

RAFTER J RANCH HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING MINUTES—APPROVED
December 21, 2010, at 7:00 p.m.
Rafter J Office

In Attendance:

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

Staff: Cheryl Fischer

Homeowners: Phyllis Greene

Others: Reed Armijo, Engineer with Jorgensen Associates, PC and Matt Ostdiek, Engineer with Rendezvous Engineering

President's Report: Kip MacMillan, President, called the meeting to order at 7:17 p.m.

Financial Report: Brian presented the November 2010 Financial Report including the following total amounts: Revenue, \$7144; Operating Expense, \$12,700; and the Net Operating Income, (\$5,556). The amounts in the Rafter J bank accounts are: Checking, \$341,490 (Wells Fargo); Money Market Fund (Wells Fargo), \$18,776; Money Market Fund (Bank of Jackson Hole), \$200,979; Petty Cash, \$754; 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 \$561,999. Vernon moved to approve the November, 2010, Financial Report. Paul seconded the motion. It passed unanimously.

Maintenance Report and Improvement and Service District (ISD) Issues:

- **Snow removal:** There were compliments noted from homeowners to Chuck M. for snow removal.
- **Sewer lift stations:** Vernon Martin reported that Delcon finished installing reverse switches in the sewer lift stations. There are presently some problems with sewer lift three.
- **Joint Powers Loan:** Vernon stated that the Joint Powers 6% loan for road surfacing has been paid in full. The remaining loans are being paid via annual payments.

Design Review Committee Report: Phyllis Greene of the Design Review Committee gave an update on the review of the access proposal for Tract 3A. She stated the committee's concerns with the road include maintenance, liability, and slope erosion.

Homeowner' and Resident Issues and Concerns:

- **Tract 3A:** Reed Armijo, Engineer with Jorgensen Associates, mentioned that he had attended the board meeting in November regarding the access proposal for Tract 3A and presented drawings to the Design Review Committee. Chris Moulder of the DRC had also attended the November meeting. Reed summarized the proposal and presented new drawings.

The present proposal for accessing Tract 3A involves using the existing access at Adams Gulch from US 26, 89. The driveway would require (quoting from Armijo's letter): "grading of the cut slope of 5 to 20 feet into Lot 335 at a 1.5:1 slope for approximately 230 ft along the property line." The total area of Lot 335 impacted by the grading is 2,620 square feet. This requires a construction and maintenance grading easement. Paul asked if the south area would be available to Rafter J if the gulch is filled in by county. That area is about 12,605 square feet.

The water line to serve the three lots was originally proposed to be routed through Lot 335, which would require easements; the new main would be installed through Tract 3A property.

There was discussion as to whether the three lots would form their own homeowners association, within Rafter J, for maintenance of the road and waterline. It was noted that each lot would have its own septic tank and the houses would be approximately 4,000 square ft each. An issue mentioned by Vern concerns placement of water meters.

Armijo said that Lower Valley Energy has agreed that the power lines can be moved to allow the graded driveway, but revegetation would be required.

Following discussion, Paul asked to see a draft of the permanent easement and have our attorney review it. Paul then asked what would happen if Rafter J does not agree to a construction easement. Reed replied that they would move the road east, but then the slope would be 1.7:1 and would require a retaining wall. Reed asked the Board if they wanted a permanent or a

maintenance easement. The Board stated they wanted a permanent easement for Rafter J and a maintenance easement for Too Buds pending the ISD and Too Buds agreement. Brian also noted that reclamation, e.g. 75% coverage in three years, be part of the agreement. It would require both Design Review Committee and HOA approval. The Board said that they approve the conceptual design pending final details. Kip asked Reed about the time frame for the housing construction. Reed replied that he did not know.

