

**LAKE ROCKPORT ESTATES PROPERTY OWNERS ASSOCIATION, INC.
100 ROCKPORT BOULEVARD, COALVILLE, UTAH 84017**

**MINUTES FOR THE MONTHLY BOARD MEETING
WEDNESDAY, November 16th, 2023
PARK CITY COMMUNITY CHURCH, PARK CITY, UTAH**

The meeting of the Lake Rockport Estates Property Owners Association Board of Trustees was called to order Wednesday, November 16th 2023 at 6:36 p.m

In Attendance: Nachi Fairbanks, Alan Lindsley, Gregory Warner, Doug Barrus, Sarah Strader and Jeremy Boeckmann

October Minutes

October minutes are pending approval, not enough members of the board had a chance to review before the meeting. Nachi stated that she had corrections that will be reviewed at the next meeting.

Nachi passed around a spreadsheet of meeting minutes that need to be posted on the Lake Rockport website and what minutes are ready to post.

The board discussed the backlog of minutes that need to be transcribed from meeting recordings.

Financials

The board decided to hold off on approving financials until all accounts are fully reconciled.

The board discussed PMSI taking over paying invoices. There was concern raised about the timeline of PMSI paying vendors and work being delayed. The board discussed handling paying vendors for the meantime.

Liens

There was an issue with some wrongful lien filings. There was at least one reported lien that was filed after payment was received due to a communication issue. The issue has since been resolved. No other issues with liens have been reported from transition. Sarah and Doug stated they would look into which liens need to be followed up on.

Invoicing issues

Inaccurate invoices were sent out to the community by PMSI for November dues. Due dates were incorrectly listed as November first, when they are actually due January 1st. There was also a discrepancy where all owners were charged water fees regardless of having a water connection or not. Nachi asked why itemized charges are no longer showing on the home screen in Appfolio, as they were initially showing and now the charges are not itemized. Sarah will follow up with PMSI to see what we can do about itemized invoices.

Water Invoicing

Water invoicing was supposed to be going out with November dues, but they did not. Sarah will follow up with PMSI.

Service Area 5

A committee met to discuss invoice for Service Area 5, total amount that was invoiced was less than expected. The board discussed whether or not they should submit another invoice to claim the remaining money from the county, or whether they should let the amount roll into the new year.

Reserve Analysis Report

Most recent reserve fund analysis was performed in 2016. Another reserve analysis will need to be performed. The board discussed getting a new reserve fund analysis performed.

Insurance

The board discussed an upcoming insurance renewal. The board discussed uploading the certificate of insurance to Appfolio.

Board Member Assignments

Nachi proposed including Jeremy as a voting board member, it was previously decided he would be asked on to the board as a non voting member in the previous board meeting. With Craig Day's departure, there is now an open seat on the board. Motion was put forward to include Jeremy as a voting board member until June, board voted unanimously to approve.

The board discussed the possibility of having a 7th member voted onto the board. The board decided to reach out to Steve for a decision on whether he wants to be part of the board. The board is requesting an answer in time for the meeting next month.

Committees

The board discussed the architectural committee, it was previously thought that 5 members were needed on the committee, Nachi states that governing documents state that 3 members is acceptable. A motion was made to confirm Nachi, Jeremy and Doug as the existing architectural committee members, motion passed unanimously.

Nachi stated that the trail committee has not been formalized. The board discussed that insurance needs to be finalized before the trail committee can be formalized.

Sarah has created a CC&R committee, the members of the committee are Sarah Strader, Kevin Grogan, Wendee Aguilar, Kitty Berry and Sandi McKenna. Nachi made a motion to approve members of the CC&R committee, motion passed unanimously. The board discussed sending a survey out to the community regarding CC&R updates.

Appfolio

Nachi discussed having Dallin go over Appfolio with the board during next month's meeting.

Well Update

The engineer working on the well project no longer works for Jones & Demille. Greg let the new engineer know that they need to have regular meetings to provide updates. Right now they are working on building design, Greg is working with the engineers. As of today there is not a timeline for when construction will be complete. Drilling is on schedule to be completed by April. Greg stated that they need to get copies of all of the checks paid to Jones & Demille for the past 3 years.

Aqua Management

Sarah has reached out to aqua management regarding winter water, they said they would perform testing but will not coordinate with the state. Aqua Management stated they would perform testing 3 times a week, Alan stated that testing only needs to be performed once a month. Water would only need to be tested 3 times a week if a chlorination system is used. The board decided to get a revised estimate before a decision is made on contracting Aqua Management.

Winter Water

The board stated that winter water will not be available next year. Jeremy will draft a message to the community and have it sent to Dallin to distribute via email. The board discussed their policy of only providing winter water to members of the HOA that have a \$0 balance on their dues. The board discussed allowing some exceptions on a case-by-case basis.

Architectural Review

Lot 217: final review of project, all good except for culvert that was installed. Culvert went beyond the property line and is too small. There is also an issue with the culvert running over a power line that was previously installed.

Lot 91: Original submitted plans have been revised multiple times. Newly submitted plan includes a 2 car garage. There is concern regarding the setback and height on the submitted structure plan. There is concern over building materials that have been sitting on site since 2020.

Lot 129: The board looked at the driveway, and the contractor stated that they should not be encroaching on neighboring land and that they only need to improve the existing driveway. The owner may be purchasing the neighboring lot, which would eliminate the encroachment concern.

Water Leak

There was a recent water meter leak on Hollow, it ran for several days before it was noticed. An owner wrote to the board stating that the water leak damaged some of his property and requested the HOA assist in repairs. The water leak was due to a vehicle hitting a fire hydrant, it is unknown who hit the hydrant, but it is assumed that it was a trailer due to the size of the tire tracks that were left. The board stated they would inspect the damage and revisit.

Closing Costs on Lots

There were multiple homes that were sold that some of the closing costs around water fees were not collected due to the transition to PMSI. Alan requested a list of homes that were sold around the time of the transition to follow up on any missed closing costs. Alan stated he would follow up with Dallin on these missed charges.

The meeting of the Lake Rockport Estate Property Owners Association adjourned at 10:13 PM.

Submitted by: Property Management Systems, Inc.