

RAFTER J RANCH HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING MINUTES—APPROVED
September 30, 2008, at 7:00 p.m.
Rafter J Office

In Attendance:

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

Staff: Cheryl Fischer

Homeowners: Jim Huspek, Janet Zipter, Bobbie Dailey, Brian Remlinger, Angela Duplantis, Wayne Flittner, Larry Kummer, Terry and Carolyn McClellan

Design Review Committee: Phyllis Greene, Robert "Buster" Taylor, and Chris Moulder

Others: Kasey Mateosky; Scott Shepherd; Keith Gingery, Teton County Attorney; and Paul D'Amours, Rafter J Attorney

President's Report: Vernon Martin, Vice President, called the meeting to order at 7:04 p.m.

Election Results: Vernon Martin, Vice President, read the Director Election results. There were 101 ballots received, three rejected, and 98 counted.

<u>3-year Board position:</u>	91 votes for Vernon Martin
<u>2-year Board position:</u>	93 votes for Kip MacMillan; (1 write-in for Joe Greene)
<u>By-Law Revisions:</u>	85 votes to accept

Vernon reported that since the number of verified ballots constituted a quorum, and since the majority of votes received favored the incumbent candidates and the By-Law Revisions, the incumbents were elected and the By-Law Revisions were accepted.

Election of Officers: Vernon asked for nomination of HOA officers. Following discussion, Paul moved to retain the current officer's positions. Jason seconded the motion. It passed unanimously. The 2008/2009 officers are: Kip MacMillan, President; Vernon Martin, Vice President; Joe Greene, Secretary; Jason Wells, Treasurer; and Paul Boillot, Director.

Minutes (July 29, 2008 and August 26, 2008): Joe moved to accept the July and August Board of Directors Meeting minutes. Paul seconded the motion. It passed unanimously.

Financial Report: Jason presented the August 2008 Financial Report and discussed the expense line items. Vernon reported that the cash flow form is different this month because he rearranged line item categories to be consistent with required tax accounting categories and adjusted the budget numbers accordingly. Following discussion, Joe moved to accept the Financial Report. Paul seconded the motion. It passed unanimously.

Pathway easements: The Board discussed the pathways ownership and maintenance. This was prompted by the receipt of an invoice for pathway sweeping, a maintenance activity for which the county pathways organization should be responsible. It was noted that some pathway easements have not been resolved, and therefore not recorded with the county. In addition, the description of the pathway easement along Tensleep Drive has to be rewritten and there may be other issues. Following further discussion, Vernon asked Paul D'Amours, Rafter J Attorney, to contact the county to resolve all remaining pathway easement issues.

Maintenance Report:

- Playground equipment: Vernon reported that he and Chuck M. had taken down the second playground set at the park on Tensleep Drive.
- Water heater: Vernon noted that the water heater in the office was replaced with an on-demand, tankless, electric heater.

Improvement and Service District (ISD) Issues:

- New tank: Jim Huspek reported that the new water tank bid specifications call for an exterior covering with tar-like material, but application of the covering is stalled since the tank still has small leaks. Associated Brigham Contractors (ABC) will epoxy the leaks.
- New well: Jim stated that the previous well was drilled to 248 ft, but there was still too much fine sand. Thomas Drilling used a mud drilling technique; at 500 ft. they hit a thin layer of gravel and at about 530 ft. found a thick layer of gravel. Jim stated within the next week or so, the ISD will receive a water quality report to determine if the well meets our requirements. Unfortunately, the state money for this project is depleted, so the ISD may owe up to \$100,000.

- Infrastructure improvement project: Jim reported that Westwood Curtis Construction is trucking in material for the infrastructure project and storing it at the leach field area west of Flat Creek. The county, under the Consensus Block Grant Funding, contributed \$700,000 toward the project's funding shortfall of \$2,800,000; thus, the ISD is again applying to the state under the Mineral Royalty Grant Funding for additional funds. The ISD has committed to match the county's \$700,000 and is therefore, asking the state for \$1,400,000. We will find out on October 9th if the state approves the funding.

