In the absence of the Chairperson and with a quorum present, Committee Member Jeramy suggested that a Committee Member act as Chair Protem for today's meeting until the Chair arrives. **MOTION: Committee Member Day nominated Committee Member Greenberg to act as Chair Protem, seconded by Committee Member Green**, carried 6-0 at approximately 12:07 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, Walt Dabney, Jeramy Day, Cricket Green, Bob Greenberg, and Marcy Till. Also in attendance was Ruth Dillon (County Council Administrator) to take minutes. Absent at the call to order was Committee Member Stephen Stocks.

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

**Approval of Minutes**
A. April 12, 2019
   **MOTION:** Motion by Marcy to approve the minutes of April 12, 2019, seconded by Judy carried 6-0.

**General Reports**

**Community Outreach and possible action**
B. Review of Study Committee Member lists for creating a master distribution list, postponed from April 12, 2019
   Chair Protem Greenberg tabled this agenda item until after Chairperson Stocks arrives.
C. Review of draft flyer as an informational handout for engaging voters
   Chair Protem Greenberg asked for review of the draft flyer for potential edits before next meeting.
   **MOTION: Motion by Judy to accept the draft flyer as presented, pending edits to be reviewed at the next meeting, seconded by Cricket.** Marcy discussed her desire for the public to get at the “meat” of the issues and to have a place to go to get accurate information. Cricket suggested making the website information more prominent on the flyer. Motion carried 6-0.
D. Possibility of regular public service announcements and/or an ad at both local radio stations
   Marcy reported that KZMU will air public service announcements (PSAs) routinely. She reported that she had emailed KCYN and will follow up. She recommended including money for radio advertising.

**Citizens to Be Heard**
Eve Tallman spoke about her experience working as a professional employee for both a County Council form and a Commission form of government, each of which had appointed managers. She expressed that she feels strongly about having professional managers and is not in favor of having commissioners supervising or coordinating departments.
Judy Powers stated that the form of government needs a professional manager to take care of administration, someone who is not a politician.

Chair Protem Greenberg and Judy reported that they had called Gavin Anderson, Salt Lake County Deputy District Attorney this morning to more fully understand the difference between a commission and a council. They reported having learned that if the Study Committee's recommendation is for a commission form, that a recommendation could also include hiring an administrator as part of the option and that this would be making new ground because no such mandate exists in Utah state law currently; there would be legal ambiguity. Chair Protem Greenberg further stated that if the Study Committee were to recommend a commission form with an administrator, the commissioners would still retain executive authority and could override the administrator. It was suggested to add to the flyer that an administrator could be hired under the first two commission options.

Presentations- none

General Business- Action Items- Discussion and Consideration of:

   E. Budgeting the cost of advertising

       Jeramy agreed to work with Marcy on developing a draft advertising budget for next meeting.

   F. Proposed policy for speaking publicly on behalf of the Study Committee

       Chair Protem Greenberg suggested having a rule instead of a policy: To state that a Study Committee Member is only speaking for oneself unless the rest of the committee has taken the position or directed the Study Committee Member otherwise.

       MOTION: Motion by Judy to have a Committee rule to speak for oneself unless the rest of the committee has taken the position or directed the Study Committee Member otherwise, seconded by Jeramy carried 6-0.

Consent Agenda- Action Items (none)

Discussion Items- none

Discussion and possible action on study strategy

   G. Progress report on input from County Department Heads and Elected Officials regarding their views on pros & cons of the current, past and potential future forms of government

       Chair Protem Greenberg reported having interviewed 10 of the 12 Department Heads and have observed three trends thus far: 1. No Department Head wants a three-person body. 2. It is fairly unanimous to not want an elected administrator with veto power; and 3. Diversity is important to them on whatever form of government body is voted in. Judy reported that most are contented, and that some are nearing retirement age.

       Stephen arrived at 12:27 p.m. Chair Protem Greenberg handed the gavel over to Chairperson Stocks.

       Bob and Judy continued reporting, stating their opinion of having an amazing group of interviewees who were quickly responsive, cooperative, on time, and open. They reported that they asked questions confidentially about their personal experiences with the commission form and with a council form in terms of strengths and weaknesses. They also sought opinions and words of wisdom while giving them assurances that the Study Committee would try not to make a recommendation that would not make their jobs harder for them.

       Marcy expressed that the Study Committee will need to take all information into consideration in order to make the best recommendation as a reflection of all the information gathered. Bob reported that they have already started scheduling elected officials, including Council Members, for the first week of May.

   H. Progress report on development of a survey

       Chairperson Stocks requested a report. Judy reported that the subcommittee is coming up with questions and will have survey ideas at the next meeting. Judy and Marcy stated that questions are needed from Study Committee Members as to what is relevant for the survey.
Marcy reported on philosophical differences in study committee questions that she and Judy are having and reached out to the Study Committee for input. Following discussion, Study Committee Members indicated interest in having closed session questions as well as prioritization questions.

Jeramy stated that survey questions need to consider what would make government more effective, thus the survey has to be as effective as possible with direct questions pertaining to the duties of the Study Committee.

Bob stated that Study Committee Members will be surveying employees.

Judy suggested having an open house where those who participate, county employees and the public, will fill out the survey and have Study Committee Members available in groups of two to expound on their survey responses.

Chairperson Stocks expressed that it is important to be honest in a survey and to make it something people want to respond to.

