



Council Study Meeting
June 19, 2017
6:00 p.m.
City Council Chambers

Agenda

1. Discussion regarding the street department work plan.
2. Discussion and direction regarding the community survey.
3. Other items

City Council Study Meeting

1.

Meeting Date: 06/19/2017

Information

Subject

Discussion regarding the street department work plan.

Information

Dave Moeller, Snyder and Associates, will be attendance to go over the street department's accomplishments, current projects and future projects.

Fiscal Impact

Attachments

No file(s) attached.

Information

Subject

Discussion and direction regarding the community survey.

Information

A performance goal established by the City Council was to Research options and costs associated with conducting a community-wide survey. Last month a survey was put out to Iowa communities regarding their community survey process. Attached, please find a document containing the results of the survey. As you will see, there is a wide range for the cost of conducting a survey (\$2,500 to 18,000) and three main vendors that assist in the process. On average, the communities that responded indicated that they conduct their surveys every two to three years. Indianola, working with the Institute of Public Affairs, last conducted a community survey in 2013. Attached is a proposal from the Institute of Public Affairs to conduct a community survey. This is consistent with the work that was performed in 2013.

This matter is being presented to the City Council for discussion and direction on if there is a desire to conduct a survey in 2017.

Fiscal Impact

Attachments

Community Surveys

Survey Proposal

Performance Goal: *Research options and costs associated with conducting a community-wide survey.*

Community Surveys

City	Firm	Fee
Bettendorf	National Research Center	\$15,000
Bonderant	IPA	\$2,500
Carlisle	Local Graphic Design Co.	\$2,500
Carroll	IPA	\$2,500
Clive	National Research Center	\$18,000
Emmetsburg	IPA	\$2,500
<i>Indianola (2013)</i>	<i>IPA</i>	<i>\$2,500</i>
Johnston	ETC Institute	\$15,000
Pleasant Hill	ETC Institute	\$14,690
WDM	ETC Institute	\$13,900
Windsor Heights	IPA	\$2,500

BY ELECTRONIC TRANSMISSION

June 13, 2017

Ryan Waller
City Manager
City of Indianola
PO Box 299
Indianola, IA 50125

RE: Proposal for Services – Citizen Survey

Dear Ryan :

Per our previous discussions I am pleased to submit this proposal for the Institute of Public Affairs (IPA) to provide services for conducting a citizens survey for the City of Indianola (City).

In consultation with City officials, IPA proposes to develop a survey instrument for a mail-in random-sample citizen survey. IPA will consult with City officials to identify and review the information and questions for the survey instrument. IPA will assist the City in determining the sample size and selecting the sample respondents. IPA will tabulate the survey responses and provide City the tabulation results in Excel spreadsheet format. IPA will present the results in Power Point format and provide analysis of the survey at a City Council meeting as determined by the City. IPA will hold additional meetings with city staff and/or City Council on this project as requested by City.

Our fee for the services described above will be \$2,500. In addition, the City will be responsible for reimbursing travel and related direct costs associated with this project. The City will be responsible for all other costs associated with this project, including but not limited to: printing and distribution of the survey, postage (to include provision of self-addressed stamped envelopes with the survey instruments), office supplies related to the survey, and developing a list of current residents (utility service customers) for the survey sample.

If you have any questions, please feel free to contact me. I can be contacted at 319-335-7586 or by e-mail at jeff-schott@uiowa.edu.

Sincerely,

Jeff Schott
Institute of Public Affairs
University of Iowa
100 IPA
124 Grand Avenue Court
Iowa City, IA 52242

City Council Study Meeting

3.

Meeting Date: 06/19/2017

Information

Subject

Other items

Information

Fiscal Impact

Attachments

No file(s) attached.
