

**SUMMIT COUNTY SERVICE AREA 5
BOARD MEETING
ZOOM CONFERENCE
November 19, 2020**

**Approved
November 17, 2021
as written**

Board Members:

Nachi Fairbanks, Lot 308, Lake Rockport Estates
Alan Lindsley, Lot 136, Lake Rockport Estates
Jessica Taylor, Lot 284, Lake Rockport Estates - Joined the meeting late.
Ed Wyckoff, Lot 54, Rockport Ranches
Lesli Gomez, Lot 53, Rockport Ranches

Attending

Secretary: Carol Steedman, KGC Associates

Guests: Beverly Uipi, LR-3-218-A
Lucas Indelicato, RR-A-66
Steve Deverall, LR-1-63

Location: This Meeting was conducted virtually.

Nachi Fairbanks called the meeting to order at 6:40 p.m. and welcomed the new Board members. Ms. Fairbanks stated that any guest wishing to make a comment should raise their hand on Zoom and she would unmute them to speak. Another option is to type their question or comment to Ms. Fairbanks.

For the benefit of the Guests, Ms. Fairbanks stated that Service Area 5 is a Board that represents Lake Rockport Estates and Rockport Ranches. Service Area 5 was set up by Summit County. The County collects tax money from all the properties within both Associations and the SA5 Board reviews the use and distribution of those funds. Ms. Fairbanks outlined the process the Board goes through each year to make sure the funds were used appropriately for infrastructure type improvements. Ms. Fairbanks pointed out that Rockport Ranches primarily use their funds for roads. Lake Rockport Estates use the funds for roads and water.

A summary of topics discussed is detailed below.

1. Board Training Certification

- a) Nachi referred to the Little Manual that they all have to read when they first join the Board.
- b) Jessica and Lesli did the certification last year. Ms. Fairbanks recalled doing hers the year before that. She was unsure about the rest of the Board members.
- c) Carol stated that she, Alan, and Ed need to do the certification within

the next year because that will be their fourth year.

d) Carol stated that any Board member whose term is expiring should notify Summit County if they are interested in being appointed again.

e) Terms for Alan Lindsley and Ed Wyckoff expire in 2021. Carol noted that she is the Budget Officer, and she is subject to the same four-year term.

f) Carol is contracted with SA5 rather than appointed, but she still needs to certify with the State of Utah.

g) Carol pointed to a new certification requirement that everyone is required to do every year. She encouraged the Board to complete it before the end of this year. Carol provided the State link for the test.

2. Approval of Minutes – November 21, 2019

MOTION: Nachi Fairbanks moved to approve the Minutes of November 21, 2019 as written. Lesli Gomez seconded the motion.

VOTE: The motion passed unanimously. Jessica Taylor was not present for the vote.

3. Current Financial Report

a) Carol reviewed the Revenues and Expenses. The Board received \$66,000 this year. Rockport Ranches had already spent \$14,000 that was approved and paid a few months ago.

b) Carol noted that the Board could move to Ratify their approval of the pre-payment as well as the increase.

c) After the \$14,000 prepayment, the General Fund remaining balance was \$52,000.

d) Carol explained that Income In/Expenses Out does not always reflect the amount they have in the bank.

e) Carol reported that the bank balance was currently at \$76,000.

f) Carol stated that the Fund Account Balance is the most important because they file this figure with the State. The next sheet showed the distributions.

g) Carol reviewed the Comparison Years. She noted that it started with 2004 but she does not show every year. She only goes back a few years so the Board can see a comparison of the last three years.

h) The income is strictly the taxes collected throughout the year and actually received by Summit County. Carol noted that this year they

actually received \$72,000. The \$76,000 in the bank account means there was money left in the bank account and rolled over this year.

i) Carol reported that the one expense was to Rockport Ranches so they could pay their contractors to work on their roads through the season, leaving the available total balance of \$57,000.

j) Carol noted that in 2004 the percentage was 32% and it has dwindled over the years. The split is now more in line with where they were in 2017.

k) Rockport Ranches is now higher assessed due to building on the Ranches, as opposed to Lake Rockport Estates.

l) Nachi pointed to the 78/22 split last year and asked if the split for this year should be 77/23. Carol answered yes. She receives a sheet every year from the County Assessor that gives the breakdown of taxable units.

m) Carol reported that Lake Rockport Estates has \$45,000 available and Rockport Ranches has \$30,000 available. She noted that everything rolled from the previous years, minus whatever was paid out, results in the new balance.

n) A Fund Balance is a rolling balance, and the General Fund will always hold minimal funding.

o) Starting next year, Rockport Ranches will start out with \$14,000 because they ran out of season before spending it. Lake Rockport Estates will start out with \$476.63.

p) Carol noted that the 2021 budget will remain the same. They have \$8,000 more in the 2020 Revenue because more people paid in. There were no changes to the assessment or taxes levied.

MOTION: Nachi Fairbanks moved to approve the Financials as presented and to approve the 2021 Budget. Ed Wyckoff seconded the motion.

VOTE: The motion passed unanimously.

4. Assessor Valuation

a) Carol reported that the assessor valuation is what determines the split of 77% for Lake Rockport Estates and 23% for Rockport Ranches. It is based on assessed values.

5. Distribution and Unpaid Bills

a) Carol reported that Rockport Ranches submitted a bill for \$2,029.66 which included Crandall's Crushing, Wasatch Back Grading, and

associated detail of bills that were attached.

b) Carol reported that Lake Rockport Estates submitted a bill for \$79,159.20; however, the collection for taxes would only allow \$45,000 to be paid out.

c) Carol noted that the Board is supposed to leave 10% in the account, however, since Lake Rockport Estates had sufficient funds to cover their expense, they decided to take the maximum of \$45,000 and leave a few hundred dollars in the account.

d) Nachi outlined the expenses included in the invoices they submitted totaling \$79,159.20. She noted that the invoice was more than what they would actually draw from Service Area 5, but they wanted to show the need for the funding and make sure to meet the maximum they could draw upon.

e) Nachi referred to the annual invoice from KGC Associates in the amount of \$695.08 which included Carol's services, a P.O. box for correspondence, miscellaneous supplies, and a small amount for mileage.

MOTION: Ed Wyckoff moved to pay the bill from KGC Associates in the amount of \$695.08 for Carol's services this past year, and to approve the distribution of \$45,000 Lake Rockport Estates and the distribution of \$2,029.60 to Rockport Ranches based on the discussion this evening and *the* records presented. Jessica Taylor seconded the motion.

VOTE: The motion passed unanimously.

6. Ratification

a) Nachi requested a Board vote to memorialize the vote that was done earlier this year in July when Rockport Ranches requested an early disbursement of \$14,036.14, and to increase the Rockport Ranches budget to \$29,000.

MOTION: Nachi Fairbanks moved to Ratify the motion that the Board approved in July of 2020 to reimburse Rockport Ranches \$14,026.14 and to increase the Rockport Ranches budget by \$11,000 from \$18,000 to \$29,000. Lesli Gomez seconded the motion.

VOTE: The motion passed unanimously.

The meeting adjourned at 7:35 p.m.