

Agenda
City Council Work Session
City of Edina, Minnesota
Edina City Hall Council Chambers

Wednesday, November 3, 2021
5:30 PM

- I. Call To Order
- II. Roll Call
- III. 2022 Commission Work Plans
- IV. 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

Date: November 3, 2021

Agenda Item #: III.

To: Mayor and City Council

Item Type:

Reports / Recommendation

From: MJ Lamon, Community Engagement Manager

Item Activity:

Subject: 2022 Commission Work Plans

Discussion

ACTION REQUESTED:

None.

INTRODUCTION:

The 2022 proposed commission work plans were first presented to Council by Commission chairs on October 5, 2021.

The goals for today's review is to present staff comments / recommendations for commission work plans. The staff report provides background on how staff was addressing work plan initiatives and the themes which provided recommended language changes / edits to the initiatives.

ATTACHMENTS:

Staff Report: 2022 Proposed Commission Work Plans Review

2022 Proposed Commission Work Plans

Staff Presentation



Date: November 3, 2021

To: Mayor & City Council

From: MJ Lamon, Community Engagement Manager

Subject: Commissions 2022 Proposed Work Plan Review

Information / Background:

When considering work plan initiatives, liaisons were asked to provide comments on work plan initiatives as commissions are developing their proposed work plans. Prior to City Manager review, the liaisons are asked to consider the following questions and provide language / changes to support role clarity. Liaison recommendations and comments were based on the following for each commission.

- Is the goal and outcome of the initiative clearly defined?
- Does the goal align with the City's budget goals and Council direction?
- Does the initiative align with the goal?
- Is the initiative an appropriate role of the commission?
 - Is it the role of staff, council, or another group?
- Do we have the resources to accomplish the initiative and is it a wise use of resources?
- Is the amount of initiatives on the work plan reasonable?

City Manager recommendations take into consideration Budget goals, department work plans, budget/funding, and resources, including supporting staff, to ensure we have the capacity to meet the initiatives approved on the work plans. The following are common themes involved in this year's staff recommendations.

1. Alignment with other City Work Plans, Goals, and available resources

We need to ensure we have the resources, budget, and time needed to accomplish the work. Commission work plan initiatives can directly impact other City Work Plans, operations, or resources. Initiatives tied to the 2021-2022 Council-approved Budget Work Plan take priority.

2. Clarification of Council, Staff, and Commission Roles

Commissions are advisory to Council and their work plans should consist of the work they intend to complete in the upcoming year. Language changes were made to clarify role of the commission and eliminate misunderstanding the intent of the initiative. There are initiatives presented on proposed work plans which would be considered staff operations. Staff operations typically do not require the approval of Council. For these types of proposed initiatives, the recommendation is to establish the commissions role as a Council Charge “review and comment”. This allows staff to establish a process yet collect comment / feedback from commission members.

3. Work Order

Initiatives that were not completed last year and/or carry over to this year have suggested language changes to ensure the order of work is clear. Some initiatives require the approval or need additional direction from Council prior to moving to a recommendation or implementation stage. In these cases, mid-year work plan modifications can be an option.

4. Capacity for Number of Events and Communication Campaigns

Each year, Commissions propose a number of events and communication campaigns in addition to those already occurring throughout the City. When planning communication campaigns and engagement events we need to ensure that 1) we have the appropriate time and resources to produce intended results, 2) the number of events does not result in City programs or public meetings competing with each other for participation, and 3) the City’s Public Meeting and Religious Observances policy is followed.

The following proposed initiatives involve significant events or communications campaigns:

Arts & Culture Commission

- Implement Year 2 of the Edina Public Art Plan the Mandala Digital Public Art Project
- Climate Change Public art in the Parks for Earth Day 2022

Energy & Environment Commission

- Market Green Business recognition program and communicate winners

Heritage Preservation Commission

- Market Heritage Preservation Award

Human Rights & Relations Commission

- Market Days of Remembrance program (including video staff)
- Market Tom Oye Human Rights Award and communicate winner(s)
- Market “Sharing Values, Sharing Communities” event (including video staff)

Planning Commission

- Communicate and outreach Cahill District Plan



Commission: Arts and Culture Commission 2022 Annual Work Plan Proposal

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 type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Implement Year 2 of the Public Art Plan: the Mandala Digital Public Art Project and digital mapping	Deliverable Display artwork submissions within public locations throughout Edina.	Leads	Target Completion Date
Budget Required: (Completed by staff) There are funds available through the Arts and Culture Fund.			
Staff Support Required (Completed by staff): Parks and Recreation: Max 40; Communications varies pending format			
Liaison Comments:			
City Manager Comments: Review and Decide. Deliverable: Display artwork submissions in public locations throughout Edina.			

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)		
Explore, create and pilot community driven Arts and Culture activity through a microgrant process	Deliverable 1) Explore the feasibility 2) Create and communicate program. 3) Pilot and evaluate requests	Leads	Target Completion Date
Budget Required: (Completed by staff) There are funds available through the Arts and Culture Fund.			
Staff Support Required (Completed by staff): Parks and Recreation: Max 40; City Attorney: Max 15; Communications/Engagement: Varies TBD			
Liaison Comments:			
City Manager Comments: Change initiative title to read: "Research and make a recommendation for a microgrant process for community driven Arts & Culture." Review and Recommend. Deliverable: Report to City Council. Commission can request mid-year work plan modification if approved by Council once report and recommendation is complete.			

Initiative # 3	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Report and Advise on Procedures to include art and décor elements when opportunities arise in Edina public and commercial projects.	Deliverable Provide a set of Best Practices as it pertains to commercial development and public art. For example, the ACC would serve in an advisory role to the development process when commercial development projects are proposed to create public art opportunities within the City.	Leads	Target Completion Date
Budget Required: (Completed by staff) Does not appear to require funding.			
Staff Support Required (Completed by staff): This would vary pending the final recommended process.			
Liaison Comments:			
City Manager Comments: Move to parking lot. The 2021 work plan initiative was to Study and Report on potential incentives or procedures to include Art and Décor elements when opportunities arise in public and commercial projects. Direction from council on the 2021 work plan initiative is necessary to understand how to proceed.			

Initiative # 4	Initiative Type <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input checked="" 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)		
As a new art space is pursued, the commission will provide the community perspective to the planning process.	Deliverable City staff will continue to provide a role for the commission on the pursuit of art space.	Leads	Target Completion Date
Budget Required: (Completed by staff) Does not appear to require funding.			
Staff Support Required (Completed by staff): Minimal amount of staff hours to include ACC in process.			
Liaison Comments: Continued from 2021 work plan.			
City Manager Comments: No changes. Review and Comment.			