Bob suggested that someone outside should review the survey to make sure it is unbiased.

Walt suggested that contact information should be provided on the survey for further contact.

Jeramy suggested that it is important that respondents are Grand County residents.

Cricket suggested sending one postcard to the tax roll and registered voters and let citizens know that a second mailer is coming which is a survey.

Stephen suggested contacting Moab Valley Multicultural Center for translation of the survey into Spanish.

Walt stated that the survey should be signed as a Grand County resident for validity purposes.

Jeramy suggested the need for having a physical deadline as to when the survey should be accomplished.

Committee Members agreed that the draft survey will be on the next agenda for adoption. Committee Members’ suggested questions are to be sent to studycommittee@grandcountyutah.net by Tuesday, May 7, 2019. Ruth stated that she manages this email address and will forward suggested questions and any other emails to all Study Committee Members.

By acclamation, Item B was brought back to the table.

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

Chairperson Stocks stated that a master distribution list would be helpful for reaching out to groups such as the Moab Valley Multicultural Center and to church groups so as to spread the message as far as possible. Marcy stated that the Interfaith Coalition includes every church group and meet monthly. Judy suggested sending a letter to all the different groups. Marcy reported that the schools Community Coordinator now has an extensive database of key leaders in the community including law enforcement, judicial individuals, nonprofits, etc. Marcy agreed to ask the Community Coordinator for the list so that Marcy can then forward it to Chairperson Stocks. Bob stated that when the flyer is finalized, the list can be used.

Walt inquired about how the public will interact with the Study Committee so that citizens will have more time than three minutes when speaking about their experience with different forms of government. He expressed that they should be able to speak to whether the new form should have elected officials from districts or at large or a combination and why.

Judy suggested setting up an evening event that is convenient and comfortable to talk to the Study Committee Members, as opposed to a formal public hearing. It was determined to have an action item for consideration of a plan for public engagement for the next agenda.

Jeramy suggested a venue of the Grand Center for a roundtable setting that is more intimate, or possibly Star Hall depending upon the structure of the meeting.

Cricket suggested having the first hour an open mic setting at 4 minutes each prior to the roundtables.

Walt expressed that he would want to encourage individuals to put their thoughts in writing, whether they choose to speak or not, and to ask them to give their write-up to the Study Committee. He expressed the need to make it clear so that individuals will know what is available to them and have had opportunities to be part of a legitimate process.
Public Hearings- Possible Action Items - none

Future Considerations

Jeramy brought up the need to get laser focused with the timeline.

Marcy suggested having someone from the Study Committee start working backwards in the timeline for the work that has to be done in order to determine if it is physically possible to be ready in time for November 2019 election. Jeramy stated that if the Study Committee is unable to get a recommendation onto the November 2019 ballot, a special election will need to be held in the spring or fall of 2020. Ruth reminded Study Committee Members that county elections are held on even-numbered years. It was stated that the law requires that the new form of government must be established by 12/31/2021. The Clerk/Auditor is requesting 90 days’ notice, per an email provided for the meeting, allowing time for legal review. Jeramy stated that the County Council’s requirement to hold four public hearings would come after the Study Committee recommendation. Jeramy agreed to meet with Bob to develop a timeline for next meeting.

Jeramy suggested the following general schedule:

May - feedback
June - workshops
July - recommendations
August - put forth a recommendation

Bob suggested that, as of now, the County Attorney would draft the plan for government ordinance. Bob and Judy indicated their intention to interview all elected officials by the next meeting.

Marcy inquired as to whether Study Committee Members want to hear from Tooele County who went through a voluntary change of form of government. Marcy expressed interest in reaching out to visit with someone from Tooele County. Chairperson Stocks suggested that Tooele’s draft of a plan could be important to Grand County by providing a basis for comparison.

Walt suggested that the County Attorney may not need a lot of time to draft the plan. Jeramy suggested that if Study Committee Members agree to have outside legal counsel draft the plan, then an attorney would need to be hired. Ruth reported that the County Attorney had expressed that reaching out to Clyde Snow for a quotation should be done by a Committee Member for apples-to-apples comparison with the quotation provided by Snell & Wilmer. Jeramy agreed to reach out to Clyde Snow law firm for cost estimates.

Bob stated that the proposed ordinance and implementation plan is part of the charge. Ruth reminded Study Committee Members that there is an agenda item next meeting for the County Attorney to review state code as to the implementation plan.

Ruth announced the Open and Public Meetings Act training to be held May 23, 2019 at the Grand Center at noon with pizza. She encouraged Committee Members to attend or to take the training online via the State Auditor link previously provided.

Ruth announced her approaching retirement for March of 2020 after a tentative plan that she and her husband have had for several years. She stated that she is announcing this definitive plan early because of this change of form of government process. She stated that she waited until after the recent individual Department Head interviews before informing them. Study Committee Members expressed their congratulations.

There was an announcement that the local newspaper has space on the editorial page each week. Judy expressed that editorials from the group will be a good idea to help dispel fears. Chairperson Stocks agreed to draft something for the next meeting as the first editorial regarding the process so as to get people involved.

The next regular Study Committee meeting will be held Friday, May 10, 2019, at noon in the County Council
Chambers.

Closed Session(s) (if necessary)- none

Adjournment
The meeting was adjourned at 1:11 p.m. by acclamation.

[Signature]
Stephen Stocks
Chairperson

[Signature]
Marcy Till
Secretary