

Agenda
City Council Work Session
City of Edina, Minnesota
Community Room, City Hall

Tuesday, November 1, 2022
5:30 PM

- I. Call To Order
- II. Roll Call
- III. 2023 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 1, 2022

Agenda Item #: III.

To: Mayor and City Council

Item Type:

Reports / Recommendation

From: MJ Lamon, Community Engagement Manager

Item Activity:

Subject: 2023 Commission Work Plans

Discussion

ACTION REQUESTED:

None.

INTRODUCTION:

The 2023 proposed commission work plans were first presented to Council by Commission chairs on October 6, 2022.

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.

MJ Lamon will provide a brief presentation and City Manager Neal and Assistant City Manager Schaefer will present staff comments on each work plan.

ATTACHMENTS:

Staff Report 2023 Proposed Commission Work Plans

2023 Proposed Commission Work Plans - updated order

STAFF REPORT



Date: November 1, 2022

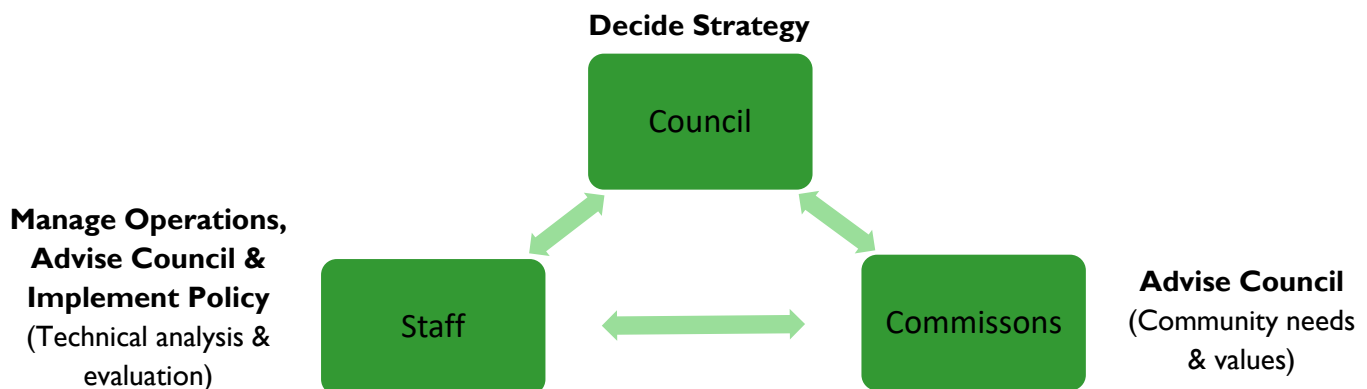
To: Mayor & City Council

From: MJ Lamon, Community Engagement Manager

Subject: Commissions 2023 Proposed Work Plan Review

Information / Background:

City Council establishes boards and commissions to engage residents into City work, assist with effective governance to provide opportunities for residents to serve the community and participate in meaningful work. City Council, Boards and Commissions and City staff work together while playing a defined role.



City Council	City Manager & Staff	Advisory Boards, Commission, Task Forces
<ul style="list-style-type: none">• Make policy-level decisions• Hire and supervise City Manager• Approve<ul style="list-style-type: none">- Budget and related work plan- Ordinances & policy decisions- Development proposals- Variances & rezoning requests• Appoint representatives to advisory boards & commissions	<ul style="list-style-type: none">• Provide best efforts & technical advice to Council• Manage operations & staff• Propose budget & policies• Carry out Council decisions• Deliver services• Equitably enforce codes & policies	<ul style="list-style-type: none">• Provide community perspective• Propose work plan items• Advise the Council through work plan “charges”• Hold hearings as directed by Council• Assist as directed in work plan with engagement efforts

The annual commission work plan process is a seventh-month process from initiation to final approval. The process kicks off at commission meetings in June when commissions first start discussing potential work plan ideas. Commissions spend the summer months creating their proposed work plans, and staff liaisons provide information, support, and advice in the process. In October, Commission Chairs present their work plan item proposals to City Council. In November the City Manager presents work plan recommendations to Council, based on City-wide resources and goals. Final approval by City Council occurs in December.

In 2022, a Commission Work Plan Development Guide was created by staff to make it easier to navigate the process. The document defines roles, outline the steps to work plan development, reinforce how work plan item are completed utilizing sub-groups/working groups and lastly communicating the work to City Council. All chairs attended a work plan training in the spring and the guide was shared widely with all commissions in May of 2022.

The City has ten Boards and Commissions, with over 100 Board and Commission Members. The work plan process is critical to ensure that we have the resources to accomplish the goals, and that staff and Commissions are working on the priorities that are most needed.

Guiding Procedures

Commissions

Commissions are responsible for developing proposals for work plan items.

- Commissions should list proposed work plan items in order of their priority.
- Work plan initiatives should not replicate city department work plan initiatives (While there may be overlap, it should clearly define the role of the commission)
- Be careful not to overload the work plan but pursue an achievable number of initiatives
- Define who is leading the work plan initiative to validate member interest in completing the project
- “Parking lot” is reserved for initiatives the Commission considered but did not propose as part of the work plan. These items are not considered approved and would require a work plan amendment approved by Council to allow the Commission to begin work.

Staff Liaisons

Staff Liaisons provide resources and support to the Commissions during their proposal discussions. As part of the work plan development, liaisons are asked to provide comments on work plan initiatives.

Liaison recommendations and comments are based on the following questions:

- Is the goal and deliverable of the initiative clearly defined?
- Is the initiative an appropriate role of the commission?
- Are the resources/funding available to accomplish the initiative?
- Is the number of initiatives on the work plan reasonable?

If there are misalignments, liaisons are asked to offer suggested changes.

City Manager/Administration Staff

City Manager recommendations are based on City-wide strategies, needs, and resources.

Administration Considerations include:

- **Alignment with other City work plans and goals**

Commission work plan initiatives can directly impact other City Work Plans, operations, or resources. Initiatives tied to Council-approved Budget Work Plan take priority.

