

RAFTER J IMPROVEMENT AND SERVICE DISTRICT SPECIAL DIRECTOR'S MEETING
MINUTES OF SPECIAL DIRECTOR'S PRELIMINARY BUDGET HEARING FOLLOW UP MEETING

RAFTER J HOMEOWNERS ASSOCIATION OFFICE

2951 Big Trail Drive
Jackson, WY 83001
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Date: June 22, 2012 12:00 Noon

Minutes of Meeting:

Attending:

For The District:

Directors:

President: Gordon Gray
Treasurer: John Shipman
Secretary: Wayne Flittner

Staff:

Cheryl Fischer
Chuck McCleary

Also Attending:

Paul D'Amours, HCD Lawyer
Kurt Stout, Meridian Engineering
Kurt Lund, Resident

Call To Order:

President Gray called the meeting to order at 12: 00 Noon and distributed agenda.

1. Conference Call with Dale Taylor, Resident:

Gordon had arranged for this conference call with Dale Taylor to discuss and resolve Taylor's "water meter noise" complaint. Taylor explained he has an irrigation system, the tap connection service line is 3/4 inch and that before the new Metron Meter was installed there was no noise problem. We said that Metron has released a new, quieter Meter and that we could work out a swap –present 3/4 meter for new 3/4 meter. We said the noise comes from the current meter having to operate at its upper range limits when his irrigation system is on. We mentioned other homeowners have solved the problem by upgrading to a 1-inch meter but that requires a charge for the larger meter and fittings to adapt it to his 3/4 inch service line. He said that was not acceptable to him, and Gordon offered to call with the details of the swap out arrangement. That was accepted.

2. Kurt Lund Drainage Issue:

Kurt had contacted us before and for this meeting, he brought photographs, sketches and an estimate of costs for what he believes will satisfactorily solve the problem. Kurt Lund reviewed the information, he had looked at the area and topography creating the “storm water” runoff melt problem and felt Lund’s “fix” would work. Flittner moved we approve the project, Shipman seconded, all voted “aye”. Estimated expense is \$1,700.00 and this will be a line item in our “Homeowners Claims” expense section of our budget.

3. North East 40 Reclamation Drainage Problem:

Gordon walked us through the various meetings and budgets NE 40 had developed through Yellow Iron and other contractors. Kurt Stout had attended the last on-site meeting held with NE 40 directors, had reviewed all their suggested solutions and presented a new approach that would solve the water ponding question and also provide drainage mechanism for all the sump pump water pumped onto top of the ground in the open space. It is a combination of geo-fabric material that lets the water seep down into a stone filled ditch large enough to carry off the surface water. The fabric lets water seep through but not the top soil, thus grass can be seeded and mowed concealing the “ditch”. Gordon moved, Flittner seconded, all vote “aye” to have Stout develop the concept in detail and provide accurate estimates that can then be presented to NE 40. We have estimated the Rafter J share of expense will be about \$30,000 and this is a line item in the new budget.

4. \$700,000 Matching Fund Update:

Paul D’Amours has been reviewing all the Loan documents and letter agreements regarding the “matching funds” question. He reviewed several with us and has several more to review before he renders a final report. Flittner suggested Shipman contact our auditors to see if they can create a summary of Rafter J funds used for infrastructure project work payments in conjunction with the various loan proceeds.

5. Rendezvous Engineering Information Transfer:

Gordon asked about this relative to the last meeting with Matt Ostdieck which he could not attend. Flittner reported Matt had brought a bundle of Rafter J infrastructure maps and said it would take one of his staff about two more weeks’ time to bring all the information on the maps up to date which will be a real asset for the future to have all this info on hand in our office which we can use refer to when situations arise.

6. 2012/2013 Budget Discussion:

Cheryl presented the ‘spread sheets’ she has been working on updating them with information from Flittner and Shipman as to numbers, arrangements of a more understandable ‘income expense’ presentation format, creating new entries to identify and categorize the various line item expenses that we must provide for. Cheryl also prepared a summary of the various investment cash asset accounts so we can plan for future expenses, loan payoffs, assessment adjustments etc.

We set Tuesday, June 26 as a Special Directors Meeting for budget discussion so that Cheryl has time to meet all the deadlines for placing public advertising notices, getting the

Resolutions for 2013 Tax assessments to the Assessor's Office and a cover letter for the Annual Budget which can be presented to interested residents.

7. Barbara Goody Claim:

Gordon reported this activity has been completed, Barbara Goody has signed release/agreement and the work can proceed. Expense is a line item in the budget under Homeowner Claims amount of \$3,000.

8. Debris Pile Sled Hill Reclamation:

This discussion follows up on the on-site meeting attended by Gordon, Wayne, Mike Mielke of Westwood Curtis, and Kurt Stout of Meridian. We looked at available topsoil cover, the remainder of the asphalt (some 20 loads were hauled away) and the area to be graded, reseeded and the levee/pathway that needs to be slightly raised and surfaced as it has become a "popular resident walkway" even though it is not part of the designated pathway system. Kurt Stout had reviewed the various permits on the reclamation site and they are still current so we can proceed and get this done.

9. Manhole Sealing:

There are some manholes that need some sealing work, Matt has supplied some data, and we are getting estimates.

10. Sewer Inspection Quotation:

Since the last time the entire system was TV inspected and cleaned, Chuck McCleary has received an estimate from Twin "D" Inc. This ties in with item 9 above. We agreed we need a benchmark reference base for the status of the entire system—as this becomes a prime factor in maintaining the performance and reliability of our newly refurbished system for Rafter J. Paul D'Amours said we may need to review and amend our Bylaws for bidding on projects of this type as the State Statutes governing such action has changed. He will review and report back with a recommended action.