Initiative # 5	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 type="checkbox"/> 4 (Review & Decide)		
Climate Change Public Art in the Parks for Earth Day 2022	Deliverable The Arts and Culture Commission would support an effort to sandblast climate change messaging into the sidewalks of Edina parks timed to an Earth Day unveiling.	Leads Cross Commission work with the Energy and Environment Commission.	Target Completion Date
Budget Required: (Completed by staff) There are funds available through the Arts and Culture Fund.			
Staff Support Required (Completed by staff): Unknown at this time, could include EEC and other commissions, liaisons and other staff in Admin and Engineering.			
Liaison Comments: Depending on the scope of parties involved the timing to meet an Earth Day unveiling could be challenging.			
City Manager Comments: Review and Decide. Deliverable: Climate change messaging at Edina Parks timed to Earth Day. Leads: Arts and Culture Commission			

Initiative # 6	Initiative Type <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input checked="" 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)		
Joint Sponsorship of Performances on the Plaza Summer Concert Series 2022	Deliverable Sponsorship allows the Arts and Culture Commission to publicize initiatives and raise awareness about the ACC in the community.	Leads	Target Completion Date
Budget Required: (Completed by staff) Does not appear to require funding, in 2021 the ACC worked with the event planners to provide additional community performances as part of the work plan for in-kind sponsorship.			
Staff Support Required (Completed by staff): Minimal amount of P&R staff hours; Minimal amount of communications staff hours			
Liaison Comments: ACC was involved in these events in 2021 to raise awareness of the Virtual Gallery, communications provided press releases of city involvement.			
City Manager Comments: Review and Decide. Deliverable: Advertise AAC initiatives or table at the concerts.			

Initiative # 7	Initiative Type <input 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 type="checkbox"/> 4 (Review & Decide)		
Provide advisory opinions to the City Council and HRA on cultural programming initiatives in the community as part of their consideration.	Deliverable This would open the ACC up to opportunities to be involved in planning how other collaborative spaces might be deployed to offer arts programming. For	Leads	Target Completion Date

	example, serving as advisors to the future of the Edina Theater.		
Budget Required: (Completed by staff) Does not appear to require funding.			
Staff Support Required (Completed by staff): Minimal amount of staff hours to include ACC in process.			
Liaison Comments:			
City Manager Comments: Change initiative title to read: “Review and comment on art and décor elements & programming for the Edina Theatre.” Review and Comment. Deliverable: Provide feedback on art elements using the Art and Décor rubric.			

Parking Lot: (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.)			
- Implement microgrant process for community driven Arts & Culture if recommendation is approved by Council.			



Commission: Planning Commission 2022 Annual Work Plan Proposal

Initiative #1	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 type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Review Land Use Applications.	Deliverable: Final Decisions on variances and recommendations to the City Council on CUP, Site Plans and Rezoning	Leads: Staff	Target Completion Date: On-going
Budget Required: (Completed by staff) No budget required.			
Staff Support Required (Completed by staff): Yes. 60-80 staff hours per week (between 3 planners and administrative assistant)			
Liaison Comments: This is the bulk of the Planning Commission responsibilities; including reviewing the packets (staff reports, plans, studies, and applicant narratives twice per month)			
City Manager Comments: No changes. Review & Recommend.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

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 checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Continue the Planning Study of the Edina Business Park. (The office/industrial area between Highway 100, Cahill Road, 70th Street and Edina's southern border.) This Study would include recommendations from Chapter 10, Economic Competitiveness.	Deliverable: Recommendation on a District Plan for the City Council to consider	Leads: Staff, Work Group Chairs (David Alkire and Kate Agnew) & Consultant	Target Completion Date: End of 2022
Budget Required: (Completed by staff) Yes. This study is already included in the City's budget.			
Staff Support Required (Completed by staff): Yes. 10-20 staff hours per week (between planning staff and administrative assistant)			
Liaison Comments: On-going review from 2021. This will include several evening meetings.			
City Manager Comments: No changes. Review & Recommend.			

Progress Q1:
Progress Q2:
Progress Q3:
Progress Q4:

Initiative #3	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)			
Initiative Title: Re-consider sketch plan process. Including an examination of the development process, public feedback, and number of public hearings. (This was a recommendation of the Housing Task Force)		Deliverable: Recommendation to the City Council on the Sketch Plan process.		Leads: Staff, Rachel Bartling
				Target Completion Date: End of 2022
Budget Required: (Completed by staff) No budget required.				
Staff Support Required (Completed by staff): Yes. Staff support required.				
Liaison Comments: Staff support would include study of other city processes, staff memos and recommendations.				
City Manager Comments: Change initiative title to read: "Review and recommend possible changes to the development process including sketch plans, public feedback, and public hearings." Review and Recommend. Deliverable: Report and recommendation to Council. Staff has already completed significant research on this process that can be shared with the Planning Commission.				
Progress Q1:				
Progress Q2:				
Progress Q3:				
Progress Q4:				

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 type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)			
Initiative Title: Zoning Ordinance Amendments. Front Yard Setbacks, Sign Ordinance, Accessory Dwelling Units (Research and get background to understand ramifications, potential and possibilities – this also was a recommendation of the Housing Task Force.).		Deliverable: Recommendation to the City Council		Leads: Staff and small working group of the planning commission (Jimmy Bennet, Sheila Berube and Lou Miranda)
				Target Completion Date: End of 2022

Budget Required: (Completed by staff) No budget required.
Staff Support Required (Completed by staff): Yes. Staff support required.
Liaison Comments: Staff support would include study of other city processes, staff memos and draft ordinances.
City Manager Comments: Change initiative to 2 separate initiatives to read: 1) "Review and recommend ordinance for Accessory Dwelling Unit." Review and recommend. Deliverable: Recommendation to Council. 2) Review and recommend changes to Sign Ordinance. (See NEW initiative #7). Move other topics to parking lot. Total work plan load is not feasible in one year. Accessory Dwelling Units and Signs Ordinance are higher priority items.
Progress Q1:
Progress Q2:
Progress Q3:
Progress Q4:

Initiative #5	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)			
Initiative Title: Public & Private Parking. Continuation from the Off-Street Private Parking Regulation Ordinance. To review the City of Edina parking ordinances and the extent of subsidy given to car infrastructure in Edina. Planned deliverables during 2022 would be a report to City Council with our findings related to car infrastructure, a strategy for engagement with residents, and subsequent ordinance revisions." (This also was a recommendation of the Housing Task Force.)		Deliverable: Recommendation to the City Council	Leads: Staff and small working group of the planning commission (Kate and Lout lead, JoAnn & Jerry assist)	Target Completion Date: End of 2022
Budget Required: (Completed by staff) No budget required.				
Staff Support Required (Completed by staff): Yes. Staff support required regarding the ordinance amendments.				
Liaison Comments: Some of this work would be completed by planning commissioners.				
City Manager Comments: No changes. Review and Recommend.				
Progress Q1:				
Progress Q2:				
Progress Q3:				

Progress Q4:

NEW Initiative #6	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 type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Review and comment on ETC recommendation for a public transit checklist for proposed development projects.	Deliverable: Review and Comment for ETC	Leads:	Target Completion Date: End of 2022
Budget Required: (Completed by staff) No budget required.			
Staff Support Required (Completed by staff):			
Liaison Comments: Staff support would include study of other city processes, staff memos and draft ordinances.			
City Manager Comments: Add new initiative as outlined on ETC's work plan.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

NEW Initiative #7	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 type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Review and recommend changes to Sign Ordinance.	Deliverable: Recommendation to the City Council	Leads:	Target Completion Date: End of 2022
Budget Required: (Completed by staff) No budget required.			
Staff Support Required (Completed by staff): Yes. Staff support required.			
Liaison Comments: Staff support would include study of other city processes, staff memos and draft ordinances.			
City Manager Comments: Review and Recommend. Deliverable: Recommendation to Council.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			



Commission: Community Health Commission

2022 Annual Work Plan Proposal

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)		
Review and recommend possible City-specific measures to enhance awareness of opioid use, abuse, and disposal.	Deliverable: Recommendation to City Council	Greg Wright, Mary Absolon	Q1 2022
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative: - No additional funds available for this project. Initiative does fit in with scope of Edina Community Health Board duties, so Public Health Division funds could be used for support.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? - Significant Communications/Marketing support is likely necessary, as awareness/outreach about existing programs may be main focus. Any new program would require staff support by liaison and any additional staff involved in implementation of project.			
Liaison Comments: Liaison supports the initiative of recommending specific possible activities for review by Council. Ability for City to implement potential projects does depend on resources available including funds, staff time, ability to fit into existing systems.			
City Manager Comments: Change initiative to read: "Create a list of possible city-specific measures to enhance awareness of opioid use, abuse and disposal. If possible, make recommendations to use opioid settlement funds." Review and Recommendation. This goal supports greater Council/City focus on mental health.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

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 checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Review and recommend possible City-specific actions, policies, or code changes regarding smoking activity in multi-unit properties based on previous report.	Deliverable: Recommendation to City Council	Andrew Hawkins, Michael Wood, Tracy Nelson	Q2 2022
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative:			

- No additional funds available for this initiative. Actions to reduce smoking fall within scope of Edina Community Health Board duties, so Public Health Division resources could be used for support, including potential staff resources through contract with Bloomington Public Health.
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?
- Communications staff time would be necessary to communicate any change to City Code or policy to stakeholders of multi-unit properties. This initiative aligns with Public Health goals, so staff support from Public Health Division is appropriate. Likely minimal staff support during creation of recommendation, but additional support necessary if City policy/code changes.
Liaison Comments: Liaison is supportive of Commission members reviewing existing report and making recommendation of specific actions. Will provide staff report along with Commission recommendation addressing impacts and benefits of recommended actions.
City Manager Comments: No changes. Review and Recommend.
Progress Q1:
Progress Q2:
Progress Q3:
Progress Q4:

Initiative # 3	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)		
Review and recommend possible City-specific initiatives to enhance social connectedness, particularly in the time of the Covid-19 pandemic.	Deliverable: Recommendation to City Council	Julia Selleys Philip King-Lowe	Q2 2022
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative:			
- Potential grant funding related to the pandemic available to support this initiative, depending on specific recommendations meeting grant requirements. Also, this initiative aligns with Edina Community Health Board duties, so Public Health staff time could be utilized.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?			
- Significant Communications/Marketing or Community Engagement involvement in this initiative is likely, depending on specific actions recommended.			
- Staff liaison support for this initiative can be absorbed in current activities.			
Liaison Comments: Liaison supports initiative to create recommendations to present to Council. Staff report will address impacts and benefits of potential initiatives.			
City Manager Comments: No changes. Review and Recommend.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 4	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Study and report feasibility of adopting The American College of Surgeons' Stop the Bleed program in the City.	Deliverable: Report to City Council	Greg Wright, Mary Absolon, Ben Hykes	Q3 2022
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative: - No additional funds available. No fiscal impact of approving initiative.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? - Minimal staff support required, report to be completed by Commission members.			
Liaison Comments: Liaison supports initiative as a 'Study and Report'.			
City Manager Comments: No changes. Study and Report.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			



Commission: Energy and Environment Commission 2022 Annual Work Plan Proposal

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)		
Initiative Title: Support Natural Habitat (Greenspace and Trees) Support new ordinance development or the modification of current ones to protect tree canopy and explore the benefit from initiatives like No Mow May that can help expand the green ground coverage on the City. Relates to CAP items GC1-4 & GC2-2	Deliverable Review and recommend to Council on trees, greenspace, pollinators, and more sustainable private lawn management such as water sensor on lawn irrigation systems, bee lawns, pollinator friendly gardens, fall/spring cleanup practices.	Leads: Hilda Martinez Support: Michelle Horan, Tom Tessman, Ava Shumway	Target Completion Date: Q4
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? <i>Consultation with City Forester.</i>			
Liaison Comments: Liaison supports initiative to create recommendations to present to Council.			
City Manager Comments: No changes. Review and Recommend.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 2	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 type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Green Business Recognition Program - Strengthen and bring more business to the Green Business Recognition Program (promotion, outreach, etc.)	Deliverable: double the number of businesses participating in Green Business Recognition program	Leads: Michelle Horan Support: Cory Lukens, Teri Hovanec, Ukasha Dakane	Target Completion Date: Q4
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?			
Liaison Comments: Liaison supports initiative to continue program improvement and expansion.			
City Manager Comments: No changes. Review and Decide.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 3	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)		
Initiative Title: Organics Recycling - Support and promote the recycling and organic program adoption at multi-family buildings.	Deliverable: Review and Recommend a process for multi-family buildings to adopt organics recycling.	Leads: Bayardo Lanzas Support: Michelle Horan, Hilda Martinez	Target Completion Date: Q4

Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? <i>Partner with Organics Recycling Coordinator</i>
Liaison Comments: Liaison supports initiative to create recommendations to present to Council.
City Manager Comments: Change initiative title to read: "Review and comment on recycling and organic multi-family building program." Review and Comment. Deliverable: Comment on developed program.
Progress Q1:
Progress Q2:
Progress Q3:
Progress Q4:

Initiative # 4	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input checked="" 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)		
Initiative Title: Coordinate and table at City events to educate the community on initiatives by the EEC.	Deliverable -Presence at up to 4 City events to include Fourth of July, Open Streets, Arts Fair, and/or Farmers Market. Each EEC member commits to volunteering at least once.	Leads: Bayardo Lanzas Support: Hilda Martinez	Target Completion Date: Q4
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?			

