



Summit County Service Area #3

629 E Parkway Drive · Suite 1 · Park City · UT 84098 · (435) 500-6267 · bit.ly/SCSA3 · permit@summitcosa3ut.gov

Welcome

Tuesday, February 24, 2026

**Summit County Service Area #3
Board of Trustees Public Meeting**

Meeting Date & Time: February 24, 2026, 5:30pm MST

Meeting Location: Mountain Life Church, 7375 Silver Creek Rd, Park City, UT 84098

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

| Agenda Item | Time | Presenter(s) |
|--|---------|------------------------|
| 1. Welcome and Call Meeting to Order (motion/voting) a. Welcome b. Roll Call & Conflict of Interest Disclosure | 5:30 pm | Chair |
| 2. General Public Comments (Limited to 3 minutes per person) | 5:35 pm | Chair |
| 3. Administrative & Financial (motion/voting) a. Approval of January 20, 2026 minutes b. Resolution 2026 - 02 (updating check signers) | 5:45 pm | Chair, General Manager |
| 5. Water, Roads & Trails Update (motion/voting) a. 2026 Road maintenance plan b. Trails Update | 6:00 pm | Water & Road Manager |
| 6. Closed session to discuss the character, professional competence, or physical or mental health of an individual, pending or reasonably imminent litigation, and/or the sale or purchase of real property pursuant to Utah Code §§ 52-4-204 through 205. ** | 6:30 pm | Chair |
| 7. Adjournment | 7:00 pm | Chair |

To participate online: Google Meet joining info Video call link:

<https://meet.google.com/sys-gdvj-vnx>

Or dial: (US) +1 470-250-1720 PIN: 535 432 764#; More phone numbers:

<https://tel.meet/sys-gdvj-vnx?pin=3736965577842>

*Minutes and agendas available at:

<https://www.summitcountyutah.gov/AgendaCenter/Search/?term=&CIDs=34,&startDate=01/01/2026&endDate=04/15/2026&dateRange=&dateSelector=>

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



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Public Comment

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Administrative & Financial



PENDING MINUTES

SUMMIT COUNTY SERVICE AREA #3 BOARD OF TRUSTEES
PUBLIC MEETING & BOND AND FEE HEARING
SHELDON RICHINS BUILDING, AUDITORIUM, 1885 UTE BLVD, PARK CITY, UT 84098
[TUESDAY, JANUARY 20, 2026](#)

Meeting also conducted via Google Meet.

1. **Welcome (5:31pm)**

- 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, former Chair
Jon "Otto" Blum, Treasurer
Karri Taix, former Clerk
Derek Price, new Chair
David Olson, new Clerk
Caroline Gleich
Justin Shea, new Vice Chair

Staff & Contractors:

Vince Pao-Borjigin, Acting GM
Jody Anagnos, Office Manager (online)
Chris Bullock, Road & Water Manager
Nathan Bracken, legal counsel

Guest attendees: Bill Loughlin, Geo-Logic; Joe Santos, Rimrock Engineers, Garrett Gross, Gilmore & Bell, P.C. Bond Attorney

2. **Election of Officers -**

Justin nominated Derek for Chair, Otto seconded, unanimous vote to elect
Derek nominated Justin for Vice Chair, Karri seconded, unanimous vote to elect
Derek started leading the meeting now as Chair.
Karri resigned as Clerk.
David self nominated himself for Clerk, Scott seconded, unanimous vote to elect
Otto is Treasurer and will remain in that position. It was decided to table a deputy clerk for now. A roll call vote was not needed, as all votes were unanimous. Vince will update check signers for bank account.

3. **General Public Comment (5:39pm)**

Luann Lukenbach - 695 Summit Dr
Sally White - 1230 Pace Rd

4. **Administrative & Financial (5:44pm)**

- a. Approval of December 9, 2025 minutes

Scott made a motion to approve the minutes as presented for December 9, 2025; Derek seconded the motion. All Trustees in attendance voted in favor of approving the December 9, 2025 meeting minutes. (vote 7-0)

[Link: December 9, 2025 approved minutes](#)

Approval of January 15, 2026 minutes

Justin made a motion to approve the minutes as presented for January 15, 2026; Scott seconded the motion. All Trustees in attendance voted in favor of approving the January 15, 2026 meeting minutes. (vote 7-0)

[Link: January 15, 2026 approved minutes](#)

