



**Agenda
Minnetonka City Council
Study Session
Monday, October 19, 2020
6:30 p.m.
WebEx**

1. Report from City Manager & Council Members
2. Review speed limit law changes
3. Diversity, equity and inclusion discussion
4. Adjournment

The purpose of a study session is to allow the city council to discuss matters informally and in greater detail than permitted at formal council meetings. While all meetings of the council are open to the public, study session discussions are generally limited to the council, staff and consultants.

**City Council Study Session Item #2
Meeting of Oct. 19, 2020**

Brief Description: Review speed limit law changes

Introduction

In response to recent state speed limit law changes, staff has worked diligently over the last year to gather large amounts of data, work with neighboring city cohorts for guidance and understanding of the law changes, and review and discuss internally across departments to understand the effects if Minnetonka chooses to consider speed limit changes based on these new laws. The goal of these efforts continues to be to encourage a safe roadway network while balancing enforcement.

To date, only a select number of cities in Minnesota have started to implement speed limit changes under the new laws. Additional research and recommendations from a statewide technical advisory committee, which will be led by Minnetonka Public Works Director Will Manchester, will be completed by the end of 2021 to help guide cities and ensure consistency not only to speeds, but to enforcement efforts. At this time, staff is recommending council should wait to make citywide changes to speed limits until after the task force recommendations are complete. Nevertheless, staff has also reviewed options on what a speed limit change in Minnetonka would mean and what implementation efforts and considerations should be made prior to that change.

Background

Historically, speed limits on local roads in Minnesota have been regulated by statutory speed limits set by the Minnesota State Legislature. These laws required the speed limit on local city roadways to be 30 mph. In the instance where a city considered deviating from this speed limit on a specific roadway, the city was required to petition the state of Minnesota and request a MnDOT engineering and traffic study. A new speed limit would be set according to study results and driver speeds traveled within the study.

Speed limit revisions in Minnesota have been debated many times over the years. MnDOT task forces have reviewed the topic of lowering the 30 mph speed limit in 1993-1994 and again in 2007-2008. During the 2007-2008 review, the task force determined that the 30 mph speed limit should remain, but acknowledged that several members supported a speed limit change to 25 mph at that time or in the future.

On Aug. 1, 2019, updates to the state speed limit laws adopted by the legislature went into effect, which provided cities more authority to set speed limits on roadways that are within their jurisdictions. To date, a select number of cities have begun a process to either consider or implement a speed limit change, including Minneapolis and St. Paul.

Cities across the state are working to determine if the flexibility allowed by the law change should be considered in their communities. A technical advisory committee has been developed to provide guidance to cities on when and how to apply the law changes. The technical advisory panel has been developed through MnDOT and includes traffic engineers from across the state. Results from this panel are expected by the end of 2021.

Recent Law Changes and Speed Limits

As stated above, the state law change provides cities more authority to set speed limits and specifically, the speed limit laws were revised primarily in two ways:

- 1) MN Statute, Section 169.011, Subd64.

Defines a residential roadway as a city street or town road that is either (1) less than one-half mile in total length, or (2) in an area zoned exclusively for housing that is not a collector or arterial street.

- 2) Minnesota Statute, Section 169.14, Subd. 5h. Speed limits on city streets.

A city may establish speed limits for city streets under the city's jurisdiction other than the limits provided in subdivision 2 without conducting an engineering and traffic investigation. This subdivision does not apply to town roads, county highways, or trunk highways in the city. A city that establishes speed limits pursuant to this section must implement speed limit changes in a consistent and understandable manner. The city must erect appropriate signs to display the speed limit. A city that uses the authority under this subdivision must develop procedures to set speed limits based on the city's safety, engineering, and traffic analysis. At a minimum, the safety, engineering, and traffic analysis must consider national urban speed limit guidance and studies, local traffic crashes, and methods to effectively communicate the change to the public.

Prior to 2019, speed limits in Minnesota which were not established by state statute were required to be based on an engineering study completed by MnDOT and approved by the MnDOT commissioner. The studies used the 85th percentile of free-flowing vehicle speeds with adjustments for traffic and roadway characteristics under normal driving conditions to establish speed limits. The process of using the 85th percentile is widely accepted as an engineering practice for establishing a safe speed limit based on the operating speed of a road.

A report for Best Practices for Establishing Speed Limits on Local Roads is attached from the city's consultant engineer, SEH. The report reviews the recent law changes in Minnesota and provides information about how those changes impact standard methodologies used to establish speed limits. The report also discusses speed limits throughout the country and identifies cities that have successfully implemented lower speed limits and improved safety for all users, including several larger cities such as Seattle, Boston and Portland.

Background of Roadway Network

Minnetonka was settled in a unique way that is different than the grid street layout of cities such as Minneapolis, St. Paul and St. Louis Park, to name a few. In many cases, the city was developed around wetlands and rolling terrain, with a majority of local roadways being narrow and winding and with many neighborhoods having multiple cul-de-sacs. Minnetonka also has a defined network of larger city and county roads that connect neighborhoods to the highway system.

The city uses a functional classification system to define the function of a road and its hierarchy related to other roads in the roadway network as outlined in the city's transportation plan section of the comprehensive plan. In general, collector roads connect neighborhoods to commercial areas and provide a link between local streets and the highway system. Local roads provide access for properties and can be thought of as a typical neighborhood street.

The city manages three functional classifications of roadways: major collector, minor collector, and local roads. MnDOT and Hennepin County manage arterial roads, such as I-494 and Minnetonka Boulevard. A roadway map is attached showing the classification of the roadways managed by the city.

The following defines the types of roadway classifications:

- Local Road – Provides access to properties and neighborhoods (Ex: Westmark Drive)
- Minor Collector Road – Distributes traffic from neighborhoods and commercial areas (Ex: Clearwater Drive)
- Major Collector Road – Similar to a minor collector road but with increased mobility (Ex: Williston Road)
- A-Minor Arterial – Connect communities and highways (Ex: Minnetonka Boulevard)
- Principal Arterial – Highway system designed for high-speed mobility (Ex: I-494)

Road classification is important to understanding speed limits since the roadways are designed and constructed differently, leading to natural differences in vehicle speeds.

The majority of local and collector roadways within Minnetonka have a speed limit of 30 mph. However, the city does have roadways that vary from this speed limit and a majority of these limits were established by MnDOT in the 1950s and 1960s at the request of the city.

Also, several roadways are posted with speed limit signage that is less than 30 mph, but speed limits were never formally established with MnDOT, which means the limits are not enforceable. This was done by a city engineer many years ago as a method to calm traffic, which would not have been allowable in prior years. Many neighborhoods are aware that these speed limits are not enforceable, but have requested that the city not remove the signs.

A map of the current official speed limits on city roads is attached.

Preliminary Speed Data Results

Since 2015, speed data has been collected at 134 locations throughout Minnetonka in areas where speed concerns have been raised by residents. The attached map shows the location of the speed data and the year the data was collected.

The table below shows the average speed and 85th percentile speed for local and collector roads.

Roadway Type	Typical Speed Limit	Average Speed	85 th percentile speed
Local roads	30	18.5	26.9
Collector roads	30+	31.4	37.0

Summary of Data:

- Average vehicle speed is slower than the speed limit on most local roads
- Average vehicle speed is similar to the speed limit on collector roads
- The speed limit on local roads could be considered to be lowered more in line with a balance of the average speed and 85th percentile. This change would encourage slower speeds on local streets, however may impact enforcement
- The speed limit on collector roads is in line with the average speeds

Traffic Calming

The city receives resident concerns about vehicles driving too fast on both local and collector roads. Staff typically responds by gathering speed data to evaluate the conditions and many times, the actual speeds collected in the data do not reflect the expectations of residents.

