

**GRAND COUNTY CHANGE OF FORM OF GOVERNMENT
STUDY COMMITTEE
SPECIAL MEETING**

**Grand County Council Chambers
125 East Center Street, Moab, Utah**

**MINUTES
April 12, 2019**

In the absence of the Chairperson and with a quorum present, Committee Member Greenberg suggested that a Committee Member act as Chair Protem for today's meeting. **MOTION: Committee Member Till nominated Committee Member Greenberg to act as Chair Protem, seconded by Committee Member Carmichael, carried 5-0 at approximately 12:06 p.m. on the above date.**

Call to Order

The Grand County Change in Form of Government Study Committee ("Study Committee") met in Regular Session on the above date in the County Council Chambers. Following the nomination, the meeting was called to order by Chair Protem Bob Greenberg at 12:07 p.m. with a quorum present. In attendance at the call to order were Study Committee Members Judy Carmichael, Jeramy Day, Cricket Green, Bob Greenberg, and Marcy Till. Also in attendance was Ruth Dillon (County Council Administrator) to take minutes. Absent were Committee Members Walt Dabney and Stephen Stocks (except that Committee Member Stocks participated by phone for action item I).

Pledge of Allegiance

The Pledge of Allegiance to the Flag of the United States of America was led by Marcy.

Approval of Minutes

A. March 15, 2019

MOTION: Motion by Marcy to approve the minutes of March 15, 2019, seconded by Jeramy carried 5-0.

B. March 21, 2019

MOTION: Motion by Marcy to approve the minutes of March 21, 2019, seconded by Judy carried 5-0.

General Reports

C. Availability of additional potential trainers and target date(s) for informational sessions for Committee Members and the public on the four forms of government and on House Bill 224 (2018), continued from March 15, 2019

Jeramy reported that the Lt. Governor's Office has not yet provided a firm date but may have a date by the end of April. Chair Protem Greenberg reported that he is waiting for a call back from the Office of Legislative Counsel.

D. Fee information for future engagement of outside counsel

Jeramy provided and reported on a quote from Snell and Wilmer. He stated that he also inquired about the cost to write the document on the proposed form of government. Jeramy read aloud the email he had provided, which was addressed to and responded by Stewart Peay of Snell and Wilmer. Jeramy highlighted that the firm proposes a three-lawyer team at varying rates for research and initial drafting as well as review and substantive analysis for a total not likely to exceed \$3,000; he highlighted the drafting of governing documents for a total not likely to exceed \$6,500, and the firms' suggestion for an hourly engagement with a total combined not-to-exceed amount.

Chair Protem Greenberg reminded the Study Committee that the Committee has not agreed to retain outside counsel; that instead, the Committee is looking at possible costs if outside counsel is deemed to be needed.

Ruth agreed to reach out to County Attorney Sloan to request a written potential cost analysis from the national law firm she had recommended in a prior Study Committee meeting.

Ruth reported that the County Council is planning to have a mid-year budget opening and public hearing, likely in June. She suggested that the Committee could at that time justify any requests for additional budgeting for the 2019 calendar year.

Community Outreach and possible action

- E. County website update for a Study Committee page (www.grandcountyutah.net/change) and a citizen email address for contacting Study Committee members at studycommittee@grandcountyutah.net

Ruth reviewed aloud the contents of the web page and requested Study Committee Members inform her of additional needed posts. Chair Protem Greenberg thanked the County IT Director and county staff for prompt action and a great start to a webpage for the citizens.

- F. Cost of mailers/postcards for a possible direct mail campaign to registered voters

Chair Protem Greenberg reported that there are 2920 households/ mailing addresses with at least one active voter residing, and that a postcard and print campaign would cost a total of under \$1200 for a direct reach to the voters. Judy recommended holding public forums ahead of a direct mail campaign in order to educate voters on what the Study Committee is doing and why. Marcy reported that she is getting feedback that citizens are not aware of what is going on with the Study Committee, or the Committee's purpose.

For citizen engagement, Cricket suggested having time on the radio station to inform voters of what is going on and to ask them to get involved by emailing the Study Committee with questions, concerns, and opinions. Marcy agreed to look into having regular public service announcements and/or an ad at both radio stations and to report back. Jeremy suggested directing voters to the webpage and Facebook page (once established).

Chair Protem Greenberg suggested announcements to follow the Study Committee via the webpage and to potentially run ads in The Advertiser.

Committee members discussed how to handle requests for radio conversations between Study Committee meetings. Chair Protem Greenberg suggested that a policy could be reviewed next meeting for speaking publicly on behalf of the Study Committee. Without a policy, he stated that it is important to reiterate that Study Committee Members are speaking on behalf of themselves, and not on behalf of the Study Committee.

Ruth reported on an actual KZMU email invitation to Stephen and to herself, stating that she declined due to this not being her place.

Marcy suggested considering opportunities to get the word out at monthly Chamber and Rotary meetings, and the like.

Cricket suggested having a flyer as a handout that announces the webpage. Chair Protem Greenberg suggested that Study Committee Members who are already involved in these organizations could hand them out and make announcements. Ruth agreed to draft a flyer by next meeting, if time permits. Jeremy agreed to provide the flyers to the real estate board, and Cricket agreed to provide them to the Chamber.

- G. Cost of Facebook advertising, use of Instagram, and the like

Jeremy reported on the need for a Facebook page set-up with a link to the new webpage; he reported that a Facebook advertising budget of \$100 would reach a lot of demographics and groups. He recommended against Instagram for Study Committee purposes.

