

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

Tuesday, December 4, 2018
5:30 PM

- I. Call To Order
- II. Roll Call
- III. Public Participation Pilot for 58th St. Reconstruction
- IV. Joint Meeting: Arts & Culture Commission
- V. 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: December 4, 2018

Agenda Item #: III.

To: Mayor and City Council

Item Type:

Reports / Recommendation

From: Lisa Schaefer, Assistant City Manager

Item Activity:

Subject: Public Participation Pilot for 58th St. Reconstruction

Action

ACTION REQUESTED:

Provide feedback regarding the Public Participation Proposal for 58th St. Reconstruction - Wooddale Ave to Xerxes Ave.

INTRODUCTION:

At the September 5 City Council work session, staff proposed a process to develop public participation plans for projects and requested to use the 58th St. reconstruction as a pilot project.

Today we are asking for Council to review and make changes, if any, to the public participation proposal. This proposal will serve as the framework for staff and consultants to develop a communication plan, project timeline with specific engagement techniques, and criteria for decision-making.

At the conclusion of the public participation process, staff will summarize and bring engagement results back to Council prior to making a decision.

ATTACHMENTS:

Pilot Proposal

Background Information

IAP2 Spectrum

City Council Public Participation Proposal



Project: 58th Street Reconstruction - Wooddale Ave to Xerxes Ave

Proposal date:	December 4, 2018
Prepared by:	Project Coordinator MJ Lamon & Engineering Director Chad Millner
Project decision:	Staff makes a recommendation to City Council
Project timeline:	December 2018 to June 2019 <ul style="list-style-type: none">Decision made by June 2019 for construction in 2020.

I. DECISION TO BE MADE: Plan Elements for 58th Street Reconstruction.

In-scope Elements:	<i>During this process, the public can influence decisions related to street design including:</i> <ul style="list-style-type: none">Bike Facilities (Lane Widths)ParkingSidewalksShared Use PathStorm Sewer Opportunities (tree trenches, infiltration basins, rain gardens, etc.)
Questions to be answered:	<i>Community feedback needs to include:</i> <ul style="list-style-type: none">Should the bike facilities be on street or off street?Should on-street parking be provided, if so 1 or 2 sides?Should there be more than 1 off street pedestrian facility?Should we go above normal practice with storm sewer options?

II. PARTICIPATION LEVEL: Consult

Participation goal:	To obtain public feedback on analysis, alternatives and/or decisions.
Public promise:	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.

III. STAKEHOLDERS

Outreach will include the following stakeholders:	<ul style="list-style-type: none">Adjacent Property OwnersPamela Park Neighborhood AssociationChowen Neighborhood AssociationParks and Recreation CommissionRunning CommunityCycling CommunityHennepin CountySchool DistrictCity of MinneapolisTransportation Commission
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IV. ENGAGEMENT METHODS

Examples of methods for “Consult” level	Staff will develop and implement a public participation plan and timeline that includes methods needed to obtain feedback from identified stakeholders. Examples of methods for “Consult” include surveys, polls, field trips, and open houses.
Public hearing legally required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will there be a public Hearing?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, by Planning Commission <input type="checkbox"/> Yes, by City Council

V. DECISION CRITERIA

Legal or technical requirements:	The project must meet Municipal State Aid, Watershed District, City of Edina and other regulatory minimum design standards.
Other considerations:	<p>In addition to public input, the staff recommendation to Council will also consider:</p> <ul style="list-style-type: none">• Cost• Sustainability goals• Sidewalk plan• Traffic impact• Neighborhood needs
Out of scope elements:	<ul style="list-style-type: none">• Sanitary sewer and watermain are outside the scope of this process.• Decisions already made:<ul style="list-style-type: none">○ A bike facility will be included, although this could be combined with a pedestrian facility.○ at least one sidewalk will be included and could be combined with a bike facility.



Date: December 4, 2018

To: Mayor & City Council

From: MJ Lamon, Community Engagement Coordinator
Lisa Schaefer, Assistant City Manager

Subject: Public Participation Pilot – Summary of previous concepts

Information / Background:

This project relates to the following initiatives in the 2018-2019 Budget Work Plan:

Budget goal #4: Foster an inclusive and engaged community.

Objective: Develop a more strategic approach to Community Engagement

Strategy: Develop community engagement protocols based on the International Association for Public Participation (IAP2) Spectrum Model.

