

Kanabec County GIS Data Sharing Policy

Adopted on February 18th, 2020

1. Purpose

The purpose of this policy is to establish guidelines for the sharing of county GIS data, regardless of format, with an outside party. The policy is intended to comply with Minnesota statutes relating to the sharing of data. Any statute references refer to the 2019 statute version adopted on September 17th, 2019. Any changes to statutes after this date do not impact this policy.

2. Applicability

The policy applies to any data that is contained with the Kanabec County GIS system, any data requests received by Kanabec County, the use of any data obtained from Kanabec County, and any GIS services performed by the county.

3. Definitions

Government data. "Government data" means all data collected, created, received, maintained or disseminated by any government entity regardless of its physical form, storage media or conditions of use (MN Statute 13.02, Subd. 7).

Government entity. "Government entity" means a state agency, statewide system, or political subdivision (MN Statute 13.02, Subd. 7a).

Political subdivision. "Political subdivision" means any county, statutory or home rule charter city, school district, special district, any town exercising powers under chapter 368 and located in the metropolitan area, as defined in MN Statute section 473.121, subdivision 2, and any board, commission, district or authority created pursuant to law, local ordinance or charter provision. It includes any nonprofit corporation which is a community action agency organized pursuant to the Economic Opportunity Act of 1964 (Public Law 88-452) as amended, to qualify for public funds, or any nonprofit social service agency which performs services under contract to a government entity, to the extent that the nonprofit social service agency or nonprofit corporation collects, stores, disseminates, and uses data on individuals because of a contractual relationship with a government entity (MN Statute 13.02, Subd. 11).

Public data. All government data collected, created, received, maintained or disseminated by a government entity shall be public unless classified by statute, or temporary classification pursuant to MN Statute section 13.06, or federal law, as nonpublic or protected nonpublic, or with respect to data on individuals, as private or confidential. The responsible authority in every government entity shall keep records containing government data in such an arrangement and condition as to make them easily accessible for convenient use. Photographic, photostatic, microphotographic, or microfilmed records shall be considered as accessible for convenient use regardless of the size of such records (MN Statute 13.03, Subd. 1).

4. Data Sharing

Sharing of data shall only be conducted between the county and the requestor. The requestor shall not use the GIS data on behalf of any other individual, organization, corporation, or any other third party, and shall not duplicate or disclose the GIS data to any

third parties unless such use, duplication or disclosure is expressly authorized in writing by the county. Pursuant to MN Statute 16E.30, electronic geospatial government data will be shared at no cost with government entities. Any other party can obtain the county's data at a cost specified in the Kanabec County GIS Fee Schedule document. Any data shared by the county shall be sent "as is" and any requests for further attribute data can be approved or denied by the county.

5. Payment

Any requestor of data or services shall follow the Kanabec County GIS Fee Schedule. If government entities request a hard copy map or GIS services, they become subject to the fee schedule. The county maintains the right to adjust the fee schedule as needed over time. Any fees shall be paid prior to release of any data.

6. Agreement

The county and the requestor shall hold copies of a signed and approved GIS Data Use Agreement. By signing the agreement, the requestor is agreeing to follow the Kanabec County GIS Data Sharing Policy.

7. Disclaimer

The data available from Kanabec County is provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requestor accessing this information. Kanabec County makes no warranties, expressed or implied, as to the use of the data available. There are no implied warranties of merchantability or fitness for a particular purpose. The user acknowledges and accepts all inherent limitations of the data, including the fact that the data is dynamic and in a constant state of maintenance, correction and revision.

8. Governance

All GIS data is handled by the Kanabec County Environmental Services Office.



Kanabec County Environmental Services

903 Forest Ave E, Mora, MN 55011

Phone: (320) 679-6456 Fax: (320) 679-6433

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Hard copy map products:

Size	Paper Quality	
	Standard Paper	Cardstock
For maps not needing any layer editing:		
8.5x11"	\$10.00	-
11x17"	\$10.00	-
25.5x36"	\$15.00	\$20.00
36x50"	\$25.00	\$30.00

Digital geospatial data or layers:

- Feature layers – \$0.05 per feature
- Elevation data – dependent on extent
- Imagery data – dependent on extent

Advanced parcel tax data can be obtained from the Kanabec County Auditor/Treasurer's Office for a fee of \$0.03 per record.

GIS mapping services or custom dataset creation:

- \$50.00 per hour at 15 minute increments

Unique mapping projects:

- Price determined by Kanabec County Environmental Services Office



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GIS Data Use Agreement (Adopted on February 18th, 2020)

All GIS data is subject to the Kanabec County GIS Data Sharing Policy and by signing this agreement you agree to said policy.

Agency/Organization: _____

Requestor's Name: _____

Nature of Agency/Organization:

- Government Non-Profit/Public Service For-Profit/Company
 Private Citizen Other (please explain) _____

Primary Contact (if different than above): _____

Address: _____ City: _____

State: _____ Zip: _____

Phone: _____ E-mail: _____

Project Description: _____

Data Being Used: _____

*Do you intend to duplicate, redistribute, or sell, in either the original format or in a derivative or value-added format, any of the data you have requested? Yes No

*Do you agree to forward any requests made for the data you received from Kanabec County to Kanabec County Environmental Services? Yes No

Requestor's Signature: _____ Date: _____

Office Use Only:

Fee paid (if applicable)? Yes (amount) _____ N/A

County Signature: _____ Date: _____