

**Agenda**  
**Transportation Commission**  
**City Of Edina, Minnesota**  
**VIRTUAL MEETING**

**This meeting will be held electronically using Webex software. The meeting will be streamed live on the City's YouTube channel, [YouTube.com/EdinaTV](https://www.youtube.com/EdinaTV) or you can listen to the meeting via telephone by calling 1-415-655-0001 with Access Code 141 181 5868.**

**Thursday, April 15, 2021**  
**6:00 PM**

- I. Call To Order
- II. Roll Call
- III. Approval Of Meeting Agenda
- IV. Approval Of Meeting Minutes
  - A. Approval of Minutes - Regular Meeting of March 18, 2021
- V. Reports/Recommendations
  - A. Traffic Safety Report of March 30, 2021
  - B. Draft Parking Ordinance Amendments
  - C. 2021 Work Plan Updates
  - D. Work Plan Modification Process
- VI. Chair And Member Comments
- VII. Staff Comments
  - A. Commission Resource Portal Update
- VIII. Adjournment

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 72 hours in advance of the meeting.



## CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

[www.edinamn.gov](http://www.edinamn.gov)

**Date:** April 15, 2021

**Agenda Item #:** IV.A.

**To:** Transportation Commission

**Item Type:**

Minutes

**From:** Andrew Scipioni, Transportation Planner

**Item Activity:**

**Subject:** Approval of Minutes - Regular Meeting of March 18, 2021

Action

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### ACTION REQUESTED:

Approve the minutes of the Transportation Commission regular meeting of March 18, 2021.

### INTRODUCTION:

See attached draft minutes.

### ATTACHMENTS:

Draft Minutes, March 18, 2021



Minutes  
City Of Edina, Minnesota  
Transportation Commission  
WebEx  
March 18, 2021

**I. Call To Order**

Chair Johnson called the meeting to order at 6:00 p.m.

**II. Roll Call**

Answering roll call were Commissioners Ahler, Brown, Johnson, Kane, Lewis, Plumb-Smith, Richman, Atri, Clark, Khariwala.

Absent: Commissioner Lafferty

Staff present: Transportation Planner Andrew Scipioni

**III. Approval Of Meeting Agenda**

Motion was made by Commissioner Richman and seconded by Commissioner Plumb-Smith to approve the agenda. All voted aye. Motion carried.

**IV. Approval Of Meeting Minutes**

Motion was made by Commissioner Richman and seconded by Commissioner Ahler to approve the February 18, 2021 meeting minutes. All voted aye. Motion carried.

**V. Special Recognitions and Presentations**

**A. Welcome New Commissioners**

Liaison Scipioni introduced new Commissioners Chris Brown and Andy Lewis.

**VI. Reports/Recommendations**

**A. Street Funding Task Force Final Report**

Liaison Scipioni presented the final report and recommendations of the Street Funding Task Force and reviewed the anticipated next steps.

**B. Metro Transit Projects Update**

Liaison Scipioni provided updates on current and proposed Metro Transit projects, including the Orange Line connecting bus study, Southwest LRT and the E Line BRT.

**C. Commission Resource Portal Concept**

Chair Johnson and Liaison Scipioni presented a Commission Resource Portal concept site using the Better Together Edina platform for review and comment. Comments from Commissioners included:

- Three goals of this site include easy information retrieval, faster on-boarding and developing a strong sense of team.

- It would be helpful for the Commission to be able to reference previously discussed documents.
- Commissioners suggested adding folders for Parking Lot initiatives/ideas and an archive folder for completed initiatives.
- Commissioners asked staff to inquire whether Commissioner contact information could be posted to the site.
- It seems like this site could be helpful for on-boarding new Commissioners.
- Commissioners asked if documents and web site links can be mixed in the folders.
- The Boards and Commission Handbook could also be posted to this site.
- The News Feed tool could be used to supplement or replace some email updates to Commissioners.
- Commissioners asked staff to inquire whether the site can send notifications to users when new materials are posted or uploaded.
- Staff noted that Commissioners will need to create an account through Better Together Edina to gain access to the site.

#### **D. 2021 Work Plan Updates**

- **#1 Organized Trash Collection** – Kick-off meeting was held March 4. Students had good questions and preliminary research; project team discussed deliverables, research methodology and potential case studies. Students are developing a survey to share with residents.
- **#2 Street Funding Task Force** – Completed.
- **#3 CloverRide** – Advisory committee met March 10. Ridership is picking up and approaching pre-pandemic levels. Drivers are accommodating diverted stops, and recent surveying by DARTS shows riders are satisfied with the service and feel safe riding the bus. The City should consider providing bus passes for riders to share with friends.
- **#4 Traffic Safety Reports** – No update.
- **#5 Capital Improvement Projects** – No update.
- **#6 Traffic Impact Studies & TDM** – Staff presented draft TDM policy to Planning Commission March 10 and will bring to City Council for approval April 20. Staff is awaiting the traffic study for a proposed project at 4917 Eden Ave.

Commissioner Atri left at 7:34 pm

#### **VII. Chair and Member Comments**

Commissioner Ahler noted that MnDOT has adopted recommendations for sustainable transportation that includes increased investment in electric vehicle charging infrastructure. Ahler noted that there may be funding available to the City to increase electric vehicle infrastructure.

Commissioner Brown shared a link to an upcoming webinar on the future of Complete Streets post-COVID.

Commissioner Lewis will share content related to the Metropolitan Council Transportation Advisory Board's recent discussion on equity in transportation.

Commissioner Plumb-Smith welcomed the new Commissioners and expressed support for the resource portal.

