



CITY OF EDINA  
PEDESTRIAN AND CYCLIST SAFETY FUND (PACS FUND) POLICY

**PROPOSAL**

The Pedestrian and Cyclist Safety Fund (PACS Fund) is a special revenue fund created to account for the new utility franchise fee revenues. The utility franchise fees will be dedicated revenue to the PACS Fund. Other potential revenues for the PACS Fund may include grants, gifts, special assessments and transfers from other City funds.

**PURPOSE**

The purpose of the PACS Fund is to provide funding for the creation, maintenance and improvement of non-motorized transportation facilities for the primary benefit of pedestrians and cyclists in Edina. Non-motorized transportation facilities (NMTF) shall be defined as sidewalks, trails and other bicyclist-related facilities.

Eligible expenses for the PACS Fund will include the following:

1. Construction costs (both outsourced and direct) of new NMTF
2. Maintenance costs (both outsourced and direct) of existing NMTF
3. Legal and consulting services necessary for the construction and maintenance of NMTF
4. Street lighting and traffic signals necessary to meet safety standards for new and existing NMTF
5. Street markings and signage consistent with MnUTCD standards for NMTF
6. Purchase of real property for right-of-way for new NMTF
7. Staffing and operational costs (compensation, overhead related employee costs) for a new 1.0 City employee that is 100% dedicated to the task of maintaining, improving and expanding the City's NMTF network.
8. Post project repair of right-of-way vegetation related to a project.
9. Post project repair, replacement, rehabilitation and reconstruction of all pedestrian and bicycle facilities related to a project.

Examples of ineligible expenses for the PACS Fund include the following:

1. Debt service
2. Consulting studies not related to the construction and maintenance of NMTF
3. Capital expenses not related to the construction and maintenance of NMTF
4. Non-standard signage and street markings
5. Snow removal
6. Storm water management facilities
7. Benches, trash receptacles, trailhead shelters, fountains, and public art.

The proposed new City staff position would be responsible for creating a budget and work plan each year to accomplish the PACS Fund goals. The new PACS staff position would also serve as the staff liaison to the Edina Transportation Commission.

The revenue for the PACS Fund will be determined by the Finance Director each year based upon a consultation with representatives from both utilities. The Finance Director will provide a revenue forecast to the new PACS staff member.

The new PACS staff member will create a draft Work Plan based on the expenditure of no more than 95% of the forecasted PACS revenue each year. The Work Plan will be consistent with previously adopted City plans will consider input from City staff, BETF, ETC, City Council and residents. The Work Plan will be presented to the ETC for review and comment before it is presented to the City Council for approval. Once approved by the City Council, the new PACS staff member, in consultation with his/her supervisor, will be charged with the primary responsibility to implement the Work Plan.