

**GRANDVIEW CITY COUNCIL
SPECIAL MEETING MINUTES
COMMUNITY NEEDS ASSESSMENT – BERK CONSULTING
NOVEMBER 23, 2021**

1. CALL TO ORDER

Mayor Gloria Mendoza called the special meeting to order at 4:30 p.m. in the Council Chambers at City Hall.

The meeting was held in person and was also available via teleconference.

Present in person: Mayor Mendoza and Councilmembers David Diaz, Bill Moore, Robert Ozuna and Joan Souders (4:35)

Present via teleconference: Councilmember Mike Everett (5:15)

Staff present were: City Administrator/Public Works Director Cus Arteaga, City Treasurer Matt Cordray and City Clerk Anita Palacios

Present on behalf of Berk Consulting was Dawn Couch and John Todoroff

2. COMMUNITY NEEDS ASSESSMENT – BERK CONSULTING

The objective of the meeting was to review project purpose and goals, scope of work and timeline. The City wished to gather information on the local impacts of COVID-19 and seek consulting support to develop and implement a survey of community members and a survey of local businesses. The surveys were intended to gather information for two primary purposes:

1. Enable City leadership to focus the use of existing resources, including grant dollars, for the benefits of the community.
2. Gather data to strengthen the City's future proposals for grant dollars to address local needs and/or hardships caused by COVID-19.

The project team would identify key project goals including the learning objectives of the outreach to community members and businesses. Berk confirmed project roles, points of contact, and communication preferences. Following the meeting, Berk would develop an updated statement of project goals and learning objectives. The task also included management of engagement efforts for both surveys.

Discussion took place. No action was taken.

3. ADJOURNMENT

The special meeting adjourned at 5:45 p.m.

Mayor Gloria Mendoza

Anita Palacios, City Clerk