Commissioner Richman asked if Hennepin County had approved the new traffic signals at W 58<sup>th</sup> Street and France Avenue. Richman complimented the Chair Johnson and Vice Chair Plumb-Smith on their first meeting.

Commissioner Clark welcomed the new Commissioners.

Commissioner Khariwala welcomed the new Commissioners and expressed support for the resource portal.

Chair Johnson would like to have individual conversations with each Commissioner to talk about their experiences and thoughts.

#### ***VIII. Staff Comments***

- The City is awaiting approval from Hennepin County to install the new traffic signals at West 58<sup>th</sup> Street and France Avenue. Once begun, the work is expected to take 3-6 weeks to complete.
- MnDOT is applying for federal funding through the INFRA grant program for portions of the I-494 project including MnPASS lanes, access reconfiguration and most of the I-494/I-35W interchange reconstruction. Edina provided a letter of support for their application.
- Once the Governor's peacetime emergency order expires or is lifted, the City will not have the discretion to conduct virtual meetings or allow virtual attendance.
- The next meeting is Thursday, April 15 at 6 p.m.

#### ***IX. Adjournment***

**Motion was made by Commissioner Kane and seconded by Commissioner Plumb-Smith to adjourn the March 18, 2021 meeting at 7:43 p.m. All voted aye. Motion Carried.**

Approved Date:

RESIGNED



## CITY OF EDINA

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Edina, MN 55424

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**Date:** April 15, 2021

**Agenda Item #:** V.A.

**To:** Transportation Commission

**Item Type:**

Report and Recommendation

**From:** Nick Bauler, Traffic Safety Coordinator

**Item Activity:**

**Subject:** Traffic Safety Report of March 30, 2021

Discussion

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### **ACTION REQUESTED:**

None; discussion only.

### **INTRODUCTION:**

The Commission will review and comment on the Traffic Safety Report of March 30, 2021 (see attached staff report). Comments received by the Commission will be included in the staff report provided to City Council at their May 4 regular meeting.

### **ATTACHMENTS:**

Traffic Safety Report of March 30, 2021



**Date:** April 15, 2021

**To:** Transportation Commission

**From:** Nick Bauler, Traffic Safety Coordinator

**Subject:** Traffic Safety Report of March 30, 2021

## Information / Background:

The Traffic Safety Committee (TSC) review of traffic safety matters occurred on March 30. The Traffic Safety Coordinator, Streets Public Service Worker, Transportation Planner, Police Sergeant, Public Works Director and Assistant City Planner were in attendance for these meetings. The City Engineer was not able to attend but was informed of the decisions and had no objections to the recommendations.

On each of the items, persons involved have been contacted and the staff recommendation has been discussed with them. They were informed that if they disagree with the recommendation or have additional facts to present, they can submit correspondence to the Transportation Commission and/or to City Council prior to the May 4 regular meeting.

## Section A: Items on which the Traffic Safety Committee recommends action

### AI. Request for accessible on-street parking at 3935 W 49<sup>th</sup> St

- Duplex units (3935 and 3937) are rented by the property owner.
- Current tenant of 3935 has special mobility needs.
- Parking tends to fill up on south side of W 49<sup>th</sup> St.
- A 5' sidewalk is adjacent to property.
- No accidents have been reported along this stretch of W 49<sup>th</sup> St in the last 10 years.
- W 49<sup>th</sup> St ADT is 920 vehicles per day.



3935 W 49<sup>th</sup> St

**Staff recommends signing an accessible parking space in front of the property to address the resident's mobility needs.**



### A2. Request to restrict parking between driveways of 6616 and 6624 Xerxes Ave

- Parking restrictions were removed between W 66<sup>th</sup> St and W 67<sup>th</sup> St in September 2018 after construction of the Aria (3200 Southdale Cir).
- Residents at 6616, 6620 and 6624 Xerxes have concerns with the new on-street parking between their driveways; driveway sight lines and garbage collection have been impacted.
- Staff asked the three properties about restricting parking between their two driveways and all three were supportive.
- The propose restriction would remove two on-street parking spaces.



*Xerxes Ave South of W 66<sup>th</sup> St*

**Staff recommends installing one parking restriction sign between the two driveways with a “Between Driveways” placard.**

### A3. Request to formally allow curbside pickup along W 50<sup>th</sup> St in front of the Edina Movie Theater

- Retail business manager has requested signs to allow temporary (10 minutes) parking in the bus bay on the south side of W 50<sup>th</sup> St west of France Ave.
- The bus bay is 137' long, including tapers.
- Metro Transit local Routes 46C and 46E use the bus bays and operate at 30 minutes intervals during peak hours.
- 2020 ADT on W 50<sup>th</sup> St was 10,100 vehicles per day.
- Three crashes have been reported on W 50<sup>th</sup> St since January 2016;
  - One involving a pedestrian and a distracted driver (westbound).
  - One vehicle hit a pole (eastbound).
  - One rear-end crash (eastbound).
- All three bus bays along W 50<sup>th</sup> St between Halifax and France Aves have been functioning as de-facto temporary parking for local businesses during the pandemic without formal signage.
- Staff has discussed the request with Metro Transit to confirm the request would not adversely impact their operations.



*W 50<sup>th</sup> St bus bay*

**Staff recommends designating one short-term parking space near the entrance of the southern bus bay to leave enough space for Metro Transit operations.**

### Section D: Other traffic safety items handled

DI. A request was made for all-way stop control at W 58<sup>th</sup> St and France Ave in the absence of a permanent traffic signal. Hennepin County has approved the final plans for traffic signal installation and the work is anticipated to begin the week of April 5. Hennepin County will not permit temporary all-way stop control in the meantime.

