



APPROVED MINUTES

SUMMIT COUNTY SERVICE AREA #3 BOARD OF TRUSTEES
MONTHLY PUBLIC MEETING
MOUNTAIN LIFE CHURCH, 7375 SILVER CREEK RD, PARK CITY, UT 84098
[TUESDAY, APRIL 21, 2026 AT 5:30PM MST](#)

Meeting also conducted via Google Meet.

1. **Welcome (5:34pm)**

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

Board Members:

Derek Price, Chair
Justin Shea, Vice Chair
Jon "Otto" Blum, Treasurer
David Olson, Clerk
Scott Witkin
Karri Taix (online)
Caroline Gleich (online)

Staff & Contractors:

Jody Anagnos, Office Manager
Chris Bullock, Road & Water Manager
Nathan Bracken, legal counsel (online)

Absent: Vince Pao-Borjigin, Acting General Manager

2. **General Public Comment (5:35pm)**

- John Nowoslawski

3. **Consent Agenda (5:40pm)**

[Link: Approved minutes for March 17, 2026](#)

[Link: Approved minutes for April 6, 2026](#)

Financials are part of the Board packet

David made a motion to approve the consent agenda as presented, Scott seconded the motion. All Trustees voted in favor of approving the consent agenda. (vote 7-0)

4. **Administrative & Financial (5:41)**

- a. Resident Appeal of Water Re-Connection Fee - Resident had a water shut off due to non-payment. Current rate and fee states a \$2,500 reconnection fee. The resident sent a letter to the Board to appeal the fee based on comparison of re-connection fees at other water companies. Justin suggested a reduced fee of \$250. Discussed process to lower fees which would not require a public hearing but would need to be properly noticed. In

this particular situation, we are looking for direction and a decision for this particular situation vs lower the fee permanently. We can put this on the agenda for next month to permanently lower the fee.

Justin made a motion to reduce the re-connection fee to \$250, Derek seconded the motion. All Trustees voted in favor of reducing the re-connection fee for this resident by \$2,250. (vote 7-0)

- b. Personnel Policy - This policy update has been in process for a long time. Nathan added language regarding continuation of operations and FMLA due to current absence of Vince. Caroline asked about including an IT policy. Derek doesn't think this should be in the personnel policy, it can be reviewed for a separate IT tech policy. Discussion regarding specific language of hiring and the Board do the hiring and firing. Under Section 6, change from "shall" to "may" to authorize the Board to participate in the interview process. Scott asked about a temp agency as an option, that language is currently not in there.

David made the motion to approve the personnel policy with the mentioned changes changing language in Article II, Section 6 regarding the hiring process, Justin seconded the motion. All Trustees in attendance voted in favor of approving the updated personnel policy, (vote 7-0)

[Link: Resolution 2026-03 - Updated Personnel Policy](#)

- c. Interest rate for billing - Jody reminded the Board that this was presented in 2024 and it was not voted on. There are currently 19 accounts with an outstanding balance of \$25 - \$75. Monthly late fees of \$25 are not assessed to late fees or small fees such as inspection fees. Late fees are assessed for annual and monthly fees. Staff recommends implementing a 18% annual interest rate to be charged December 1 annually for these small unpaid fees which often carry over from year to year. Derek asked if 18% is unreasonable. Nathan referenced the statute (UCA 17B-1-902.1) which authorizes an annual 18% rate for past due fees. This would require a public hearing as it is a new fee. There was no opposition to implementing this annual interest rate as described. Direction from Board is to bring this back at another meeting and add this new fee to the list of updates for rate and fee.
- d. Monthly usage statements and annual bills - Annual bills went out in February and were due at the end of March. Unpaid annual fees were assessed \$25 late fees in mid April. In that week, we went from 53 unpaid accounts to 24. Explained lien process for unpaid annual fees. Jody advised the Board that she has not kept up on monthly usage statements which are emailed to upper residents to help them track their water usage. She has not received any inquiries about them during that time. Jody would prefer to direct people to Eye on Water which is more current information and easier to read and understand and discontinue the monthly usage statements. Very often calls about the monthly statements are due to confusion from residents who don't understand why there are two meters listed and they think the usage statements are a bill. The Board had no objection to discontinuing monthly usage statements for upper parcels on wells who track their water usage annually.

5. **Water, Roads & Trails Update**

- a. Update on bond progress - Chris presented. We will be able to close the bond once the NEPA is complete which we've been told will be mid-June. There are a few items that we still need to submit to the state which should come together in the next week.
- b. Jensen Slope Easement - Chris presented, the Board needs to authorize staff to execute an easement for access to the new Crescent Water tank parcel. SCSA3 will pay \$6,500 for permanent access through a resident's lot to access the tank parcel. The money will come out of the enterprise fund but planning to reimburse with bond monies, if allowed. Chris was requesting authorization to approve the easement amount and for Nathan to work with staff to draft an agreement.