Although it is often requested that the city post a lower speed limit to help reduce vehicle speeding, doing this without understanding the vehicle speed data can lead to a larger gap between the fastest and slowest cars on the road. This difference in speed can contribute to an increase in crashes and reduction in safety.

Traffic calming is the main solution to help naturally reduce speeding on a specific roadway. These strategic changes help to naturally reduce vehicle speeds and improve safety. Minnetonka has successfully implemented several types of traffic calming measures and will continue to add these on a case-by-case evaluation in coordination with roadway projects.

Examples of traffic calming measures include the following:

- Reducing lane widths
- Reducing roadway widths
- Roundabouts
- Enhanced pedestrian crossings with islands/curb extensions
- Speed feedback/message boards
- Enforcement

Enforcement

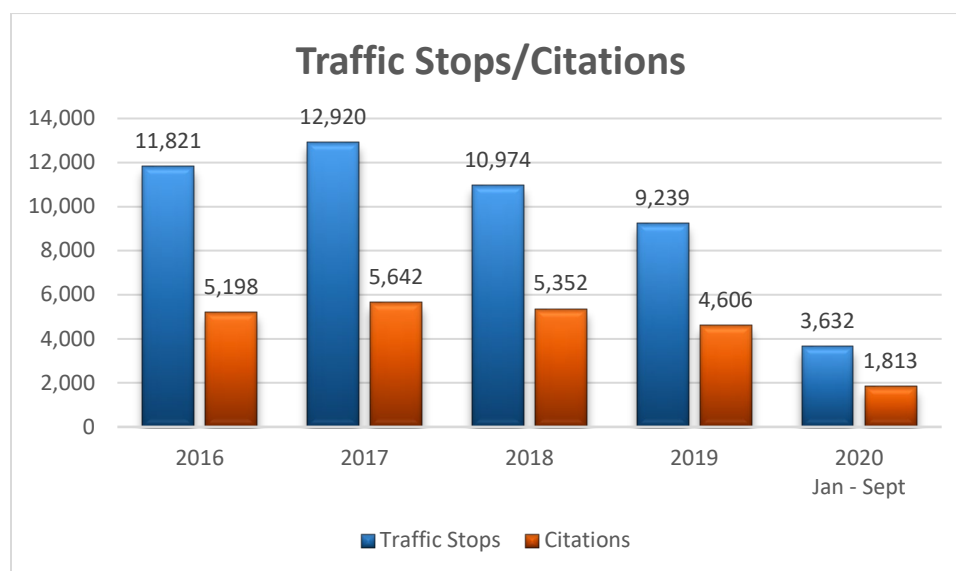
Each year, a question is asked on the community survey about what is the greatest public safety concern. Consistently the response has been related to traffic and most often it's speeding. In 2000, two officers were hired and a dedicated traffic unit was created to help address these traffic concerns. A third officer was added in 2008 and then in 2017 this officer was reassigned to a newly created community engagement officer position.

While the two traffic officers' primary responsibility is related to traffic, all patrol officers are expected to focus on traffic concerns when not fulfilling other responsibilities, such as

responding to calls for service. The traffic unit's focus is traffic safety and they utilize strategies centered on education, enforcement and engineering. They work closely with other city departments when addressing problem areas.

Between Jan. 1, 2020 and Sept. 15, 2020, the traffic unit received 456 traffic related complaints. Some complaints are handled once, requiring no further action and others require ongoing attention and may involve other departments, such as engineering or public works. The traffic unit is also responsible for managing the Toward Zero Death grant and conducting child car seat inspections for residents.

In addition to responding to calls for service in the community, patrol officers conduct traffic enforcement when not handling other calls. Over the past five years there has been a decline in the number of traffic stops conducted by patrol officers. This is primarily due to an increased call load which reduces the officers' time available to conduct traffic education and enforcement. Other factors include staffing issues and the challenges communities are facing as they struggle to find a balance between community expectations and enforcement.



Speeding is the most common complaint and staff utilizes speed data to determine if additional resources should be deployed. Unfortunately, extra patrols are short term and temporarily reduce speeding. In addition to extra patrols, police utilize dynamic speed signs and speed trailers that indicate actual traveling speed in problem areas. These tools are also temporary and become less effective when they remain in an area too long.

Staff reviewed crash data between 2015 and 2020 and discovered due to how crashes are documented the data did not provide a great level of detail. Crashes with no injuries or minor damage typically results in the drivers exchanging insurance information and no further data is collected. This is more common on local roads due to slower speeds at impact. Crashes with injuries or significant damage require a state accident report and these reports capture more data, including what contributed to the crash. In a review of specific collector roads, such as Williston Road, Tonkawood Road, Woodland Road and Lake Street Extension, staff identified thirty one crashes during this five year period. Of these crashes, no significant injuries were reported and two listed speed as a contributing factor.

Officers have discretion on when to issue a citation or warning. Time of day, weather, traffic conditions and problem areas are examples of considerations an officer will use in determining a course of action. Other considerations could be a driver's previous record or the seriousness of the violation.

Traffic citation fines vary depending on type, such as moving vs. non-moving and severity. For example, a speeding citation of less than 10 mph over the posted speed limit is \$118, up to \$278 for 26-30 mph over the posted speed limit. The most common citation is issued to those traveling 11–19 mph over the posted limit and the fine is between \$128 and \$138. Of these fine amounts, there is a base fine, surcharge and library fee. In Hennepin County, allocation of **base fine** is 80% to city of offense and 20% to state. The surcharge and library fee is allocated to the state and county. These formulas are established in state statute.

Offense	Base Fine	Surcharge	Library Fee	Total
1-10 mph over	\$40	\$75	\$3	\$118
11-14 mph over	\$50	\$75	\$3	\$128
15-19 mph over	\$60	\$75	\$3	\$138

2020 State Payables List

On many streets in the city, a lower speed limit will likely increase complaints with a community expectation that police will respond to these complaints and hold drivers accountable. This is important as we discuss reducing speed limits throughout the city as it will more than likely result in greater contact between police and those traveling in our community.

Technical Advisory Committee on Speed Limits

Currently, a technical advisory group is being organized through the Minnesota Local Road Research Board (LLRB), Research and Implementation Committee (RIC). The city's public works director sits on the RIC and was recently appointed the technical liaison for this group that will lead the review statewide of the speed limit changes. The outcome will be a technical report and recommendation in 2021 on how cities best respond to the changes, including safety recommendations and impacts to traffic and enforcement.

Proposed Speed Limit Change

Cities across the state are contemplating the best time to review the speed limits in their communities and potentially propose changes. Although not recommended by staff at this time, an option for council would be to move forward with a speed limit change prior to the results from the technical advisory committee on speed limits. If council wishes to pursue this option, staff is recommending that any proposed change to the speed limit be consistent for roadways with similar classifications in the Transportation Plan. These roadways have similar characteristics and therefore vehicle speeds are often similar. As discussed previously, the city's roads can be combined into two primary classifications - local roads and collector roads.

If council chooses to pursue a reduction in speed limits, it is anticipated there will be an increase in the need for enforcement due to resident expectations of this change. To help limit the need for additional enforcement, a reasonable speed limit is needed. For example, certain sections of Woodhill Road, Scenic Heights Drive and other similar collector roads have average speeds

that exceed 30 mph today. A reduction in the speed limit for these roads would create a situation where over half of the drivers would be in violation of the law and further create an expectation of more enforcement.