D2. A resident was concerned about sight lines for southbound traffic on Brookview Ave approaching W 62<sup>nd</sup> St. After review, staff determined there is adequate sight distance. The resident was informed to contact the EPD non-emergency dispatch regarding any overhanging trees affecting sight lines.

D3. An on-street accessible parking sign was reported missing along Morningside Rd; staff replaced the sign.

D4. A request was made to update signal timing on York Ave to improve traffic flow along the corridor. The request was forwarded to Hennepin County for consideration.

D5. A resident near W 74<sup>th</sup> St and Xerxes Ave requested to restrict parking on the east side of Xerxes Ave to improve driveway sight lines. The resident was referred to the appropriate staff with the City of Richfield.

D6. A resident was concerned with the left turn signal not operating properly for northbound traffic on Valley View Rd at W 66<sup>th</sup> St. Staff inspected and resolved the issue.

D7. The RRFB crossing at Valley View Rd and W 68<sup>th</sup> St was reported to be malfunctioning. Staff inspected and resolved the issue.

D8. A resident reported concerns with vehicle speeds and poor sight lines at McCauley Tr and West Tr. After review, staff determined there is adequate sight distance. EPD was forwarded the request for speed enforcement.

D9. Concerns were submitted regarding long vehicle queues for pick-up and drop-off at Highland and Creek Valley Elementary Schools. Operations at these schools were reviewed as part of the City's recent Safe Routes to School engineering study grant and recommendations were made to the City and the school district. EPD was forwarded the request to monitor traffic flow. No additional action is recommended.

D10. A request was made for a crosswalk on the west side of Cahill Rd at Dewey Hill Rd. Stop-controlled intersections require 60 pedestrian crosses in the peak hour and only 26 were observed at this location. A crosswalk is not warranted at this location.

D11. A request was made to change a Yield sign to a Stop sign for southbound drivers on Cahill Rd turning left onto eastbound Dewey Hill Rd. Two crashes have been reported at this intersection in the last 10 years and staff determined the intersection had adequate sight distance. A stop sign is not warranted at this location.

D12. A concern was raised about speeding vehicles and stop sign compliance at Upper Ter and West Shore Dr. EPD was forwarded the concern to consider additional enforcement.

D13. An all-way stop was requested at Ayrshire Blvd and Glengarry Pkwy. Traffic volumes and crash rates do not meet warrants for an all-way stop; the current two-way stop control is appropriate.

D14. Wildlife crossing signs were requested along Hilary Ln between Braemar Blvd and Gleason Rd. No accidents have been reported on this roadway in the last 10 years. It is not standard practice for the City to use these signs as studies show they do not significantly affect driver behavior.

D15. A repeat request was made for a crosswalk over Blake Rd at Scriver Rd. City Council approved a crosswalk in February 2021, which will be installed with the proposed 2022 street reconstruction project.

D16. A driver who was in a collision at W 66<sup>th</sup> St and Valley View requested traffic video of the crash. The requester was informed that the intersection cameras are for signal timing and do not record video.



## CITY OF EDINA

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**Date:** April 15, 2021

**Agenda Item #:** V.B.

**To:** Transportation Commission

**Item Type:**

Other

**From:** Andrew Scipioni, Transportation Planner

**Item Activity:**

**Subject:** Draft Parking Ordinance Amendments

Discussion, Information

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### **ACTION REQUESTED:**

None; information and discussion only.

### **INTRODUCTION:**

Staff will update the Commission on the draft parking ordinance amendments prepared by the Planning Commission and discuss opportunities for Transportation Commissioners to comment. See attached staff report.

### **ATTACHMENTS:**

Staff Report: Draft Parking Ordinance Amendments



**Date:** April 15, 2021

**To:** Transportation Commission

**From:** Andrew Scipioni, Transportation Planner

**Subject:** Draft Parking Ordinance Amendments

## **Information / Background:**

In 2020, City Council requested that the Planning Commission evaluate the appropriateness of the City's off-street parking regulations. The current regulations have not been revised since 1992 and many of the standards used have not been amended since 1970. Over the past nine months, the Planning Commission has been considering revisions to the off-street parking regulations and has drafted an amended ordinance. Highlights of the draft ordinance include:

- General reduction in the number of parking stalls required;
- Maximum limits on parking spaces;
- Incentives for developers to reduce parking; and
- Separate regulations within the City's commercial nodes.

The Planning Commission will hold a public hearing on April 28 to hear feedback on the draft ordinance amendments. The draft ordinance and supporting materials are available at <https://www.bettertogetheredina.org/parking-ordinance-amendments>. Public feedback can also be submitted online through the Better Together Edina webpage. Comments submitted by Thursday, April 22 at noon will be included in the Planning Commission packet; comments received after that time will be included in a future Council packet. A public hearing before Council will be scheduled after the Planning Commission public hearing.

## **Role of the Transportation Commission**

Although this initiative is not on the Transportation Commission's current work plan, it relates to transportation as well as land use. In particular, the proposed ordinance amendment supports several strategic transportation goals outlined in the 2018 Comprehensive Plan:

3. Minimize the impacts of the transportation system on Edina's environment and neighborhood quality of life and emphasize methods to reduce greenhouse gas emissions.
4. Reduce the overall dependence on and use of single-occupancy vehicles by promoting land use patterns that allow for shorter vehicular trips and the use of alternative travel options.
5. Promote a travel demand management (TDM) program through a coordinated program of regulations, marketing and provision of alternative workplace and travel options.
7. Develop and manage parking provision to encourage joint and shared use of facilities, ride-sharing (car pools and van pools) and bicycle parking.