Scott motioned to approve authorization for legal and staff to work with the resident for slope agreement to access the new water tank parcel, Justin seconded. All Trustees motioned in favor of approving the slope agreement amount and terms. (vote 6-0)

- c. Road and Trails update - Chris presented. A volunteer trail clean up is scheduled for this Saturday, April 25 from 9am - 12pm. All volunteers will meet at the mailhouse. Caroline asked about a liability waiver. Jody found a sample of a volunteer trail work waiver to use as a starting point, Nathan will make tweaks to make sure it works for us. Jody will make copies of the waiver for Chris for Saturday. Residents are not allowed to bring any machinery. Power equipment will be provided by and only used by Chris' staff for liability reasons.
- d. Water Restrictions and Motorized Bike Awareness Campaigns - Jody presented. There was a discussion about potential water restrictions and the need to determine related enforcement. Need to ensure that there is a violation fee that is applicable in the rate and fee. Residents recognize that SCSA3 doesn't have jurisdiction over bikes but would like some type of education campaign for motorized and electronic dirt bikes in the roads and on the trails.
- e. Proposal consideration and awards for Impact Fee RFP, Silver Bullet Well RFP and District Engineer RFP
Chris presented the result of the Silver Bullet Well RFP. A pre-bid meeting was held with qualified bidders, Loughlin staff and Service Area staff. Three drillers attended and submitted bids. Loughlin put together the spreadsheet of the bids which was provided to the Board. Proposal C is the lowest price, but Proposal B rates higher because they can start early July of this year. The Board asked for Chris' recommendation.
Otto made a motion to accept Proposal B to drill the new Silver Bullet well, David seconded the motion. All Trustees in attendance voted in favor. (vote 7-0)
District Engineer RFP - There was one respondent for the District Engineer RFP, Chris recommended the Board accept that proposal. Legal prepared a template contract to provide and this motion is authorizing staff to work with legal and the Board Chair to finalize the contract.
Scott motioned to approve the proposal for the district engineer and authorize staff to work with legal and the respondent to finalize the contract, Justin seconded the motion. All Trustees in attendance voted in favor. (vote 7-0)

Impact Fee RFP - Discussion was had about the Impact Fee study and if this was the correct method for the Service Area to pursue. Staff received feedback from a couple local engineers regarding other options. One proposal was submitted from a Texas company.

Derek made the motion to cancel the current RFP and to create a new RFP in conjunction with roads engineer and legal counsel. David seconded the motion. All Trustees in attendance voted in favor. (vote 7-0)

6. **Public Comments II: (7:08pm)**
John Nowoslawski

7. **Closed Session**
At 7:11, Justin made a motion to move into closed session to discuss the personnel, reasonably imminent litigation, and/or the sale or purchase of real property pursuant to Utah Code §§ 52-4-204 through 205, Derek seconded the motion. All Trustees in attendance voted to move into closed session. (vote 7-0)

8. **Adjournment (8:23pm)**
Scott made motion to adjourn the meeting, Otto seconded the motion. All Trustees in attendance voted in favor of adjourning. (vote 7-0)

Next meeting is May 19, 2026 at Mountain Life Church.

Online participants: John Nowoslawski



**Summit County
Service Area #3**

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SUMMIT COUNTY SERVICE AREA #3

Closed Session – April 21, 2026

Pursuant to Utah Code Ann. § 52-4-206(6), I, Derek Price, Chair of Summit County Service Area #3, hereby affirm that the Board of Trustees for the Service Area entered into a closed session during a duly noticed public meeting on April 21, 2026, solely to discuss the purposes described under Utah Code Ann. § 52-4-205(1)(a). As a result, the provisions of Utah Code Ann. § 52-4-206(1)(a) do not apply.

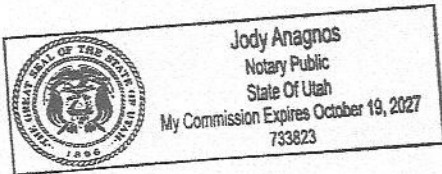
DATED this 21 day of April, 2026.

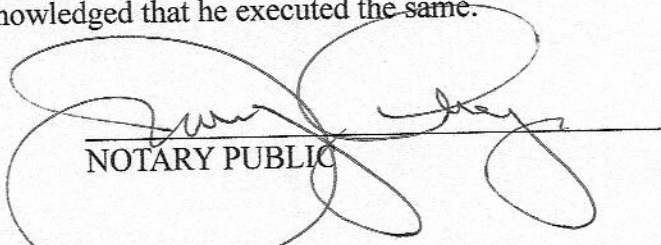


Chair, Summit County Service Area #3

STATE OF UTAH)
 :SS
COUNTY OF SUMMIT)

On this 21st day of April, in the year 2026, Derek Price appeared before me and proved on the basis of satisfactory name of document signer evidence to be the person whose name is subscribed to this instrument and acknowledged that he executed the same.





NOTARY PUBLIC