Homeowner and Resident Issues and Concerns:

- Rafter J wetland pond: Brian Remlinger provided the Board with a historic overview and a proposed restoration plan for the Rafter J wetland pond (also known as the mitigation pond). Brian stated that he has professional experience in wetland production and restoration. He discussed the existing conditions of Rafter J's wetlands and possible consequences if no action is taken on the ponds. Brian's report and proposed restoration suggestions are attached. He will volunteer to follow-up by researching options for project funding. The Board expressed their support and appreciation for his efforts.
- Dogs: Brian Remlinger expressed concern regarding dogs running free and asked about the Rafter J policy on the issue. Vernon reported that problems with nuisance dogs are handled by the Teton County Animal Control. HOA personnel are neither trained nor equipped to handle dogs. Nonetheless, Rafter J can fine the owners if they are identified. Brian agreed to provide information to the Office regarding the owners of nuisance dogs.
- Daycare Center: Brian Remlinger expressed support for the County Daycare Center, but is concerned about the traffic issue.
- Tract 3A: Kasey Mateosky and Scott Shepherd, applicants for Tract 3A development, addressed the Board regarding options for the 76 acres on the east side Highway 89. Vernon suggested a land swap, moving the Rafter J storage area to the north, allowing development of the existing storage area.

Kasey reported that they plan to develop approximately four acres either as a Neighborhood Conservation Planned Unit Development (NC-PUD) or they may build four home sites without a variance. The business park options would consist of about seven lots and the remaining 72 acres would be given to Rafter J. Phyllis Greene asked about the type of businesses. The developers replied that they would be small businesses: plumbers, electricians, etc. It was also noted that the total footprint of the seven buildings would be 70,000 sq ft., with employee housing on site, which could provide 280 jobs.

Kasey commented that moving the Rafter J storage area to the north of the existing spot would lower it and they would hide it from view using a berm. It was noted that the Rafter J storage area is already zoned commercial and the applicants could rezone the area for a business park. There was discussion as to the number of storage area lots that would be available in the new location. There are currently 125 storage area lots and the developers propose to design the new area with 150 spaces. Chris Moulder, Architect on the Design Review Committee, suggested that the developers provide a layout of the proposed designs for the Design Review Committee and HOA Board to review.

- Public Facility Lot 331: Keith Gingery, Teton County Attorney, addressed the Board regarding the possibility of two easements for use of 1) the driveway between Big Trail Drive and Phil Wilson's property and 2) a short section of the Rafter J common area between Phil Wilson's property and the Public Facility Lot. The county also requests a variance from the 20-ft. building height restriction stated in the HOA CC&Rs. Following discussion, the Board suggested that the county appear before the Design Review Committee meeting scheduled for Tuesday, October 2nd. Gingery agreed, but noted that if the Design Review Committee does not approve, the county will appeal to the Board at their October 28, 2008 meeting.

Wayne Flittner stated that Steve Chichinsky has volunteered to provide information regarding modeling of the traffic safety issue.

Discussion Items:

- Correspondence report: The correspondence report was distributed for the Board to review.
- Standards of Conduct and Ethical Behavior: Vernon reported that the revised copy of the Standards of Conduct and Ethical Behavior was ready for Board members', Committee members', and employees' signatures.
- Rules for a swimming pool: Paul reported that he is working on a rule for swimming pools and will provide a copy to the Rafter J Design Review Committee to review.

- Playground equipment: Paul reported that he is also working on a survey for Rafter J playground equipment. Vernon mentioned that Cheryl called our insurance company and asked them to have our insurance adjusted since we do not presently have playground equipment.
- Homeowner gravel pad area: Jason reported cost estimates for the removal of the gravel pad area in front of lot 042 and replacement with top soil and seed. Vernon will contact the homeowners and determine what they want to do regarding the graveled area.
- HOA Directors and Officers liability insurance: Jason reported that he sent a copy of the current director and officer's liability insurance coverage, together with a quote from another company, to an expert for review.
- Rafter J Rules: Vernon presented his proposed changes to the existing Rafter J Rules together with a new rule stating that the CC&R requirement for trash compactors in Rafter J has not been enforced for some time and will no longer be enforced. Vernon explained that the intent of the new rule is to officially document the policy regarding trash compactors until a formal revision to the CC&Rs can be made. Following discussion, Paul suggested that we table the proposed changes to the Rafter J Rules until the October meeting and have Cheryl e-mail the rules to Board members.
- Yard maintenance to road edge: Vernon addressed the Board regarding individuals maintaining their yard to the road edge, especially the far side of the pathway. Following discussion, the Board agreed to send a letter to homeowners reminding them of the CC&R requirements.
- Board meeting dates: The Board will review the proposed meeting dates for January through June 2009 and approve the dates at the October meeting.

Adjourn to Executive Session: The Board agreed to adjourn to executive session at 10:00 pm and reconvened at 10:30 pm.

Discussion Items (continued):

- Wells Fargo information: Vernon reported that the Rafter J Office received information that Wells Fargo has purchased Jackson State Bank and Trust.
- Floodplain Information: Vernon reported that he had spoken to Mary Shouf of the Teton County Planning and Development Department and the county has completed their floodplain study. Mary stated that the floodplain area revision process is not yet at a point that people need to purchase additional insurance, but she will notify residents when an informational meeting is scheduled by Teton County.
- Rafter J map and enclosed bulletin board: Vernon reported that Rich Greenwood of Greenwood Mapping has been contacted to design a Rafter J map to be placed in an enclosed bulletin board outside the office. The bulletin board has been received, but we are still waiting for the posts.
- Office closure: Vernon stated that Cheryl wants to close the office for one to two weeks in order to finish some office work. The Board agreed to the closure.

Adjournment: Jason moved for adjournment. Paul seconded the motion. It passed unanimously. The meeting adjourned at 10:56 pm.

Rafter J Wetland

Historical Review and Proposed Restoration

September 30, 2008

Prepared by Brian Remlinger

Regulatory Permit History

- *USEPA* - Wetland constructed in 1993 as regulatory enforcement action for Walden Pond, Phase B wetland fill of road. Letter dated May 2003 and signed by John Brink released the monitoring requirements of the enforcement project.
- *Army Corps of Engineers*- General Permit for wetland enhancements/creation
- *State Engineer* – Water Rights, Reservoir and Wetland Supply Ditch Permits
- *Teton County* - Grading permits as required in 1993
- *Ownership* - Wetland transferred to Rafter J HOA in 2001 or 2002

Intended Conditions

- Passive broad crested weir at inlet (Flat Creek) and outlet (Wilson Ditch)
- Water levels in wetland were to fluctuate with flows in Flat Creek
- Shallow emergent vegetation zones 1-2' deep and submerged vegetation zones 4' deep
- 3 islands
- Focus on waterfowl and wading birds habitat.

Existing Conditions

- Inlet structure has been filled in, outlet is small “high elevation” culvert to Wilson Ditch
- Stagnant, shallow water at surface from groundwater and/or creek/ditch seepage
- Weedy, undesirable species invading: cattails, thistle, knapweed, mosquitoes
- Reduced potential for waterfowl and wading birds

Implications for No Action

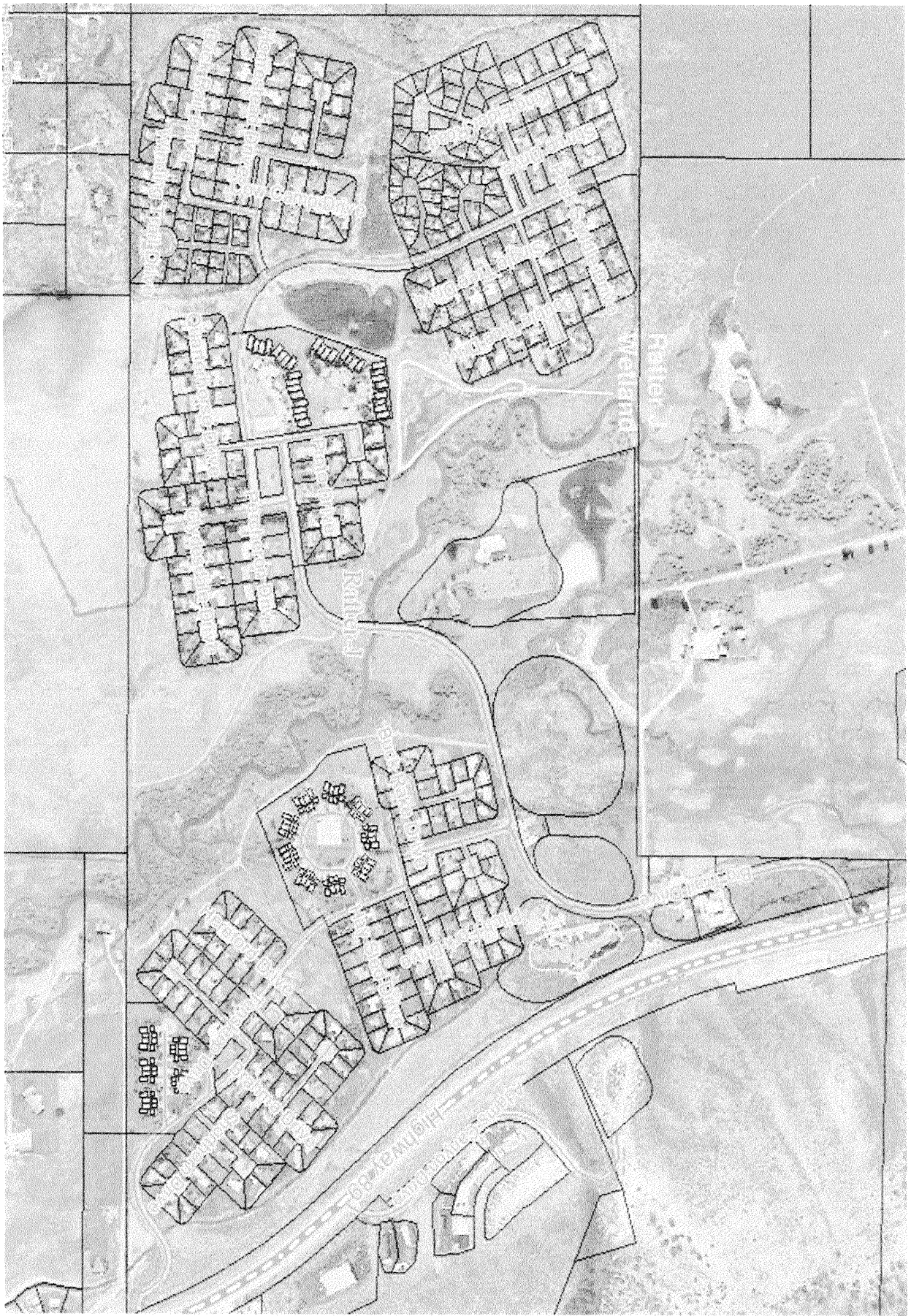
- Continued ideal conditions cattail and mosquito infestation
- Potential regulatory enforcement actions by *USEPA*
- Aesthetic and habitat values diminished

Proposed Restoration/Maintenance

- Install water control structures at inlet and outlet
- Cattail and weedy species removal and control
- Revegetation & reestablishment of desired plant species as needed
- Develop long term operation & maintenance plan
- New enhancements and/or maintenance will not require permits through the Army Corps, but may require water use/control permits from State Engineer and Wilson Ditch users/owner.
- Funding sources: Teton Conservation District, WY Wetland Society, JH Duck Unlimited, 1% for the Tetons, Volunteer In-Kind, Rafter J HOA Common Area General Funds

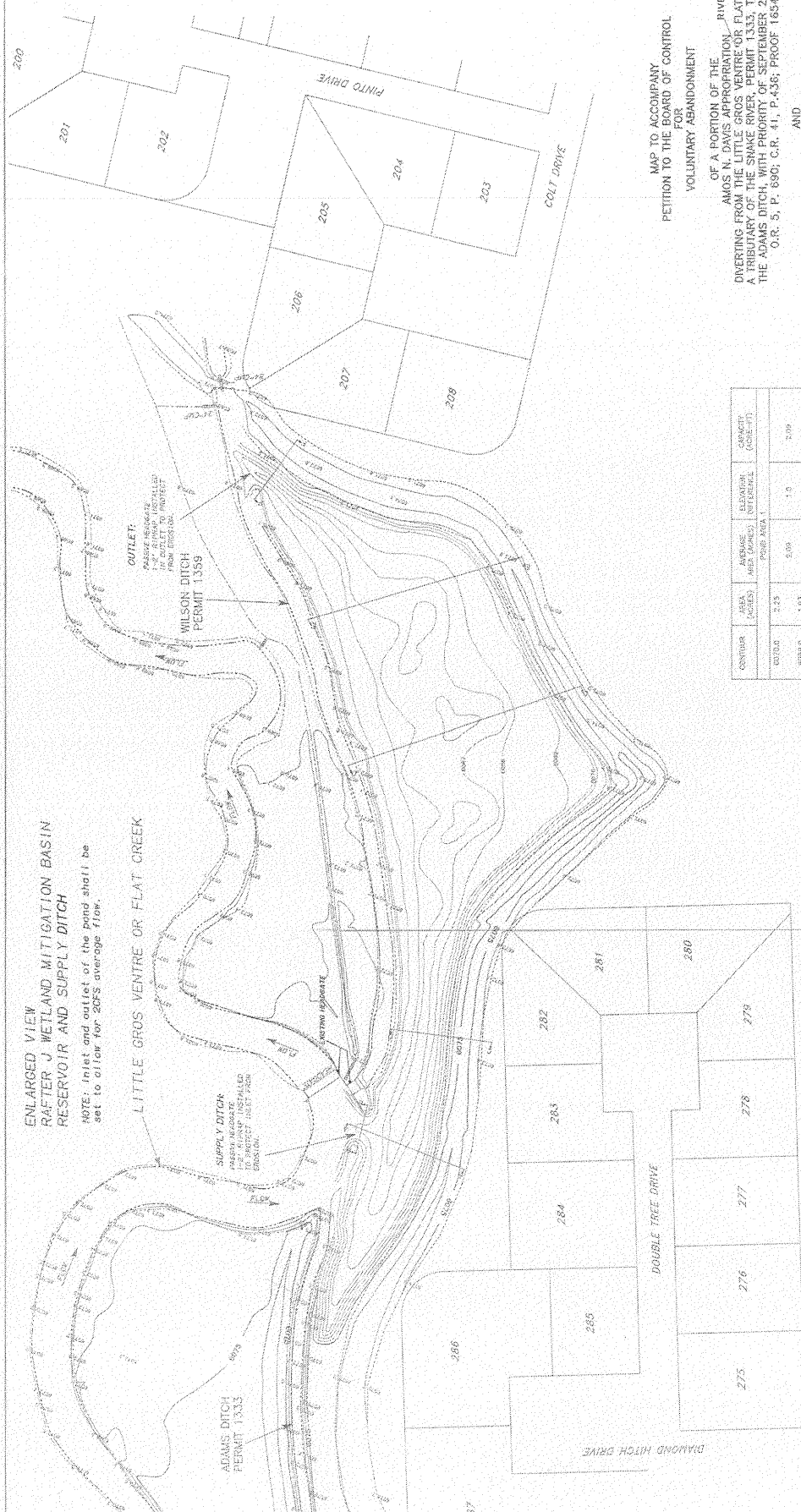
Attached Exhibits

1. Wetland location map with 2007 aerial image
2. State Engineer Permit Map – Intended design and elevation
3. 2008 photos



**ENLARGED VIEW
RAFTER J WETLAND MITIGATION BASIN
RESERVOIR AND SUPPLY DITCH**

NOTE: Inlet and outlet of the pond shall be set to allow for 20% average flow.



