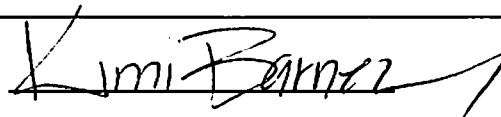


Municipal Services District (MSD): MSD Board of Trustees Agenda Item Request Form

Date Received (office use)	
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Date of Request	5/3/2016
Requesting Staff Member	Kimi Barnett
Requested Council Date	May 10, 2016
Topic/Discussion Title	Mandatory training for all MSD Board of Trustees members
Description	All local district trustees, including County Council members acting as trustees of the MSD, are expected to complete statutorily required training within one year after taking office. The Office of the Utah State Auditor has a series of online training courses designed for local and special service district board members. These courses are intended to provide a high-level introduction to some basic concepts related to local government finance and administration in Utah. Completion of these courses satisfies the mandatory training requirement for board members.
Requested Action¹	Informational
Presenter(s)	Kimi Barnett
Time Needed²	5 minutes
Time Sensitive³	Yes
Specific Time(s)⁴	
Contact Name & Phone	Kimi 8-7007
Please attach the supporting documentation you plan to provide for the packets to this form. While not ideal, if supporting documents are not yet ready, you can still submit them by 10 am the Friday morning prior to the COW agenda. Items without documentation may be taken off for consideration at that COW meeting.	

MSD General Manager approval:



¹ What you will ask the MSD Board of Trustees to do (e.g., discussion only, appropriate money, adopt policy/ordinance) – in specific terms.

² Assumed to be 10 minutes unless otherwise specified.

³ Urgency that the topic to scheduled on the requested date.

⁴ If important to schedule at a specific time, list a few preferred times.