- **Roles**

Commissions are advisory to Council and their work plans should consist of the work they intend to complete in the upcoming year. At times, language changes are made to clarify role of the commission and eliminate misunderstanding the intent of the initiative. This is also accomplished by assigning an appropriate Council Charge level.

- **Resources (funding & supporting staff)**

Each year, Commissions propose several events and communication campaigns in addition to those already occurring throughout the city. If initiatives have large funding requirements or require additional staff support, this may adversely impact a department budget and workload. We need to ensure the city has the resources, budget, and time needed to accomplish the work.

Council

Commissions are appointed by the Council and serve in advisory role. Commissions provide additional community perspective, feedback, and support to inform Council decisions, and accomplish City goals. The Council has approval over Commission work plans, and could ultimately choose to remove, revise, or add work plan items

During the Commission Chair presentations, Council should ask questions to ensure they understand what the Commission is proposing and why. During staff presentations, Council will provide feedback for staff to prepare a final draft for approval in December.

2023 Recommendations

For 2023, all changes/edits were recommended utilizing the considerations above, liaison comments and feedback from the Communications Department. Over the years we have learned that it works best to:

- Approach work plan initiatives in steps vs accomplishing all components at once (i.e. study and report first, recommendation second step, etc.)
- Limit the number of cross-commission initiatives. Assign a lead commission and supporting commissions to alleviate meeting/project fatigue
- Not overload work plans to foster success and offer mid-year work plan amendments if work has been completed quicker than anticipated.

Staff recommendations and comments are listed on each work plan proposal under City Manager Comments.



Commission: Energy and Environment Commission

2023 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)		
Initiative Title No Mow May 2.0	Deliverable <ul style="list-style-type: none"> Consider if any recommended changes to No Mow May (NMM) are needed, including program expansion to other property types (condos, commercial, etc.) and report-back method for residents. Establish a communication strategy with support from the City Communication area. Link NMM promotion with the promotion of rain and pollinator gardens. Explore ways for residents to add additional "greening" efforts beyond NMM, including soil health 	Leads Tom Tessman, Hilda Martinez, Suryash Rawat	Target Completion Date Q2
Budget Required: (Completed by staff) Funds are available for this project, including to purchase and distribute yard signs (600 signs at \$6.25 = \$3,750), and host workshops with partners on related topics (~\$3,250 for two workshops). Might include yard equipment giveaways like electric lawn equipment or a rain barrel as incentive for participation (~\$1,000).			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~26 hours (1 hr/week for first half 2023) Comms: 40-60 hours (stories, video, sign distribution, etc.) Other staff: 5 hours for Weed Inspector/Parks Dept. 			
Liaison Comments: 1,200 residents participated in NMM 2022, it was a popular program and relieved enforcement pressure on Parks staff during a busy season. Staff is supportive.			
City Manager Comments: No changes. Council charge 4.			
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 type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Initiative Title Green Business	Deliverable <ul style="list-style-type: none"> Strengthen and bring more business to the Green Business Recognition Program. Establish an annual outreach and recruitment calendar including spring communications campaign; present at Chamber, Rotary and other relevant business associations 	Leads Cory Lukens, Teri Hovanec,	Target Completion Date Q4

Recognition Program	<ul style="list-style-type: none"> Add bike rack fund participation as part of rubric, as well as one-stop lighting audits, tree preservation. 	Bayardo Lanzas	
Budget Required: (Completed by staff) Budget needs to provide materials at presentations, one print media recruitment campaign, business recognition decal purchases (~\$2,500)			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~26 hours (30 mins/week to manage Better Together site, coordinate new business recognition, support presentations and advise on promotion campaigns) Comms: 80 hours (8/story) (Chamber weekly e-ad, storytelling of those we're recognizing, potential annual mixer support, social media campaign) Other staff: N/A 			
Liaison Comments: This is an established yet dynamic program. Staff is supportive.			
City Manager Comments: No changes. Council charge 4.			
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 Project Earth Partnership	Deliverable <ul style="list-style-type: none"> Partner with Project Earth on student-identified sustainability priorities, such as building renewable energy and energy efficiency, bus electrification, native plantings, water use, and cafeteria waste reduction (composting and Styrofoam trays). 	Leads Ella Machart, Suryash Rawat	Target Completion Date Q2
Budget Required: (Completed by staff) N/A			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~10 hours (coordinate connection between Project Earth & EEC, with school district contacts) Comms: N/A Other staff: N/A 			
Liaison Comments: Staff is supportive, 10 CAP actions rely on school district support and implementation for completion.			
City Manager Comments: Move initiative to parking lot. The student perspective and student lead projects are highly valued. A specific initiative is important to ensure the city has authority. Until we know what the project is we don't know how much staff support is required. Make a mid-year work plan amendment once the project is defined.			