Because Council has not specifically requested the Transportation Commission to take action on this initiative, there are two procedural opportunities for members of the Commission to comment on the draft ordinance amendments, if they so choose:

- **Participate in the Planning Commission's public hearing or a future City Council public hearing.** Commissioners may individually participate in either public hearing process, just as any member of the public can. This could include submitting comments through Better Together Edina or testifying at the hearings. If a Commissioner wishes to express a personal opinion that may differ from an official position held by the entire Commission, the Commissioner should make sure to identify their opinion as their own and not representative of the entire Commission.
- **Write and advisory communication to City Council.** This tool should be used when the Commission wishes to advise the Council on a topic not included in their approved work plan. The staff liaison will assist in formatting the communication onto City letterhead and submitting it to Council once prepared, but it must be prepared by Commissioners under the direction of the Commission and approved by the Commission once completed.



## CITY OF EDINA

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**Date:** April 15, 2021

**Agenda Item #:** V.C.

**To:** Transportation Commission

**Item Type:**

Other

**From:** Andrew Scipioni, Transportation Planner

**Item Activity:**

**Subject:** 2021 Work Plan Updates

Information

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### **ACTION REQUESTED:**

None; information only.

### **INTRODUCTION:**

Commissioners will provide updates on the status of 2021 Work Plan initiatives (unless an item is elsewhere on the current agenda). See attached work plan.

### **ATTACHMENTS:**

2021 Work Plan Progress Report



## Commission: Transportation Commission

### 2021 Annual Work Plan

Initiative #1	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Organized Trash Collection</b> Investigate the impacts of organized trash collection while considering the travel demand management objectives, environmental goals and reducing wear-and-tear on City streets.	<b>Deliverable</b> Report for City Council	<b>Leads</b> Jill Plumb-Smith	<b>Target Completion Date</b> Q4
<b>Budget Required:</b> Funds not needed.			
<b>Staff Support Required:</b> 1-2 hours per month from Staff Liaison; periodic support from Recycling Coordinator and/or Organics Recycling Coordinator.			
Jan: VANTAGE project team prepared a charter; kick-off meeting is tentatively scheduled for mid-February. Richfield is looking at switching to organized collection.			
Feb: Kick-off meeting with VANTAGE team is tentatively scheduled for the first week in March.			
Mar: Kick-off meeting was held March 4. Students had good questions and preliminary research; project team discussed deliverables, research methodology and potential case studies. Students are developing a survey to share with residents.			

Initiative #2	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
<b>Street Funding Task Force</b> Continue representation on 2020 Street Funding Task Force until task force is complete.	<b>Deliverable</b> One Commissioner will actively participate in the Task Force and provide regular updates to the rest of the Commission.	<b>Leads</b> Matt Scherer	<b>Target Completion Date</b> Q2
<b>Budget Required:</b> Funds not needed.			
<b>Staff Support Required:</b> No staff support will be necessary beyond what has been previously committed to this initiative.			
Jan: No update.			
Feb: Task Force will present final report to City Council in March. Two options are recommended; replacing 50% or 100% of assessment costs with city taxes. The Task Force also recommends that subcut and retaining wall costs no longer be assessed.			
Mar: Completed.			

Initiative #3	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>CloverRide</b> Review and comment on the CloverRide circulator bus service contract operations and marketing throughout the year as it is brought to them from the CloverRide advisory committee.	<b>Deliverable</b> Commission comments will be included in regular meeting minutes and staff reports to City Council.	<b>Leads</b> Mindy Ahler	<b>Target Completion Date</b> Q4
<b>Budget Required:</b> Funds are allocated in the Engineering Department's operating budget to cover the service contract and related marketing. These funds are administered by staff.			
<b>Staff Support Required:</b> 1-3 hours per month by Staff Liaison; periodic support from Communications for marketing and promotional materials.			
<b>Jan:</b> Commissioners suggest reaching out to Yorktown Continental about resident outreach. The current service contract expires in June.			
<b>Feb:</b> No update.			
<b>Mar:</b> Advisory committee met March 10. Ridership is picking up and approaching pre-pandemic levels. Drivers are accommodating diverted stops. Recent surveying by DARTS shows riders are satisfied with the service and feel safe riding the bus. The City should consider providing bus passes for riders to share with friends.			

Initiative #4	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Traffic Safety Reports</b> Review and comment on monthly Traffic Safety Reports.	<b>Deliverable</b> Commission recommendations will be included in staff reports to City Council.	<b>Leads</b> Kirk Johnson (Chair)	<b>Target Completion Date</b> Q4
<b>Budget Required:</b> Funds not needed.			
<b>Staff Support Required:</b> 1-2 hours per month by Staff Liaison.			
<b>Jan:</b> Staff will present the 2020 summary report at the next meeting.			
<b>Feb:</b> Commission commented on the 2020 summary report.			
<b>Mar:</b> No update.			



<b>Initiative #5</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Capital Improvement Projects</b> Review and comment on roadway reconstruction projects and projects funded by the Pedestrian and Cyclist Safety (PACS) Fund. Commission will also review and comment on staff's application of the equity criteria.	<b>Deliverable</b> Commission comments will be included in staff reports to City Council.	<b>Leads</b> Jill Plumb-Smith (Vice Chair)	<b>Target Completion Date</b> Q4
<b>Budget Required:</b> Funds not needed.			
<b>Staff Support Required:</b> 1-5 hours per month by Staff Liaison.			
Jan: Staff will present the 2020 annual report at the next meeting.			
Feb: Commission commented on the 2020 PACS Fund report.			
Mar: No update.			