Liaison Comments: Liaison supports initiative.
City Manager Comments: No changes. Review and Decide.
Progress Q1:
Progress Q2:
Progress Q3:
Progress Q4:

Initiative # 5	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event		
	Council Charge <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Communications - Study and report on best practices, resources, strategies and tactics that can help to better communicate EEC initiatives taking place in the City.	Deliverable: Study and report on an EEC communications framework to shape awareness and engagement with key initiatives for community.	Leads: Tom Tessman Support: Cory Lukens, John Haugen, Ava Shumway, Ukasha Dakane	Target Completion Date: Q4
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? <i>Potential engagement with Communications staff.</i>			
Liaison Comments: Liaison supports initiative to create report to present to Council.			
City Manager Comments: Remove initiative. This is a function of the communications department. There are some tools already created to support communication efforts for events/initiatives.			
Progress Q1:			

Progress Q2:
Progress Q3:
Progress Q4:

Initiative # 6	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)			
Initiative Title: Plastic Bag Policy - Revise and update 2017 report on possible recommendations for a plastic bag ordinance.		Deliverable: updated report with recommendation.	Leads: Michelle Horan Support: Cory Lukens, Tom Tessman, Ava Shumway, Ukasha Dakane	Target Completion Date: Q4
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.				
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?				
Liaison Comments: Liaison supports initiative to update past report with recommendations and present to Council.				
City Manager Comments: No changes. Review and Recommend.				
Progress Q1:				
Progress Q2:				
Progress Q3:				
Progress Q4:				

Initiative # 7	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event			
	Council Charge <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)			
Initiative Title: Stormwater Pollution Management - Focus on keeping debris and deleterious materials out of stormwater system. Keep items from even getting to the drain. Study and report on best practices and existing conditions related to stormwater and stormwater residue (i.e. additional street sweeping; mowing; pesticide application; salting.)		Deliverable: Study and report to Council on findings.	Leads: Teri Hovanec Support: John Haugen	Target Completion Date: Q4
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.				
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?				
Liaison Comments: Liaison supports initiative to create report to present to Council.				
City Manager Comments: Remove initiative. Staff is working on new Municipal Separate Storm Sewer System permit requirements which includes an update to Stormwater Pollution Prevention Program. Request staff to present to the EEC on the topic in 2022.				
Progress Q1:				
Progress Q2:				
Progress Q3:				
Progress Q4:				

Initiative # 8	Initiative Type <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input checked="" 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)			

Initiative Title: Cities Networking - Coordinate with other cities on sustainable practices broadly. Consider coordinating with Resilient Cities and Communities (RCC) to host one to four meetings a year with other Cities Environmental Commissions with the aim to share best practices.	Deliverable Quarterly meetings	Leads: Cory Lukens Support: John Haugen	Target Completion Date: Q4
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?			
Liaison Comments: Liaison supports initiative.			
City Manager Comments: Change initiative to read: "Host 1-2 networking meetings with metro cities environmental commissions." Review and Decide. Deliverable: 1-2 meetings			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Parking Lot: (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.)	
St. Louis Park inspired Rainwater Rewards Program	



Commission: Transportation Commission

2022 Annual Work Plan Proposal

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 type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Boulevard Tree Policy Research, develop and recommend a citywide boulevard tree policy that addresses planting, protection, maintenance, removal and funding.	Deliverable Policy for consideration by City Council	Lead Lori Richman	Target Completion Date Q4
Budget Required: No funds available.			
Staff Support Required: 1-2 hours per month from Staff Liaison, periodic support from City Forester and/or Community Development Director.			
Liaison Comments: This initiative reflects the information learned during the tree panel forum held earlier this year.			
City Manager Comments: No changes. Review and Recommend.			

Initiative # 2	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 type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Public Transit Partnership & Promotion 1. Establish partnership with the Planning Commission to enhance transit availability through zoning and development 2. Annual assessment of transit ridership and gaps in the community 3. Review the Pedestrian and Bicycle Master Plan and recommend changes to the proposed network and facilities to improve connectivity to public transit	Deliverables 1. Transit checklist to be used by Planning Commission 2. Annual report/recommendation to City Council 3. Report to City Council	Lead Andy Lewis	Target Completion Date Q4
Budget Required: No funds available.			
Staff Support Required: 1-3 hours per month from Staff Liaison; periodic support from Community Development Director.			
Liaison Comments: Gaps in public transit service are largely the result of low density, high rates of car ownership and lack of dedicated pedestrian/bicycle facilities. Changes to zoning and multi-modal facilities can increase demand for future transit service. Staff recommends the following amendments: Initiative Title: Public Transit Assessment Initiative Description: Review guidance related to land use and proposed multi-modal facilities and recommend changes to enhance transit connections and support future transit service. Deliverable: Report/recommendation for City Council			
City Manager Comments: Separate initiatives into two. (See NEW initiative #7). Change initiative title to read: "Public Transit Checklist: Develop a transit checklist to review on the proposed development projects. Planning Commission will review and comment." Study and Report. Deliverable: Report to Council.			

Initiative # 3	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 type="checkbox"/> 4 (Review & Decide)		
Pedestrian and Cyclist Safety Fund Investigate the PACS Fund, historic expenditures, and the year over year buying power via inflation. Determine potential opportunities to revise, expand, or update the fund to cover existing and future multimodal needs in Edina	Deliverable Report to City Council	Lead Chris Brown	Target Completion Date Q4
Budget Required: No funds available.			
Staff Support Required: 1-3 hours per month by Staff Liaison; periodic support from Finance and/or Administration			
Liaison Comments: PACS Fund revenue has grown steadily since its inception and staff has no immediate concerns about its purchasing power. However, this initiative could help staff determine if/when the franchise fee rates should be adjusted.			
City Manager Comments: Change initiative to read: "Review and recommend changes to the PACS funding policy." City staff is working on pulling together a report on the PACS fund.			

