

**Summit County Service Area #3**  
**Board of Trustees Training Workshop Agenda**

Meeting Date & Time: Thursday, January 15, 2026, 5:00pm MST

Meeting Location: Service Area 3 Conference Room, 629 Parkway Dr, Park City, UT 84098

For more information or questions: (435) 500-6276

This is a training meeting, we will take public comment at the next public meeting  
on Tuesday, January 20, 2026.

Agenda Item	Time	Presenter(s)
1. <b>Welcome and Call Meeting to Order</b> (motion/voting) a. Welcome b. Roll Call and Conflict of Interest Disclosure	5:00 pm	Chair
2. <b>Swearing in of New Trustees</b>	5:10 pm	Office Manager
3. <b>Annual Conflict of Interest disclosure &amp; Ethical Behavior Pledge</b>		
4. <b>Board Training</b> (discussion only)  a. Introduction and History of Service Area - Nathan Bracken, SCSA 3 Legal Counsel  b. Open and Public Meetings Act Training - LeGrand Bitter, Utah Association of Special Districts  c. Special District Board Training - LeGrand Bitter and Heather Anderson, Utah Association of Special Districts	5:20 pm	Nathan Bracken, LeGrand Bitter and Heather Anderson
5. <b>Adjournment</b>	8:00 pm	Chair

To participate online: Board Member training

Thursday, January 15 · 5:00 – 8:00pm

Time zone: America/Denver

Google Meet joining info

Video call link: <https://meet.google.com/bfp-ufxf-ewz>

Or dial: (US) +1 402-588-0130 PIN: 977 843 020#

More phone numbers: <https://tel.meet/bfp-ufxf-ewz?pin=5259823426741>

\*Minutes and agendas available at:

<https://www.summitcountyutah.gov/AgendaCenter/Search/?term=&CIDs=34.&startDate=01/01/2025&endDate=04/15/2025&dateRange=&dateSelector=>

\*\*Any motion/voting will take place in open meeting after closed session