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 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 Tree Recognition Campaign	Deliverable <ul style="list-style-type: none"> “Parade of Trees” tree recognition campaign around Arbor Day Residents submit photos and locations of special trees. Trees are mapped and residents are invited to do a walking tour to see the trees. Tree photos can be used in social media to raise awareness around Edina’s tree canopy. EEC may award special tree recognitions: “most climbable tree,” “spookiest,” etc. Mayor will be invited to recognize beloved trees during Mayor’s Minute 	Leads Cory Lukens, Teri Hovanec, John Haugen	Target Completion Date Q4
Budget Required: (Completed by staff) budget needs for tree medallions for tree awards			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~10 hours (works with Comms and GIS staff to organize communication campaign and populate online parade of trees map.) Comms: 160 hours (Provide campaign design assistance, tree signifier design (e.g. tree medallion) and production, stories/videos on special trees around Edina) Other staff: ~10 hours for GIS staff to receive special tree submissions, geocode them and produce walking tour map 			
Liaison Comments: While staff is supportive, this is the equivalent of one month of staff time for communications – other ways to accomplish this initiative with fewer resources are needed			
City Manager Comments: No changes. The commission should utilize Better Together Edina for this work plan initiative. Communications will support outreach/advertising. Council charge 4.			
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)		
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Initiative Title Commercial Tree Ordinance	Deliverable Assess Edina’s Commercial Tree Ordinance by comparing to similar ordinances adopted in relevant cities; determine if changes should be made.	Leads John Haugen, Hilda Martinez, Tom Tessman	Target Completion Date Q4
Budget Required: (Completed by staff) N/A			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~15 hours (advise EEC at key points, interview colleagues in neighboring cities, gather staff comment as needed) Comms: N/A Other staff: ~10 hours for other relevant staff to offer comment (Legal, Forestry, Building Inspections, Planning, Parks, Engineering) 			
Liaison Comments: EEC recommended an amendment to Edina’s residential tree ordinance in 2022. Staff is supportive.			
City Manager Comments: No changes. Council charge 3.			
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 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 Time of Sale Energy Disclosure Program	Deliverable Review the program currently under implementation in Bloomington and Minneapolis. Analyze local data and evaluate if it is a program that can be implemented in the city of Edina.	Leads Hilda Martinez, Stephen Schima, Cory Lukens	Target Completion Date Q4
Budget Required: (Completed by staff) Funds are not needed for this project.			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~10 hours (advise EEC at key points, interview colleagues in Bloomington & Minneapolis, gather staff comment as needed) Comms: N/A Other staff: Potentially ~5 hours for other relevant staff to offer comment and provide data (Assessing, IT, Inspections, Health) 			
Liaison Comments: Liaison is supportive, given this project’s potential to substantially increase the number of homes on Edina that receive an energy audit annually. A “study and report” phase is needed to identify options, though EEC may be prepared to make a recommendation to Council in 2023 as well.			
City Manager Comments: No changes. Council charge 1.			
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 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 Organized Trash Collection Approach	Deliverable <ul style="list-style-type: none"> Develop a strategic plan for the City of Edina to adequately assess Organized Trash Collection as an alternative to the Open system, with a focus on identifying and answering open questions that Staff, Council, Residents and Commissioners have work with Staff to collect data on the current state of trash hauling in Edina, and raise information so that decision-makers are looking at the issue with accuracy, clarity, and comprehensive data points. Include a work session with Council to discuss early findings. Receive feedback from ETC. The deliverable is a report and recommendation on how to proceed with OTC. 	Leads John Haugen, Bayardo Lanzas	Target Completion Date Q4
Budget Required: (Completed by staff) N/A			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~10 hours (advise EEC, gather staff comment and support data collection) Comms: N/A Other staff: ~20 hours from Transportation Planner, City Attorney, Recycling Coordinator 			
Liaison Comments: Staff is supportive, organized trash collection is related to two Climate Actions; this initiative builds on ETC "Study and Report" 2021 initiative.			
City Manager Comments: Remove initiative. Commission has completed their work. Staff needs direction from Council on moving forward with legal process.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative # 8	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 checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title Other Commission Support	Deliverable <ul style="list-style-type: none"> Comment on joint initiative between Planning and Transportation Commissions focused on parking. EEC members may join a sub-committee led by PC or ETC on this topic. Comment on other Commission CAP-related initiatives, as invited. Expected commissions include Planning, Transportation, Human Rights and Relations. 	Leads Hilda Martinez, Stephen Schima	Target Completion Date Q4
Budget Required: (Completed by staff) N/A			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~5 hours (coordinate with EEC and other commission staff liaisons to share comment) Comms: Other staff: ~3 hours for organizing support from other Commission Staff Liaisons 			
Liaison Comments: Staff liaison expects limited time commitment by the EEC on this topic. Four Climate Actions relate to parking management; Staff supports cross-commission work to recommend implementation pathways for these actions.			
City Manager Comments: Break initiative into three separate initiatives. See NEW initiative 9 & 10. Change initiative 8 to read, "Review and comment on considerations for future parking initiatives the city should pursue over the next 10-15 years. Planning Commission is lead. ETC and EEC will review and comment."			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

NEW Initiative # 9	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 checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title Climate Action Plan HS 4-3	Deliverable <ul style="list-style-type: none"> Review and comment on HRRC's CAP-related initiative 	Leads Hilda Martinez, Stephen Schima	Target Completion Date Q4
Budget Required: (Completed by staff) N/A			
Staff Support Required (Completed by staff):			
Liaison Comments:			

City Manager Comments: NEW initiative 9.
Progress Q1:
Progress Q2:
Progress Q3:
Progress Q4:

NEW Initiative # 10	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 checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title CAP - Greenspace + Trees Strategy GS1	Deliverable <ul style="list-style-type: none"> Review and comment on ETC's CAP-related initiative 	Leads Hilda Martinez, Stephen Schima	Target Completion Date Q4
Budget Required: (Completed by staff) N/A			
Staff Support Required (Completed by staff):			
Liaison Comments:			
City Manager Comments: NEW initiative 10. This initiative would be removed if Council decides to remove work plan initiative #4 from the transportation commission's work plan.			
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.)
2023 quarterly communications topics: <ul style="list-style-type: none"> Reusable and single-use bag awareness campaign (related to 2022 EEC recommendation related to plastic bag management in Edina) Electric lawncare awareness versus fossil-fueled lawncare equipment (related to No Mow May & CAP actions)
Complete Streets Pilot (likely in Cahill district in future years)



