

MnGeo Committee and Workgroup Work Plan

Committee/workgroup Name: Parcels and Land Records Committee

Date: 2/20/14

Period covered by this Work Plan: December 2013 to December 2015

Committee/workgroup chair & contact information: Bart Richardson and/or Jeff Storlie

Committee/workgroup vice-chair & contact information: Bart Richardson and/or Jeff Storlie

Committee/Workgroup Charter:

- The Digital Cadastral Data Committee (DCDC) is transitioning into the Parcels and Land Records Committee. The charter is also in draft form.

Planned Activities and Deliverables:

- Parcel attribute standard
 - Finalize the parcel attribute exchange standard, coordinating with Dept. of Revenue and the new [PRISM](#) system. (June 2014)
- Parcel fabric standard
 - Create a parcel fabric data exchange standard (September 2014)
 - Provide the parcel fabric standard as a template to counties converting to that format
 - Use the Arrowhead GIS group as a pilot project
 - Create a process to rank the spatial accuracy of each county's data
- Statewide parcel data layer
 - Following the MnGeo Parcel Business Plan, create a statewide parcel dataset using the parcel fabric template (June 2015)
 - Create a service to feed the parcel data to other state agencies (June 2015)
- Public Land Survey System data in a parcel fabric format
 - Take ownership of the BLM created PLSS40 parcel fabric data (December 2014)
 - Update and improve the data by incorporating county survey data (June 2015)
 - Use the Arrowhead GIS group as a pilot project
 - Help state agencies associate their PLSS40 based land records with this improved PLSS40 parcel fabric data. (September 2015)

- Depending on the work load and agenda items, the committee will meet every other month.

Roles and Responsibilities:

- **Potential** member list:
 - Bart Richardson – MnDNR, bart.richardson@state.mn.us
 - Jeff Storlie – St. Louis County, storliej@stlouiscountymn.gov
 - Ryan Stovern – Lake County
 - Mark Sloan – Clay County
 - Dave Brandt – Washington County
 - Curt Carlson – North Star MLS
 - Jane Mueller – Beltrami County
 - Mark Volz – Lyon County
 - Gerry Sjerven – ALLETE, Inc.
 - Chad Martini – Stearns County
 - Pete Jenkins (?) - MnDOT
 - Steve Holthaus (?) - Stearns County
 - Joshua Bixby (?)– USFS
 - Tom McCann (?) - USFS
- Tasks for committee members:
 - Provide direction to the committee
 - Review and test products
- Desired skill set of committee members:
 - County and local government parcel experts
 - County and local government survey experts
 - Data standard experts, county and state
 - Statewide dataset experience
- Committee member commitments:
 - Bi-monthly 2 hour meetings
 - 2 hours or less of homework between meetings
- Identify interested parties to committee/workgroup activities (provide names and organizations)

Project Needs and Resources:

Committee resource needs:

- Staff, Equipment and Software
 - MN.IT@MnDNR and MnGeo are committed to this effort and have the staff, equipment and software need for all committee activities. This includes:
 - Enterprise License Agreement for all ESRI software
 - Existing servers to support ArcGIS application needs and data sharing procedures
- Data
 - Participating counties with provide their parcel data and help create a process for maintaining and updating data

Dependencies and interrelationships:

- Projects or products dependent on the committee's success:
 - Implementation of MnGeo's Parcel Business Plan, including:
 - Creation of a statewide parcel data layer (building off DNR's current parcel data)
 - Parcel data sharing procedure among all state agencies

- Updated and improved statewide PLS data
 - Potential inclusion of parcel and PLS data in the Minnesota Geospatial Commons
- This committee is dependent the Standards Committee to help create and publish statewide standards for:
 - Parcel attributes for interagency data sharing
 - Parcel fabric template for a statewide parcel data
 - PLS parcel fabric template

Subsequent work:

- Anticipated follow-up work performed by MnGeo and the MN.IT@DNR:
 - Establish a process for receiving county parcel updates automatically
 - Create a parcel data layer service for state agencies

Risks:

- Potential risks or problems that could cause the committee to fail:
 - Not enough participation or buy-in from the counties
 - Too much work and not enough staff resources
 - Unable to reach a consensus among committee members

Notes and comments:

Approval:

State's Chief Geospatial Information Officer

Date