

Parcels and Land Records Committee Charter

Mission statement:

This Committee exists to develop and coordinate the statewide integration, standardization, and access to geospatial cadastral data.

The primary goals of the Committee are:

- To foster communication and understanding among the geospatial professionals and other professions about the importance of digital cadastral data;
- To champion the use, review and maintenance of the statewide Parcel Data Transfer Standard as a resource for the aggregation and usage of parcel data in Minnesota;
- To develop and strengthen the ties to and relationships between the geospatial profession and the survey profession in Minnesota;
- To establish a framework for standardizing and sharing geospatial data representing parcels and the Public Land Survey System (PLSS) in coordination with the agencies that both produce and consume this data.

Objectives and Deliverables:

Parcel boundaries are the foundation of multiple land-based analyses, tax valuations, and administrative boundaries; but an accurate, continually updated statewide data resource of this information does not yet exist.

The Public Land Survey System (PLSS) is the foundation of all land records and property descriptions in the State of Minnesota, but an accurate, multi-purpose, consistently attributed, statewide geospatial dataset of the PLSS does also not yet exist.

The Parcels and Land Records Committee looks to build from the work of previous committees (such as the Digital Cadastral Data Committee [DCDC]) to document the various needs for standardized parcel data and PLSS information, and to work with the data producer and consumers to advance toward development and long-term maintenance of these importance data resources. To accomplish this, our purpose is to:

- Support and maintain a statewide standard for sharing and aggregating parcel, data from all 87 counties, in a format that is easily understood and usable by multiple agencies.
- Develop a process to collect, manage, and share the most accurate digital PLSS data possible, and to make that usable by multiple agencies.
- As documents develop and approach working drafts, the Standards and Outreach committees will be involved to further refine and facilitate completion.

Resource requirements and timing:

The majority of the resources needed for the operation and maintenance of the Committee will be the volunteered time of its membership for meetings, participation in outreach and research, developing materials for the use of the Committee and document preparation to support its activities.

The Parcels and Land Records Committee will need to identify and to communicate with agencies and interests in both the data producer and data consumer communities. Identifying and inviting experts in those areas to provide use scenarios and data needs will provide the most detailed information when determining data needs. Target goals and timing of efforts will vary with availability and complexity.

Anticipated participants and their roles and responsibilities:**Chair:**

George Meyer
 Lead Developer
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Current members:

David Brandt	Washington County	Parcels and Land Records Committee member
Lisa Hanni	Goodhue County	Parcels and Land Records Committee member
Peter Jenkins	MnDOT	Parcels and Land Records Committee member
Geoffrey Maas	MetroGIS	Standards Committee, chair (also Outreach Committee)
Chad Martini	Stearns County	Parcels and Land Records Committee member
George Meyer	Otter Tail County	Parcels and Land Records Committee (chair)
Bart Richardson	MnDNR	Parcels and Land Records Committee (former chair)
Dan Ross	MnGeo	GIO, participates in all Committee meetings;
Mark Sloan	Clay County	Parcels and Land Records Committee member
Jeff Storlie	St. Louis County	Parcels and Land Records Committee member
Ryan Stovern	St. Louis County	Parcels and Land Records Committee member
Annette Theroux	Pro-West	Parcels and Land Records Committee member
Mark Volz	Lyon County	Parcels and Land Records Committee member
Jen Ward	Pro-West	Parcels and Land Records Committee member
Hal Watson	MnDNR	Parcels and Land Records Committee member
Matt Koukol	Ramsey County	Parcels and Land Records Committee member
Curtis Carlson	private	added by request
Kevin Sutherland	MN DOT	Member added by suggestion, PLSS Standards development
Mike Dolbow	MNIT	added by request, parcel standard script updates.

Membership:

Membership in the Parcels and Land Records Committee is voluntary. There is no upper limit as to the number of members for the Committee, however, a minimum number of five (5) members is needed for a quorum to conduct the business of the Committee at its regular meetings.

Stakeholders:

Stakeholders in the Parcels and Land Records Committee includes, but are not limited to the following

- Geospatial professionals from 87 Minnesota Counties
- Survey professionals (on staff or under contract) working with all 87 Minnesota Counties
- Municipal, park district or special district staff who utilize cadastral data
- Professional groups such as the Members of the Minnesota Association of County Surveyors (MACS) and Minnesota Society of Professional Surveyors (MSPS)
- Private vendors who work with county governments to develop and maintain cadastral data;
- Regional collaborative groups such as the Arrowhead Geospatial Collaborative, MetroGIS, Pine-To-Prairie GIS User Group, South Central Minnesota GIS User Group, South East Minnesota GIS User Group
- State agencies who require cadastral data to conduct their work including the Department of Revenue, Department of Transportation, Department of Agriculture, Department of Natural Resources, Pollution Control Agency and Minnesota Geospatial Information Office.

Prepared by:

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Date approved by the Geospatial Advisory Council: September 5, 2018