

MINUTES

Rafter J Ranch Annual Homeowner's Association Meeting

**August 22, 2006; 7:00 p.m.
Jackson Hole Christian Center
Jackson, Wyoming**

I. Call to Order

Parliamentarian Paul D'Amours called the meeting to order at 7:10 p.m.

Directors/Officers/Staff present:

Chuck Rhea	President
Kip MacMillan	Vice President
Vernon Martin	Secretary
Jim Huspek	Treasurer
Cheryl Fischer	Office Manager
Chuck McCleary	Maintenance
Paul D'Amours	Parliamentarian

Quorum: Vernon Martin reported that a quorum was present.

II. Minutes:

Minutes from the 2005 Annual Homeowner's Meeting were distributed to all attendees prior to the Call to Order. Minutes were approved without dissent or amendment.

III. President's Address – Chuck Rhea:

Chuck thanked everyone for attending the meeting and introduced the other directors.

Chuck then reminded everyone that there are two organizations that are involved with Rafter J: the HOA and the ISD. He introduced the ISD Directors. He also introduced Cheryl Fischer and Chuck McCleary.

He then reviewed some items that were mentioned in the Spring Letter:

The Infrastructure Improvement Project,
House and fence painting,

Trash containers need to be covered,
Pets,
Vehicle parking, and
Vehicle speed.

The Design Committee is looking for two new members. Chuck described the responsibilities of the Design Committee and asked anyone interested to contact the office.

Chuck described a proposal by Lower Valley Power and Light for an easement to place a gas line that enters the Rafter J boundary at the southern edge. The line would be tapped into the existing gas distribution system and would provide an alternate path of gas supply to the subdivision.

There has been a development application made for the use of the Corral and Stables Lot. The development has been approved by the Board subject to limitations and conditions that have been established by the Board. He described the basic difficulties of developing this lot as well as the Public Facilities Lot due to the wording in the CC&Rs.

IV. Improvement and Service District – Jim Huspek:

Jim reported that there are three major projects:

- The Infrastructure Improvement Project to replace some water and sewer lines. He stated that he hoped it would be bid in September with work to begin in the winter. This includes installation of water meters and backflow preventers. The ISD intends to bill for water usage once the meters are in place with the understanding that there would be commensurate reduction in HOA fees.
- A new well. The intergovernmental agreement included drilling a new well but it produced a lot of sand. Additional money has been granted by the state but the paperwork had not yet been received. He hopes to begin work this fall.
- New water storage tank. Bids were received this summer that were well in excess of the money available from the state. The ISD has notified the state that an additional request for funds will be made.

Jim stated that the ISD is separate from the HOA and has different responsibilities. It needs to establish its own revenue source(s) to cover the cost of these responsibilities. At present, the ISD charges the HOA for all the water usage and the HOA recovers this cost through the HOA member fees.

Jim responded to a question regarding the time a homeowner would have to pay if their service line needed repair or replacement. Jim responded that the member would have a choice to make a contract with the contractor the ISD was using or to use another of their choosing. He suspected that the contractor's terms would probably be net 30 days.

In response to a question as to how long it takes to go through 200,000 gallons of water, Jim reported that the water usage varies but has been as high as 1,000,000 gallons in one day.

V. Financial Report/Budget – Jim Huspek, Treasurer:

Copies of the budget were provided to all present. Jim briefly reviewed each item on the budget. He specifically mentioned the boundary fence as being done in annual stages. He mentioned that the expenses have been less than expected in the budget, in large part, through the efforts of the employees.

As part of the transfer of ownership of the infrastructure to the ISD, the Replacement Fund was also transferred to the ISD.

Someone questioned the disparity between the actual and budgeted salaries as well as the increase. Jim said that IRAs and HRAs were established for the employees. Also, the budget has to be “padded” to account for the potential of overtime.

Someone questioned the health insurance amount and what that covered. Jim responded that it covered Cheryl as an individual and Chuck as a family. He stated that we have shopped around for insurance and what we have is the least expensive and the addition of the HRA allows us to increase the deductible on the health plan and further lower, or at least stabilize, the premium.

