



DATE: April 10, 2023
TO: Honorable Mayor and City Councilmembers
FROM: Dave Perrault, City Administrator
SUBJECT: City/TCAAP Survey

Budgeted Amount: N/A	Actual Amount: TBD	Funding Source: General Fund
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Council Should Consider

Motions to approve, table, or deny the following:

- Authorize Staff to request proposals for a survey for the City of Arden Hills and bring forward for approval at a future Council meeting.

Discussion

This item was requested by a member of the Council for tonight’s meeting. At the March worksession, the City Council discussed holding a survey either related to TCAAP or doing one City-wide. That memo is attached for reference under Attachment A. At the worksession, Staff was directed to have the survey be part of the upcoming Council retreat.

Should Council want to move this forward tonight, it should consider providing the following direction:

- Does the Council want the survey done internally or by a consultant?
- Is the survey focused on TCAAP only, or City-wide?
- If we do use a consultant, are there parameters to consider when seeking proposals or particular topics of interest?
- If we do use a consultant, how does Council want to review proposals? Is Staff selecting the final proposal for approval, or does the Council or a sub-set of the Council want to review proposals?
- What is the timeline for this process?

Budget Impact

Currently, the City does not have a survey budgeted and it can be anticipated that a community-wide survey would cost in the realm of \$30,000.

Attachment

Attachment A: March 20th Survey Discussion Memo