<b>Initiative #6</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Travel Impact Studies &amp; Travel Demand Management</b> Review and comment on traffic impact studies and Travel Demand Management plans associated with the proposed developments.	<b>Deliverable</b> Commission comments will be included in staff reports to City Council.	<b>Leads</b> Bocar Kane, Lori Richman, Bruce McCarthy, Kirk Johnson	<b>Target Completion Date</b> Q4
<b>Budget Required:</b> Funds not needed.			
<b>Staff Support Required:</b> 1-2 hours per month by Staff Liaison.			
Jan: Council reviewed a sketch plan for 4917 Eden Ave, TIS is being prepared.			
Feb: Staff is awaiting studies for projects at 4917 Eden Ave, 4040 W 70 <sup>th</sup> St and 4660 W 77 <sup>th</sup> St. The project application for 6600 France Ave was withdrawn.			
Mar: Staff presented the draft TDM policy to the Planning Commission March 10 and will bring to the City Council for approval April 20. Staff is awaiting the traffic study for a proposed project at 4917 Eden Ave.			

<b>Parking Lot:</b> (These items have been considered by the BC, but not proposed as part of this year's work plan. If the BC decides they would like to work on them in the current year, it would need to be approved by Council.)
Neighborhood electric vehicles, boulevard trees



## CITY OF EDINA

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**Date:** April 15, 2021

**Agenda Item #:** V.D.

**To:** Transportation Commission

**Item Type:**

Other

**From:** Andrew Scipioni, Transportation Planner

**Item Activity:**

**Subject:** Work Plan Modification Process

Discussion, Information

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### **ACTION REQUESTED:**

None; information and discussion only.

### **INTRODUCTION:**

Staff will review the process for mid-year work plan modifications and the Commission will discuss interest in proposing a new initiative. See attached staff report and supporting materials.

### **ATTACHMENTS:**

Staff Report: Work Plan Modification Process

Approved 2021 Work Plan

ETC Work Plan History

2018 Comprehensive Plan Transportation Goals



**Date:** April 15, 2021

**To:** Transportation Commission

**From:** Andrew Scipioni, Transportation Planner

**Subject:** Work Plan Modification Process

## Information / Background:

The Transportation Commission's approved work plan for the 2021 calendar year includes seven initiatives. Initiative #2 (continue representation on the Street Funding Task Force) has been completed as of March 2021. In recent meetings, Commissioners have expressed interest in adding a new initiative to the approved 2021 work plan.

Annual work plans ensure that the priorities of Commissions are aligned with the goals of the City Council and that the City has the appropriate financial and staff resources to support Commission work. Work plan development follows this general timeline:

- **June-September:** Initiatives are discussed and a work plan proposal is approved by the Commission.
- **September-October:** Chairs present their work plan proposals to City Council at a joint work session.
- **November-December:** Staff liaisons and the City Manager comment on the proposals and City Council approves the work plans.
- **January:** Commissions begin work on approved work plans.

Outside of this process, there are three ways to make modifications mid-year:

1. **Work plans can be modified by mutual agreement during a joint work session with City Council.** The Transportation Commission's joint work session is scheduled for Thursday, September 9, 2021 at 5:30 p.m. The only other available work sessions are December 7 and 21, 2021.
2. **The Commission can present a modified work plan at a Council meeting for approval.** This option is recommended if the Commission would like faster approval of a new initiative. The staff liaison would lead the presentation and offer their comments on the proposed initiative similar

to the annual work plan development process. It is recommended that a Commissioner also attend the meeting to answer any questions Council may have on the proposed initiative.

3. **City Council can direct a change to the work plan.** These items should be considered as high of a priority as the original initiatives and sometimes may prevent a Commission from completing other work. The Street Funding Task Force is an example of an initiative that was directed by Council.

It is the responsibility of the Chair to lead the Commission in work plan development, including mid-year modifications. When proposing a new initiative, the Commission should make the same considerations as during the annual work plan development:

- What type of initiative is being proposed (project, ongoing or an event)?
- What Council Charge is desired (Study & Report, Review & Comment, Review & Recommend, Review & Decide)?
- What is the specific action/outcome?

Work plan initiatives should be clear so staff and Council can understand the intention of the item. A Commission work plan should not include City Department work plan initiatives. While there may be overlap, it should be clear what the Commission's role is. There should also be a member willing to lead the initiative. Commissions should be careful not to overload their work plan and pursue an achievable amount of initiatives.

**Attachments:**

Approved 2021 Work Plan

ETC Work Plan History

2018 Comprehensive Plan Transportation Goals



## Commission: Transportation Commission

### 2021 Annual Work Plan

Initiative #1	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Organized Trash Collection</b> Investigate the impacts of organized trash collection while considering the travel demand management objectives, environmental goals and reducing wear-and-tear on City streets.	<b>Deliverable</b> Report for City Council	<b>Leads</b> Jill Plumb-Smith	<b>Target Completion Date</b> Q4
<b>Budget Required:</b> Funds not needed.			
<b>Staff Support Required:</b> 1-2 hours per month from Staff Liaison; periodic support from Recycling Coordinator and/or Organics Recycling Coordinator.			
Jan: VANTAGE project team prepared a charter; kick-off meeting is tentatively scheduled for mid-February. Richfield is looking at switching to organized collection.			
Feb: Kick-off meeting with VANTAGE team is tentatively scheduled for the first week in March.			
Mar: Kick-off meeting was held March 4. Students had good questions and preliminary research; project team discussed deliverables, research methodology and potential case studies. Students are developing a survey to share with residents.			