Initiative # 4	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 type="checkbox"/> 4 (Review & Decide)		
SRTS Demonstration Projects Review and recommend Safe Routes to School demonstration projects.	Deliverable Report to City Council	Lead Bocar Kane	Target Completion Date Q4
Budget Required: No funds available.			
Staff Support Required: 1-2 hours per month from Staff Liaison.			
Liaison Comments: In addition to permanent infrastructure recommendations, the Pedestrian and Bicycle Master Plan discusses demonstration projects, which are opportunities to temporary install pedestrian/bicycle facilities and seek public input on the benefits and tradeoffs before a permanent facility is installed. These types of projects are frequently eligible for grant funding, so creating a list of potential projects would assist staff in applying for these grants.			
City Manager Comments: Change initiative to read: "Study Pedestrian and Bicycle Master Plan and report on potential safe routes to school demonstration projects." Study and Report. Deliverable: Report to staff.			

Initiative # 5	Initiative Type <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input checked="" type="checkbox"/> Event			Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)	
Micromobility Education Explore/learn about current and future trends in micromobility and impacts on the transportation system	Deliverable Guest speaker/presentation at regular meeting	Lead Andy Lewis	Target Completion Date Q3		
Budget Required: No funds available.					
Staff Support Required: 1-2 hours per month by Staff Liaison.					
Liaison Comments: Staff participates in monthly meetings with adjacent communities to stay informed on the latest industry trends. This initiative supports Comprehensive Plan goals to reduce reliance on single-occupancy vehicles and implement a fully multi-modal transportation system.					
City Manager Comments: Remove initiative. Staff can provide education to the commission on micro mobility without being on the work plan. There is no deliverable to council and does not require Council approval.					

Initiative # 6	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 type="checkbox"/> 4 (Review & Decide)		
Traffic Impact Study Process Review Review current traffic impact study process and recommend areas of improvement	Deliverable Process improvement recommendations for City Council	Lead Bocar Kane	Target Completion Date Q4
Budget Required: No funds available.			
Staff Support Required: 1-2 hours per month by Staff Liaison; periodic support from Director of Engineering and Community Development Director.			
Liaison Comments: The Commission learned about traffic impact studies as part of its 2019 work plan. This initiative would continue that work by recommending changes to the process through which staff and consultants scope out and complete these studies. Staff suggests amending the Deliverable to “Report/recommendation for City Council.”			
City Manager Comments: Remove initiative. The traffic study process is a staff operation.			

NEW Initiative #7	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 type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)	
Transit Connectivity: Review the Pedestrian and Bicycle Master Plan and recommend changes to proposed facilities to improve connectivity to public transit.	Deliverables Recommendation to Council	Lead	Target Completion Date Q4		

Budget Required: No funds available.
Staff Support Required:
Liaison Comments:
City Manager Comments: Add new initiative. Review and Recommend. Deliverable: Report to Council.

Parking Lot: (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.)
Organized trash collection



Commission: Heritage Preservation Commission 2022 Annual Work Plan Proposal

Initiative # 1	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 type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Initiative Title Review and decide on Certificates of Appropriateness (COA) applications for changes to heritage landmark designated properties.	Deliverable • COAs	Leads All Commission	Target Completion Date Ongoing
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative. No additional funds required. Preservation Consultant funding comes from the Planning Department budget.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Pre-Application meeting with staff liaison and application review time/report from Staff Liaison and Consultant Vogel. Staff time is dependent on how many applications/preapplication meeting requests are received.			
Liaison Comments: Processing COAs is an ongoing item.			
City Manager Comments: No changes. Review and Decide.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 2	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 type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)			
Initiative Title Recruit nominees and award and promote the 2022 Heritage Preservation Award during Preservation Month in May.		Deliverable • Award the 2022 Heritage Award, post nomination form and award winner on Edina social media	Leads Sarah Nymo	Target Completion Date May
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative. No additional funds required. Money for plaque comes from Planning budget.				
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Public outreach: press release, social media posts, publish existing website form for nominations. Article on winner after award is given.				
Liaison Comments: The HPC will continue to award the 2022 Heritage Preservation Award during Preservation month.				
City Manager Comments: No changes. Review and Decide.				
Progress Q1:				
Progress Q2:				
Progress Q3:				
Progress Q4:				