Based on collected speed data, a speed limit change to 25 mph on local roads appears reasonable and reflects the average operating speeds on local roads. Speed limits that are currently less than 25 mph and established by a MnDOT speed study are proposed to remain in place and would be signed appropriately.

Since the average speed on collector roads is already over 30 mph and the 85th percentile is over 35 mph, it is reasonable that speed limits on collector roads be maintained at 30 mph or as determined by previous MnDOT speed studies.

A map of proposed speed limits is attached.

Several nearby cities have begun to apply the recent law change and are working to reduce speed limits using similar methodologies. Minneapolis and St. Paul have been implementing a 20 mph speed limit on local roads, a 25 mph speed limit on most collector and arterial roads, and a 30 mph speed limit for a few roads. St. Louis Park is considering a similar approach and Edina is working toward a citywide speed of 25 mph for most roads, with some exceptions. These speed limits appear reasonable for these communities given their urban nature and the grid layout of their roadway network; however, staff does not feel the speed limits proposed in these communities are appropriate for Minnetonka given the layout of our roadway network.

Next Steps

The staff recommended option to delay a decision until the state's technical advisory committee completes its work would bring this item back to council in 2021 with the findings of that report and recommendation to council for their consideration. Several steps are needed before a full establishment of any new speed limit policy. Below are the main tasks the city would need to complete.

Policy

The city would need to update the city code to ensure the city can enforce the new speed limit.

Communications

A strong communication plan would be needed to properly inform the public prior to implementation of any new speed limit changes considered. It is anticipated that the city would utilize the Minnetonka Memo, text/email blasts, billboards, and the city website to inform the public of any changes.

To help communicate the speed limit changes in Minneapolis and St. Paul, the cities have implemented a campaign of "20 IS PLENTY". Yard signage with this slogan was handed out to community members to help spread the message. Minnetonka would also look to develop a similar campaign with the slogan, such as "Drive 25 – For a Safer Minnetonka".

Prior to any implementation, education cards with information about the new speed limit changes would be provided to police officers for use during traffic stops. An initial trial period could also be considered by officers to educate speeders instead of ticketing.

Costs for communications and yard signage could be around \$25,000 and is currently unfunded.

Signage

Appropriate signage is required to notify the traveling public of speed limits and a signage plan would need to be created. Historically, the city has chosen to limit the amount of signage in neighborhoods to preserve the city’s natural features. As a method to maintain this same goal, it is likely that gateway signage would be incorporated into the plan. This type of signage would be placed on larger collector and arterial roadways to notify drivers of a citywide speed limit of 25 mph unless otherwise posted. Costs for gateway signage is estimated to be around \$50,000 and is currently unfunded. This strategy would change the way signage is currently posted in the city with less individual speed limit signs on local and collector roadways. There is some concern that gateway signage will be insufficient in the view of the court as these signs are limited in their placement and do not provide adequate notice to the traveling public. This is especially concerning if surrounding cities maintain current speed limits on their roads and there is inconsistency as motorists travel from one similar city to another. If this became a problem, additional signage may be needed.

Schedule

The schedule below details the tasks for full implementation of any new speed limit on local roads in Minnetonka for the two scenarios outlined in the report

The schedule below follows staff’s recommendation to await the completion of the LRRB study.

	Fall 2020	2021	Winter 2021/2022	Spring 2022	Summer/Fall 2022	Winter 2023
LRRB Speed Study Schedule	Shaded	Shaded				
Data Evaluation/Documentation			Shaded			
Review/Fund Financial Impacts			Shaded			
Develop Draft Speed Limit Policy			Shaded			
Final Policy to City Council				Shaded		
Public Engagement Campaign					Shaded	Shaded
Install Signage					Shaded	Shaded
Implement Speed Limit						Shaded

The schedule below shows the timeline if the city were to pursue a lower speed limit without waiting for the LRRB speed study to be complete.

Data Evaluation/Documentation				
Review/Fund Financial Impacts				
Develop Draft Speed Limit Policy				
Final Policy to City Council				
Public Engagement Campaign				
Install Signage				
Implement Speed Limit				
	Winter 2020/2021	Spring 2021	Summer/Fall 2021	Winter 2022

If a new speed limit is established, the city would want to gather information about its effectiveness and allow residents to become comfortable with the changes. This process would likely take several years to fully understand the effectiveness of the speed limit change.

Discussion Points

- ***Is council supportive of staff's recommendation to wait for the statewide LRRB report before making a decision on a reduction in city speed limits?***
- ***If council decides to reduce the speed limit prior to the LRRB report, what is the expectation on compliance, specifically enforcement?***

Submitted through:

Geralyn Barone, City Manager
 Will Manchester, PE, Director of Public Works

Originated by:

Phil Olson, PE, City Engineer
 Scott Boerboom, Chief of Police



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MEMORANDUM

TO: Phil Olson, P.E. City Engineer
City of Minnetonka

FROM: Thomas A. Sohrweide, PE, PTOE

DATE: September 23, 2020

RE: City Wide Speed Limits
SEH No. 157087 14.00

The City of Minnetonka has requested SEH provide a review of how recent speed limit law changes could be considered within the community. This memo is intending to provide background and support for those changes.

The debate over the speed limits in urban districts and on residential roadways is not new to Minnesota. MnDOT task forces in 1993-94 and 2007-08 investigated whether the 30 mph state statutory speed limit should be lowered. The 2008 report concluded that the statutory speed limit of 30 mph should remain, but noted that several members of the task force brought differing views, several in favor of a speed limit change to 25 mph then, if it could be successfully achieved, or a move toward 25 mph in the future. Today, speed limits in urban districts remain a subject of debate.

During the MN Legislature's special session in 2019, amendments were passed providing more power to cities in setting speed limits.

The legislation changed the definition of "residential roadways" which have a statutory 25 mph speed limit. The previous definition included city streets or town roads that were less than one-half mile in total length. The definition was amended to also include city streets or town roads in areas zoned exclusively for housing that are not collector or arterial streets.

The legislation also allows cities to set speed limits on city streets under their jurisdiction without conducting an engineering and traffic investigation. If a city chooses to use this authority, they are required to "...develop procedures to set speed limits based on the city's safety, engineering, and traffic analysis. At a minimum, the safety, engineering and traffic analysis must consider national urban speed limit guidance and studies, local traffic crashes, and methods to effectively communicate the changes to the public."

Effectiveness of Speed Limits in Reducing Vehicle Speeds

Research is inconclusive on the effectiveness of speed limits in reducing vehicles speeds. Studies such as the ones conducted by Federal Highway Administration (FHWA) in 1997, WisDOT in 2009, and the City of Minneapolis in 2015, suggest that lowering speed limits without changing the road environment has little effect on speed. The Wisconsin study predominantly focused on high speed roadways while the FHWA and Minneapolis studies looked at local roads in urban areas.

There are, however, recent studies that have found statistically significant reductions in travel speeds when speed limits were lowered from 30 to 25 mph. A study out of Boston, MA and published by the Insurance Institute for Highway Safety suggests that lowering the speed limit in urban areas is an effective countermeasure to reduce speeds and improve safety for all road users. When speeds were reduced from 30 mph to 25 mph, the City of Boston saw a 29.3 percent decline in speeds over 35 mph, an 8.5 percent decline in speeds over 30 mph, and a 2.9 percent reduction in vehicles exceeding the 25 mph speed limit.

A series of pilot studies out of Missouri support the Boston finding, suggesting that lowering the speed on residential streets can result in a statistically significant reduction in travel speeds. The pilot project out of Springfield, MO also found that the “benefits of reducing speed limits on residential streets were carried over to the collector streets”.

