



## 2013 City of Edina Work Plan and Progress Report

The City of Edina’s mission is to provide effective and valued services, maintain a sound public infrastructure, offer premier public facilities and guide the development and redevelopment of lands, all in a manner that sustains and improves the uncommonly high quality of life enjoyed by our residents and businesses.

Our vision is to be the preeminent place for living, learning, raising families and doing business distinguished by:

- A livable environment
- Effective and valued city services
- A sound public infrastructure
- A balance of land uses, and
- Innovation

The City of Edina is known for excellent city services and sound fiscal management. Our ongoing work will contribute this to tradition. In addition to our core services, the Council has identified six themes for the 2012-13 biennial budget in support of our mission and vision. These themes will guide our organization as we identify projects and prioritize our work.

2012-13 Council Priorities	Progress Report
<b>1. Advance Living Streets</b>	<b>1. Advance Living Streets</b>
2013 Targets:	2013 Targets:
a) Create living streets policy	Engineering:
b) Complete construction of new pedestrian crossings on France Ave.	Engineering:
c) Coordinate the greater Southdale area transportation study	Engineering:
d) Develop prioritized plan for the use of pedestrian and cyclist safety funds	Engineering:

e) Develop sidewalk inventory and multi-year plan for building the City's sidewalk system	Engineering:
f) Develop standards for signage and pavement markings for bikeways and pedestrian paths	Engineering:
g) Develop safe routes to school comprehensive plan	Engineering:
Future Years: Establish France Avenue collaborative group	
<b>2. Support Redevelopment of Major Commercial Areas</b>	<b>2. Support Redevelopment of Major Commercial Areas</b>
2013 Targets:	2013 Targets:
a) 50 <sup>th</sup> and France: Develop plan to add parking and implement way finding/ramp usage signage.	Administration:
b) Grandview: Identify and implement near term improvements to physical infrastructure; work to identify economic development tools to induce development and conduct developer forum	Administration:
c) Southdale area: Work to determine priority of redevelopment of aging properties and appropriate development tools	Administration:
d) Identify priorities for the use of HRA funds	Administration:
e) Develop small area plan template	Community Development:
Future Years: Work to determine priority of redevelopment of aging properties and appropriate development tools in southwest industrial district; evaluate potential development plans for Pentagon Park	
<b>3. Evaluate Public Recreation Facilities/Enterprise Funds</b>	<b>3. Evaluate Public Recreation Facilities/Enterprise Funds</b>
2012 Targets:	2012 Targets:
a) Braemar Golf Course: implement path improvements and develop plans to redesign the driving range and adjacent executive golf course.	Parks and Recreation:

b) Evaluate and implement recommendations from the Art Center study	Parks and Recreation:
c) Evaluate and resolve future of the proposed Sports Dome	Parks and Recreation:
d) Complete Hornet's Nest addition to Braemar arena	Parks and Recreation:
e) Evaluate and resolve the reconstruction of the Golf Dome	Parks and Recreation:
f) Provide direction to staff on cost recovery expectations of current facilities	Parks and Recreation:
g) Develop a parks and recreation strategic plan	Parks and Recreation:
Future Years: Conduct senior center study	
<b>4. Encourage Neighborhood Associations</b>	<b>4. Encourage Neighborhood Associations</b>
2013 Targets:	2013 Targets:
a) Finalize neighborhood names and boundaries and City policy on recognized neighborhood associations	Administration:
b) Begin administration of neighborhood association program, develop resources and conduct public information sessions	Community Development:
Future Years:	
<b>5. Improve Decision-Making Through Formalized Policies</b>	<b>5. Improve Decision-Making Through Formalized Policies</b>
2013 Targets:	2013 Targets:
a) Adopt policy on naming of public facilities	Parks and Recreation:
b) Adopt policy on donations	Parks and Recreation:
c) Complete recodification of City Code	Administration:

d) Conduct 2013 Quality of Life survey	Communication and Technology Services:
e) Develop a strategic plan for economic growth	Administration:
f) Evaluate and potentially adopt rental housing registration program	Fire:
g) Evaluate and potentially adopt code changes to address citizen concerns about redevelopment on 50ft lots.	Community Development:
h) Adopt construction management policy and a plan for enforcement	Community Development:
i) Revamp the City's operating budget process and document to improve public input and understanding	Community Development:
Future Years: Identification sections of City Code for "best practices" review; review policy manual	
<b>6. Promote Environmental and Personal Health</b>	<b>6. Promote Environmental and Personal Health</b>
2013 Targets:	2013 Targets:
a) Promote Edina Emerald Energy Program and evaluate the addition of a residential program	Engineering:
b) Facilitate Do Town initiatives and evaluate the future of the program when BCBS support ends	Police:
c) Continue progress on Green Step cities certification	Engineering:
d) Broaden the mission of the Community Health Committee	Police:
e) Develop a "Health Vision for Edina" as an enhancement to the Vision 20/20 strategic plan	Police:
Future Years: Organized hauling study	

In addition to proving core services, City leadership has also identified themes for the biennial budget related to internal city operations. These themes support Edina’s mission, vision and Council priorities.

City Leadership Priorities		Progress Report as of March 6, 2012	
<b>1. Improve Work Planning Process</b>		<b>1. Improve Work Planning Process</b>	
2013 Targets:		2013 Targets:	
a) Utilize annual department work plans as a prioritization and accountability tool		<b>Administration:</b>	
<b>2. Improve Service Through Technology</b>		<b>2. Improve Service Through Technology</b>	
2013 Targets:		2013 Targets:	
a) Implement computer-aided mass appraisal for computer testing		<b>Community Development:</b>	
b) Conduct needs assessment and bid contract for electronic records management		<b>Administration:</b>	
c) Design and implement second phase of City WiFi network		<b>Communication and Technology Services:</b>	
d) Develop mobile device strategy and related policies		<b>Communication and Technology Services:</b>	
e) Complete new “Edina store” on city website		<b>Communication and Technology Services:</b>	
f) Introduce field use of ipad for fire and building inspections		<b>Fire:</b>	
g) Purchase and implement CityWorks code enforcement software in health department		<b>Police:</b>	
h) Implement on-line facility registration		<b>Parks and Recreation:</b>	
i) Implement new fleet management software		<b>Public Works:</b>	

j) Implement new software and hardware to improve the distribution of Council packets	Communication and Technology Services:
<b>3. Hire and Assimilate Key Leadership and Staff Positions</b>	<b>3. Hire and Assimilate Key Leadership and Staff Positions</b>
2013 Targets:	2013 Targets:
a) IT Manager	Human Resources:
b) Building Services Manager	Human Resources:
c) Transportation Planner	Human Resources:
<b>4. Improve Communication Tools</b>	<b>4. Improve Communication Tools</b>
2013 Targets:	2013 Targets:
a) Implement branding committee recommendations	Communication and IT Services:
b) Complete implement of new employee onboarding software	Human Resources:
c) Develop intranet for internal communication	Communication and IT Services:
d) Establish employee benefit committee to assist with the selection and communication of employee benefit plans	Human Resources:
e) Establish labor management committees for police and fire bargaining units	Human Resources:
f) Purchase and implement police to citizen internet-based application	Police:
<b>5. Set Performance Expectations by Defining Organization Values</b>	<b>5. Set Performance Expectations by Defining Organization Values</b>
2013 Targets:	2013 Targets:
a) Identify and define key expectations of individual staff	Administration:

members	
b) Integrate key expectations into hiring process	Human Resources:
<b>6. Improve Decision-Making Through Formalized Policies</b>	<b>6. Improve Decision-Making Through Formalized Policies</b>
2013 Targets:	2013 Targets:
a) Revise and implement computer use policy	Communications and IT Services:
b) Develop city staff handbook	Human Resources:
c) Complete board and commission procedure manual	Administration:
d) Develop formalized compensation plan for part-time and seasonal positions	Human Resources: