

RAFTER J RANCH ANNUAL HOMEOWNER'S ASSOCIATION MEETING MINUTES

APPROVED

September 2, 2008, at 7:00 p.m.

River Crossing (formerly Jackson Hole Christian Center)

Directors/Staff/Parliamentarian present:

Directors: Vernon Martin, Kip MacMillan, Joe Greene, Jason Wells, and Paul Boillot

Staff: Chuck McCleary and Cheryl Fischer

Parliamentarian: Paul D'Amours, Rafter J Attorney

Call to Order: Paul D'Amours, Parliamentarian, called the meeting to order at 7:17 p.m.

Quorum: Joe Greene, Secretary, reported that a quorum was present.

Minutes (August 21, 2007): Bob Henderson moved to approve the August 2007 Annual minutes. Phyllis Greene seconded the motion. It passed unanimously.

President's Address:

Kip MacMillan introduced the Board members and staff and thanked them for the work they do for Rafter J. He stated that Rafter J is doing well and summarized the following issues.

- **Budget FY 2008-2009:** Kip reported that the FY 2008-2009 budget will be presented later in the meeting and noted that costs are increasing.
- **Fines policy:** Kip stated that we have lacked a process for enforcing Rafter J rules. Thus, this year the HOA Board implemented a new rule which specifies a clearly defined set of warnings and fines for rules violations. Ultimately, however, enforcement of rules depends on the residents. A complete listing of Rafter J CCR's, Bylaws, and rules are available on our website (RafterJ.org) under Homeowner's Association Governing Documents.
- **Standards of Conduct and Ethical Behavior:** The Board approved a Standards of Conduct and Ethical Behavior form for all Directors, Committee Members, and Employees of Rafter J to sign prior to carrying out their responsibilities under the Rafter J Covenants, Bylaws and Rules.
- **Playground equipment:** Kip reported that the Rafter J playground equipment will be removed since it was found to be unsafe. The Board is looking to purchase new equipment as well as to improve the parks and common area.
- **Rafter J website:** The Rafter J website contains up-to-date information for Rafter J.
- **Office hours:** Kip mentioned that the Rafter J office is closed on Wednesdays.
- **Public Facility Lot 331:** Teton County bought the Public Facility Lot 331 and has proposed a Day Care Center for the property. Kip stated that there are many concerns regarding the proposal, but the Day Care Center is an acceptable usage under the Rafter J Covenants for the Public Facility lot.

Kip thanked the residents for their support and asked them for their input on Rafter J issues.

Day Care Facility Presentation:

Jan Friedlund, Teton County Administrator, summarized the history of the proposed Rafter J day care facility, one of four future facility projects in Teton County.

Planning for new day care centers was initiated by the city and county in 2003 and a childcare assessment was completed in 2005. In 2006, the Specific Purpose Excise Tax (SPET) ballot passed, approving \$6M for a daycare center and the county received an additional State Lands and Investment Board (SLIB) grant of \$3M. The Community Children's Project and the Learning Center merged in 2007 to become the Children's Learning Center (CLC). In 2007/2008, Teton County purchased the Public Facility Lot 331 in Rafter J and selected Ward and Blake and DW Arthur as the architects for the project.

Jan reported that the planned CLC building is phase A of a potential two-part project in Rafter J. The county commissioners conditionally approved a 12,000 square foot building to accommodate the Children's Learning Center and staff. The anticipated ground breaking is October 2008 with an opening in September 2009. The second of the four child care projects is at St. John's Medical Center. It is scheduled to be developed in 2009/2010 as a 10,000 square foot facility. The third project is the Mercill site with the Teton County Housing Authority in 2010/2011 and the fourth is Rafter J Phase "B" in 2011/2012.

Much of the discussion and questioning by Rafter J residents centered on increased traffic and enhanced danger to both residents and visitors. An individual asked if a traffic light will be installed at the intersection of highway 89 and Big Trails. WYDOT has said no. Another resident pointed out that the county's own study shows a large increase in traffic at that intersection with delays in exiting Rafter J doubling immediately and increasing by an additional factor of 2.5 within five years. The study does not account for winter driving conditions. Other comments noted that the intersection is already dangerous and the CLC will just add to the problem. Several residents opined that the Rafter J Public Facilities lot is the wrong site for the CLC which should be established elsewhere. There was additional discussion concerning the size of the staff, whether Rafter J Children would have first priority, and whether Rafter J HOA could grant easement to the county across common area. Following discussion, it was noted that the CLC plans had to be approved by the Rafter J Design Committee.