It should be noted that in each instance, the lowering of speed limits coincided with education and enforcement campaigns to increase compliance with the new speed limits.

Statutory Speed Limit Precedent

Statutory Speed Limits are set by state legislatures to provide default speed limits for specific types of roads (e.g., Interstates, rural highways, urban or city streets).

In 2017, a majority of states (30) had a default urban speed limit of 25 mph, including all of Minnesota’s neighboring states. In addition, 17 states allow 20 mph speed limit if certain conditions are met.

The statutory speed limit in Minnesota is 30 mph on streets in “urban districts” and 25 miles per hour on “residential roadways” if adopted by the road authority having jurisdiction over the residential roadway. Illinois, Indiana, Maryland and Massachusetts have similar 30 mph speed statutes. Wisconsin’s statutory speed limits inside the corporate limits of a city or village are 25 mph. Michigan, Ohio, Iowa, Nebraska, North Dakota, South Dakota, also have statutory speed limits of 25 mph.

Lower Speed Impact

Recent research from the National Transportation Safety Board (NTSB) points to changing trends, with states increasing speed limits on freeways and decreasing speed limits on residential and urban roads.

The primary factor in the consideration of lower speed limits is safety. This applies to vehicles as well as pedestrians and bicyclists.

The NTSB 2017 report Reducing Speeding-Related Crashes Involving Passenger Vehicles summarizes the connection between speed and safety: “Speed—and therefore speeding—increases crash risk in two ways: (1) it increases the likelihood of being involved in a crash, and (2) it increases the severity of injuries sustained by all road users in a crash.

The relationship between speed and crash involvement is complex, and it is affected by factors such as road type, driver age, alcohol impairment, and roadway characteristics like curvature, grade, width, and adjacent land use. In contrast, the relationship between speed and injury severity is consistent and direct. Higher vehicle speeds lead to larger changes in velocity in a crash, and these velocity changes are closely linked to injury severity. This relationship is especially critical for pedestrians involved in a motor vehicle crash, due to their lack of protection”.

A key factor in the likelihood of a crash is how far it takes a vehicle to stop. Stopping sight distance grows with speed. According to the Minnesota Department of Transportation, it takes the average driver 301 feet to stop at 40 mph, 200 feet at 30 mph, and 155 feet at 25 mph. A change from 30 to 25 mph results in an average driver stopping 45 feet sooner, which is a significant distance. To provide context, 45 feet is almost 3 car lengths of 16 feet each.

The AAA report “Impact Speed and a Pedestrian’s Risk of Severe Injury or Death”, September 2011 reports, “Adjusted for age, height, weight, BMI, and type of striking vehicle, and standardized to the distribution of pedestrian age and type of striking vehicle for pedestrians struck in the United States in years 2007–2009, the average risk of severe injury reached 10% at an impact speed of 16 mph, 25% at 23 mph, 50% at 31 mph, 75% at 39 mph, and 90% at 46 mph.”

City of Minnetonka Speed Limit Change

The speed limit trend for larger cities has been to follow what’s called the safe system approach. This approach tends to use a 20 mph speed limit for local roads. These cities typically have a street grid network with a significant on-street parking presence. The on-street parking presence limits the sight distance for drivers at intersections which dictates the need for stop sign control. While not recommended for speed control, stop sign control, particularly in a grid network, can impact vehicle speeds.

The City of Minnetonka differs from larger cities due to the lack of a street grid system, numerous cul-de-sacs, and curvilinear streets. These features physically lower traffic speeds, as evidenced by speed studies in the City having found the 85th percentile speed on average local residential streets to be consistent with a 25 mph speed limit. Traditionally, a key component in the setting of speed limits, is the 85th percentile speed. That’s the speed below which 85% of the traffic is traveling.

Based on this data and the physical layout and nature of the City’s roadway system, it appears to be prudent and reasonable for the City to follow state statute and adopt a 25 mph speed limit on its local roads.

The change to a statutory 25 mph speed limit on the City’s local residential streets can be accomplished with a City Council resolution due to the change being statutory. As required by the statute, signing would be required. The Statute states that the speed limit “...is not effective unless the road authority has erected signs designating the speed limit and indicating the beginning and end of the residential roadway on which the speed limit applies.” This could be done by following signing plans by others which address this need.

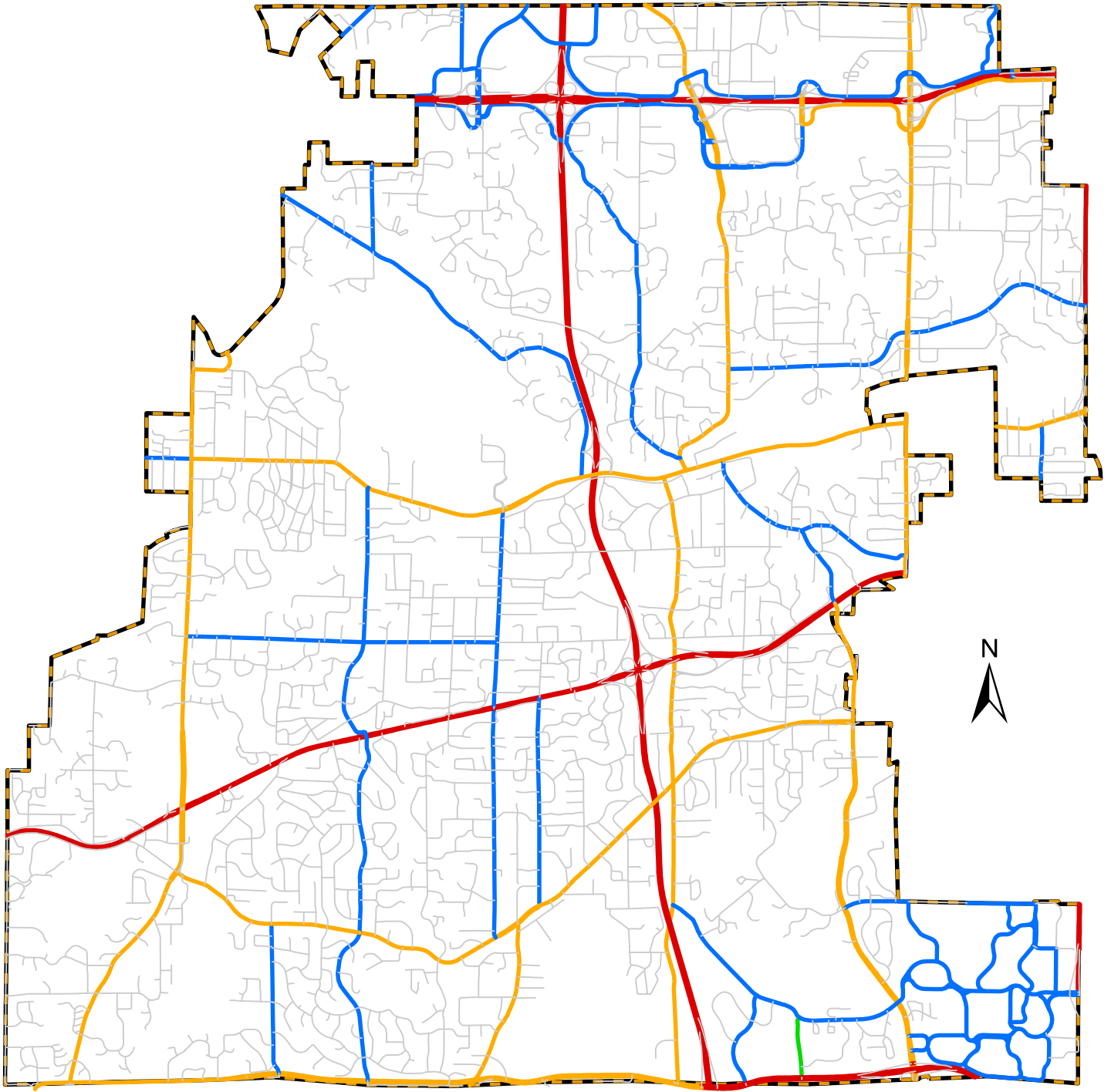
The core features of the Minnetonka signage plan could include:

- Signage at gateway locations on major collector and arterial roadways showing the citywide speed limit in Minnetonka is 25 mph unless otherwise posted. These signs may also be placed periodically in non-gateway locations as appropriate.
- Speed limit signage on streets where the speed limit is above 25 mph. Locations of signs for speed limits above 25 mph will be guided by:
 - At speed limit transition points;
 - Near intersections with arterial or other high-traffic streets; and
 - At least once every mile and at least 1/4-mile apart.
- Signage for streets with 25 mph speed limits may be posted at speed limit transition points.

The City should also implement a proactive communications and outreach plan to educate people about the new speed limit. The City could use the speed limit changes as an opportunity to highlight the important connection between traffic speed and safety.

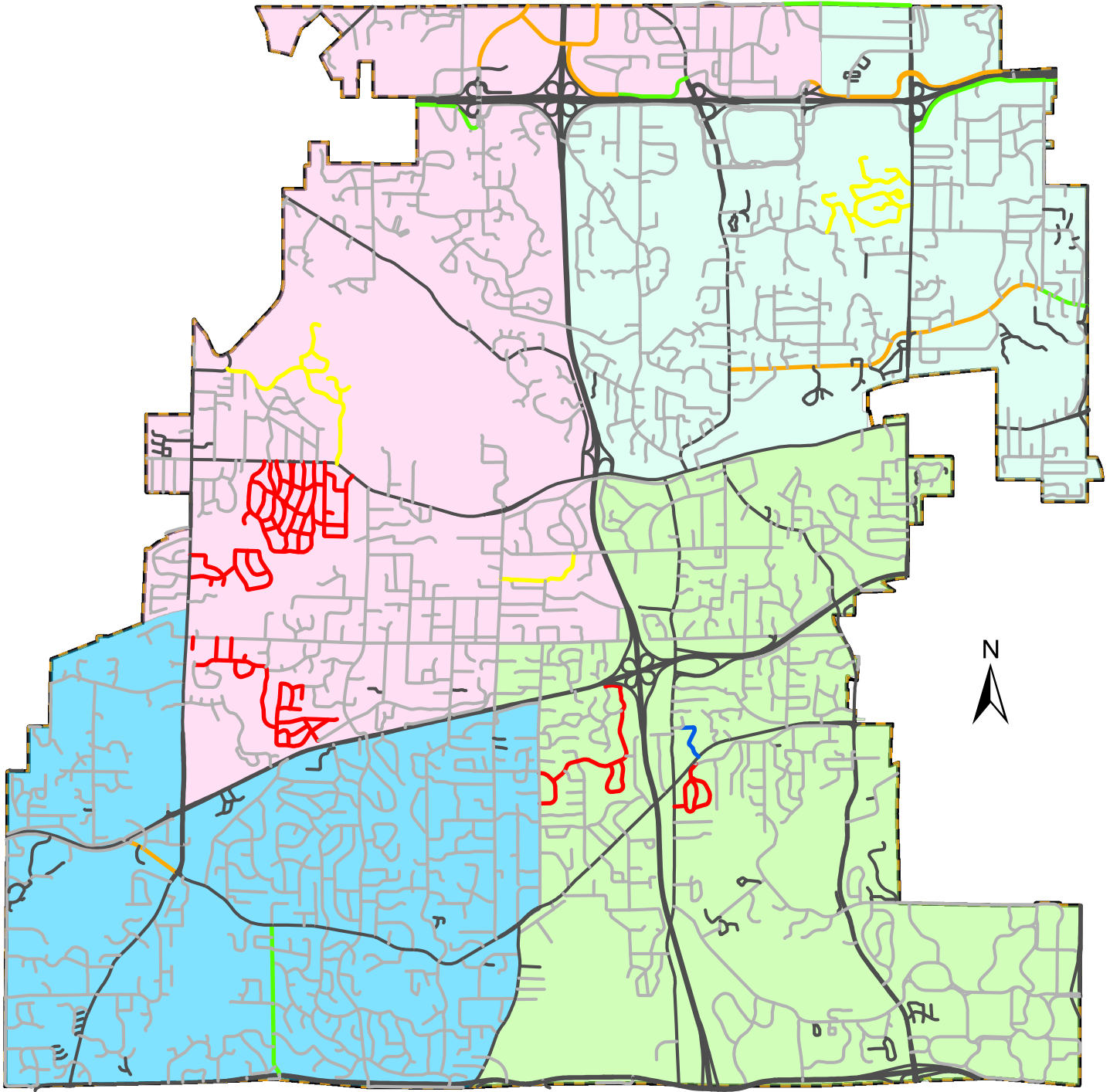
In the City’s deliberation of a speed limit change for its local streets, consideration should be given to maintaining a 30 mph speed limit on its collector streets. Collector streets are intended to funnel traffic from the local streets to the arterial streets and as a result carry higher traffic volumes than the local streets. Having a higher speed limit on these streets encourages the intended use and can assist with minimizing non-local traffic on the local streets. Data collected by the City supports the 30 mph speed limit on these streets.

- c: Toby Muse, SEH
- Heather Kienitz, SEH
- Chad Jorgenson, SEH



Functional Classification (DRAFT)