Initiative #2	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
<b>Street Funding Task Force</b> Continue representation on 2020 Street Funding Task Force until task force is complete.	<b>Deliverable</b> One Commissioner will actively participate in the Task Force and provide regular updates to the rest of the Commission.	<b>Leads</b> Matt Scherer	<b>Target Completion Date</b> Q2
<b>Budget Required:</b> Funds not needed.			
<b>Staff Support Required:</b> No staff support will be necessary beyond what has been previously committed to this initiative.			
Jan: No update.			
Feb: Task Force will present final report to City Council in March. Two options are recommended; replacing 50% or 100% of assessment costs with city taxes. The Task Force also recommends that subcut and retaining wall costs no longer be assessed.			
Mar: Completed.			

Initiative #3	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>CloverRide</b> Review and comment on the CloverRide circulator bus service contract operations and marketing throughout the year as it is brought to them from the CloverRide advisory committee.	<b>Deliverable</b> Commission comments will be included in regular meeting minutes and staff reports to City Council.	<b>Leads</b> Mindy Ahler	<b>Target Completion Date</b> Q4
<b>Budget Required:</b> Funds are allocated in the Engineering Department's operating budget to cover the service contract and related marketing. These funds are administered by staff.			
<b>Staff Support Required:</b> 1-3 hours per month by Staff Liaison; periodic support from Communications for marketing and promotional materials.			
<b>Jan:</b> Commissioners suggest reaching out to Yorktown Continental about resident outreach. The current service contract expires in June.			
<b>Feb:</b> No update.			
<b>Mar:</b> Advisory committee met March 10. Ridership is picking up and approaching pre-pandemic levels. Drivers are accommodating diverted stops. Recent surveying by DARTS shows riders are satisfied with the service and feel safe riding the bus. The City should consider providing bus passes for riders to share with friends.			

Initiative #4	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Traffic Safety Reports</b> Review and comment on monthly Traffic Safety Reports.	<b>Deliverable</b> Commission recommendations will be included in staff reports to City Council.	<b>Leads</b> Kirk Johnson (Chair)	<b>Target Completion Date</b> Q4
<b>Budget Required:</b> Funds not needed.			
<b>Staff Support Required:</b> 1-2 hours per month by Staff Liaison.			
<b>Jan:</b> Staff will present the 2020 summary report at the next meeting.			
<b>Feb:</b> Commission commented on the 2020 summary report.			
<b>Mar:</b> No update.			

<b>Initiative #5</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Capital Improvement Projects</b> Review and comment on roadway reconstruction projects and projects funded by the Pedestrian and Cyclist Safety (PACS) Fund. Commission will also review and comment on staff's application of the equity criteria.	<b>Deliverable</b> Commission comments will be included in staff reports to City Council.	<b>Leads</b> Jill Plumb-Smith (Vice Chair)	<b>Target Completion Date</b> Q4
<b>Budget Required:</b> Funds not needed.			
<b>Staff Support Required:</b> 1-5 hours per month by Staff Liaison.			
Jan: Staff will present the 2020 annual report at the next meeting.			
Feb: Commission commented on the 2020 PACS Fund report.			
Mar: No update.			

<b>Initiative #6</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Travel Impact Studies &amp; Travel Demand Management</b> Review and comment on traffic impact studies and Travel Demand Management plans associated with the proposed developments.	<b>Deliverable</b> Commission comments will be included in staff reports to City Council.	<b>Leads</b> Bocar Kane, Lori Richman, Bruce McCarthy, Kirk Johnson	<b>Target Completion Date</b> Q4
<b>Budget Required:</b> Funds not needed.			
<b>Staff Support Required:</b> 1-2 hours per month by Staff Liaison.			
Jan: Council reviewed a sketch plan for 4917 Eden Ave, TIS is being prepared.			
Feb: Staff is awaiting studies for projects at 4917 Eden Ave, 4040 W 70 <sup>th</sup> St and 4660 W 77 <sup>th</sup> St. The project application for 6600 France Ave was withdrawn.			
Mar: Staff presented the draft TDM policy to the Planning Commission March 10 and will bring to the City Council for approval April 20. Staff is awaiting the traffic study for a proposed project at 4917 Eden Ave.			

<b>Parking Lot:</b> (These items have been considered by the BC, but not proposed as part of this year's work plan. If the BC decides they would like to work on them in the current year, it would need to be approved by Council.)
Neighborhood electric vehicles, boulevard trees

