

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

**MINUTES FOR THE MONTHLY BOARD MEETING
WEDNESDAY, OCTOBER 4th, 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, October 4th, 2023 at 6:34 p.m

In Attendance: Nachi Fairbanks, Craig Day, Sarah Strader, Gregory Warner, Alan Lindsley, Doug Barrus and Dallin Ames from Property Management Systems Inc. Board member Steven Sady was absent from the meeting.

Board Meeting Minutes

The board reviewed meeting minutes from September, approved with corrections to be made by Dallin.

Financials

Dallin Ames went over the monthly financials with the board. Wells Fargo accounts have not been tracked on previous financial statements, but account information has been tracked and will reflect on future reports.

The board discussed liens that have been placed on several properties. It was discussed that the board is going to handle the lien releases of several properties that are currently pending, and the board would like PMSI to handle liens moving forward.

Mountain Management

It was discussed that Alan is looking to retire his mountain management company soon. It was asked if Alan would be willing to take on an apprentice for mountain management. Alan stated that the biggest issue would be water management, but he is not certain that the HOA would need another mountain manager if there are enough volunteers that will commit to working on items around the mountain. He stated that the role has changed so much throughout the years and a lot of the responsibilities are no longer needed.

Water Management

Greg is working with Aqua Management to take over water responsibilities for the HOA. Board representatives will perform a walk through with the vendor before they are contracted. The board currently has rough figures for an estimate, but no official cost has been provided. Nachi proposed that any charges from Aqua Management need to be factored into future budget and rolled into water dues to the community.

Winter Water

Alan asked if the HOA is providing winter water this year. Alan stated that Aqua Management will do it as long as the board gives permission, as liability would still be on the board. Winter water is not supplied by HOA, water is seasonal. Alan said that water that is provided for winter water is maintained in the tank for fire protection. When it is to the point that it needs to be drained, the water needs to be eliminated. They either dump it out on the ground, or allow owners to buy it. This was approved on the condition that the water is regularly tested, which Alan has done for previous years.

Craig asked if this is something that Aqua Management can handle, Greg and Alan say no. It is assumed that they will not manage it as there will be liability involved. If that is the case, the fire protection tank would need to be emptied as there is no fire prevention in the winter.

Nachi stated that she would send info to Dallin for a mass email to owners regarding winter water.

Previous HOA Meeting Minutes

The board discussed getting caught up on previous meeting minutes. PMSI charges a \$150 flat rate for previously transcribed minutes. The board decided they would like 2 previous meeting's minutes transcribed per month, Dallin stated he would look into the possibility of getting this done. The board asked if minutes could be separated into public and executive minutes, Nachi stated she would send a template of executive minutes. Dallin stated he would reach out to board earlier with minutes to see what needs to be included in executive summary. The board stated they would like to prioritize the latest meeting minutes over the oldest.

Committee Reports

Craig stated that as the HOA grows, they would need to create more committees.

Trail Committee - No updates as to the progress of this project. The board states they need to formalize who is heading that committee. So far one person has committed, and committees need to have at least two members. Greg says that their insurance broker has received a couple of rejections from insurance companies as it is difficult to insure as they can't guarantee that only Rockport owners will be using the trails. This opens liability to the HOA. Alan said that underwriters have said that they won't be able to make any improvements to the trail. Volunteers would need to cut down and work on the trail. The board discussed including information on the trail committee in the Winter Newsletters.

Architectural Committee - Per CC&Rs, the architectural committee needs five members, it was discussed that this contradicts the bylaws. Steve and Nachi are currently on the architectural committee.

Mountain Management Committee: This committee may be involved with aqua management for general mountain management items like the ones that Alan takes care of.

Board Members

It was discussed that Jeremy Boeckmann would be taking over Steve's position. He would not be replacing Steve, the board would be adding Jeremy with voting presence. The board was under the impression that Steve was not returning during last meeting. Board discussed the possibility of having Jeremy join meetings without the power to vote on motions. The board will invite Jeremy to the next meeting. Someone from the board will reach out to Steve to see if he is interested in still being a part of the board.

A motion was made to invite Jeremy Boeckmann to meetings without voting power. Motion was approved unanimously. Craig said he would be reaching out to Jeremy.

Water

Sarah brought up that a special meeting for water use was promised in the annual meeting, and this has not occurred yet. It was discovered that a special meeting is not needed for water use. The board discussed putting information out in the newsletter or on the website/Facebook page.

Well Project Update

The board has received three rejections with letters. Greg heard back that denials are good, but require a review. Greg believes that drilling could start as soon as this winter, pending any issues with the review.

Board Member Responsibilities

Craig brought up compensation for work done by the board for the HOA. Nachi said that as long as the board knows ahead of time and approves any charges, this will not be a problem.

Nachi discussed that somebody should be designated to be over communication on the mountain, as there are a lot of emails that come in regularly. It was discussed that maybe Jeremy could handle the email.

Gate

The last update the board received on the gate was that the vendor could not figure out what electrical issue was at the gate. The board stated that mice have chewed through wires and they have been unable to fix. The vendor has not returned the calls of the board. The board has already had 7-8 companies check into this issue with no success. Alan said that new power line will need to be run to the gate, and the gate needs to have a mechanism replaced. The board fears they may perform costly repairs [REDACTED]

Greg proposed that he would look into the cost of getting the gate fixed without replacing the system, providing a rough estimate of \$3,000. The board made a motion to approve a \$5,000 budget for getting the gate repaired. The motion was approved unanimously by the board.

Architectural

Lot 129 - Nachi had a question about the driveway encroaching on the neighbors property. A map that has been provided looks like it will intrude on the neighbor's property. If the driveway does encroach on neighboring land, they will need to provide easement before approval. Nachi sent the owner an email about the property line issue. There were concerns discussed that the map provided by the surveyor is not accurately reflecting the property lines. The board decided they would perform a site visit.

Lot 178 - Proposing putting a driveway. Nothing currently in architectural review, this just needs to be in compliance with the county. Nachi passed around a survey and the proposed construction plan. No current red flags for this proposed driveway as no home is currently on the lot. This will be recognized as an access road until a house is built on the lot, then it would need to comply with county regulations. Needs 18" culvert with appropriate drainage. Motion to approve, approved unanimously by the board.

Miscellaneous

Website: Craig stated that he would be willing to create a website of the HOA, but doesn't know how to include the Facebook page into the new website.

Appfolio: It was discussed that eventually the HOA would like to incorporate the Shared Documents section in Appfolio to share minutes, architectural documents, etc.

The meeting of the Lake Rockport Estate Property Owners Association adjourned at 9:45 PM.

Submitted by: Property Management Systems, Inc.