When engagement works...	<ul style="list-style-type: none">• Increases understanding of community needs• Ensures all voices and perspectives are heard and considered• Increases understanding and support for City goals/projects• Contributes to sustainable decision-making• Provides assessable opportunities for individuals to participate
When engagement doesn't work"	<ul style="list-style-type: none">• Not all stakeholders can participate or know how to participate• Some voices monopolize the dialogue – drowning out others• Changing or unclear plans, timelines, parameters• Reasons for decision are not communicated to participants

Characteristics of effective public participation:

- Focus on values, not interests
- Define the specific decision to be made
- Make a promise to the public (and keep it)
- Uses the right engagement techniques. (Recognize “more” doesn’t mean “better”).)
- Close the feedback loop

Council and staff commit to:

1. Make a plan
2. Do what we say we are going to do
3. Don't change the rules
4. Make a decision
5. Tell people why

DEFINITIONS:

- ▶ **Community Engagement** is anyway in which people are INVOLVED with the City. It is more than a one-time activity.
- ▶ **Public Participation** is involving the public in DECISIONS that affect them. P2 is a series of activities over the full lifespan of a project both to inform the public and obtain input from them. Examples: surveys, open houses, workshops, pop ups
- ▶ **Communication** refers to the methods we use to INFORM the public and keep them informed. Communication focuses on what has happened, what is going to happen, and how to get involved. Examples: Social media, website, city extra, written publications
- ▶ **Participation Spectrum** is used to help clarify the role of community in planning and decision-making, and how much influence the community has over planning or decision-making process. It consists of Inform, Consult, Involve, Collaborate, or Empower.



IAP2 Spectrum



Increasing Level of Public Impact

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure the public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision. We will seek your feedback on drafts and proposals.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will work together with you to formulate solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.
TECHNIQUE	Public Meetings Website Publications City Extra Fact Sheets	Public Hearing Workshop Focus Groups Survey Open House	Stakeholder Interviews Tours and Field Trips Workshop Open House	Boards and Commissions Task Forces Stakeholder Interviews	



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Date: December 4, 2018

Agenda Item #: IV.

To: Mayor and City Council

Item Type:

Reports / Recommendation

From: Susan Tarnowski, General Manager Edina Art Center

Item Activity:

Subject: Joint Meeting: Arts & Culture Commission

Discussion

ACTION REQUESTED:

No action requested.

INTRODUCTION:

Discuss the outcome of the 2018 Work Plan and future Commission initiatives.

ATTACHMENTS:

2018 Annual Work Plan



Arts and Culture Commission 2018 Annual Work Plan Proposal

Initiative # 1	Council Charge (Proposed Charge Completed by CM) <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)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input checked="" type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility Make recommendations for and provide tactical support for design and fundraising for a new Art Center.		12/31/2018	<input type="checkbox"/> Funds available <i>Funds are available for this project.</i> <input checked="" type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	<input checked="" type="checkbox"/> Staff Liaison: 20 hrs <input type="checkbox"/> CTS (including Video) <input checked="" type="checkbox"/> Other Staff: 20 hrs
Progress Report: Recommendations and active support provided as part of the planning for the Grandview site. Further work on hold given the closure of discussions on the current proposal.				

Initiative # 2	Council Charge (Proposed Charge Completed by CM) <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)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input checked="" type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility Assist as requested with the City of Edina 2018 Comprehensive Guide Plan.		12/31/2018	<input checked="" type="checkbox"/> Funds available <i>Funds are available for this project.</i> <input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	<input checked="" type="checkbox"/> Staff Liaison: 20hrs <input checked="" type="checkbox"/> CTS (including Video) <input checked="" type="checkbox"/> Other Staff: Hrs _____
Progress Report: Completed. Developed the first Arts & Culture segment of the Comprehensive Plan by working closely with the Planning Commission member and the Comprehensive Plan consultant. Plan presented to Council.				

Initiative # 3	Council Charge (Proposed Charge Completed by CM) <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)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input checked="" type="checkbox"/> New Initiative <input checked="" type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility		12/31/2018	<input checked="" type="checkbox"/> Funds available (\$10,000) <i>Funds are available for this project.</i>	<input checked="" type="checkbox"/> Staff Liaison: 75 hrs <input checked="" type="checkbox"/> CTS (including Video) 3 hrs <input checked="" type="checkbox"/> Other Staff: 10 hrs Park Maint.
Coordination of the public art program for 2018 and make recommendations to Council on future changes.			<input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	
Progress Report: Significant progress: Student-centered competition held, select project were built by public artists and the students, and three pieces were installed on the Centennial Promenade. Public Art Working Group activities were folded into the work of the ACC. Convened a community event on public art in March. Began collaborations with other Commission to increase impact within the community.				