Commission: Human Rights and Relations Commission

2023 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)		
Coordinate Sharing Values, Sharing Communities Event. Determine topic at least four months in advance of the scheduled event.	Deliverable Plan and host a Sharing Values, Sharing Communities Event in 2023	Leads Bennett, Jain	Target Completion Date October 2023
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. Yes, funds are available.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?			
Liaison Comments: In 2021, the HRRC planned and hosted the <i>Stop the Hate</i> event had 60 in-person attendees and had engaged 1,018 people via Facebook. HRRC is currently planning an extension event on October 2, 2022, which the title is <i>How to Stop the Hate</i> . The focus will be providing strategies on how to prevent and combat hate. The HRRC has selected and planned topics that are relevant and timely to the Edina community.			
City Manager Comments: No changes. Council charge 4.			
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)		
Coordinate Days of Remembrance to be held in alignment with the United States 2023 commemoration date. Potential need for amended resolution if topic is broadened to include additional events of genocide.	Deliverable Plan & host a 2023 Days of Remembrance Event with the possibility of amending initial DOR resolution	Leads Felton	Target Completion Date April 2023
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. Yes, funds are available. In previous years, funds are used towards marketing for the event.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?			
Liaison Comments: The 2022 Days of Remembrance (DOR) event was held virtually with Eva Moreimi as the guest speaker. The HRRC has been planned and hosted the event for 11 years in various attendance modes such as in-person, hybrid, and virtual.			
City Manager Comments: If they are going to do a change in resolution, they should do it by March to ensure it is completed before the 2023 event. No changes. Council charge 4.			
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)		
Bias and discrimination event response: <ul style="list-style-type: none"> Continue quarterly meetings with Edina Police Department Review Bias Events Response Plan Review police community data interactions within Edina 	Deliverable Continue quarterly meetings, review Bias Events Response Plan and police community data	Leads Missaghi, Jain, Ahluwalia, Felton	Target Completion Date December 2023
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. In previous years, no funds have been used for these items individually.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?			
Liaison Comments: Quarterly meetings with Edina Police Department have been opportunity to strengthen relationship with HRRC and Police Department. Bias Events Response Plan was approved by Council in May 2021. Staff supports review of Bias Events Response Plan and HRRC to determine levels of support and resource the commission can provide as a community response.			
City Manager Comments: Break initiative into two. Initiative #3 will focus on quarterly meeting with Police. NEW initiative #7 will focus on Bias and Discrimination event response plan. Data collection will start in 2023. This will allow time for the system and process to be set up correctly and determine baseline information. Initiative #3 title to read, "Continue quarterly meetings with the Police Department." Deliverable will be conducting quarterly meetings with PD. Council charge 4.			
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)		
Tom Oye Award: Coordinate and select one recipient for the 2023 Tom Oye Award	Deliverable Planning and awarding of Tom Oye Award	Leads Guadarrama, Epstein, Jain	Target Completion Date December 2023
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: The HRRC has planned and awarded the Tom Oye Award since 2006. The Tom Oye Award recognizes community members who advance human rights and the event award ceremony is held the first City Council meeting in December.
City Manager Comments: No changes. Council charge 4.
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)		
Climate Action Plan HS 4-3: Evaluate community organizations, networks, and connections serving those who require special attention, such as people who are elderly, homebound, isolated, living with disabilities, or those likely to be in need of financial assistance, during or after extreme weather events (e.g., heat, cold, and heavy precipitation). Recommend, if needed, creation of additional community resources or enhancement, leveraging, or support of existing relationships with community organizations, networks, and connections.	Deliverable Provide evaluation of community, networks and connections	Leads Segall, Ismail, Stringer Moore	Target Completion Date December 2023
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: This work plan proposal item originated from the Climate Action Plan. The HRRC would like to evaluate and recommend possibly enhancements of community organizations, networks and connections who serve populations that need additional supports in extreme weather events.			
City Manager Comment: The first phase of this project is to do the evaluation. Change title to read, "Climate Action Plan HS 4-3: Evaluate community organizations, networks, and connections serving those who require special attention, such as people who are elderly, homebound, isolated, living with disabilities, or those likely to need financial assistance, during or after extreme weather events (e.g., heat, cold, and heavy precipitation). EEC will review and comment on approved report." Deliverable will be a report to Council. Council charge 1.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

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 checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)
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Provide community perspective and input to the Racial Equity Advancement Team (REAT) on the planning of the Juneteenth event in 2023.	Deliverable Provide input to REAT throughout the planning and implementation of 2023 Juneteenth event.	Leads Stringer Moore, Jain	Target Completion Date June 2023
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: In 2022, the REAT and additional City staff members in partnership with 3 members of the HRRC planned and implemented the City's first Juneteenth event. The HRRC members have provided community input and immense support in the 2022 Juneteenth event. Planning of Juneteenth event will be led by City staff members with input from HRRC throughout the planning.			
City Manager Comments: Change title to: "Provide feedback to staff regarding planning of 2023 Juneteenth City event. Debrief after event and provide recommendations for direction of future of events." The Juneteenth staff committee will solicit community input from the HRRC on planning components of the Juneteenth event. Council charge 2. Change the target completion date to March of 2023. Input will need to be received as event planning is taking place.			
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)		
Bias and discrimination event response: <ul style="list-style-type: none"> Review Bias Events Response Plan 	Deliverable Review Bias Events Response Plan &, if needed, provide any recommendations to Council	Leads	Target Completion Date December 2023
Budget Required: (Completed by staff):			
Staff Support Required (Completed by staff):			
Liaison Comments:			
City Manager Comments: NEW initiative #7 will focus on Bias and Discrimination event response plan. Council charge 3.			
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

With a focus on equity, study and report on location and features of, and access to, City facilities (i.e., parks and recreational facilities, community gardens, meeting rooms, and transportation facilities including sidewalks and bicycle facilities)

Research and report potential models for Edina residents to review, comment on, and make recommendations for changes to the policies and procedures of local law enforcement.

Study & report what other cities are doing to provide reparations



Commission: Community Health Commission

DRAFT 2023 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 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 examples of city-level strategies to communicate public health topics that enhance social connectedness.	Deliverable: Report to Council	Leads:	Q 3 2023
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? None for 2023. Has potential to require significant Communications and Community Engagement hours depending on future recommendations and implementation of programs.			
Liaison Comments: Restart of previous work plan item with focus on social connectedness. Intention is to create report with examples from across the Country that are existing and could be used as model initiatives.			
City Manager Comments: No changes. Council charge 1.			
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 actions from 2022 Stop the Bleed report for Council review and potential implementation.	Deliverable: Report and recommendation to Council	Leads: Greg Wright, Mary Absolon	Q1 2023
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? Minimal			
Liaison Comments: Staff is supportive, possible collaboration/coordination between Fire and CHC regarding recommendations.			
City Manager Comments: No changes. Council charge 3.			
Progress Q1:			
Progress Q2:			

Progress Q3:			
Progress Q4:			
Initiative # 3	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)		
Appoint Community Health Commission representative and alternate to serve on Opioid Stakeholder group lead by Bloomington Public Health.	Deliverable: Nomination	Leads:	Target Completion Date Q1 2023
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? None			
Liaison Comments: Necessary for resident/commission presence in decision-making process for opioid settlement funding plan.			
City Manager Comments: No changes. Council charge 4.			
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)		
Evaluate process for declaring racism as a Public Health Emergency in the City of Edina	Deliverable: Report to Council	Leads: Tracy Nelson, Philip King-Lowe, Nick Mattison	Target Completion Date Q4 2023
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? Minimal			
Liaison Comments: Initiative previously discussed as joint initiative between HRRC and CHC. CHC would like to take lead on this initiative and examine models from other jurisdictions that have made similar proclamations.			
City Manager Comments: Change title to read, "Study and report on the process for declaring racism as a Public Health Emergency in the City of Edina."			
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.)
Multi-Unit Housing Smoke Free policy discussions and recommendations



Commission: Arts and Culture Commission

2023 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: Grandview Yard Artwork	Deliverable: Review and Recommend on décor elements and programming for 5146 Eden Ave. <ul style="list-style-type: none"> As the Grandview site is planned, ACC would participate in community comment and planning of art in the new park space. 	Leads: Jennifer Faeth Rebecca Sorensen Brian Stemmler Alyssa Fram Nikhil Konkimalla* <hr/> Sub-Committee	Target Completion Date
Budget Required: (Completed by staff) Community Development has indicated that there are funds available for this project.			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: 1-2 hours a month Comms: Not much ACC assistance needed Other staff: Community Development would keep ACC apprised of site development as project moves forward			
Liaison Comments: Staff is supportive. The ACC is the established community review body for public art.			
City Manager Comments: No changes. Council charge 3.			
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 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: City of Edina Street Art Policy and Practices	Deliverable: Research and review programs currently implemented in other cities around the metro. Analyze local data and evaluate how a program can be implemented in the City of Edina. Create a guide for creative placemaking for street art within Edina.	Leads: Brian Stemmler <hr/> Sub-Committee Kathy Amlaw Laura Westlund Alyssa Fram	Target Completion Date

		Reeya Anand*	
Budget Required: (Completed by staff) Funds are not needed for this project.			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~1 hours per month Comms: Possible press release and social media information once report is written if Council is supportive. Initial stages, very little comms needed. Other staff: 			
Liaison Comments: Staff is supportive. A “study and report” phase is needed to identify options, though ACC may be prepared to make a recommendation to Council in 2023 as well. Perhaps research first and then create a guide could be a secondary in the “parking lot” as a project to do once the research is complete.			
City Manager Comments: Change initiative to read, “City of Edina Street Art Policy and Practices: Research and review programs currently implemented in other cities around the metro. Analyze local data and evaluate how a program can be implemented in the City of Edina.” Change deliverable to read, “Report for Council.” A guide would be a second phase. Council charge 1.			
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: Adding a Public Art Component to Planning and Public Development	Deliverable: Update and revise report created by ACC in 2021 to incorporate City Attorney feedback. ACC will review addition of a public art notification to planning and public development when new land use applications are received.	Leads: Alana Zbaren <hr/> Sub-Committee or Working Group Jennifer Faeth Kathy Amlaw Susan Chandler	Target Completion Date
Budget Required: (Completed by staff) Funds are not needed for this project.			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~5 hours per month concurrent with staff work planning Public Art Master Plan Comms: not much Other staff: Work with Planning Department on regulations and understanding ordinances 			
Liaison Comments: Staff will create a parallel Public Art Master Plan in 2023.			
City Manager Comments: Remove this initiative. Commission has completed their work. Staff will review legal feedback and talk about next steps.			
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: Pursuit of new Art Center space	Deliverable: Continue Advocating for a new Art Space and bring the community perspective to the staff process that will review facility space needs and projects of probable cost scenarios.	Leads: Sub-Committee or Working Group Kathy Amlaw Alana Zbaren Laura Westlund Susan Chandler	Target completion date: ongoing
Budget Required: (Completed by staff) Funds are not needed for this project.			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~1-2 hours a month Comms: If a new Art Center becomes more front and center, community discussion and participation will be paramount. Communications would be brought into assist with that to ensure transparency. Other staff: Planning, Facilities, other departments who may be affected. 			
Liaison Comments: Staff will be working with HGA and Sara Peterson to prioritize direction and generate options for a new art space. ACC will assist in giving community buy in and perspective. Staff is supportive of ongoing discussion with ACC.			
City Manager Comments: No changes. Council charge 2.			
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 type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Utility Boxes		Leads: Laura Westlund	

	Deliverable: Add Art Wraps to City owned Utility Boxes. ACC will jury artwork and chose artists to be represented throughout the City.	Sub-Committee or Working Group Susan Johnson Nikhil Konkimalla* Reeya Anand*	Target Completion Date
Budget Required: (Completed by staff) Funds are available for this project. Staff in multiple departments have indicated interest in promoting art on boxes.			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: Staff will do the call for artwork and coordinate installation. ~1-2 hours per month Comms: Promotion during call for artists and possibly during/after installation to celebrate art in Edina Other staff: Assistance may be needed for installation 			
Liaison Comments: This will be a project undertaken jointly with City staff and ACC members.			
City Manager Comments: No changes. The commission should be aware that most utility boxes are owned by third parties and not the city. Council charge 4.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

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 type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Performances on the Plaza and ACC presence at additional City Events	Deliverable: Grow ACC presence at Performances on the Plaza, Edina Fall into the Arts Festival, Edina Fourth of July Parade and other events. Promote ACC initiatives and art in Edina.	Leads: Rebecca Sorensen Sub-Committee or Working Group Jenn Faeth Brian Stemmler Susan Johnson Reeya Anand*	Target Completion Date
Budget Required: (Completed by staff) Sweat equity, possible monetary budget required for purchase of give-aways, tent/table setups.			
Staff Support Required (Completed by staff): <ul style="list-style-type: none"> Liaison: ~1-2 hours a month Comms: ~ assist with design of possible promotions, marketing materials, social media posts Other staff: 			

Liaison Comments:
City Manager Comments: No changes. Council charge 4.
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.)