Jeremy suggested having a survey, with an educational element, on Facebook, and ensuring that surveys are completed by voters. He suggested using Survey Monkey as one of the quickest and easiest ways for feedback. He suggested that the Study Committee should set criteria for what questions are wanted. He reported that Utah Real Estate Association is willing to assist with Survey Monkey at no charge and as a courtesy to the County.

Cricket recommended muting the ability to comment through Facebook, stating that instead comments are desirous of being received through the email address to the Study Committee Members rather than to one another.

Marcy offered to work with other Committee Members to generate a draft list of potential questions. Judy suggested including two or three questions on the postcard that will be sent to the actual voters, to see how many actually read it and how many participated.

Chair Protem Greenberg suggested that a return post card could be considerably more costly. He requested to have on the next agenda an action item on budgeting the cost of advertising.

H. Review of Study Committee Member lists for creating a master distribution list

In Stephen's absence, Chair Protem Greenberg postponed the agenda item to next meeting.

Citizens to Be Heard- none

Presentations- none

General Business- Action Items- Discussion and Consideration of:

- I. Amending previous adoption of Study Committee Bylaws in order to change to the affirmative vote of four (4) rather than five (5) Committee members present at a meeting at which a quorum is present in order to serve as the act of the Committee

Ruth contacted Stephen, who was traveling, by phone to give him the opportunity to vote.

MOTION: Motion by Jeremy to amend the bylaws in section 2 [of Article V] in order to change to the affirmative vote of four (4) rather than five (5) Committee members present at a meeting at which a quorum is present in order to serve as the act of the Committee, seconded by Cricket. Jeremy explained concerns about a gridlock potential in requiring five to pass a vote. Several Committee Members expressed that they had misunderstood when they made their prior vote for five. **The motion carried 6-0.**

Consent Agenda- Action Items (none)

Discussion Items- none

Discussion and possible action on study strategy

Chair Protem Greenberg reported that Tooele and Morgan counties had authorized their Study Committee Members to interview each of the elected officials and department heads about what is effective and ineffective on their current and previous form of government. Marcy stated that the Tooele County survey provided a means for their staff to respond anonymously; she suggested otherwise that private one-on-one conversations, with outlined questions, could be held as long as they were guaranteed to be confidential.

Chair Protem Greenberg asked for a motion to designate two Study Committee Members to reach out to elected officials and department heads individually for their views on the pros and cons of current, past and potential forms of government for Grand County, and to report back.

MOTION: Motion by Judy to designate two Study Committee Members to reach out to elected officials and department heads individually for their views on the pros and cons of current, past and potential forms of government for Grand County, seconded by Marcy. Jeremy suggested a friendly amendment, "and report back by May 10th" which was accepted by Judy and Marcy. **The motion carried 5-0.** Cricket suggested also

giving a survey to every county employee, to be done through the county, possibly having employees physically drop completed surveys into a drop box. Judy and Chair Protem Greenberg volunteered to be the designated Study Committee Members and agreed to provide their schedules to Ruth in order for Ruth's office to set up the appointments.

J. Review of the forms of government and compensation of County Commissioners and Council Members in Utah

Judy stated that the Study Committee needs to be thinking about costs associated with whatever the form of government will be, including the costs of the administrative office. She suggested comparing such costs with similarly sized counties.

K. Review of 2019 County Council and Administrator operating budgets

Judy reported that the Administrator's budget is for 2.5 employees, and that the needs assessment indicates a need for more staffing.

Chair Protem Greenberg reminded Study Committee Members that the Study Committee is required to set the initial compensation of the newly elected commissioners or council members, as the case may be, in the new form of government.

L. Review of aspects of Grand County's Plan for County Government (1992)

Ruth briefly discussed the section on "Role of the council" in Grand County's Plan for County Government. She brought up executive authority and offered to email Study Committee Members the job description of the Council Administrator, which includes executive authority of hiring, supervising, and firing direct reports. She also offered to provide, with permission of the author, a 2011 table of State Code references on executive authority which indicates which individuals or departments within the county organization had the executive authority to execute the various cited State Code responsibilities. Committee Members indicated interest in receiving these materials.

M. Review of Tooele County's 2017 survey form

Committee Members reviewed the Tooele County survey form. Ruth reported that Tooele County Study Committee Members are willing to share their process; she had previously emailed a link to Chairperson Greenberg stated that he will reach out to County Attorney Sloan regarding the status of Tooele County's process in meeting with Grand County, and how to move this forward.

Committee Members expressed a need clear for survey questions using information provided by Gavin Anderson at the March 21, 2019 special meeting.

N. Ideas for garnering input from County staff and previous County Council Members regarding the future form of government

See minutes from "Discussion and possible action on study strategy" (above) and corresponding motion.

Public Hearings- Possible Action Items (none)

Future Considerations-

O. Ideas for monthly progress report for presenting at the April 16, 2019 County Council meeting

Chair Protem Greenberg asked for a volunteer; he then volunteered to provide an update if Stephen is unable to do so.

Chair Protem Greenberg suggested possibly involving Ruth in developing the survey questions.

Committee Members expressed interest in completing their work in time for the November 2019 election.

The next regular Study Committee meeting will be held Friday, April 19, 2019, at noon in the County Council Chambers.

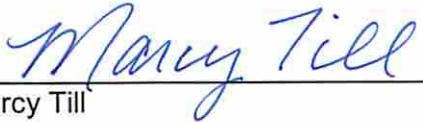
Closed Session(s) (if necessary)- none

Adjournment

The meeting was adjourned at 1:16 p.m. by acclamation.



Stephen Stocks
Chairperson



Marcy Till
Secretary