m DEPARTMENT OF HEALTH

GIS Tracking of Service Line Inventory Information

Many water systems are choosing to track the lead service line inventory information using GIS. All community water system inventory information will be shared with both the Minnesota Department of Health (MDH) and University of Minnesota (UMN).

Information will be published on the UMN Lead Inventory Tracking Tool (LITT). This document is intended to assist water systems in understanding the information that must be included in the GIS tracking and the submittal process to MDH/UMN. If the GIS data is shared directly with UMN, UMN will display the data in LITT and transfer the data to MDH.

Required Information

To meet MDH requirements for inventory, the following information must be included for each service line:

1. Address (Street Address, including Unit if applicable)
2. City
3. Zip code (5 digit)
4. Material classification (include customer owned portion, system owned portion, and entire service line material classification as applicable). Specific material can also be included if available: e.g., plastic, copper, etc.

    ▪ Lead

    ▪ Galvanized Requiring Replacement (GRR)

    ▪ Non-Lead

    ▪ Unknown

5. Basis of material classification (include customer owned portion and system owned portion as applicable)

    ▪ Previous materials evaluation

    ▪ Installation record (e.g., tap card)

    ▪ Installation date after statewide lead ban (1/1/1985)

    ▪ Installation date after local lead ban (provide date)

    ▪ Service line diameter is > 2 inches

    ▪ Service line repair or replacement record

    ▪ Water sampling only with no records

    ▪ Field inspection only with no records

    ▪ Other (include other Basis in a Notes field)

Optional Information

1. Parcel ID

2. Other Locational Identifier (this can be a business name, distinguishing between buildings at the same address, such as church and rectory, identifying an irrigation line, or providing locational context)

3. Special Circumstances (this can be if there are three materials, if it is a chained service line, or a description of anything atypical about the service line)

4. Notes (include other Basis not included in the list of options here)

5. Message (If there is a message the system would like displayed in the popup of this service line)

Submitting GIS data to MDH and UMN

When submitting the GIS data to MDH and UMN, please also complete the Service Line Inventory Submittal Contact Information (PDF) (https://www.health.state.mn.us/communities/environment/water/docs/lslpointofcontact.pdf)

and send to Health.LSLinventory@state.mn.us.

Option 1:

1. Upload a zipped geodatabase or shapefile.

2. UMN uses Box for file uploading services: Submit Service Line Inventory https://z.umn.edu/upload-inventory

3. Please zip the geodatabase or shapefile prior to attaching. This option can accept zipped files up to 15Gb. The form asks you to enter your email address, the name of the public water supply, and any comments. The Box system will automatically email MDH and UMN personnel when the file is uploaded.

Option 2:

1. Email a zipped geodatabase or shapefile to MDH and UMN.

2. Please zip the geodatabase or shapefile and all associated files prior to attaching. Attaching without zipping results in many individual file attachments. Email the zipped (.zip) to MDH and UMN by sending an email with it included to all the following emails:

    a. Health.LSLinventory@state.mn.us, msmurphy@umn.edu

Option 3:

1. Arc Online hosted feature layer.

2. If an ArcOnline hosted feature layer is shared with UMN staff, the data can either be shared publicly OR privately through a group:

    A. **For Public Sharing**

1. Share item publicly

2. With export permissions enabled

    a. To turn this on, go to Settings for the hosted feature layer

    b. Under Export Data

    c. Check "Allow others to export to different formats."

Export Data
☑ Allow others to export to different formats.

3. Email the link to the hosted feature layer or with any questions to all the following emails: Health.LSLinventory@state.mn.us, msmurphy@umn.edu

B. **For Private Sharing through an ArcGIS Online Group**

    1. Create a group within your AGO organization

        a. Any organization's members

    2. Invite members.

        a. Under Filters turn on "Search all ArcGIS Online organization members"

        b. Turn off "Collaboration coordinators only" (if an option)

        c. Add Marylee Murphy (msmurphy_UMN)

    3. Share the hosted feature layer with the group.

        a. Email the link to the hosted feature layer or with any questions to all of the following emails: Health.LSLinventory@state.mn.us, msmurphy@umn.edu

Option 4:

1. Public REST service URL from ArcGIS Portal

2. Email the URL to: Health.LSLinventory@state.mn.us, msmurphy@umn.edu

Minnesota Department of Health
Drinking Water Protection
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651-201-4700
health.drinkingwater@state.mn.us
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To obtain this information in a different format, call: 651-201-4700.