**Transportation Commission Work Plan Initiatives  
2013-2019**

Year	Initiative	Description	Partners
2019	1	Chair/co-chair a cross-commission committee to review Travel Demand Management options and recommend a TDM policy or ordinance for Council consideration	PC
	2	Serve on a cross-commission committee to determine if a process is feasible for the Transportation Commission to provide input on transportation-related issues, including traffic study results associated with development/redevelopment	PC
	3	Annually, spring through fall, the commission will coordinate an educational campaign to inform community members about pedestrian, bicycle and motorist safety which will include an annual community event	
	4	Monitor and evaluate the CloverRide circulator service and make recommendations to Council for future service after twelve-month agreement expires	
	5	Review and comment on PACS Fund allocating process with a race and equity lens	CHC, HRRC, PARC
	6	Serve on a cross-commission committee to complete requirements for Edina to receive the AARP City Designation	
	7	Serve on a cross-commission committee to develop a draft plan on Edina Grand Rounds, including wayfinding	PARC
2018	1	Recommend pilot plan for Edina/Southdale Circulator including pilot routes and evaluation plan for the Edina/Southdale Bus Circulator Pilot Project	
	2	Invite neighboring transportation commission to have joint meeting with the Edina Transportation Commission	
	3	Review and comment on solutions for high school motor vehicle traffic and parking affecting neighborhoods adjacent to Edina High School	
	4	Assist as requested with the development of the City's new Comprehensive Guide Plan	
	PL	Define and implement equity criteria for PACS Fund projects, and integrate with the City's Race and Equity Task Force efforts	
2017	1	If City staff secures funds, support and guide the engagement process for, and potential study of, passenger rail in Edina	
	2	Assist as requested with the development of the City's new Comprehensive Guide Plan	
	3	Review transportation impact analysis process to better implement Living Streets	PC
	4	Review and comment on transportation projects in the Capital Improvement Plan, mill and overlay/seal coat projects, and monthly traffic safety reports	
	5	Review and comment on pedestrian and bicycle master plan	
2016	1	Study and report community circulator	
	2	Organize and host a transportation-themed event with speaker(s)	
	3	Prepare and comment on Comprehensive Pedestrian and Bicycle Plan for inclusion in 2018 Comprehensive Plan	
	4	Review Edina To Go app and provide recommendations to staff regarding organization/sategoes for reporting concerns related to streets/transportation	
	5	Review data from City's QLS (2011, 2013, 2015) and conduct 2 public meetings to identify gaps around the City's transportation systems	
	6	Make recommendations to staff for evaluation of the Living Streets and Streets Smarts outreach campaigns	
	7	Provide input to staff on the creation of a walking map of the City indicating routes and areas of interest	
2015	1	Review and recommend modifications to roadway reconstruction project survey content and methodology	
	2	Review and recommend modifications to Traffic Safety Request process	
	3	Greater Southdale Area Transportation and Circulator Study implementation	
	4	Study access to and from Southwest LRT stations in St. Louis Park, Hopkins, Minnetonka and Eden Prairie	
2014	1	Living Streets Plan	
	2	Meet with Police Department and Public Works annually to discuss shared interests such as traffic education and enforcement, street maintenance as it affects cyclists and pedestrians, etc.	
	3	Valley View Rd between Gleason Rd and Antrim Rd - work with school district and Active Routes to School working group to address traffic issues	
	4	Educational safety campaign	
2013	1	Living Streets Policy implementation	
	2	Review transportation projects in the proposed Capital Improvement Program	
	3	TLC Bike Boulevard project	
	PL	Grandview Area Transportation Plan implementation	



## **City of Edina 2018 Comprehensive Plan Transportation Chapter Goals and Policies**

1. Improve mobility for residents, visitors and businesses (including those with transportation disadvantages) through the creation and maintenance of a balanced system of transportation alternatives for transit users, pedestrians, bicyclists and motorists.
  - 1.1. Increase protected and separate bike facilities between nodes, parks, schools and City facilities as indicated in the Pedestrian and Bicycle Master Plan.
  - 1.2. Connectivity between nodes shall be enhanced to include three modes of transportation where at least one is non-motorized.
  - 1.3. Create safe and convenient pedestrian and bicycle connections between major traffic generators, with particular emphasis on continuity at roadway and other barrier crossings.
  - 1.4. Connect to regional non-motorized transportation networks by reviewing and recommending pedestrian and bicycle facilities throughout Edina cooperatively with the Three Rivers Park District and Hennepin County.
  - 1.5. Support recommendations of the Pedestrian and Bicycle Master Plan for implementation.
2. Implement a fully multi-modal transportation system that supports the land use vision and future land use plan for managing and shaping future growth.
3. Minimize the impacts of the transportation system on Edina's environment and neighborhood quality of life and emphasize methods to reduce greenhouse gas emissions.
  - 3.1. Strive for transportation infrastructure designs that have a neutral to positive impact on the natural environment.
  - 3.2. Effectively balance access from and mobility on Edina's roadways, prioritizing safe and efficient movement between the city's primary nodes, parks, schools and community facilities.
4. Reduce the overall dependence on and use of single-occupant vehicles by promoting land use patterns that allow for shorter vehicular trips and the use of alternative travel options.
  - 4.1. Take a comprehensive approach to reducing single-occupant vehicle trips by involving those who live, work and shop.
5. Promote a travel demand management (TDM) program through a coordinated program of regulations, marketing, and provision of alternative workplace and travel options.
  - 5.1. Partner with Commuter Services to encourage all forms of travel demand management in order to reduce single occupancy vehicle travel, overall vehicle miles of travel, reduce petroleum consumption, and improve air quality.
  - 5.2. Review and recommend policies necessitating a TDM Plan and/or a transit component with all types of development and redevelopment. Review and implement substantive requirements associated with these TDM Plans, potentially including TDM escrow accounts, transit passes, preferential parking for car-poolers, and other measures.
  - 5.3. Review all major new developments in light of the potential for ridesharing including bus accessibility, preferential parking for carpools/vanpools, and mixed-use development.
  - 5.4. Support preferential treatments for transit and high occupancy vehicles on streets and highways.
  - 5.5. Include transit planning in the construction or upgrading of streets and highways.
6. Encourage and support attractive and reliable high-performance transit service and connections.
  - 6.1. Increase transit options for Edina residents, focusing on connecting the underserved western segment of Edina with the eastern segment.
  - 6.2. Provide transit service to connect nodes and commercial hubs.
7. Develop and manage parking provision to encourage joint and shared use of facilities, ride-sharing (car pools and van pools), and bicycle parking.
  - 7.1. Encourage and develop preferred locations in surface and structured parking for electric vehicles (personal and shared) and car pool/van pool vehicles.
  - 7.2. Provide or require covered and secure bicycle parking (including e-bicycles) in all parking structures.
  - 7.3. Continuously evaluate the need for, and design of, parking facilities (e.g. effects of autonomous vehicles and future conversion of parking structures to inhabited buildings) and revise regulations as necessary.

