County and Moorhead roadway classifications. Mr. Masten stated that there would be a benefit in combining all the schema for Cass and Clay County to create a cohesive dataset across the region for Emergency Response and that he'd be in favor of adding a Federal Functional Class field for consistency. Ms. Pierce recommended we find out from the engineers what each classification type means for each jurisdiction. Then we can compare what one type means in each jurisdiction to create some consistency.

A working group of (Fargo, West Fargo, Cass County, Clay County, and Moorhead) has been created that is discussing GIS standards as a subgroup to the GIS Committee. Ms. Pierce asked that Metro COG be included from now on in those meetings.

Mr. Sloan noted that the engineers need to get involved in the discussion about functional classification.

Ms. Pierce will send an email to set up a meeting to discuss the Functional Classification schema with the Metro COG subgroup. At that meeting it will be determined when to include the engineers.

7. **CENSUS PSAP UPDATE**

Ms. Pierce explained that Metro COG is updating the block group and tract boundaries for Cass County, ND and Clay County, MN for the 2020 Census through the Participant Statistical Area Program (PSAP). Ms. Pierce will reach out to coordinate with the jurisdictions once Metro COG has reviewed the boundaries for each jurisdiction. Mr. Sloan suggested that it's important to keep in mind precinct boundaries, jurisdictional boundaries, and

school boundaries. Mr. Voigt suggested that Metro COG should try to keep the tract boundaries within the existing boundaries for statistical comparison.

8. **GIS ROUND TABLE**

Ms. Pierce wanted to continue the discussion from the previous GIS Committee meeting. Consultants are requesting to meet as a large group with all the jurisdictions to find out what's happening in each jurisdiction. Mr. Anderson is coordinating a focus group to figure out what the goal of the event would be. Mr. Anderson said the focus group will figure out a timeline and send out an email in mid-February. Mr. Masten raised concerns that this event may compete with the Pine to Prairie Conference. All committee members agreed that this event should not compete with the Pine to Prairie Conference. Ms. Pierce asked for clarification on the intent of the event. Mr. Anderson stated that this event would be a user group, but he is very cognoscente of not stepping on Pine to Prairie's toes.

9. **JURISDICTIONAL ROUNDTABLE & UPDATES**

a. City of Fargo

- New World System update
- Trying to figure out GeoEvent viewer to create geofences around all the roadway segments to be able to track plow movements.

b. City of Moorhead

- Working on a multihazard mitigation plan
- ProWest had the ArcGIS thing that will change how data is published online
- PubWorks went off talked to guy and he said Fargo Parks doesn't have any GIS data that will be linked to it.
- Address Standards
- Centerline work

c. City of Dilworth

- No update
- Appreciates being included and Mark Sloan's help with GIS.

d. City of West Fargo

- Not present

e. City of Horace

- Matt Lower is the new Community Developer
- Working on the Horace Comprehensive and Transportation Plan with Metro COG and coincidentally, updating their Land Use Plan
- Implementing Dude Solutions SmartGov™, which is a GIS based building application software. It lets you manage all the processes and workflow tied to permitting, licensing, inspections and code enforcement into a web-based system hosted in a cloud service.
- The Middle School is starting construction and should open in Fall 2020.
- The High School should be open in Fall 2021.

f. Cass County

- Requested a meeting with Horace to further discuss Dude Solutions SmartGov™
- Working on 911 addressing key and needs to coordinate more with Barrett Voigt in Cass County Planning.
- Looking at ArcGIS Pro implementation timeline
- Working on the soils application
- Kay Anderson and Daryl Masten will be serving on a North Dakota 911 GIS Standards Committee

g. Clay County

- Hired a new GIS specialist
- The Planning Department is almost all new people.
- Emergency Manager is new
- Clay County has a new website.
- Looked into moving Link servers into the cloud, but it is too expensive at \$10,000/year
- TLS ESRI is coming out

h. Moorhead Public Service

- Transitioning to ArcMap 10.6.1
- Wrapping up a Master Plan study with ProWest
- Reiterated that Pine to Prairie Conference in Fergus Falls, MN for a good conference regarding GIS.
- Working on streamlining the application process and making it more mobile friendly with the Collector App. Currently there are over twenty-five (25) tablets in the field everyday with over 48 users.

i. Metro COG

- Working on a Bike App for the region, which will launch later this spring.
- Working on updating the Federal Functional Classification for roadways within the urban area of the North Dakota portion of the MPA.
- Current projects going on:
 - City of Fargo Safe Routes to School Plan – Fargo, West Fargo Public Schools, Fargo Public Schools
 - Bike Gap Analysis Study – Fargo, West Fargo, Moorhead, Clay County
 - 76th Avenue S Corridor Study – Horace, Fargo, West Fargo
 - Horace Comprehensive and Transportation Plan – Horace
 - US10/75 Corridor Study – Moorhead
 - 12th Avenue S Corridor Study – Moorhead
 - Northwest Metro Transportation Plan – West Fargo, Fargo, Cass County
 - 9th Street Corridor Study – West Fargo
 - Wrapping up Casselton Comprehensive and Transportation Plan – Casselton
 - MATBUS Transit Authority Study – Fargo Transit, Moorhead Transit
- Metro COG will be temporarily moving while our offices are reconstructed.
- Metro COG is hiring an intern for the year.
- If there are any updates please let Metro COG know, so we can post the information on our website.

10. Adjourned at 11:02 a.m.

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