



**WORK SESSION
VIRTUAL MEETING HELD VIA WEBEX
APRIL 28, 2020
5:45 PM**

Call to order

1. Goal Setting Update
2. Review of Community Survey

Adjournment

Auxiliary aids for individuals with disabilities are available upon request. Requests must be made at least 96 hours in advance to the City Clerk at 612-861-9738.



STAFF REPORT NO. 10

WORK SESSION

4/28/2020

REPORT PREPARED BY: Blanca Martinez Gavina

DEPARTMENT DIRECTOR REVIEW:

OTHER DEPARTMENT REVIEW:

CITY MANAGER REVIEW: Katie Rodriguez
4/24/2020

ITEM FOR WORK SESSION:

Goal Setting Update

EXECUTIVE SUMMARY:

Due to the unprecedented times of COVID-19 staff recommend that an expanded strategic planning process be deferred to 2021. Staff recommend scheduling a more focused goal setting meeting with City Council and directors as a strategy to ensure the core aspects of strategic planning are still achieved. In order for the goal setting to be integrated into the 2021 budget process, staff recommend scheduling a goal setting/COVID19 impacts meeting the week of May 18, 2020 starting at 4:00 pm.

DIRECTION NEEDED:

Consensus on the approach and schedule for goal setting for 2021.

BACKGROUND INFORMATION:

A. **HISTORICAL CONTEXT**

Please see executive summary.

B. **POLICIES (resolutions, ordinances, regulations, statutes, etc):**

Please see executive summary.

C. **CRITICAL TIMING ISSUES:**

Schedule the goal setting session for the week of May 18, 2020.

D. **FINANCIAL IMPACT:**

To be determined.

E. **LEGAL CONSIDERATION:**

None.

ALTERNATIVE(S):

None.

PRINCIPAL PARTIES EXPECTED AT MEETING:



STAFF REPORT NO. 11
WORK SESSION
4/28/2020

REPORT PREPARED BY: Blanca Martinez Gavina

DEPARTMENT DIRECTOR REVIEW:

OTHER DEPARTMENT REVIEW:

CITY MANAGER REVIEW: Katie Rodriguez
4/24/2020

ITEM FOR WORK SESSION:

Review of Community Survey

EXECUTIVE SUMMARY:

A primary action step for 2020 was to implement a community survey. The city contracted with the National Research Center (NRC) to execute the survey to a total of 2,500 residents. The report of results contain a description of the methodology, information on understanding the results, and graphs and tables of the results, as well as a description of NRC's database of normative data from across the U.S. and actual comparisons. Overall, the City received 566 completed surveys which is a 23% response rate and 107 online responses (some of these were incomplete). The results and key findings will be presented by staff.

DIRECTION NEEDED:

None.

BACKGROUND INFORMATION:

A. **HISTORICAL CONTEXT**

NRC and the International City Managers Association (ICMA) created the National Community Survey to provide statistically valid data that is bench marked to local and nation-wide results. According to the NRC, they compare the results to a database with over 30 million Americans.

The city's survey timeline was as follows:

Conducting the survey:
Jan 31 to Feb 14

Opt-in survey link available:
March 6

Processing of surveys:
Feb 7 to March 20

Survey analysis and report writing:

March 20 to April 17

During this time, NRC processed the surveys, performed the data analysis, and produced the report.

B. **POLICIES (resolutions, ordinances, regulations, statutes, etc):**

None.

C. **CRITICAL TIMING ISSUES:**

None.

D. **FINANCIAL IMPACT:**

None.

E. **LEGAL CONSIDERATION:**

None.

ALTERNATIVE(S):

None.

PRINCIPAL PARTIES EXPECTED AT MEETING: