



Legislation Details (With Text)

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On agenda:	10/5/2020	Final action:	10/5/2020		
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Title:	Resolution to Approve City Administrator Recommendations regarding the 2020 Budget Priorities Citizen Survey, Approve the Contract and Purchase Order with the National Research Center/Polco to Conduct the 2020 Budget Priorities Citizen Survey and Appropriate Funding (\$13,000) (8 Votes Required)				

Sponsors:

Indexes:

Code sections:

Attachments: 1. Ann Arbor Budget Priorities Survey Proposal 2020-09-23.pdf, 2. 2020 Survey Questionnaire with Changes - CLEAN.pdf, 3. 2020 Survey Questionnaire with Changes - RED LINE.pdf

Date	Ver.	Action By	Action	Result
10/5/2020	1	City Council	Approved	Pass

Resolution to Approve City Administrator Recommendations regarding the 2020 Budget Priorities Citizen Survey, Approve the Contract and Purchase Order with the National Research Center/Polco to Conduct the 2020 Budget Priorities Citizen Survey and Appropriate Funding (\$13,000) **(8 Votes Required)**

At the September 12, 2020 Council meeting, a resolution passed directing the City Administrator to recommend any changes to the 2018 Budget Priorities Citizen Survey that was conducted and to report recommendations on the scope, methodology, process, timing, projected cost and recommended funding source to conduct a 2020 Budget Priorities Citizen Survey.

The following recommendations are being made:

Scope: This survey will include 56 specific budget categories along with questions for each category that ask participants if they would increase, decrease or keep spending the same for each category as well as questions regarding quality of life in Ann Arbor and demographic information or the survey participant.

Changes from 2018: Staff is recommending that that same survey from 2018 be used with only minor changes to update the budgeted dollar amounts contained in the survey and the addition of a few categories regarding sustainability and climate change.

Methodology: The survey will be available online for citizens to take, which is the same methodology used in the 2018 survey.

Process: The 2020 Budget Priorities Citizen Survey will follow the same process as the 2018 survey. This will include a review of the 2018 survey by staff to update it with minor changes, the survey being made available online with City staff ensuring that citizens are informed that the survey is

available for them to take, and the data being analyzed and aggregated by the National Research Center/Polco for final reporting. The 2020 survey results will include comparisons to the 2018 survey results.

Timing: The survey will commence by October 13, 2020 and will close on November 24, 2020. The final results are expected to be available from the National Research Center/Polco by December 30, 2020.

Estimated cost: The cost of the survey will be \$10,000 with an additional \$3,000 in costs if significant changes to the 2018 survey are required.

Budget/Fiscal Impact: This survey was not budgeted in the FY21 General Fund budget. A use of General Fund fund balance in the amount of \$13,000 is being requested.

Prepared by: Kim Buselmeier, Budget & Finance Supervisor

Reviewed by: Matthew Horning, Interim Chief Financial Officer

Approved by: Tom Crawford, Interim City Administrator

Whereas, The City Administrator was requested to recommend changes to the 2018 survey and provide recommendations on the scope, methodology, process, timing, cost and funding source;

Whereas, The 2020 Budget Priorities Citizen Survey is not funded in the FY21 General Fund budget;

RESOLVED, That City Council approve the survey recommendations provided in this resolution;

RESOLVED, That City Council approve the contract and purchase order with the National Research Center/Polco in an amount not to exceed \$13,000;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said agreement after approval as to substance by the City Administrator and approval as to form by the City Attorney;

RESOLVED, That City Council appropriate up to \$13,000 from the General Fund fund balance to the FY21 General Fund City Administrator's budget for the purpose of conducting the 2020 Budget Priorities Citizen Survey; and

RESOLVED, That the City Administrator be authorized to take all necessary administrative actions to implement this resolution, including execution of any amendments that do not exceed the amounts authorized herein.