A discussion of how the ISD should collect the money it needs to cover its cost of operating the water system: billing or via the property tax bill.

VI. Old Business:

None

VII. New Business:

Election:

Vernon Martin explained the voting process. The director election is covered strictly by written ballot. Proxies are intended only for those who are not able to attend to handle issues that may arise at the meeting. With regard to those issues, the colored card identifies who is able to vote.

Candidates:

Vernon Martin described his reasons for running for a two-year term.

Jason Wells introduced himself and presented his reasons for running for a three-year term.

Kathleen Martin introduced herself and presented her reasons for running for a three-year term.

VIII. Other Business:

None

IX. Question and Answer Period:

Someone questioned the condition of the playground equipment and whether the HOA has adequate insurance coverage for the equipment. Chuck Rhea agreed to discuss it at the next Board meeting.

Who has the responsibility to inform renters of the HOA CC&Rs and Rules? Chuck Rhea stated that the Board expected the homeowner to convey this information although it could be delegated to a property manager. In addition, the office will provide this information if the need is known. Chuck McCleary also provides notices of violation such as on improperly parked cars. Finally, the office will draft a letter to the owner if a written complaint is filed. Chuck Rhea stated that the CC&Rs provide a basis to legally challenge behavior; it gives that basis to every HOA member as well as the Board.

Someone raised the issue of the vehicle speed in Rafter J and the number of unleashed dogs. Kip MacMillan reported that a study done in the past in Rafter J found that most vehicles actually travel the speed limit. He also said that the Sheriff will not enforce the speed limits in Rafter J. He did say that he continues to try to get the radar-operated sign but that it is not functional. Another person asked for a speed bump to be installed on Big Trail Drive near Walden Pond. Chuck Rhea responded that it is the Board's opinion that the speed bumps do not work and are very unlikely to be installed. Vernon responded that the problem with the speed bumps is that they penalized everyone while only affecting the vehicle speed within about 50 yards of the speed bump. At 40 mph, the bump was hardly felt, whereas 25 mph was about the worst speed to go over one. In addition, the deceleration before and subsequent acceleration after the speed bump was a cost to everyone in the fuel needed.

The issue of the chain-link fence desired by someone was raised, but no-one knew anything about this.

Another questioned who paid for resurfacing the bike paths. Vernon stated that the county paid for it and it was actually just a re-oiling.

Someone asked about the cost of water metering and related it to what happened when the trash pickup was changed to the owner's responsibility with no associated reduction of HOA member fees. Jim responded that the expectation is that there would be a reduction but he could not speak for future boards.

What is the cap on the Emergency Funds? Jim responded that the Emergency Fund is simply excess cash that is in a money market account rather than the normal checking account. Historically, it came from when the HOA was trying to create a fund to handle emergency situations. Jim stated that the Board decides each year what that fund should contain. There has never been a definitive goal set for it. Chuck stated that he has always been surprised at how fast the expenses can pile up at times when unexpected things arise. He stated that the Board has driven to build reserves because it's a whole lot better to have reserve funds rather than to have little to no reserve.

The chip seal is a concern for children on bikes, etc. Jim said that the roads and pathways are cleared every spring of sand that has been placed on it over the winter. Matt Ostdiek stated that the county had originally done the road chip sealing.

Mutt mitt stations were requested. Kip responded that one station has been installed as a demonstration project and it was unknown how successful it has been. He also stated that

the associated trash can has been removed because of the noxious fumes in handling it. It was stated that the Board was split on the effectiveness of mutt mitt stations.

Enforcement of Covenants process—how is the process described the previous annual meeting working? Chuck Rhea says that, while not perfect, is generally working.

Would it be within Chuck McCleary's duties to post notices on improperly parked vehicles? Chuck responded that such is the current practice. Vernon also stated that he has been instructed to take a picture of what he finds for history.

Is there a place to find what damage may be done to a person's yard to deal with sewer line problems? Jim said there are maps in the office that provide some of that. Water meters would be installed in the crawl spaces during the Infrastructure Improvement Project.

- X. **Adjournment:** The meeting was adjourned by the Parliamentarian after it was determined there were no further questions from the floor.