

# Memorandum

**REPORT TO:** Study Commission

**FROM:** Caeleb Heinen, Recording Secretary  
Mike Maas, Ex Officio

**SUBJECT:** Approval of Community Survey and Distribution Plan

**MEETING DATE:** September 17, 2025

**AGENDA ITEM TYPE:** Citizen Advisory Board/Commission

**RECOMMENDATION:** **Consider the Motion:** *I move to approve the community survey and distribution plan.*

**STRATEGIC PLAN:** 1.2 Community Engagement: Broaden and deepen engagement of the community in city government, innovating methods for inviting input from the community and stakeholders.

**BACKGROUND:** At the September 4 meeting, the Study Commission provided feedback to Working Ventures on the community survey. A draft of the updated survey questions and distribution plan incorporated those edits. Additional feedback was provided to Working Ventures to be captured in the documents attached.

**UNRESOLVED ISSUES:** None Identified

**ALTERNATIVES:** As per the Study Commission

**FISCAL EFFECTS:** TBD

Attachments:

[September 17 Study Commission Packet - WV.pdf](#)

Report compiled on: September 12, 2025