- Principal Arterial
- A-Minor Arterial
- Major Collector
- Minor Collector



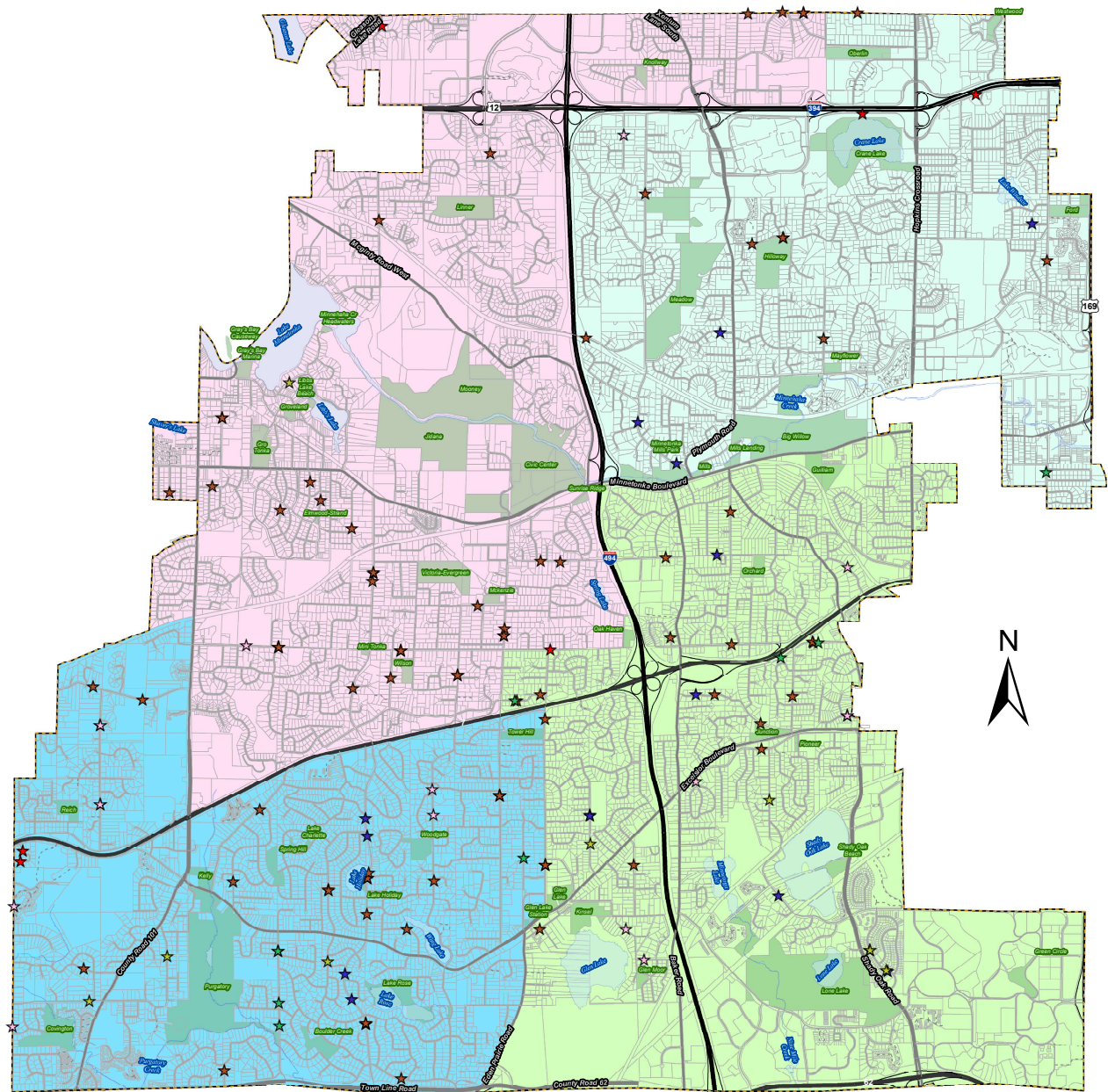
Existing Speed Limits on City Roads

- 15 MPH
- 20 MPH
- 25 MPH
- 30 MPH

- 35 MPH
- 40 MPH
- Non City or Private Roads

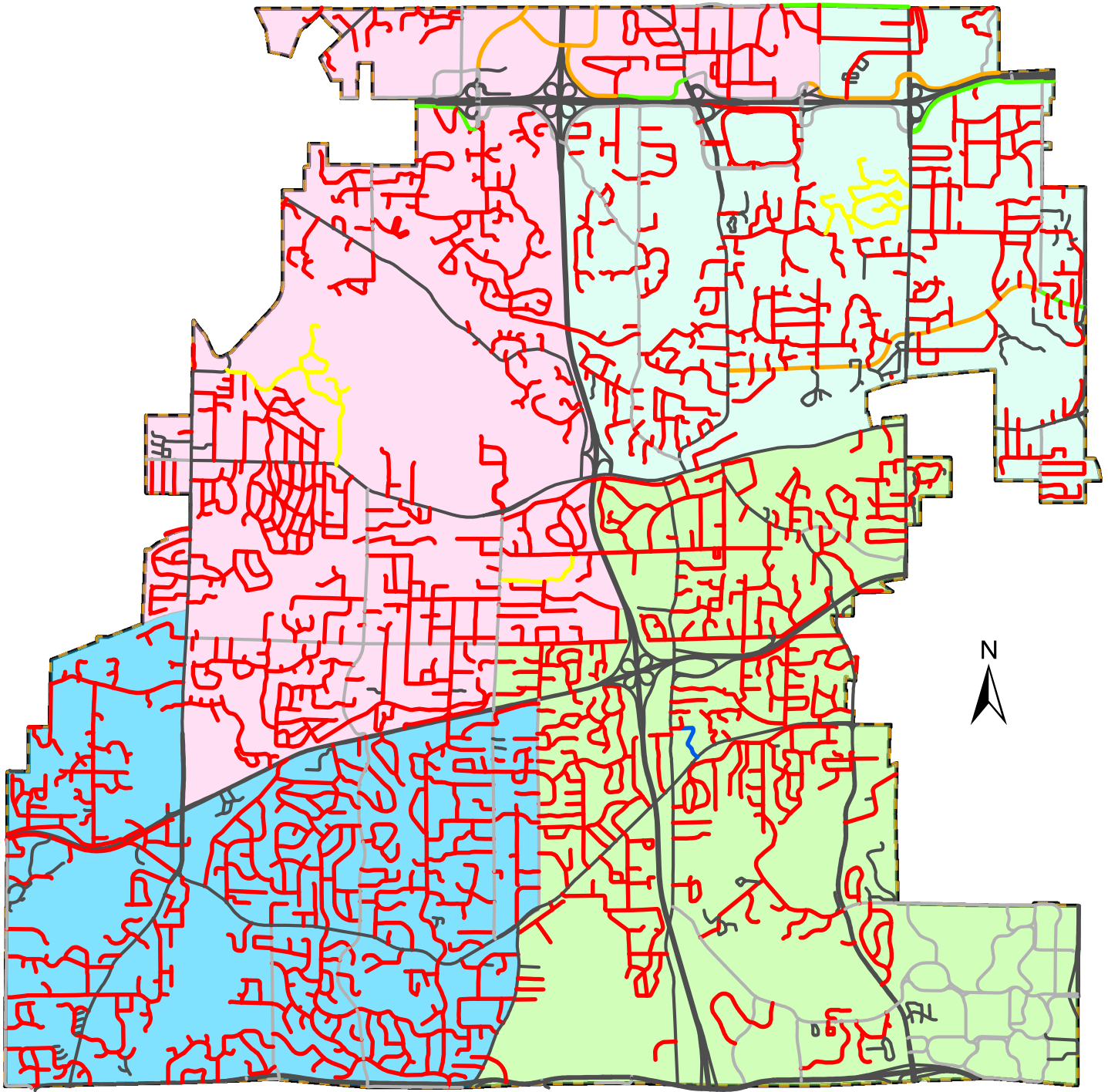
- Wards**
- 1
 - 2
 - 3
 - 4
















Speed Location Request 2015-Present

☆ 2015 (13)	★ 2018 (6)	Wards	
★ 2016 (15)	★ 2019 (11)	1	3
★ 2017 (10)	★ 2020 (80)	2	4



Proposed Speed Limits on City Roads

- | | | |
|--|---|--|
|  15 MPH |  35 MPH | Wards
 1
 2
 3
 4 |
|  20 MPH |  40 MPH | |
|  25 MPH |  Non City or Private Roads | |
|  30 MPH | | |
| | | |



City Council Study Session Item #3 Meeting of Oct. 19, 2020

Brief Description: Diversity, equity and inclusion discussion

Background

The city council began recent discussions on race and equity at the [June 29, 2020](#) study session. The council offered brief comments and agreed that the issue should be focused on in depth at a future meeting. A special council meeting on the subject was held on [Aug. 17](#) and was facilitated by Bill Wells from W. Wells & Associates.

As part of the council's 2021 budget meetings on [Aug. 24](#) and [Sept. 21](#), funding for diversity, equity and inclusion (DE&I) initiatives was included in the 2021 preliminary levy and will be further discussed at the Nov. 30 study session and Dec. 7 council meeting. In addition, between Aug. 11 and Sept. 15, the council held five strategic planning sessions and considered the final draft strategic profile at the [Oct. 12](#) council meeting. As a result of those discussions, the council incorporated a new strategic priority on community inclusion.