Financial Report:

Jason Wells reported on the Rafter J revenues and expenditures for FY 07/08. He noted that the income line item of \$490-500k was within 4% of the budget, while the operating expenditures were within 3% of the proposed 07/08 budget. Jason said that the ISD Contribution line item of \$270k will be eliminated when the ISD becomes self-funded as the water meters come on line. He also stated that the \$36k line item under Capital Expenditures was for the purchase of a front end loader using funds from our reserves. The initial reserve for FY 07/08 was \$380k, while the year end cash reserve was \$390k.

A homeowner asked about the "change in accruals" line item. Jason responded that it is merely a required adjustment in accounting procedure with no net cash flow.

Jason stated that the budget for the FY 08/09 is based upon projected increases of 5% for most income and operating expense line items. However, the ISD fee will remain constant at \$270k. The projected income for the budget year is approximately \$490k. The proposed Capital Expenditures include fencing the remaining area of Rafter J, purchasing a new sand spreader, and leasing a copier. The projected end-of-year cash balance is \$383k.

Old Business:

There was no old business.

New Business:

- **Election:** Vernon Martin explained the voting process. He stated that the director election and approval of the Bylaw revisions are by written ballot.
- **Proposed Bylaw(s) revisions:** Vernon explained the proposed Bylaw revisions. The changes included eliminating the parliamentary position at the annual meeting, advertisement of notices in the local newspaper, updating the Bylaw wording describing the storage area, allowing e-mail ballots on urgent issues, and specifying nomination procedures, Director's duties, assessments, and formation of an Advisory Committee.

Comments from the floor:

A homeowner noted now that the Public Facility lot was sold, we still have the Corral and Stable lot. He felt we should purchase it to prevent the sale of that lot.

A homeowner suggested that next year we should send an e-mail to everyone notifying them of the Annual Meeting as well posting signs in the postal buildings.

Another homeowner suggested that residents should have received e-mails concerning the Child Care Center. Vernon noted that the information was posted on the Rafter J website. Andy Schwartz, Teton County Commissioner said that there has been no building permit issued yet, but commissioners have granted conditional approval with 16 issues left to be resolved.

An individual commented that the Child Care Center is an appropriate use of the land, but it is too large.

Another individual asked if the county could help with the speed in Rafter J. Andy Schwartz, Teton County Commissioner, stated that the Rafter J roads are private.

A resident stated that she supports the day care center. She also thanked the HOA Board. She further stated as a townhome resident, she objects to paying the full HOA monthly fee when the HOA doesn't plow her road.

Improvement and Service District (ISD):

Jim Huspek, President of the Improvement and Service District (ISD), and Matt Ostdiek, Engineer with Rendezvous Engineering, summarized progress on the following infrastructure issues.

- New water tank: The ISD received \$800k funding from the Wyoming Water Development Commission, Teton County, and Rafter J. The project came in under the budget and should be finished in about a month.
- New well: The present Rafter J wells, 100/200 ft deep, have problems due to too much fine sand. Thus, the ISD drilled a new well to about 250 feet hoping for coarser gravel, but still found unconsolidated sand. Thus, the ISD will drill deeper.
- Infrastructure Project: Another facet of the infrastructure project includes replacing corroded galvanized steel water lines with PVC. This project will require digging up the streets to replace the lines as well as fixing leaky sewer lines. It was noted that the homeowner's responsibility is from the curb stop to the home. The project is complex and includes ten separate contracts. There was \$3.2M available, but the present bids are for \$7.4M. Matt reported that the ISD has negotiated the bid price down to \$6M and has applied for grants from Teton County and the State Lands and Investment Board (SLIB) for underfunded capital projects. The latter was not approved, but the ISD is submitting another application to SLIB.

Westwood Curtis was the successful infrastructure bidder and is scheduled to complete the first half of the infrastructure project this winter/spring.

Water meters were purchased by Rafter J, and installed by Plumbing Anytime. The Metron meters chosen are more accurate than competitors and they are compatible with our present billing software. However, some were found to be noisy. The manufacturer checked some of the noisy meters and found they were associated with high use at the upper end of the meter's capability. One option to reduce noise is to add a flexible coupling between the meter and the house, another is to purchase a meter with a larger flow tube.

A homeowner asked when the ISD will start charging for water. Jim replied that a decision had not been yet as issues are still being resolved.

Adjournment: The meeting was adjourned at 9:38 p.m.