- b. Monthly Financial Report - The accountant created a monthly financial report to close out 2025. The report presented is part of the Board packet.
5. **Water, Roads & Trails Update (5:55pm)** - Chris Bullock, Road and Water Manager, presented. Chris received test results this afternoon for the Greenfield well and he will bring back recommendations at the next meeting for repairs and findings. The Greenfield well arsenic study is part of the bond but the repair expenses are not part of the bond. Vince added a trail update. Vince has been communicating with the Mountain Life Church and Basin Rec/Summit County to see if we can improve the trails. There are grants available. David noted that there is some road damage on Whileaway from the snow plow contractor. The plows pulled up the pot hole repairs. Chris will hold the contractor responsible to repair or pay to repair the road at the end of the season.
6. **Water Infrastructure Bond Hearing (6:01)**
 - a. Presentation of Water Infrastructure Bond - Vince presented slides explaining the bond, bond terms and fee increases and repayment. The bond attorney, Garrett Gross from Gilmore & Bell was present to answer questions. It was noted there is a typo in the ADU fee for 2028 should be \$151.00. The Water System Improvement Presentation is part of the Board packet. Garrett Gross, Gilmore & Bell, P.C. Bond Attorney spoke about the bond process. Last fall the Board adopted a parameters resolution which authorized the upper most limits of the bond. There was a thirty day contest period after the resolution was adopted. After public comment today, there's no vote, just compliance of legal obligations/compliance to have a bond public hearing. A document will be signed by the Board Chair and Clerk verifying compliance of public noticing and compliance for bond requirements.
 - b. Public Comment on Bond Hearing (6:35pm)
No public comment.
7. **Fee Schedule Hearing (6:35pm)**
 - a. Presentation of Fee Schedule Changes Needed to Issue Water Infrastructure Bond - Presented by Vince, he reviewed the Proposed Rate and Fee Changes. Again, noted a typo in ADU fee for 2028 should be \$151. First payment on the bond is after completion

of the project. First jump is from \$109 to \$112 starting February 1, 2026. Nathan explained the standby fees and why we charge standby fees.

- b. Public Comment on Fee Schedule Hearing (6:39pm)
No public comment.
- c. Resolution 2026-01: Approving Revisions to Fee Schedule
David made a motion to approve Resolution 2026-01: Approving revision to the fee schedule as presented; Otto seconded the motion. All Trustees in attendance voted in favor of approving Resolution 2026-01. (vote 7-0)
[Link: Resolution 2026-01: Approving Revisions to the Fee Schedule](#)

Derek, Board Chair, thanked guests for attending the meeting.

- 8. **Closed Session**
At 6:43pm, Justin 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, ** David seconded the motion. All Trustees in attendance voted to move into closed session. (vote 7-0)
- 9. **Adjournment (7:33pm)**
Derek made a motion to adjourn the meeting; Scott seconded the motion. All Trustees in attendance voted to adjourn the meeting. (vote 7-0)

Next meeting is February 24, 2026 at Mountain Life Church. Note: it is a week later due to school break

Online participant: There were no online participants.

RESOLUTION NO. 2026-02

A RESOLUTION OF SUMMIT COUNTY SERVICE AREA NO. 3 TO AUTHORIZE REPRESENTATIVES TO SIGN CHECKS AND TO ACT ON BEHALF OF THE SERVICE AREA FOR THE PURPOSES OF THE STATE OF UTAH PTIF ACCOUNTS

WHEREAS, Summit County Service Area #3 (the “**Service Area**”) is a Utah service area, existing under any by virtue of the provisions of the Service Area Act, Section 17B-2a-901, et seq. of the Utah Code; and

WHEREAS, the Service Area holds certain checking accounts that it uses for authorized purposes; and

WHEREAS, the State of Utah, Office of the Treasurer operates an online Public Treasurers’ Investment Fund (“**PTIF**”) account management system that requires the appointment of at least two individuals to manage PTIF accounts on behalf of the Service Area; and

WHEREAS, the Service Area’s Board of Trustees has elected new officers and desires to update its authorizations regarding those individuals who are authorized to sign checks on behalf of the Service Area and to take action with respect to the Service Area’s PTIF accounts.