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 type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Initiative Title Based on owner interest, nominate eligible properties as Edina Heritage Landmarks and add additional properties to the eligible property list.	Deliverable • Add to eligible property list • Designate additional Edina Heritage Landmark properties	Leads All commission	Target Completion Date Ongoing
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative. No additional funds required. Money for plaque comes from Planning budget.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Public outreach: press release, social media posts, publish existing website form for nominations. Article on winner after award is given.			
Liaison Comments: This is an ongoing item for the HPC.			
City Manager Comments: No changes. Review and Decide.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 4	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title Review plan of treatment document for each Landmark property.	Deliverable Highlight potential work plan items related to plans of treatment for future work plans	Leads All Commission	Target Completion Date 2022
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative. No additional funds required.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? None-review will take place during HPC meetings as time on agendas allows.			
Liaison Comments: Any additional work that stems from review will be proposed on future work plans.			
City Manager Comments: Change initiative title to read: "Review at least 3 Plans of Treatment for Landmark properties." Review and Decide.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 5	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title Explore the development of a century home recognition program in Edina based on programs in other cities; define the resources needed to manage a potential program in the future.	Deliverable • Information and a recommendation for a future century home program in Edina.	Leads Jane Lonnquist Mark Hassenstab	Target Completion Date 2022
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative. No budget requested at this time. Initiative is to gather information/research on a potential program in Edina and information on potential future costs if implemented.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Initiative and research to be completed by Commission leads			
Liaison Comments: This item is for research, the creation of a program would be on a future work plan.			
City Manager Comments: Study and Report. Deliverable: Report to Council.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 6	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input checked="" type="checkbox"/> Event Council Charge <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title Test archeological model created by the 2019 archeological study. Archaeologist (GK) will coordinate with City Staff and Comm. Ed. to conduct a “community archaeology project” in Edina that will include: 1) Phase I Reconnaissance — based on results of 2019 study and additional analyses — in order to identify unrecorded cultural resources on city-owned/managed properties and 2) Phase II Evaluation (“digs” conducted to determine eligibility for listing on the National Register) of any previously-unrecorded archaeological sites identified in “1”).	Deliverable <ul style="list-style-type: none"> • Archeological model would be tested secretary of the interior qualified archeologist on HPC will coordinate with City Staff and Community Education to conduct pro-bono test digs on designated city properties. • Promote tests and outcomes through Edina social media and other outlets. Use dig test results to guide HPC recommendations for additional archeological work in future work plans. 	Leads Garrett Knudsen Annie Schilling	Target Completion Date
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative. There are not funds available for this project. Grant opportunities may be available if funding is required.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? The HPC will need permission and will need to work in coordination with the Parks Department on potential sites and potential programming. Social media and communications support to promote the community event.			
Liaison Comments: HPC will need to work with the Parks Department to see if this is a possibility on city owned property, logistics and sites/location.			
City Manager Comments: Change initiative title to read: “Create a plan on how to test community archeological model created by the 2019 archeological study.” Study and Report. Deliverable: Report for Council. From a staff perspective, more information needs to be provided before we agree to move forward.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 7	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title Use education to promote preservation and avoid demolition by neglect.	Deliverable • Create and distribute educational materials to property owners, real estate agents, contractors and city staff who interface with Heritage Resource Properties/Districts.	Leads Jane Lonnquist Bob Cundy Mark Hassenstab	Target Completion Date End of 2022
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative. There are not funds available for this project.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Help creating education materials (graphic design) and social media/marketing support.			
Liaison Comments: Staff is also working on potential escrow fee requirements on building permits for Historic Properties.			
City Manager Comments: Change initiative to read: "Review and comment on the City's escrow fee policy." Review and Comment. Deliverable: Feedback to staff.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Parking Lot: (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.)
- Implement Century Home Program (Need to complete initiative #5 first and receive Council approval)
- Implement plan for community archeological project (Need to complete initiative #6 first and receive Council approval)



Commission: Human Rights and Relations Commission

2022 Annual Work Plan Proposal

Initiative # 1	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input checked="" 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)		
Initiative Title Coordinate Sharing Values, Sharing Communities Event	Deliverable Event	Leads Bennett, Guadarrama, Segall, Mirza	Target Completion Date October 2022
Budget Required: (Completed by staff): There is funding available for outside marketing opportunities such as ad paid in printed media and social media.			
Staff Support Required (Completed by staff): 10 hours for Staff Liaison in 2021, 10 hours for Communications Staff in 2020 for Community Conversation			
Liaison Comments: The HRRC would like to host a Sharing Values, Sharing Communities that does not have a topic already assigned to the work plan. They would like to define a topic that is relevant to the community at the date of the event, such as Stop the Hate Event 2.			
City Manager Comments: Change initiative title to read: "Coordinate Sharing Values, Sharing Communities Event. Determine topic at least four months in advance of the scheduled event." Review and Decide.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 2	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input checked="" 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)		
Initiative Title Coordinate Days of Remembrance Recognition	Deliverable Event and/or Action	Leads Epstein, Stringer-Moore, Mirza, Lichtenberger	Target Completion Date April/May 2022
Budget Required: (Completed by staff) There is funding available for outside marketing opportunities such as ad paid in printed media and social media.			
Staff Support Required (Completed by staff): Hours by Staff liaison: 20 Communications / marketing support: 10			
Liaison Comments: The Days of Remembrance Event 2021 was a hybrid event, which had about 35 people attend the event in-person and 411 views as of 9.24.2021.			
City Manager Comments: Change initiative title to read: "Coordinate Days of Remembrance to be held in alignment with the United States 2022 commemoration date." Review and Decide.			
Progress Q1:			
Progress Q2:			
Progress Q3:			

Progress Q4:

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 type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title Bias Events Response Plan Review and meet with police department representative quarterly for updates.	Deliverable Increase public awareness of Bias Events Response Plan and Bias + Discrimination form	Leads Epstein, Guadarrama	Target Completion Date December 2022
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
Staff Support Required (Completed by staff): Hours by Staff liaison: 10			
Liaison Comments: The Bias Event Response Plan was approved by City Council on 5/4/2021.			
City Manager Comments: Change this initiative to read: "Respond to Bias events as described by the Bias Event Plan and receive updates from the Police Department Quarterly." Review and Recommend. Deliverable: Continue Bias events response plan and track how many times the plan is initiated.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 4	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input checked="" 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)		
Initiative Title Tom Oye Award: Coordinate and select one recipient for the 2021 Tom Oye Award.	Deliverable Planning and awarding of Tom Oye Award	Leads Felton, Mirza	Target Completion Date December 2022
Budget Required: (Completed by staff) There is funding available for outside marketing opportunities such as ad paid in printed media and social media.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?			
Liaison Comments: In the previous year, HRRC has received 7 applications which acknowledged the human rights work in the Edina community. The group of Rebecca Sorensen, Rachel Adegbenro and the Edina High School Black Student Union were the recipient of the 2020 Tom Oye Award.			
City Manager Comments: No changes. Review and Decide.			
Progress Q1:			
Progress Q2:			
Progress Q3:			

Progress Q4:

Initiative # 5	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title Researching City facility naming policy (name from developers and officials – the untold stories of communities through DEI Lens) and fundraising policy and donation policy approved through DEI lens.	Deliverable Recommend a City facility naming policy to City Council	Leads Stringer Moore, Segall, Bennett, Mirza,	Target Completion Date December 2022
Budget Required: (Completed by staff) Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?			
Liaison Comments: A new work plan initiative for the HRRC.			
City Manager Comments: Change initiative title to read: “Study and report on a City facility naming policy/criteria.” Study and Report. Deliverable: Report to Council			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Parking Lot: (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.)