Commission: Parks & Recreation Commission

2023 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 checked="" type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title Support initiatives related to Fred Richards and Braemar project implementation if LOST referenda pass. Create task forces or sub-groups to address specific requests for Park Board input (e.g., amenity selection or implementation for the details of the master plans). If unsuccessful, assist with identifying potential funding sources and options.	Deliverable Support initiatives via task force or other manner to advance the master plan aspects to ensure the community voice is represented.	Leads Fred Richards: Strother, Weaver, Pfuhl Braemar: Good, Spanhake, Williams (S)	Target Completion Date
Budget Required: (Completed by staff) No budget required.			
Staff Support Required (Completed by staff): PARC would support the work of staff by bring the community perspective to various components of the master plan implementation.			
Liaison Comments: If the referendum is successful there will be a multitude of touch points with the community and user groups to move from master plan into detail design development. That process would likely include engagement opportunities for the community and have representatives from PARC to assist in those efforts.			
City Manager Comments: Change initiative to read, "Review and comment on initiatives related to Fred Richards and Braemar project implementation if LOST referenda passes." Change deliverable to read, "Support initiatives to advance the master plan aspects to ensure the community voice is represented." If the referendum passes, this will be significant portion of the commission's work. Council charge 2. (Final wording will be proposed after election results.)			

Initiative # 2	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 checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title 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.	Deliverable Report generated and to be used as a foundation for Initiative #3.	Leads Pfuhl, Haas, Doscotch	Target Completion Date April 2023
Budget Required: (Completed by staff) No budget required.			
Staff Support Required (Completed by staff): 10-15 hours			
Liaison Comments: Baseline information has been completed by staff for PARC discussion and recommendation.			
City Manager Comments: No changes. Council charge 1.			

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)		
Initiative Title Investigate and evaluate comparative community Park funding practices and compare to Edina process for park capital improvement project funding. Leverage prior alternative funding initiative work product to develop a recommended plan for future Edina Park project funding in view of current unfunded capital improvement projects.	Deliverable Investigate external comparison cities and other best practices for generating a report on recommended practices for Edina.	Leads Doscotch (L), Haas, DeFor (S)	Target Completion Date
Budget Required: (Completed by staff) No budget required.			
Staff Support Required (Completed by staff): 20-30 hours of research assistance for PARC data collection			
Liaison Comments: This type of project was discussed at the City Council CIP meeting as an important set of data for future comparison and discussion.			
City Manager Comments: More discussion with Council needed. This project addresses internal operations managed by staff. The commission should focus on alternative funding sources in initiative 2.			

Initiative # 4	Initiative Type <input checked="" 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 Continuation of 2022 Initiative to present information about Parks and Recreation facilities, services, and systems with up to six community groups. Including staffing needs for the success of programs and any referendum progress if successful.	Deliverable Presentation Document with Communications Div. Support and deliver presentation to six community groups	Leads Good, Welsh, Haas, Weaver	Target Completion Date Deliverable by March, presentations 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.			
Staff Support Required (Completed by staff): P&R 10-15; Communications / marketing support? TBD on Town Talk and any related presentation or marketing materials.			
Liaison Comments: Continuation of a 2022 initiative to utilize in-person and town talk formats.			
City Manager Comments: No changes. Council charge 4.			

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.)
Review and comment on aspects of future Grandview Yard Park
Review and comment on aspects of Fire Station 2.



Commission: Planning Commission

2023 Annual Work Plan Proposal

Initiative # 1	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 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: All commissioners Commission 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. Council charge 4.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative #2	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 checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Cahill District Area Plan – Continue from 2022		Deliverable: Recommendation to City Council on adopting the District Plan into the Comprehensive Plan	Leads Agnew & Alkire Working Group Target Completion Date June
Budget Required: (Completed by staff) This study is already included in the City's budget.			
Staff Support Required (Completed by staff): Yes. 10-20 staff hours per week			
Liaison Comments: Project is going well so far and will be completed in 2023.			
City Manager Comments: No changes. Council charge 3.			
Progress Q1:			
Progress Q2:			
Progress Q3:			

Progress Q4:

Initiative #3	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 checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Consideration of the future of parking in Edina. This would be a collaborative activity shared among E&E, Transportation and Planning Commissions (1-2 members from each commission). Work product is a recommendation to our various commissions and then ultimately to the City Council about what parking initiatives to pursue over the next 10-15 years, in what order, and what commissions/resources should be assigned to each. An example idea to be considered is Parking Benefit Districts.	Deliverable: Recommendation to the City Council	Leads: Alkire Assist: Miranda, Strauss Sub-Committee	Target Completion Date On-going
Budget Required: (Completed by staff) No additional budget required. Potential consulting fees if needed would come from the Community Development Department budget.			
Staff Support Required (Completed by staff): Yes.			
Liaison Comments: This is the continuation of the parking ordinance completed in 2022.			
City Manager Comments: Change initiative to read: "Consideration of future of parking in Edina to identify parking initiatives to pursue in the next 10-15 years, in what order and what commissions/resources should be assigned to each. Planning Commission will be the lead. ETC & EEC will review and comment on final report and recommendation from Planning Commission." Council charge 3.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative #4	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 checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Development Review/Sketch Plan Process follow up.	Deliverable: Recommendation to City Council on development process.	Lead: Olson Assist: Bennett Sub-Committee	Target Completion Date March
Budget Required: (Completed by staff) No.			
Staff Support Required (Completed by staff): Yes.			
Liaison Comments: This item is currently being worked on as part of the Commission's 2022 work plan. The Commission should be ready with a recommendation in early 2023.			