NOW, THEREFORE, be it **RESOLVED** by the Board of Trustees of the Summit County Service Area #3 that, effective immediately:

1. The following individuals are authorized to act as account signers on all Service Area checking accounts, including but not limited to its US Bank account:
 - a. CHAIR: Derek Price
 - b. VICE CHAIR: Justin Shea
 - c. TREASURER: Jon Otto Blum
 - d. ACTING GENERAL MANAGER: Vincent Pao-Borjigin
2. Pursant to Utah Code §17B-1-635, the Board authorizes the Office Manager, under the direction and supervision of the Service Area Clerk, to prepare checks for signature after determining that the claim was properly authorized in accordance with applicable laws and Service regulations.
3. Pursant to Utah Code §17B-1-635, the Board authorizes the Treasurer and the Acting General Manager/Operations Manager to sign each Service Area check. If the Treasurer and/or the General Manager are unavailable, the Chair and Vice Chair are authorized to sign checks in their absence. Any person signing a Service Area check shall ensure that a sufficient amount is on deposit in the appropriate bank account to honor the check.
4. The following individuals are hereby appointed to act on behalf of the Service Area regarding any and all actions with the Office of the State Treasurer that pertain to the Service Area’s PTIF accounts:

- a. CHAIR: Derek Price
 - b. TREASURER: Jon Otto Blum
 - c. ACTING GENERAL MANAGER: Vincent Pao-Borjigin
5. Any and all prior authorizations given to persons other than those named in this resolution to act as account signers on Service Area accounts with US Bank or any other bank are hereby revoked.

ADOPTED AND APPROVED by majority vote at a duly called meeting of the Board of Trustees of Summit County Service Area #3 on this 24th day of February, 2026.

SUMMIT COUNTY SERVICE AREA NO. 3

Derek Price, Chair
Board of Trustees

ATTEST:

David Olson, Board Clerk

VOTING

Trustee Blum voting _____

Trustee Gleich voting _____

Trustee Olson voting _____

Trustee Price voting _____

Trustee Shea voting _____

Trustee Taix voting _____

Trustee Witkin voting _____



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Water, Roads & Trails

2/17/2026

To: Summit County Service Area #3 (SCSA#3) Board

From: Gary Horton, SE (SCSA #3 Road Engineer)

Subject: SCSA #3 – Draft Roadway Improvements Proposal

Based on the yearly Roadway Evaluation Criteria (REC) evaluated by METHODS Consulting (MC), available funding, and project opportunities by other agencies below are the proposed improvements for the 2026 calendar year to be considered by the SCSA#3 Board. The available funding and proposed improvements for this year will focus on two separate categories.

- ♦ Roadway Maintenance – Estimated 2026 budget of \$150K (+/-)
- ♦ Roadway CIP – Estimated 2026 budget of \$100K (+/-) (funds not spent in 2025)

Roadway Maintenance

Every year Summit County completes a pavement preservation project for various roadways throughout the County with various preservation methods. Where possible we have piggybacked Summit County's project with maintenance needs for the Service Area. Our working relationship facilitates this coordination, and it saves money for the Service Area on engineering while providing the opportunity to hire a quality contractor.

This year Summit County is going to perform Crack Sealing (Type II), Slurry Seal, and Microsurfacing. They will be advertising the project by the end of February. For 2026 it is recommended that the following paved roads receive a crack seal for preservation.

- Earl Street
- N Greenfield Dr
- Valley Dr
- Wasatch Way
- Wasatch Lane
- Westwood Rd

Crack sealing helps keep stormwater shedding on the surface and not deteriorating the subsurface. Because it is the second year of crack sealing on the Service Area roadways the cost to crack seal is difficult to estimate but it is anticipated around \$20K to \$25K.

MC has also requested Summit County to provide two days of asphalt overlay on the following streets. Estimated cost for the overlay will be around \$60K to \$70K

1. Silver Creek Road in various locations
2. Westwood
3. Parkway

MC has also worked with Summit County to obtain one day of chip sealing. The County will be in the area chip sealing the roadways that were built a couple of years ago (lower Silver Creek and Mammoth Dr). MC would recommend that we follow the County's direction and Microsurface and Chip Seal Silver Creek Road and potentially other streets depending on what Summit County's production rates can provide. Estimated cost for the Microsurface and chip sealing will be around \$35K to \$45K.

MC would also recommend with the remaining funds to piggyback the Summit County project and slurry seal additional roadways where rotomill tailings have been placed, shaped, and compacted but may not be holding up due to wear and tear. This encompasses many of the roadways within the service area. This effort would include requiring the contractor to reshape an area of tailings and then place a slurry seal. The list of roadways where this could be applied include but will be finalized after snowplowing is completed for the winter.

- Crescent Dr North and South
- Pace Road
- Highfield Road
- Oakridge Road North and South
- Redden Road
- Aspen Lane
- Cottonwood Trail

Estimated cost for the Microsurface and chip seal will be around \$100K to \$110K.



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Closed Session



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Adjournment

Next meeting is Tuesday, March 17, 2026