- Ageism: helping community understand, how to mitigate it, educate and assess

- Felony Rights and Education: Public education, voting rights access



Commission: Parks & Recreation Commission 2022 Annual Work Plan Proposal

Initiative # 1	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 type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
<i>Present information about Parks and Recreation facilities, services, and systems with up to six community groups.</i>	Deliverable	Leads	Target Completion Date
Budget Required: (Completed by staff) Minimal presentation related expenses would be supported by department budget.			
Staff Support Required (Completed by staff): Parks and Recreation: Max 40; Communications varies pending format (I.e. Town Talk or video series)			
Liaison Comments: Continuation of 2021 work plan initiative.			
City Manager Comments: No changes. Review and Decide. Deliverable: Presentation			

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 checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<i>Recommend funding sources for park related improvements including parks, facilities, and enterprise upgrades, including a philanthropic wish list and donation process.</i>	Deliverable	Leads	Target Completion Date
Budget Required: (Completed by staff) Funding not required to complete recommendation process.			
Staff Support Required (Completed by staff): Parks and Recreation: Max 40; Finance: Max 30; City Attorney: Max: 10			
Liaison Comments: Continuation of 2021 work plan initiative.			
City Manager Comments: Change initiative title to read: "Report and provide recommendations on alternative funding sources for park related improvements including parks, facilities, and enterprise upgrades. The report will include a philanthropic wish list." Review and Recommend. Deliverable: Recommendation to Council			

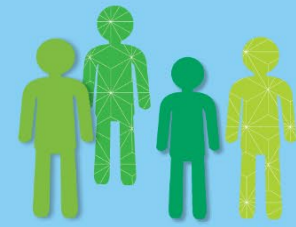
Initiative # 3	Initiative Type <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<i>Review city playground assets with the intent of prioritizing opportunities and improvements, focusing on accessibility, at each location.</i>	Deliverable <i>Output would feed into an updated proposal in the CIP, both on costs and timing for each specific park asset.</i>	Leads	Target Completion Date
Budget Required: (Completed by staff) Does not require funding to review this process.			
Staff Support Required (Completed by staff): Parks and Recreation: Max 40			
Liaison Comments: Request that the timing to be completed is prior to the beginning of the 2022 Capital Improvement Program process			
City Manager Comments: Remove initiative. CIP process and accessibility evaluations are a staff operation.			

Initiative # 4	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)		
<i>Review and propose an expanded volunteer assistance program to connect volunteers to park initiatives.</i>	Deliverable	Leads	Target Completion Date
Budget Required: (Completed by staff) Funding not required to complete recommendation process.			
Staff Support Required (Completed by staff): Parks and Recreation: Max 40; Engagement Manager: TBD to provide feedback			
Liaison Comments: Work would include focus on supporting gaps in service delivery due to resource deficiencies.			
City Manager Comments: Change initiative title to read: "Research opportunities to expand volunteer assistance for park initiatives." Study and Report. Deliverable: Report to staff			

NEW Initiative #5	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)		
<i>Provide support with educational opportunities for the Local Option Sales Tax in the community as needed.</i>	Deliverable Attend events to share information.	Leads	Target Completion Date
Budget Required: (Completed by staff)			
Staff Support Required (Completed by staff):			
Liaison Comments:			

City Manager Comments: Add new initiative #5.

NEW Initiative #6	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)		
<i>Review and Comment on amendments to the Park ordinances being recommended by staff for update.</i>	Deliverable Comment on ordinance updates	Leads	Target Completion Date March 2022
Budget Required: (Completed by staff)			
Staff Support Required (Completed by staff):			
Liaison Comments:			
City Manager Comments: Parks and Recreation staff have started this as part of their 2021 department work plan.			

