



APPROVED MINUTES

SUMMIT COUNTY SERVICE AREA #3 BOARD OF TRUSTEES PUBLIC BOARD MEETING
MOUNTAIN LIFE CHURCH, 7375 SILVER CREEK RD, PARK CITY, UT 84098
[TUESDAY, DECEMBER 9, 2025](#)

Meeting also conducted via Google Meet.

1. **Welcome (5:32pm)**

- a. Welcome called to order by Scott Witkin, Board Chair
- b. Roll Call & Conflict of Interest Disclosure - No conflicts were disclosed

Board Members:

Scott Witkin, Chair
Rick Parisi, Vice Chair
Derek Price
Karri Taix, Clerk
David Olson (online)

Staff & Contractors:

Vince Pao-Borjigin, Interim GM
Jody Anagnos (online)
Chris Bullock, Road & Water Mgr
Nathan Bracken, legal counsel (online)
Dave Sanderson

ABSENT: Jon "Otto" Blum, John Ball

2. **Public Comment I: (5:32pm)**

- No public comment

3. **Administrative & Financial (5:33pm)**

- a. Approval of November 18, 2025 minutes - Two sets of minutes were presented for approval.

Scott made a motion to approve the Public Meeting minutes as presented; Derek seconded the motion. All Trustees in attendance voted in favor of approving the November 18, 2025 public meeting minutes. (vote 5-0)

Scott made a motion to approve the Board of Canvassers meeting minutes as presented; Derek seconded the motion. All Trustees in attendance voted in favor of approving the November 18, 2025 Board of Canvassers meeting minutes. (vote 5-0)

Attachment: [Approved minutes for November 18, 2025 - Board of Canvassers](#)

Attachment: [Approved minutes for November 18, 2025 - Public Meeting](#)

- b. 2026 Board meeting dates - Confirmed change of February and August dates to avoid school conflicts.

Scott made a motion to approve the minutes as presented; Derek seconded the motion. All Trustees in attendance voted in favor of approving the 2026 Board meeting dates. (vote 5-0)

Attachment: [2026 Approved Board Meeting Dates](#)

- c. Back up Clerk - Discussion was had about the need for a back up clerk to sign checks and resolutions. Nathan proposed a verbal authorization to cross deputize a staff person or another Board member versus drafting a resolution to change policy at this time. Derek agreed to be the back up clerk if the current clerk is unable to come to the office within 48 hours of being asked to come in and sign checks.
Nathan proposed the motion, Scott motioned to give a 48 hour window to trigger the backup clerk and to cross deputize Derek Price for the next 60 days as back up clerk, Rick seconded the motion. All Trustees in attendance voted in favor of this motion for Derek Price to act as back up clerk. (vote 5-0)
- d. Board Training - LeGrand and Heather with UASD will do Board training on January 15th, from 5 - 8pm at the Service Area office. The training needs to be noticed because there will be a quorum, Nathan noted to make an agenda with no public comment. The Open and Public Meeting training needs to be done by each Trustee once per year and this will satisfy that requirement.
- e. Regulation 2025-15 - Data Privacy Policy. Nathan presented, this is a new legal requirement, legislation HB-44, for every public government entity before the end of the year. Needs to be 'started' this year not necessarily implemented this year. The policy requires we appoint a records officer, which will be Jody, and a chief administrator officer which will be Vince. This needs to be filled out each year and submitted to the state. Exhibit A and B were written by the state.
Derek made a motion to approve the Resolution 2025-15; Rick seconded the motion. All Trustees in attendance voted in favor of approving Regulation 2025-15, creating a data privacy policy. (vote 5-0)
[Attachment: Regulation 2025-15](#)
- f. Regulation 2025-16 - Annexation Policy. Nathan presented. Derek had questions which were answered by Nathan.
Scott made a motion to approve the minutes as presented; Rick seconded the motion. All Trustees in attendance voted in favor of approving Regulation 2025-16, creating an Annexation Policy. (vote 5-0)
[Attachment: Regulation 2025-16](#)
4. **Water, Roads & Trails Update**
 - a. Update - Chris presented. There is arsenic testing happening on the Greenfield well for the next few days. Roads - first snow removal with the new vendor this was past weekend. There were no major complaints and we got two kudos from 'upper' residents. Trails - Chris did find a trail groomer for \$8,700 if the Board wants to purchase that. This was in response to a request to groom the trails in the winter.
5. **Budget Hearing Public Comment (6:24pm)**
 - John Nowoslawski
6. **Budget Hearing**

- a. Resolution 2025-13 - Approving 2026 Budget. The only possible addition is the impact fee study which will be pulled out of capital reserves, the estimated cost is \$25,000. **Scott made a motion to approve the 2026 Budget as presented; Rick seconded the motion. All Trustees in attendance voted in favor of approving Regulation 2025-13, approving the 2026 Budget. (vote 5-0)**
[Attachment: Resolution 2025-13](#)
- b. Resolution 2025-14 - Amending 2025 Budget. There were no questions or comments **Scott made a motion to approve the 2025 amended budget as presented; Derek seconded the motion. All Trustees in attendance voted in favor of approving Regulation 2025-14 amending the 2025 Budget. (vote 5-0)**
[Attachment: Resolution 2025-14](#)
- 7. **Closed Session (6:34pm)**
At 6:34pm, Rick made a motion to move into closed session to discuss the reasonably imminent litigation, and/or the sale or purchase of real property pursuant to Utah Code §§ 52-4-204 through 205. ** Nathan added 'security personnel and systems' so noted, Derek seconded the motion. All Trustees in attendance voted to move into closed session. Vote (5-0)
- 8. **Adjournment (7:09pm)**
Rick made a motion to adjourn the meeting; Scott seconded the motion. All Trustees in attendance voted to adjourn the meeting. (vote 5-0)

Next meeting is January 20, 2026 at Sheldon Richins Auditorium

Online participants: John Nowoslawski