City Manager Comments: This was a 2022 work plan item that will be completed in 2023. The scope of the project has not changed. To be consistent with last year's work plan, Change initiative to read: "Review and recommend possible changes to the development process including sketch plans, public feedback, and public hearings." Council charge 3.
Progress Q1:
Progress Q2:
Progress Q3:
Progress Q4:

Initiative #5	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 checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Consider the next "Areas of Potential Change" for future small area planning.	Deliverable: Recommendation to the City Council. These areas would then be studied further in the next Comprehensive Plan update.	Lead: Miranda Assist: Bennett, Padilla Sub-Committee or Working Group	Target Completion Date May
Budget Required: (Completed by staff) No.			
Staff Support Required (Completed by staff): Yes. 10-20 hours?			
Liaison Comments: This task should not take a lot of time to complete but will be important to set the stage for the next areas to study as part of the 2028 Comprehensive Plan. This task is to simply identify the areas, not study them.			
City Manager Comments: The city is still completing small area plans tied to the comprehensive plan. This work should start closer to the update of the Comprehensive Plan. Move to parking lot.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative #6	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 checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Accessory Dwelling Unit. This would be a follow-up/continuation of the work done in 2022.	Deliverable: Recommendation to the City Council of an Ordinance Amendment regulating accessory dwelling units.	Leads: Smith, Bennett Sub-Committee	Target Completion Date August
Budget Required: (Completed by staff) No.			
Staff Support Required (Completed by staff): 5+ hours per week?			

Liaison Comments: This task is also on the 2022 Commission work plan. A lot of work and research has gone into this initiative to date. The Commission will be ready to present to the City Council it's finding in early 2023.
City Manager Comments: No changes. Council charge 3.
Progress Q1:
Progress Q2:
Progress Q3:
Progress Q4:

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 checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Consider climate action plan and investigate what can be put in to CityCode. (Potentially adding conditions to conditionally permitted uses focusing on sustainability.)	Deliverable: Recommendation to the City Council regarding an ordinance amendment	Leads: Smith, Padilla Sub-Committee or Working Group	Target Completion Date December
Budget Required: (Completed by staff) No.			
Staff Support Required (Completed by staff): Yes. 40+?			
Liaison Comments: This item is to examine the climate action plan and consider if recommendations could be put into City Code. This would be less of a priority than the above initiatives.			
City Manager Comments: Due to workload, move initiative to the parking lot.			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

Initiative #8	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 checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title: Zoning Ordinance Amendment regarding commercial landscaping	Deliverable: Recommendation to the City Council regarding an ordinance amendment	Leads: Alkire, Olson Sub-Committee or Working Group	Target Completion Date December
Budget Required: (Completed by staff) No.			
Staff Support Required (Completed by staff): Yes.			

Liaison Comments: While the existing ordinance has not been updated for a long time; it has not been perceived as a problem during development review of commercial property. Given the length of the proposed work plan, this could be placed in the parking lot.
City Manager Comments: Due to workload, move initiative to the parking lot.
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.)



Commission: Transportation Commission 2023 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)		
Pedestrian Crossing Policy Review Review existing crossing policy and recommend changes with consideration for local amenities such as parks and schools.	Deliverable Report to Council	Leads Chris Brown Sub-Committee	Target Completion Date Q4
Budget Required (Completed by staff): No funds available.			
Staff Support Required (Completed by staff): 1 hour per month from Staff Liaison, ~5 hours from other staff (Engineering, Parks & Recreation)			
Liaison Comments: The Pedestrian Crossing Policy, adopted in 2018, provides guidance to ensure the consistent application and treatment of crossings throughout the City. This initiative supports Comprehensive Plan goals to improve safety and mobility.			
City Manager Comments: No changes. Council charge 3.			

Initiative #2	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)		
Bicycle Network Planning for Bikes as Transportation Develop recommendations to make high-traffic corridors more bike-friendly	Deliverable List of recommended improvements and priorities	Leads Andy Lewis, Mindy Ahler, Jill Plumb-Smith Sub-committee	Target Completion Date Q4
Budget Required (Completed by staff): No funds available.			
Staff Support Required (Completed by staff): 1 hour per month from Staff Liaison.			
Liaison Comments: The 2018 Pedestrian and Bicycle Master Plan provides guidance on bicycle infrastructure within the City. This initiative supports Comprehensive Plan goals to improve multi-modal transportation. Staff recommends the following amendments: Initiative Description: Study existing bicycle infrastructure on high-traffic corridors, recommend improvements and priorities for implementation. Deliverable: Report to staff.			
City Manager Comments: Change initiative to read, "Develop a priority list of high-traffic corridors and ideas for bike friendly improvements." Change deliverable to "Report to council." Council charge 1.			

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)		
France Avenue Transit Corridor Review Review the safety, accessibility, and amenities along the existing France Avenue Transit Corridor for pedestrians, bicyclists and transit riders between Minnesota Drive and Highway 62 (Southdale District). Investigation will include site visits and review of similar case studies that promote non-automobile transportation modes along similar scale roadways and will include input from key stakeholders. Inquiry is in response to the Climate Action Plan and new parking ordinances.	Deliverable Report with recommendations based on Commission review and resident/stakeholder input	Leads Tricia Rubenstein, Bruce McCarthy, Lori Richman Sub-committee	Target Completion Date Q4
Budget Required (Completed by staff): No funds available.			
Staff Support Required (Completed by staff): 2-5 hours per month from Staff Liaison, ~10 hours from Communications for stakeholder engagement/website			
Liaison Comments: A number of guiding documents provide recommendations for improvements on France Avenue, including the Pedestrian and Bicycle Master Plan, the Greater Southdale District Plan and Design Experience Guidelines. The City is limited in its capacity to advance improvements on this corridor because it is a Hennepin County road. Staff recommends the following amendments: Deliverable: Report to staff Council Charge: Study & Report			
City Manager Comments: This work plan item requires more discussion with Council regarding role of the City.			

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)		
Boulevard Tree Planting Recommend replacement and new boulevard tree planting in top priority areas identified by the Climate Action Plan (Greenspace + Trees Strategy GS1) with guidance from the City Forester.	Deliverable Recommendation based on Commission review	Leads Tricia Rubenstein Sub-Committee	Target Completion Date Q4
Budget Required: (Completed by staff) No funds available.			
Staff Support Required (Completed by staff): 1 hour per month from Staff Liaison, ~5 hours from City Forester.			
Liaison Comments: This initiative builds on work completed by the Commission in 2022. The City does not actively plan boulevard trees because boulevards are privately maintained. Staff recommends the following amendments: Deliverable: Report to staff. Council Charge: Study & Report.			
City Manager Comments: This work plan item requires more discussion with Council regarding role of the City and funding.			