Subsequent to the Aug. 17 special meeting, city staff has invited Mr. Wells to lead another conversation on race and equity with the council. Staff met with Mr. Wells several times since that meeting to provide feedback from the facilitated special meeting, share updates on the council's 2021 budget and strategic planning initiatives, and plan for a meaningful study session on Oct. 19. See the attached facilitator agenda prepared by Mr. Wells which outlines the study session itinerary. The evening will include a combination of education and council discussion on future actions.

On another front, city staff has expanded DE&I endeavors as outlined below. Further, individual members of the city council and staff have also continued these efforts by attending local faith community events, public gatherings and participating in other discussions with community members around this topic.

Strategic Profile

As noted, the city council added a new strategic priority to the city's strategic profile in relationship to this topic. The "community inclusiveness" priority and its key strategies are outlined below and will be a part of Mr. Well's facilitated dialogue for this study session. Staff is developing action steps to support the key strategies outlined below and will be presenting those at the Nov. 30 council study session. Staff is particularly looking for guidance from the council on the third key strategy related to engaging the community.

Strategic Priority

Community Inclusiveness

Create a community that is engaged, tolerant and compassionate about everyone. Embrace and respect diversity, and create a community that uses different perspectives and experiences to build an inclusive and equitable city for all.

Key Strategies

- Develop and implement inclusive recruiting, application, hiring and retention practices to attract excellent, qualified and diverse candidates from all backgrounds.
- Foster an inclusive boards and commissions recruitment and appointment process to increase diversity.
- Actively engage the community by working collaboratively to broaden policy outcomes and respond to community's needs, views and expectations.
- Remove identifiable barriers to create equal opportunity for accessing programs and services.

Discussion Point

- ***What guidance does the city council have on the key strategy of engaging the community to broaden policy outcomes and respond to community needs, views and expectations?***

Internal Organizational Efforts

A core planning team of city staff has revived the internal diversity committee and engaged a facilitator to partner with on these efforts. Recently, the committee held its first meeting with 23 staff members attending. This committee has been asked to commit six months to these initial efforts and will explore future internal and external opportunities relating to DE&I work. The staff leadership team will participate in parallel activities to ensure support for the committee's work and begin fulfillment of the strategic priority of inclusiveness/key objective of removing barriers. These efforts are being facilitated by Halston Sleets and her team at Root'd Relations. Ms. Sleets' scope of work for both the committee and leadership team is attached for reference.

2021 Budget Considerations

The city council adopted the 2021 preliminary tax levy in September and earmarked \$150,000 for DE&I activities as outlined in the strategic priority and key objectives. Examples of potential uses of the funding include education and training, community events, community task force/human rights commission, and consultant(s) and/or internal staffing to support these activities.

Research was conducted during the month of September to collect DE&I information from peer cities. Of the 13 cities contacted, a total of 11 responded. Questions centered around if the city has a human rights commission or other external commission dedicated to DE&I, if the city has an internal staff person working on DE&I and if the city has any internal all-staff training done for DE&I. Out of 11 cities, five have external commissions dedicated to DE&I and human rights topics and seven responded they either have an internal DE&I all-staff team or a dedicated staff person. Detailed information is available below and in the attachment to this report.

Internal staff position and all-staff work

The salary ranges for a diversity and inclusion staff member ranged from \$80,000 to \$130,000 annually. Every position was located in the city's administration department and reported to the city manager or administrator. The all-staff committees or teams are also under the city's

administration departments, with five cities hiring outside consultants to facilitate trainings, lead workshops and focused dialogue.

Human Rights Commission

Of the five cities with human rights commissions, only two explicitly state they research and enhance diversity and inclusion work. All commissions have bylaws, two have student or youth positions and the commissions have sizes ranging from 7-12 members.

Initially, funding expected to be included in the 2021 budget will be expended on the facilitator supporting work of the internal diversity committee and leadership team, education/training for employees and elected and appointed city officials, and community engagement activities. The budget would allow for the creation of a staff position to further support these efforts, and the timing of that addition would depend on the progress and outcomes of the internal work. Should the council decide to create a community task force or commission, the staff position would serve as liaison to that body.

Discussion Point

- ***Does the council agree with the proposed uses of DE&I funding included in the preliminary 2021 levy?***

Summary

Since mid-summer, the city council and staff have discussed advancing the conversation and activities on race and equity in the Minnetonka community. At the Oct. 19 study session, the city council will engage in further dialogue on this subject as facilitated by Bill Wells. Guidance from council on future efforts is a desired.

Submitted through:

Geralyn Barone, City Manager
Mike Funk, Assistant City Manager

Originated by:

McKaia Ryberg, Assistant to the City Manager
Hanna Zinn, City Fellow

Facilitator Agenda

- Welcome Remarks
- Session Purpose
- Revisiting Current Racial Climate
- Communities in Crisis: Urban/Suburban Disconnect
- Unpacking Racism – Part 2
- Current Situation – City of Minnetonka
- Desired Future State
- City's Strategic Priorities
- City's Commitment – 4 Part Approach
- What's The Plan for Advancing DEI?
- Sense of Urgency – Timing
- What Does Success Look Like?
- Open Q & A
- Recap
- Next Steps
- Wrap-Up & Adjourn

William (Bill) W. Wells, Jr.

Bill Wells is President, W. Wells & Associates, LLC, a management consulting firm, providing a range of services focused around organizational and leadership development issues. In his work, Bill helps clients create a vision focused on creating a culture of inclusion through strategically advancing diversity, inclusion, equity and engagement. Bill's approach is an integrated process that aligns internal organizational issues with key stakeholder needs, operational goals and corporate social responsibility considerations. Bill also works closely with senior leaders providing coaching and guidance during the culture change and transformation change process. Additionally, Bill's work focuses on effective strategies for positioning his client organizations to be recognized as an "Employer of Choice" as well as a "Great Place to Work".

Previously, Bill served as Vice President - Global Diversity/Chief Diversity Officer (CDO) for Traveler's Insurance (formerly The St. Paul Companies). In his current work, Bill continues as a Diversity, Inclusion and Equity (DI&E) practitioner designing and developing strategic D&I plans for organizations. Additionally, Bill provides customized human capital and talent acquisition & retention solutions as well as design and facilitation of leadership/team-building retreats, workshops, seminars and various types of off/on site sessions.

Beyond the above work, Bill serves as a mentor for business professionals through a special global mentoring program designed to assist high-potential female and diverse business professionals learn how to better navigate corporate cultures. Earlier in his career, Bill held a variety of executive and general management level positions in both the telecommunications and insurance industries. Specifically, Bill has a comprehensive management background including leadership roles in Human Resources, Information Technologies, Marketing, Operations, Strategic Planning and Business Development.

For many years, Bill served as co-producer and legacy contributor for the nationally recognized Multicultural Forum on Workplace Diversity & Inclusion. Bill was also instrumental in helping to facilitate the development of an innovative program designed to enhance recruitment, development, advancement and retention of diverse business professionals to major corporations located in the Twin Cities (MN) metropolitan area. Beyond this, Bill continues to serve on various boards including leadership roles in both the non-profit and public sectors. In these roles, Bill has served as the National Chairman for the National Black MBA Association (NBMBA); President – Twin Cities Chapter (NBMBA), Chairman of the Normandale Community College Foundation (MN) and various others.

