



Form of Government Study Committee

Cache County Council Chambers | 199 N Main Street, Logan, UT

Form of Government Study Committee Agenda

July 17, 2025 @ 7:00 PM

Call to Order

- 1. Roll Call of Committee Members**

Items of Business

- 2. Review and Approval of Minutes from July 3, 2025 Meeting**
- 3. Review of Committee Timeline Framework & Progress**
 - Discussion on progress within Phase 1 (Initial Information Gathering & Foundation)
 - Confirmation of upcoming activities in Phase 2 (In-Depth Study & Outreach)
 - Review of proposed deadlines and targets.
- 4. Update on Information Gathering & Research**
 - Contact with Courtney Flint (USU Wellbeing Study) for public dissemination methods and employee survey methodologies.
 - Status of GRAMA Requests and progress on transcribing audio recordings.
 - Progress on establishing a dedicated committee webpage for informational and educational content.
 - Update on cost analysis for legislative and executive costs in Cache County vs. similar-sized counties.
 - Update on list of board assignments for executive and legislative branches in Cache County and comparable counties.
 - Update on defined roles and responsibilities of legislative and executive members in Cache County and alignment with actual functioning.
- 5. Planning for Engaging County Employees & Officials**
 - Review and discussion of proposed standardized questions for interviews/surveys with county officials and employees.

- b. Update on legal consultation regarding anonymity and privacy of employee responses.
- c. Discussion on next steps for conducting employee/official engagement (e.g., email surveys using Qualtrics).
- d. Discussion on engaging former county executives and council members.

6. Discussion on Committee Education & Legal Guidance

- a. Review of materials from the original Cache County Study Committee (1985).
- b. Discussion on excerpts from local government textbooks.
- c. Update on outreach to Roger Tew regarding external legal counsel.

7. Public Education & Outreach Strategy

- a. Discussion on utilizing city newsletters, websites, and social media for dissemination.
- b. Update on research into low-budget, professional video production for public education.
- c. Discussion on timing for broader public outreach (radio, newspaper).

8. Other Business

Adjournment

9. Adjournment

- Next Scheduled Meeting: August 7, 2025