- Pond permits: Matt Ostdiek spoke with the Board about pond permits for the two ponds along Big Trail Drive. He noted that water rights are complex and expensive in Wyoming. The ponds are about 30 years old and Rafter J has never received a formal permitting request from the county or from the State Engineer's Office. Matt noted that there are options for having the ponds permitted. The west pond is fed with only ground water and is now isolated since it is not connected to a ditch. It could be permitted as a fish propagation pond (i.e. a reservoir) which only requires an aerial photo and survey. If the ponds are connected to a ditch, they must have ditch enlargement which requires obtaining comments from all downstream owners. However, the ditch will guarantee flow into the ponds. Matt noted that the expense would be in the research to determine all who have water rights. Fortunately, Phil Wilson has already mapped all downstream owners; Pierson Land Works is handling the Wilson's project. The Board discussed contacting Pierson Land Works to find out if we can obtain a copy of the list of downstream owners.

In summary, the issue regarding pond permits is whether to permit them as reservoirs or as a flow-through ponds. The total cost could be about \$10k for surveying, mapping, and user mapping. Brian proposed to continue with the pond permit process and, once permitted, install a head gate. The Board agreed and would like to receive proposals from Pierson Land Works and Rendezvous Engineering.

Discussion Items:

- Correspondence:

Snow removal: It was noted that many homeowners thanked Chuck M. for clearing snow from the pathways.

- Rafter J street signs: Brian reported that he had investigated additional options for replacing Rafter J signs. He presented information including estimates per sign and total estimated project cost. Prices for a steel signs are \$726 from Wedco, \$790 from Drive Signs, and \$426 from Jackson Signs. Brian also asked Jackson Signs for prices for redwood and cedar signs and they gave us a series of options. A redwood double-sided sign (similar to existing Rafter J's signs) with 1.5" thickness is \$522 and a cedar double-sided sign is \$479. The total estimated cost from Jackson Signs including hardware, 6" x 6" posts, \$426/per sign, concrete, removal of old signs (dump fee), miscellaneous supplies, and 20% contingency is \$27,488, which is below the FY 10/11 budget of \$45,000.

Other options from Jackson Signs are to use 3.5" aluminum letters on wood signs for \$405 per sign. Routing the letters and applying reflective paint with no sand blasting would be \$319/sign.

The Board had questions regarding stand offs, offsets, and possible streaking from aluminum on a wood substrate. There was also a question regarding having the wood edges curved. Following further discussion, Brian agreed to ask Jackson Signs to fabricate an example sign using sand blasted wood to show both the Design Review Committee and the Board.

- Wilson ditch owners: Notices were mailed to updated names and addresses of the Wilson ditch owners regarding their portion of the ditch repair bill. Melody Ranch is meeting tonight regarding the issue, Polo Ranch has agreed to send a check, and Flat Creek Fishing Club has responded.
- Covenants regarding signs: The Design Review Committee has been asked to develop general approval guidelines regarding standard yard signs: size, position, length of time displayed, number of signs per lot, and set back distance from the road.
- Board meeting dates for January-June 2011: The Board reviewed the proposed meeting dates for January through June, 2011, and the following dates were scheduled: January 25th, February 22nd, March 29th, April 26th, May 31st, and June 28th.
- Playground equipment: Paul reported that he contacted the homeowner with playground equipment for sale; the homeowner is willing to donate the equipment to Rafter J. Issues noted during discussion were the condition of the equipment and liability cost from our insurance company.
- Proposed ice rink: The Board is waiting for an answer from our insurance company regarding liability.

- Surface Water Rights, Enlargement of the Adams Ditch: The Board discussed a request from Pierson Land Work LLC, representing Phil and Karen Wilson of Valley Springs Ranch, regarding enlargement of the Adams Ditch to provide reservoir supply and flow through for the Valley Springs Reservoir. It was noted that the Wilsons are asking to formalize what already exists. Following comments, the Board agreed to the request and Kip signed the form.
- Holiday schedule for January-December 2011: The Board reviewed the 2011 Holiday schedule. The following dates were agreed upon: New Years Day, December 31, 2010; Presidents Day, February 21st; Memorial Day, May 30th; 4th of July, July 4th; Labor Day, September 5; Thanksgiving, November 24th; and Christmas, December 26th.

Adjournment: Vernon moved for adjournment and Paul seconded the motion. It passed unanimously. The meeting adjourned at 8:55 p.m.