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 checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Organized Trash Collection Review and comment on the Energy & Environment Commission's initiative to develop a strategic plan for the City to adequately assess organized trash collection as an alternative to the open system.	Deliverable Review and comment on EEC report/recommendations	Leads Jill Plumb-Smith Cross-Commission Committee (EEC)	Target Completion Date Q4
Budget Required (Completed by staff): No funds available.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support?			
Liaison Comments: This initiative builds on work completed by the Commission in 2021. This initiative supports Comprehensive Plan goals to minimize the impacts of the transportation system on Edina's environment and Climate Action Plan goals to reduce carbon emissions and vehicle miles traveled.			
City Manager Comments: Remove initiative. Commission has completed their work. Staff needs direction from Council on moving forward with legal process.			

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)		
Off-Street Parking Participate in cross-commission committee with Planning and Energy & Environment Commissions to recommend what parking initiatives the City should pursue over the next 10-15 years. Engage in consulting support via Planning Commission funds. Recommend a bike rack addition strategy to accelerate bike parking installation.	Deliverable Recommendation to City Council	Leads Kirk Johnson, Janet Kitui Cross-Commission Committee (PC lead, EEC)	Target Completion Date Q4
Budget Required (Completed by staff): Potential consulting fees would come from the Community Development Department budget, if needed.			
Staff Support Required (Completed by staff): 2-5 hours per month from Staff Liaison, ~5 hours from other staff (Planning, Engineering)			
Liaison Comments: This initiative supports Comprehensive Plan goals to manage parking provision and reduce dependence on single-occupancy vehicles.			
City Manager Comments: Change initiative to read: "Review and comment on considerations for future parking initiatives the city should pursue over the next 10-15 years. Planning Commission is lead. ETC will review and comment on the final recommendation from Planning Commission." Council charge 3.			

NEW Initiative #7	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)		
Cahill Small Area Plan Appoint one commission member to serve on the Cahill small area plan working group.	Deliverable Participate on the working group for the remainder of the project.	Leads Working group	Target Completion Date Q4

Budget Required (Completed by staff):
Staff Support Required (Completed by staff):
Liaison Comments:
City Manager Comments: This work plan item is recommended to be added since the project has secured grant funding with a transportation priority.

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.)
Transit service advocacy, pedestrian safety education, speed limit adherence



Commission: Heritage Preservation Commission

2023 Annual Work Plan Proposal - DRAFT

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 <i>Review Certificates of Appropriateness applications</i>	Deliverable COAs	Leads N/A 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, Consultant Vogel and Building Official Fisher if necessary. 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. Council Charge 4.			
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 <i>Recruit nominees and award and promote the 2023 Heritage Preservation Award during Preservation Month in May</i>	Deliverable Award the 2023 Heritage Award	Leads Nymo & Pollock Sub-Committee	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 the Planning budget.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Public outreach: make the online nomination form live on the website, press release, social media posts. Article on winner after award is given.			
Liaison Comments: The HPC will continue to award the Heritage Preservation Award during Preservation Month.			
City Manager Comments: No changes. Council charge 4.			
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 <i>Based on owner interest, nominate eligible properties as Edina Heritage Landmarks and add additional properties to the eligible property list.</i>	Deliverable <ul style="list-style-type: none"> • Add to eligible property list • Designate additional Edina Heritage Landmark properties 	Leads N/A 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. Consultant fees come from Planning Department budget.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Public Outreach/Social Media posts if additional properties are designated as Edina Heritage Landmarks. Creation of new webpage if new landmark property is designated.			
Liaison Comments: This item is ongoing and continues based on owner interest.			
City Manager Comments: No changes. Council charge 3.			
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 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 Create a decision tree schematic explaining what work in the Country Club District triggers a COA for use educating the HPC and homeowners.	Deliverable Decision tree schematic explaining process. Visual can be used in public education.	Leads Schilling, Lonnquist and Kmetz-Sheehy Sub-Committee	Target Completion Date By end of 2023
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? Graphic design to help with decision tree schematic design and add it to the city's website.			
Liaison Comments: Staff is supportive of this initiative. This is a tool that can be used as staff and the public on when a COA is required for a project and when it is not.			
City Manager Comments: Swap initiative #4 and #5 to identify the order of work. The commission will need to complete the review of potential code changes, changes to the Plan of Treatment and potential escrow fee before they create the decision tree schematic. Council charge 4.			
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 checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Initiative Title <i>Review and comment on potential code changes, changes to the country club plan of treatment and potential escrow fee.</i>	Deliverable Comments on code drafts, plan of treatment changes and potential escrow fee	Leads N/A All Commission	Target Completion Date By end of 2023
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 funding required.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Planning staff will draft code and potential plan of treatment changes.			
Liaison Comments: Staff is supportive of this initiative. Staff is currently working on drafts of each item.			
City Manager Comments: See comments under proposed initiative #4. Commission should use a sub-committee for this work and identify leads. Council charge 3.			
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 <i>Prepare all elements needed for a successful Century Homes program to launch in January 2024, in collaboration with the Edina Historical Society.</i>	Deliverable Text and design for web page, plaque, application materials, community outreach flyer, and project management guidelines. Create associated budget.	Leads Hassenstab, Lonquist, Maheshwari Subcommittee	Target Completion Date By end of 2023
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. Funds would be required for a Century Home project launch in 2024.			
Staff Support Required (Completed by staff): How many hours of support by the staff liaison? Communications / marketing support? Graphic Design/Communications support- webpage, social media, flyer			
Liaison Comments: Staff is supportive of this initiative. This is the second work plan item around Century Homes			
City Manager Comments: No changes, however, note initiative #5 should be completed before this initiative. Council charge 3.			
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.)
-2022 archeology work plan items Added to the parking lot by staff. This item was discussed but ultimately removed by the HPC. - Utilize the city's existing list of contributing and non-contributing resources in the Country Club District as an education tool. -Improve decision-making using a review of homes in the Country Club District built during 1924-1944 that are no longer contributing heritage resources due to excessive or inappropriate changes.