

City of St. Anthony  
CITY COUNCIL WORK SESSION

Minutes

September 28, 2021

**Present:**

**Mayor & Council**

Thomas Randle, Councilmember, Mayor Pro-Tem; Wendy Webster, Councilmember and Jan Jenson, Councilmember

**Staff:**

Charlie Yunker, City Manager, Nicole Miller, Assistant to the City Manager

**Absent:**

Randy Stille, Mayor; Bernard Walker, Councilmember;

**Call to Order:**

Mayor Pro-Tem Randle called the Work Session to order at 5:30 p.m.

**Agendas & Minutes Module Demonstration:**

Nicole Miller demonstrated the functionality, advantages and limitations of the electronic packets module integrated into the City website. Miller discussed that the Parks & Environmental Commission requested to utilize electronic packets during 2020 and the Planning Commission began utilizing them in 2020 as well.

Council members present indicated favorably to utilizing the module and directed staff to cover the module's functionality with the absent members. If also favorable, staff is welcome to utilize the module and work the Council to transition to utilizing electronic packets.

**Community Surveys:**

Nicole Miller reviewed the proposals from Morris Leatherman and POLCO, who provided quotes for conducting community surveys. Miller described the reasons behind the staff recommendation to explore POLCO's solution further due to their tool's more robust functionality and ability to benchmark results to other cities.

Council discussed what types of questions should be utilized, and the need for further discussion on the objectives of the survey when all members are present. Council directed staff to continue discussions with POLCO and come back to a future work session with the vendor's recommendation of fulfilling the Council's objectives for the survey based on their tool and approach.

**Future Work Session:**

Council will hold its next work session on October 12<sup>th</sup>, at 5:30pm in the Council Chambers.

**Adjournment:**

The meeting adjourned at 6:02 p.m.

Respectfully submitted by Charlie Yunker, City Manager.