

RAFTER J RANCH HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING MINUTES—APPROVED
November 2, 2010, at 7:00 p.m.
Rafter J Office

In Attendance:

Directors: Vernon Martin, Kip MacMillan, Joe Greene, Brian Remlinger, and Paul Boillot

Staff: Chuck McCleary and Cheryl Fischer

Homeowners: Chris Moulder

Others: Ilene Zwerin and Reed Armijo, Engineer with Jorgensen Associates

President's Report: Kip MacMillan, President, called the meeting to order at 7:04 p.m.

Minutes (September 28, 2010): Paul moved to approve the September HOA minutes. Brian seconded the motion. It passed unanimously.

Financial Report: Brian presented the September 2010 Financial Report including the following total amounts: Revenue, \$12,120; Operating Expenses, \$19,986; and Net Operating Income, (\$7,866). Brian noted that the Professional line item amount was higher than usual due to legal fees. He also reported the amounts in the Rafter J bank accounts: Checking (Wells Fargo), \$356,459; Money Market Fund (Wells Fargo), \$18,771; Money Market Fund (Bank of Jackson Hole), \$200,597; Petty Cash, \$717; and the Wells Fargo Weekend Sweep, \$0. The total amount in the Ending Cash Balance (sum of Checking, Money Market Funds, Petty Cash, and the Weekend Sweep) is \$576,544. Joe moved to approve the September, 2010 Financial Report. Paul seconded the motion. It passed unanimously.

Maintenance Report:

- **Culvert:** Chuck M. reported that the culvert was fixed at Homestead and Big Trail Drive.
- **Mutt-mitt station:** Chuck M. stated that a mutt-mitt station was placed at Bunk House Drive and Barb Wire.

Improvement and Service District (ISD) Issues:

- **Lower Valley Energy:** Chuck M. reported that Lower Valley Energy called last week and wanted to bore under Big Trail Drive to run a three-phase line. Chuck M. advised them to use the conduits that were already in place; digging under the road is unnecessary. There are currently two available conduits and he asked Lower Valley Energy to draw the conduits on their map for future reference.
- **As-builts:** Chuck M. mentioned that Rafter J needs to have a map showing all as-builts for the water and sewer systems, including conduits, etc., throughout the Rafter J subdivision. He stated that we have been waiting two years for the documentation.
- **Pump house:** Chuck M. noted that he has been receiving a few false alarms at the pump house and has requested a bid to install software to forward the information directly to his home computer and allow him to communicate from there, when necessary, with the pump house.
- **Equipment:** Chuck M. stated that the loader is serviced and the plow truck is ready.

Design Review Committee Report:

- **River Crossing:** Chris Moulder reported that the Design Review Committee met earlier tonight to review the River Crossing project. They discussed potential issues, the lack of complete information, and the height, scope, and scale of the project. Chris stated that the committee will meet later in the month with River Crossing representatives to discuss their concerns and then will meet with the HOA. Cheryl will give the Design Review Committee a copy of our legal appeal with the county.
- **Tract 2A:** The Board and Chris discussed the proposed sidewalk position for Tract 2A. Chris stated that the Tract 2A plans show the present sidewalk placement in the best position. He does not favor moving the sidewalk to the corner of Tensleep and Big Trail Drive.

Homeowners' and Resident Issues and Concerns:

- **Tract 3A:** Reed Armijo, Engineer with Jorgensen Associates, spoke with the Board regarding a new approach to access Tract 3A area. Reed provided background information and stated that Too Buds is proposing to develop three single-family residential lots. They are requesting a road easement on the northeast side of the Rafter J storage lot.

Reed stated that Too Buds is now proposing ingress directly from the highway to west of the storage lot. The steepness of the slope meets the fire code without having to build retainer walls. However, it requires that they grade to the west and through part of our storage area to establish a 20 ft road. The Board expressed concerns that the grading may affect the stability of the storage area. It was also noted that the new road will have a section as steep as that of the Porter Estate.

There was discussion regarding an easement under the Rafter J storage area for an underground water line from the Rafter J storage tank.

Chris Moulder asked about the effect of the new road on the structural stability of the storage parking area which stores cars/trucks, etc. This is especially of concern during seismic events and following heavy rains. The Board asked whether Too Buds would provide an insurance guarantee to cover slope stability and possible slides. Another issue of concern is the question of who is responsible for maintaining the new road.

Reed summarized that Too Buds wants to trade two storage lot "encroachment" areas plus a narrow strip south of the lot for a temporary grading permit, a permanent change in the slope, and a water line easement. It was noted that the Design Review Committee will first have to consider the proposed project. Moreover, the HOA Board has legal opinion that the "encroachment" areas already belong to Rafter J.

Discussion Items:

- Correspondence:

Weed spraying: The Board reviewed a letter from an individual regarding weed spraying in Rafter J this year.

Signs: The Board reviewed a letter from a resident regarding the approval of a sign on a commercial building. It was noted that the Design Review Committee is presently working on establishing rules for sign display.

- Lower Valley Energy Patronage Capital Certificate: The Board discussed redeeming the current value of the 2009 Patronage Capital Allocation Certificate, but agreed to leave the money in the Lower Valley Energy account.
- Children's Learning Center invitation: The Board received an invitation from the Children's Learning Center inviting the residents of Rafter J to an open house on Wednesday, December 15, 2010, at 3105 Big Trail Drive, from 4:30-6:30 p.m. Paul suggested that we place a notice of the open house on the Rafter J website, in the postal sheds, and send a copy of the notice to residents via e-mail.
- Rafter J street signs: Brian reported that he had met with the Design Review Committee (DRC) regarding a proposal for new the Rafter J street signs. They suggested the possibility of placing signs between two posts versus each sign sticking out from one post. The DRC felt that the present sign design was generic and already used in other subdivisions. They requested to see other possible designs. The Board discussed the option of keeping the present Rafter J sign style and replacing them with cedar or plastic which looks like wood. Brian agreed to look into other options for replacing the Rafter J signs.
- Pond permits: There is still no progress from Matt Ostdiek of Rendezvous Engineering regarding the pond permits. Kip agreed to contact Matt.
- Mowing Rafter J common areas: Brian asked the Board to consider whether we should mow the Rafter J common areas this fall. He felt it is too late in the year. Following discussion, Brian moved to have Chuck M. mow the Rafter J common areas annually beginning in 2011 and to add a budget line to cover tractor rental. Joe seconded the motion. It passed unanimously.
- Wilson ditch owners: The Rafter J Office has not received reimbursement from the other Wilson ditch owners (Melody Ranch, Flat Creek Fishing Club, Polo Ranches, and Canadian Springs) to cover their portion of the ditch repair. The Board discussed taking them to small claims court to recover expenses.
- Covenant enforcement signs: It was noted that the Design Review Committee has been asked to consider rules for the type, size, placement position, number, and time period for displaying signs in Rafter J.
- Postal building: Cheryl reported that the postal building on the south end of Tensleep Drive has been vandalized by kids who broke off the parcel locker keys. Kip suggested that we put a notice on the Rafter J website.
- Board meeting dates: The Board reviewed possible November and December meeting dates and agreed on Tuesday, November 30, and December, 21, 2010.

Adjournment: Paul moved for adjournment and Brian seconded the motion. It passed unanimously. The meeting adjourned at 8:57 p.m.