During his career, Bill has received numerous awards including the Lifetime Achievement Award (Multicultural Forum), Helping Hands Award (NBMBA), Chairman's Leadership & Diversity Champions Torch Award (U.S. West Communications), Corporate Innovation Award (Bell Communications Research), Outstanding Achiever in Business & Industry (A.T. &T) and Outstanding MBA of the Year (NBMBA, Twin Cities).

Bill holds an MBA degree with a major in Marketing, a graduate certificate in Business Administration and a Bachelor of Arts degree with a Psychology major. Bill is a life member of both the NBMBA and Kappa Alpha Psi Fraternity. Also, Bill is married, has two sons, is a free-lance writer, avid music-lover, jazz enthusiast and enjoys golf.

LinkedIn Profile: <https://www.linkedin.com/in/williamwellsjr>

COMMUNITY INCLUSIVENESS

Create a community that is engaged, tolerant and compassionate about everyone. Embrace and respect diversity, and create a community that uses different perspectives and experiences to build an inclusive and equitable city for all.

- Develop and implement inclusive recruiting, application, hiring and retention practices to attract excellent, qualified and diverse candidates from all backgrounds.
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EXHIBIT A - SCOPE OF WORK

City Of Minnetonka	
Project Name	Internal Diversity Committee
Project Objective	Build the intercultural capacity of Minnetonka city leadership, management and staff to enable informed advancement of racial equity. This effort will shift resources, strategies and mindsets of individuals that are positioned to produce and influence sustainable, meaningful change.
Project Initiatives & Deliverables	<ul style="list-style-type: none">• Meet with Core Planning Team (CPT) to prepare for Internal Diversity Committee (IDC) meetings; including development of an agenda and post-meeting debriefings.• Assist with/facilitate IDC meetings 1x per month; including meeting note taking.• Assist with additional sub-committee/break out meetings as needed.• Develop Strategic Plan framework; including establish mission, vision, committee charter, goals and objectives.• Deliver/facilitate a minimum of 2 committee training sessions.• Facilitate the city's development of an equity index or toolkit that will analyze city projects, programs, policy review, and initiatives through a critical lens.• Coordinate with communications division with internal/external messaging that illustrates the work that is being done with the IDC.• Facilitate one city wide employee diversity, equity, and inclusion training session including any pre-work assessment and post-session feedback and action planning.• Support the committee's work through education and training, self-discovery, and consultation.

Director-Level Engagement

DRAFT

October 2, 2020



Phase		Frequency	Action	Outcome
1	Assess	Month 1	Conduct anonymous employee survey/assessment to get a pulse of the culture that exist in each respective department.	Identify themes that arise from this exercise that will inform what areas require shifts.
2	Understand	Month 1	Learn/understand what city directors manage in their respective departments. <i>(i.e. budget, staffing decisions, policies)</i>	Illustrates invisible hierarchy, positive/negative power dynamics, and social structures that exist.
3	Update and Educate (reverse mentor assignment each director paired with one IDC member)	Ongoing Monthly	Directors will be informed on what the IDC is addressing/tackling in their monthly sessions.	Directors will receive briefing of the session and have similar DE&I training to ensure there is alignment amongst the two groups.
4	Levers and Leverage	Month 3-6	Directors will have a better understanding of what is in their control and how they can implement small changes into their operations that will result in meaningful change.	This process requires relationship-building. Power sharing will be practiced and promoted by leadership.
5	ACT!	Ongoing Monthly	Root'D will provide short- & long-term objectives/deliverables for each director to accomplish within a specific timeframe. These directives will be informed through the IDC sessions we facilitate.	Progress requires documentation. This will serve as a roadmap that clearly states goal and the actions required by the directors to enable these changes. <i>(We want leaders to track their own engagement.)</i>

Attachment A

Exhibit I – Peer City Comparison With Links

City	Internal Work	External Work
Brooklyn Park*	Racial Equity Team	Human Rights Commission
Eden Prairie	Hiring a consultant to work internally	Human Rights and Diversity Commission
Edina*	Race and Equity Coordinator	Human Rights & Relations Committee
Golden Valley	No internal position	Human Rights Commission
Hopkins*	Hopkins Race & Equity Initiative	No Commission or Taskforce
St. Louis Park*	Race Equity Manager	Human Rights Commission
Woodbury	Some Internal DEI Work Being Done	No Commission or Taskforce
*Denotes the city has a devoted webpage for Race & Equity		

Exhibit II – Individual City Descriptions

Brooklyn Park	
<u>Internal Work</u>	<u>External Work</u>
<i>Racial Equity Diversity and Inclusion (REDI) Team</i>	<i>Human Rights Commission</i>
*Includes staff throughout the organization	*Advises the city council on long-range programs to ensure that human service needs are met
*Partners with organizations in the city to advance equity goals	*9 Members - one meeting a month, 3 year terms, 2-5 hour time commitment a month
<i>Webpage Devoted to Equity</i>	
*Outlines the city's approach to creating an Intercultural Mindset	
<i>In the Process of Creating a Dedicated REDI Position</i>	
*Approximately \$130k for salary including benefits	
*Will be in the admin dept but report to the city manager	
<i>Have Hired Outside Consultants</i>	
*Facilitate trainings and workshops	
*Give stipends to community members or organizations that come in to present	
*A couple of employees have become IDI Qualified Administrators to support intercultural development work	
<i>No Racial Equity Policy Available</i>	

Exhibit II (Cont.)

Eagan	
<u>Internal Work</u>	<u>External Work</u>
Internal REI Team	<i>No commission or taskforce</i>
*Last updated in 2018, not sure of the current status	
<i>No Current Position</i>	
<i>No Racial Equity Policy Available</i>	

Eden Prairie	
<u>Internal Work</u>	<u>External Work</u>
<i>Hiring a consultant</i>	Human Rights and Diversity Commission
<i>No Racial Equity Policy Available</i>	*Advisory capacity to the city council on matters of diversity, civil and human rights, and the ADA
	*Charter Statement
	*7-9 members at large appointed by city council
	*3 year terms, 1 meeting a month

Edina	
<u>Internal Work</u>	<u>External Work</u>
<i>Race & Equity Coordinator</i>	<i>Human Rights & Relations Committee</i>
	*12 members, 1 meeting a month
	*Bylaws

Golden Valley	
<u>Internal Work</u>	<u>External Work</u>
<i>No internal position</i>	<i>Human Rights Commission</i>
	*HRC Community Outreach
	*Bylaws
	*7 regular members, 2 youth members, 3 year terms

Hopkins	
<u>Internal Work</u>	<u>External Work</u>
<i>Hopkins Race & Equity Initiative</i>	<i>No commission or taskforce</i>
Multicultural Advisory Committee	
Joint Community Police Partnership	

Exhibit II (Cont.)

St. Louis Park	
<u>Internal Work</u>	<u>External Work</u>
<i>Race Equity Manager</i>	<i>Human Rights Commission</i>
*reports to the HR Director/Deputy City Manager	*10 members, including 2 youth members
No specific internal policies	*1 attorney, 1 appointed by school board, 1 youth member
*Does bring in speakers for professional development	*Advises council on equal opportunity and participation in housing, employment, public service, public accommodations, and education
	<u>*Developed diversity lens brochure for the city</u>

Woodbury	
<u>Internal Work</u>	<u>External Work</u>
<i>No Designated DEI Position</i>	<i>No commission or taskforce</i>
*Allocate ~\$15k to organizational development for DEI training	
<i>No Race Equity Policy Available</i>	
<u>*DEI Statement Available</u>	
*Has worked with the YWCA to do IDI training for all supervisors	
*Used DeepSee to do all-staff training	