

# COUNCIL MEMO

**Date:** July 12, 2019

**To:** Mayor Steve Gander, Council President Mark Olstad, Council Vice-President Chad Grassel, Council Members Clarence Vetter, Dale Helms, Tim Riopelle, Tim Johnson, and Marc DeMers.

**RE:** Department Update

## **UPCOMING MEETINGS:**

*Regular Council Meeting – July 16, 2019 – 5:00 PM – Council Chambers*

*Special Meeting – July 23, 2019 – 5:00 PM – Council Chambers*

*Work Session – July 23, 2019 – 5:00 PM – Training Room*

*Regular Council Meeting – August 6, 2019 – 5:00 PM – Council Chambers*

## **Administrator's Report:**

### **Charter Commission**

The last two Charter Commission Meetings were not official due to a lack of a quorum. It was discussed that prior to the July meeting I will call all of the members to inform them of the previous lack of a quorum and to count who will definitely be able to make it.

### **Change of Command at Grand Forks Air Force Base**

Colonel Pringle and Command Chief Thuyn met with local community members and Honorary Commanders to introduce themselves and get some feedback. They were very clear that they intend to continue the partnership with the local communities and educational institutions that was spearheaded by the previous Colonel. I look forward to working with the new team.

### **SurveyMonkey Engage for City Employees**

The initial Core Survey has closed and the results have been calculated. Results are generated for the City as a whole, by Department, Tenure, Age Group and Gender. The City as a whole scored fairly high, particularly for an initial survey. While the overall results were positive, there are areas where improvement are definitely needed. I have begun to address these issues and will keep the Council informed. Follow-up surveys are conducted each month for the next year to monitor progress on improvements.