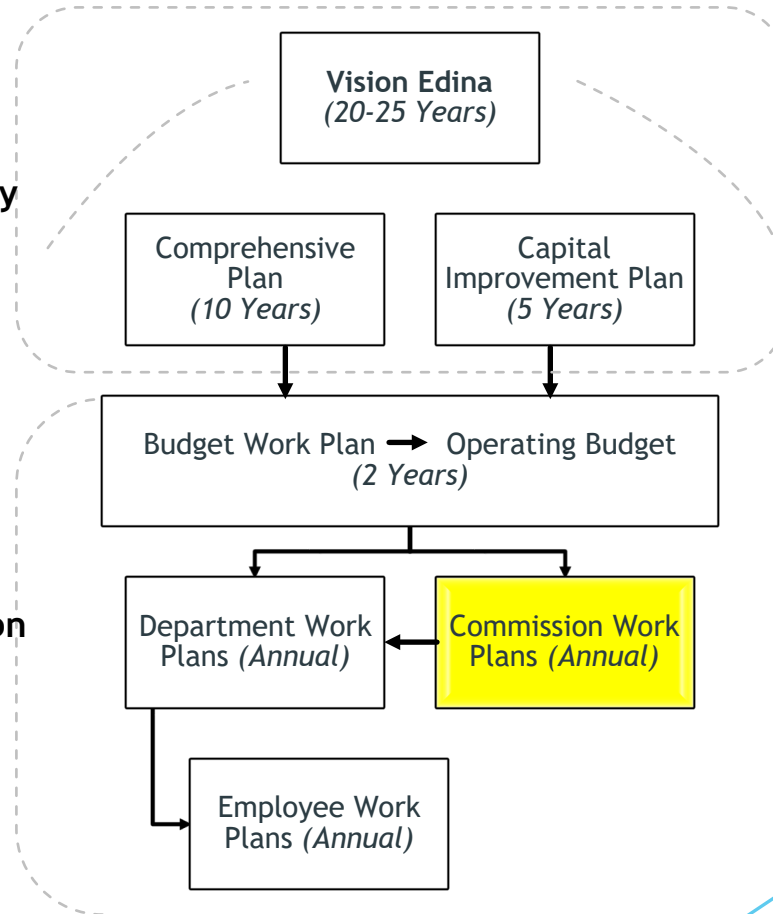


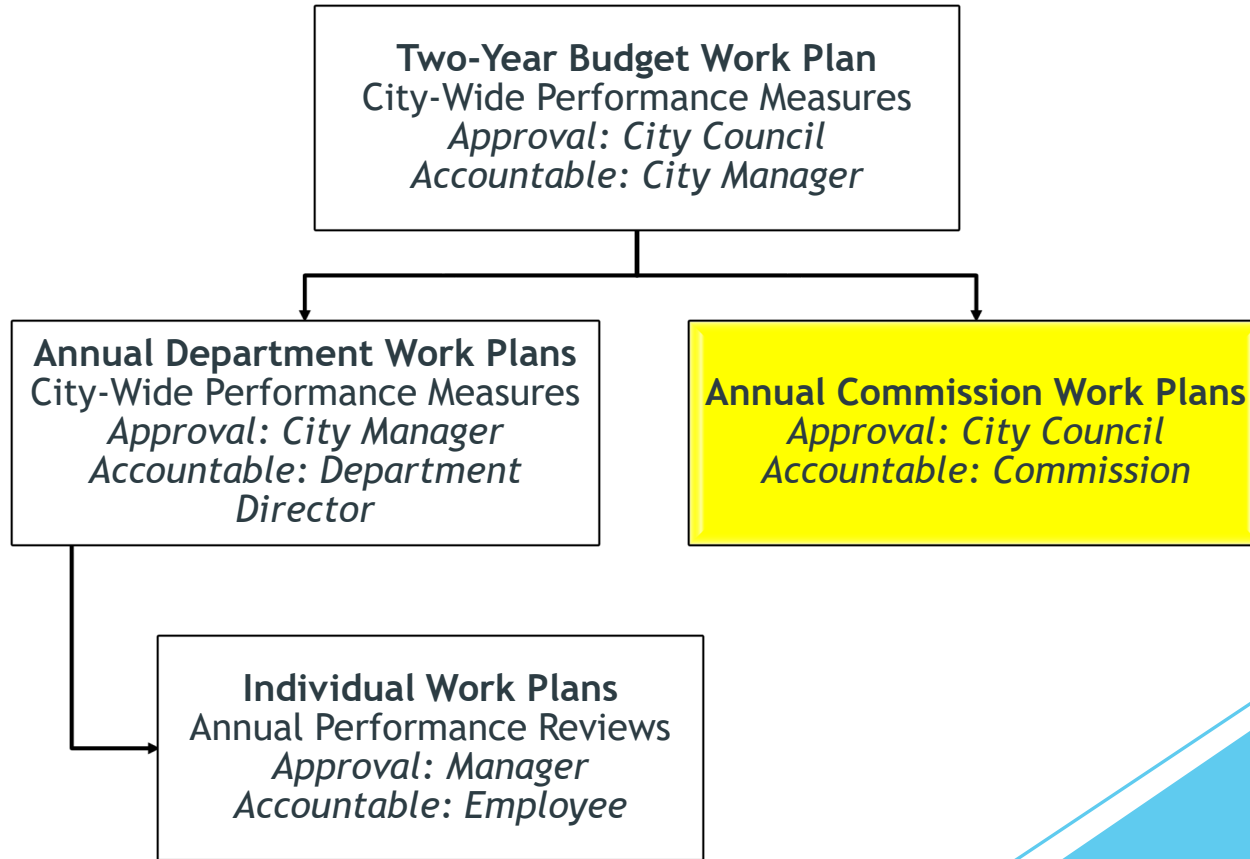
City Council Work Session
November 4, 2021

2022 Commission Work Plan Staff Review

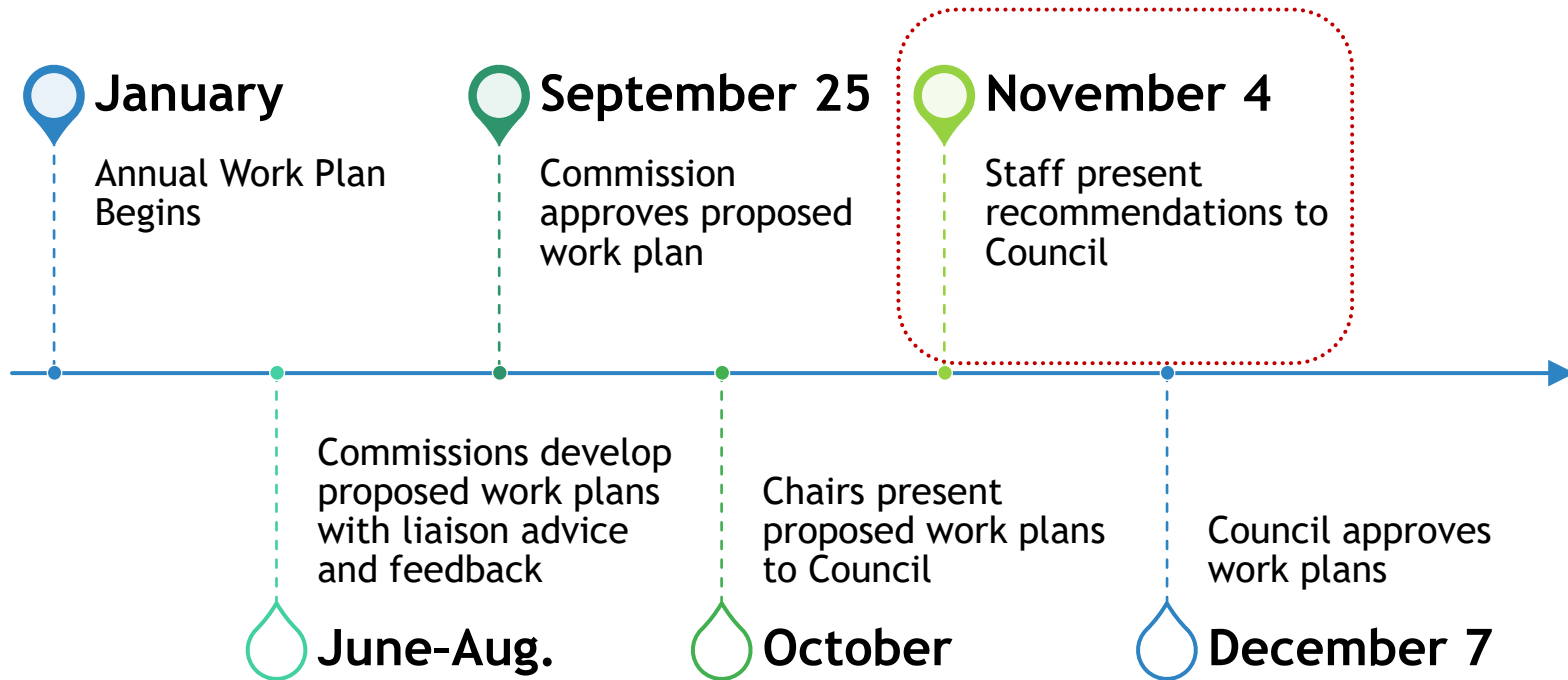
Strategic Policy

Implementation Level





Commission Work Plan Calendar





Themes of Recommendations

1. Alignment with City Goals, Work Plans, & Resources
2. Clarification of Council, Staff, & Commission Roles
3. Work Order
4. Capacity for Events and Communication Campaigns



Roles for Tonight

ADMIN TEAM

- ▶ Present City Manager recommendations

COUNCIL

- ▶ Ask questions
- ▶ Provide feedback

STAFF LIAISONS

- ▶ Answer clarifying questions