Initiative # 4	Council Charge (Proposed Charge Completed by CM) <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)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input checked="" type="checkbox"/> Ongoing Responsibility		12/31/2018 and ongoing	<input checked="" type="checkbox"/> Funds available <i>Funds are available for this project.</i>	<input checked="" type="checkbox"/> Staff Liaison: 30 hrs <input checked="" type="checkbox"/> CTS (including Video) 10 hrs <input type="checkbox"/> Other Staff: Hrs _____
Annual Juried Show • Create subcommittee to help with coordination			<input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	
Progress Report: Completed. The Annual Juried show was held with over 70 artists exhibiting. Over 100 members of the community attended the opening reception.				

Initiative # 5	Council Charge (Proposed Charge Completed by CM) <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)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input checked="" type="checkbox"/> Ongoing Responsibility	Valentine Concert	02/10/2017	<input type="checkbox"/> Funds available <i>Funds are available for this project.</i>	<input checked="" type="checkbox"/> Staff Liaison: 10 hrs <input checked="" type="checkbox"/> CTS (including Video) 3 hrs
			<input checked="" type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments).</i>	

		approving initiative in liaison comments). \$2,500 needed.	<input type="checkbox"/> Other Staff: Hrs _____
Progress Report: Completed. Planning has begun for 2019.			

Initiative # 6	Council Charge (Proposed Charge Completed by CM) <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)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input checked="" type="checkbox"/> Ongoing Responsibility		02/10/2017	<input checked="" type="checkbox"/> Funds available <i>Funds are available for this project.</i>	<input checked="" type="checkbox"/> Staff Liaison: 10 hrs
Author Studio <ul style="list-style-type: none">• Create subcommittee to help with coordination• Locate authors			<input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments). \$2,500 needed.</i>	<input checked="" type="checkbox"/> CTS (including Video) 3 hrs <input type="checkbox"/> Other Staff: Hrs_____
Progress Report: Completed. Seven authors presented and discussed their current books with participants that numbered between 25-45 people.				

Initiative # 7	Council Charge (Proposed Charge Completed by CM) <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)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input checked="" type="checkbox"/> Ongoing Responsibility		02/10/2017	<input checked="" type="checkbox"/> Funds available <i>Funds are available for this project.</i>	<input checked="" type="checkbox"/> Staff Liaison: 10 hrs
Art Exhibits <ul style="list-style-type: none">• Create subcommittee to help with coordination• Table Event• Volunteer as Greeters			<input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments). \$2,500 needed.</i>	<input checked="" type="checkbox"/> CTS (including Video) 3 hrs <input type="checkbox"/> Other Staff: Hrs_____
Progress Report: A total of 14 gallery exhibitions plus a number of “pop-up” exhibitions were hosted at the Art Center this year.				

Initiative # 8	Council Charge (Proposed Charge Completed by CM) <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)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input checked="" type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility		Dec. 2018	<input type="checkbox"/> Funds available <i>Funds are available for this project.</i>	<input checked="" type="checkbox"/> Staff Liaison: 10 hrs <input checked="" type="checkbox"/> CTS (including Video) 3 hrs
Make recommendations to Parks and Recreation Commission to more clearly define formal relationship between the City and the John Philip Sousa Band.			<input type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council</i>	

Approved by City Council 2017.12.05

		approving initiative in liaison comments). \$2,500 needed.	<input type="checkbox"/> Other Staff: Hrs _____
Progress Report: Completed. The ACC held a "Review & Comment"; forwarded comments to the Parks & Rec Commission.			

Initiative # 9	Council Charge (Proposed Charge Completed by CM) <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)	Target Completion Date	Budget Required (Staff Liaison)	Staff Support Required (Staff Liaison)
Initiative Type <input checked="" type="checkbox"/> New Initiative <input type="checkbox"/> Continued Initiative <input type="checkbox"/> Ongoing Responsibility Study and report on the idea of the Art Center becoming a stand alone non-profit organization.		Dec. 2018	<input type="checkbox"/> Funds available <i>Funds are available for this project.</i> <input checked="" type="checkbox"/> Funds not available <i>There are not funds available for this project (explain impact of Council approving initiative in liaison comments). \$2,500 needed.</i>	<input type="checkbox"/> Staff Liaison: <input type="checkbox"/> CTS (including Video): <input type="checkbox"/> Other Staff: Hrs _____
Progress Report: Initiative not completed.				

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.)

Proposed Month for Joint Work Session (one time per year, up to 60 minutes):	<input type="checkbox"/> Mar <input type="checkbox"/> April <input type="checkbox"/> May <input type="checkbox"/> June <input type="checkbox"/> July <input type="checkbox"/> Aug <input type="checkbox"/> Sept <input checked="" type="checkbox"/> Oct <input type="checkbox"/> Nov
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Council Comments:	
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