

Approved  
November 20, 2024  
as written

**SUMMIT COUNTY SERVICE AREA 5  
BOARD MEETING**

**November 15, 2023**

Board Members:

Nachi Fairbanks, Lot 308, Lake Rockport Estates  
Alan Lindsley, Lot 136, Lake Rockport Estates  
Lesli Gomez, Lot 53, Rockport Ranches

Attending  
Secretary: Carol Steedman, KGC Associates

Guest: Doug Barrus, LRE Lot 188

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Nachi Fairbanks called the meeting to order at 6:43 p.m.

A summary of topics discussed is detailed below.

**1. Approval of Minutes – November 16, 2022**

- a) Alan noted that he had not attended the November 16, 2022 meeting and could not vote on the Minutes. Therefore, they did not have a quorum to vote on the Minutes.
- b) Alan suggested that Carol send the Minutes to the Board members who were absent this evening since at least one was present in 2022 and could vote.
- c) Carol would send the Minutes to all the other Board members and the Board could vote electronically to approve the Minutes once everyone has read them.
- d) Nachi postponed approval of the Minutes until they had a quorum of Board members who had attended the meeting last year.

**2. Board Training Certification**

- a) Carol was unsure whether Jackie had done her training.
- b) Nachi recalled that an annual board member training was required.
- c) Carol explained that the link to the annual training was included in the Little Manual.
- d) Alan asked if the Little Manual has ever changed. Carol answered yes. There was a new PDF download as of May 2023.

- e) The Little Manual certification training is required every four years, and Board Member training is required annually.
- f) Carol will send everyone the manual found online at Utah.gov. The Board Member would click on the search bar and put in 'local district', that will take them to the training section.

### **3. Financial Report**

- a) Carol reported that the taxable valuation split was no longer at 20.2% and 79.8%. The percentages were now 74% and 26%.
- b) She noted that Rockport Ranches owners increased in part-time resident valuations and Lake Rockport owners increased in full-time resident valuation.
- c) Alan noted that there may be four or five Rockport Ranches lots were annexed into Promontory and SA5 would lose the funding from those individual lots.
- d) Lesli understood that Summit County only allows a certain percentage of lots to be annexed. If Promontory purchases additional lots, they cannot take that land out of Rockport Ranches and add it to Promontory.
- e) Nachi clarified that LRE has more full-time residents and they were being property taxed at 40%. Rockport Ranches have more part-time residents but because those homes are second homes, they are at the 100% valuation.
- f) Carol stated that the valuations for Rockport Ranches was \$20 million and LRE was \$77 million.
- g) Carol stated that the bank balance was current on the financials.
- h) Carol presented the Bank Statements to the Board members to add their oversight validating the current bank balances shown on the financial report.
- i) Carol noted that the bills were included in the packet. She only put the top page of LRE because there were multiple pages. However, she printed out everything for Rockport Ranches for the record.
- j) Carol pointed out that all the checks needed to be written by December 31<sup>st</sup>.
- k) Carol reported that Rockport Ranches only had three bills. One was from Tyson for grading and two were from Wasatch Back grading. Rockport Ranches was still trying to save money for major work in the B lots.
- l) Carol explained her reporting per State of Utah requirements. She shows what tax revenue was collected in 2022 and paid in 2022, but the money was spent in the following year 2023.
- m) Rockport Ranches still had \$47,000 saved. Lesli stated that they tried to spend more of the money, but the materials were unavailable to do the

work.

- n) Alan thought the money should be spent and he asked how Rockport Ranches was able to build up a balance. Carol explained that each entity has two years before they must spend the funds, but Rockport Ranches has spent enough of the funds each year to stay compliant.
- o) The Board discussed writing checks for expenses.
- p) Additional invoices need to be received by December 1<sup>st</sup> so the Board can vote to approve by email. The checks must be written and cashed in December.
- q) Carol stated that because of the increases in assessed values, she thought it was safe to go with a \$65,000 budget in new revenue for 2023.
- r) Carol pointed out that Summit County increased all the levies and also increased all the assessed values from 30% to 40%.
- s) Carol thought a \$65,000 budget would help LRE with the well payments.
- t) Alan stated that it was important to make sure LRE was not double dipping from SA5 and from their Federal Loan.
- u) LRE set their budget at \$65,000. Rockport Ranches budget was set at \$35,000.

MOTION: Nachi moved to approve the 2024 Budget of \$65,000 for Lake Rockport Estates and \$35,000 for Rockport Ranches. Leslie Gomez seconded the motion.

VOTE: The motion passed unanimously.

MOTION: Nachi moved to approve the distribution of \$56,664.60 for Lake Rockport Estates, approve \$9,418.19 for Rockport Ranches, and approve the invoice from KGC Associates. Leslie Gomez seconded the motion.

VOTE: the motion passed unanimously.

- v) Alan noted that KGC Associates will submit a fourth quarter invoice in January 2024. There could possibly be additional submittals from Lake Rockport around December 1<sup>st</sup> so the submittals can be approved via email and paid prior to December 31<sup>st</sup>.

#### **4. Miscellaneous Business**

- a) Carol reported that the State of Utah has a new Transparency Program and a certification form for Nachi to fill out acknowledging that they have reviewed the financials and understand reporting process. Carol summarized the bank

statements as part of the transparency requirement.

b) Carol reviewed the documents with Nachi and the Board.

c) Alan suggested that in the future Carol provide the information to Nachi so she can review it before the meeting.

d) Doug Barrus asked where he could find how much he pays for SA5. Alan told him to look at his property tax statement.

e) Alan explained the process for SA5 money funding and how the split works for the distribution between Lake Rockport Estates and Rockport Ranches. Alan clarified that SA5 money can only be used for roads and water.

The meeting adjourned at 7:53 p.m.