POND CAPACITY TABLE

COURSE	AREA (ACRES)	AVERAGE DEPTH (FEET)	ELEVATION DIFFERENTIAL	CAPACITY (ACRE-FT)
1	2.25	2.00	1.0	209
2	1.83	1.48	1.5	148
3	1.55	1.31	1.0	155
4	0.54	0.17	0.5	54
5	0.20	0.17	0.5	20
TOTAL AVAILABLE CAPACITY				586

WATER WILL BE DIVERTED FROM THE CHANNEL OF THE LITTLE GROS VENTRE RIVER OR FLAT CREEK FOR RESERVOIR SUPPLY AND FLOW INTO THE RAFTER J WETLANDS. WATER OVERFLOWING THE RESERVOIR WILL BE DISCHARGED INTO THE WILSON DITCH BY MEANS OF THE RESERVOIR OUTLET. THE FLOW IN THE WILSON DITCH WILL REMAIN CONSTANT THROUGHOUT THE YEAR. THE DISCHARGE POINT OF THE WILSON DITCH ON THE LITTLE GROS VENTRE OR FLAT CREEK.

WATER USED IN DESIGN OF WETLANDS WILL BE DISCHARGED. THEREFORE, THE WATER USE WILL BE NON-CONSUMPTIVE.

ALL LANDS AFFECTED BY THE DIVERSION ARE OWNED BY THE APPLICANT.



MAP TO ACCOMPANY
PETITION TO THE BOARD OF CONTROL
VOLUNTARY ABANDONMENT

OF A PORTION OF THE
AMOS N. DAVIS APPROPRIATION RIVER
DIVERTING FROM THE LITTLE GROS VENTRE OR FLAT CREEK,
A TRIBUTARY OF THE SNAKE RIVER, PERMIT 1333, THROUGH
THE ADAMS DITCH, WITH PRIORITY OF SEPTEMBER 24, 1936
O.R. 5, P. 690; C.R. 41, P. 436; PROOF 16348

AND

A PORTION OF THE
JAMES BOYLE AND EVA BOYLE APPROPRIATION
DIVERTING FROM THE GROS VENTRE RIVER,
A TRIBUTARY OF THE SNAKE RIVER, PERMIT 1333, THROUGH
THE ADAMS DITCH, WITH PRIORITY OF SEPTEMBER 24, 1936,
O.R. 5, P. 690; C.R. 41, P. 436; PROOF 16348
AND
SOUTH PARK SUPPLY DITCH WITH PRIORITY
OF JANUARY 22, 1932, O.R. 12, P. 467; C.R. 62, P. 412;
PROOF 24953

AND

APPLICATIONS FOR
RAFTER J WETLANDS SUPPLY DITCH
AND
RAFTER J WETLANDS RESERVOIR

APPLICANT AND PETITIONER
RAFTER J BUNCH PARTNERSHIP
JACKSON, WYOMING
83001

Sheet 2 of 3

Prepared by J. Bunch
Partnership, Jackson, Wyo.

P.O. Box 1142 Jackson, Wyoming 83001 307-733-1150

JORGENSEN ENGINEERING AND LAND SURVEYING, P.C.

DATE: 10/15/2014 10:51 AM
PROJECT: 14-001

File: J-2 31465_10a30 Res

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Looking east at wetland from top of dike.



Looking west at wetland from top of dike.



Looking south at wetland design inlet area. Wilson Ditch headgates shown.



Looking southeast at wetland outlet culvert.



Looking south at wetland bench with native bulrush.



Looking southeast at cattails, open/shallow water and islands.



Native bulrush



Native Sedges



Native willow with sedges



Invasive Canada thistle



Invasive cattail and stagnant water.



Invasive cattail (spring).