8. Invest in infrastructure to support the continued growth in low- to zero-emission technology and support regional and statewide efforts to educate and adopt electric vehicles.
  - 8.1. Continue to install chargers at City facilities where use can benefit residents, City fleet, and partners.
  - 8.2. Ensure that the methodology to determine electric vehicle charging locations considers both public and private facilities with an inclusive and equitable lens.
  - 8.3. Provide residents and businesses the opportunity to learn the benefits of zero emission vehicles through outreach, education and events.
  - 8.4. Advocate for electric vehicle charging programs and incentives with the state, utilities, and car manufacturers.
9. Provide for efficient movement of goods within Edina, while minimizing the impacts of freight traffic on other trips and reducing negative impacts on land uses on freight corridors.
  - 9.1. Through the use of technology, minimize congestion on neighborhood streets and ensure the safety while balancing delivery service requirements.
  - 9.2. Serve major truck users and intermodal facilities with good minor arterial access to the metropolitan highway system.
  - 9.3. Investigate and implement solutions to minimize the impact of delivery of goods by drone in residential areas.
10. Engage, seek input from and educate all segments of the community regarding transportation-related issues and projects impacting the City.
  - 10.1. Develop and implement methodology for consistent education of motorist, pedestrian and cyclist safety as indicated in the Pedestrian and Bicycle Master Plan.
  - 10.2. Seek inclusive, equitable and meaningful public participation throughout the community in all transportation studies and projects conducted by the City.
11. Identify new and continuing sources for transportation infrastructure funding by seeking to partner where feasible with federal, state, county and adjacent community sources.
  - 11.1. Pursue and support regional or multi-community funding sources for improvements that provide regional or multi-community benefit.
  - 11.2. Support research efforts into more efficient and cost-effective management, maintenance and replacement of street surfaces.
  - 11.3. Support governmental jurisdiction over roadways that reflect the role of the roadway in the overall transportation system.
  - 11.4. Encourage the legislature to continue a dedicated source for funding for efficient mass transit.
  - 11.5. Encourage the legislature to provide stable, long-term roadway funding for capital, operating/traffic management, and maintenance.
  - 11.6. Develop and support legislation permitting a transportation utility.
12. Design roadway facilities according to their intended service function and neighborhood context.
  - 12.1. Upgrade existing roadways when warranted by demonstrated volume, safety or functional needs, taking into consideration environmental limitations.
  - 12.2. Design/enhance residential street systems to discourage through traffic and to be compatible with lower speed bicycling and walking. This includes consideration of traffic calming measures on local streets, local connectors and, in some cases, collector streets.
  - 12.3. Use adequate transitions and buffers including, but not limited to, earth berms, walls, landscaping and distance to mitigate the undesirable impact of high volume roadways.
  - 12.4. Consider the use of sound mitigating features for residential development adjacent to high volume roadways, and make property owners and land developers responsible for noise attenuation at new developments near high volume roadways.
  - 12.5. Encourage beautification of local roadways, where appropriate, with amenities such as boulevard trees, decorative street lighting, and monuments.
  - 12.6. Monitor and address transportation requirements associated with demographic trends, such as an aging population.

13. Provide and maintain adequate access to and from, and safety on, local and regional roadways.
  - 13.1. Provide logical street networks to connect residential areas to the regional highway system and local activity centers.
  - 13.2. Adequately control access points to the regional roadway system (including minor arterials) in terms of driveway openings and side street intersections.
  - 13.3. Provide access to the local street system (including collector, local connector and local streets) in a manner that balances the need to safely and efficiently operate the street system with the need for access to land.
  - 13.4. Separate, to the extent possible, conflicting uses on the roadway system in order to minimize safety problems. Give special attention to pedestrian and bicycle routes.
  - 13.5. Review and update regional and local functional street classification and coordinate with adjacent cities and Hennepin County. Review and recommend traffic calming policies and consider traffic calming implementation where requested by residents using the Living Streets Plan as the primary guide.
  - 13.6. Review and monitor citywide traffic volumes, congestion, existing traffic calming devices and measures, accident history, vehicle violation history, speed limits and enforcement.
  - 13.7. Educate public on vehicle operations including public relations campaigns that focus on individual responsibilities to each other rather than individual rights only.
  - 13.8. When requested by the Edina Transportation Commission and/or the Planning Commission, review land use that may impact traffic implementations. Continue to monitor adjacent community redevelopment and other activity that potentially impacts the City of Edina.
  - 13.9. Evaluate and implement measures required for school safety.
14. Manage, maintain and operate roadways to maximize wherever possible the safety and mobility of all users and all modes.
  - 14.1. Cooperate with other agencies having jurisdiction over streets and highways in Edina to assure implementation of Living Streets elements, good roadway conditions and operating efficiency.
  - 14.2. Continue the implementation of the I-494 frontage road system through ongoing coordination with MnDOT, Hennepin County, and the cities of Richfield and Bloomington.
  - 14.3. Maintain roads by repairing weather-related and other damage. Continue current on-going pavement improvement plan.
  - 14.4. Use economic and environmentally sound management techniques for snow and ice removal.
  - 14.5. Replace substandard bridges and bridges that present safety or traffic problems.
  - 14.6. Track developments regarding the most current transportation systems and technologies, evaluate and implement as warranted.
  - 14.7. Support state legislation to decrease statutory urban speed limits from 30 to 25 miles per hour.



## CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

[www.edinamn.gov](http://www.edinamn.gov)

**Date:** April 15, 2021

**Agenda Item #:** VII.A.

**To:** Transportation Commission

**Item Type:**

Other

**From:** Andrew Scipioni, Transportation Planner

**Item Activity:**

**Subject:** Commission Resource Portal Update

Information

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### **ACTION REQUESTED:**

None; information only.

### **INTRODUCTION:**

Staff will provide an update on the status of the Commission Resource Portal and answer questions from the previous meeting.