

**RAFTER J RANCH HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS REGULAR MEETING  
MEETING MINUTES—APPROVED  
March 22, 2005 at 7:00 p.m.  
Rafter J Office**

**IN ATTENDANCE:**

**DIRECTORS:** Vernon Martin, Don Martin, Jim Huspek, and Chuck Rhea Absent: Kip MacMillan

**STAFF:** Cheryl Fischer

**HOMEOWNERS:** Tim O'Donoghue

**GUESTS:** Matt Ostdiek, Rendezvous Engineering; Joe Rice, President, and Stan Zaist, Vice President of Jackson Youth Soccer; Dukes Murray, Realtor

**CALL TO ORDER:** Chuck Rhea, President, called the meeting to order at 7:05 p.m. and gave a brief meeting summary.

**MAINTENANCE REPORT:** Jim Huspek noted that Chuck McCleary had nothing to report.

**MINUTES: (FEBRUARY 22, 2005)**

Jim Huspek made a motion to approve the minutes. Don seconded the motion. All were in favor. Vernon noted a change on presenting the Engineering Report in the minutes. The Homeowners Association has transferred responsibility of the infrastructure to the Improvement and Service District (ISD); however, the Homeowner's Board still has interest in the infrastructure status. The minutes now show these as ISD issues reported to the Homeowner's Board.

**ACCEPTANCE OF THE FINANCIAL REPORTS:**

Vernon Martin moved to accept the Financial Report for February of 2005. Don seconded the motion. All were in favor. Jim noted the ISD needs some additional money to pay bills and that, of the \$25,000 budget, \$10,000 has been transferred to the ISD checking account.

**SPRING LETTER:** Chuck Rhea mentioned that he had drafted a spring letter for everybody to review and make comments. He is hoping to send it out sometime next month for the people to see what is going on and to put them on notice on what will be happening this spring.

**PUBLIC FACILITY LOT 331:** Dukes Murray, Realtor, Joe Rice, President of the Jackson Youth Soccer along with Stan Zaist, Vice President, and a couple of their Board Members presented a proposal for the Public Facility Lot 331. Joe Rice stated that they are looking for some land to develop some soccer fields and an indoor facility. Their priority is to develop all-weather fields that can be used probably ten months a year. Joe noted the material looks like grass and has dirt in it but does not require water, and it is durable. They have been looking all around the area and noticed land is available in Rafter J. They noted that their preference is for their club to get their own land although the fields would be available for use by the whole community. Stan reported that they envision a full-sized soccer field and would like to build an indoor facility that essentially would be half of a field. The indoor facility would be an architecturally designed building that would conform to the design standards of the community. Chuck R. noted that the Board has been presented with several proposals regarding this property over several years. He noted that the current Public Facility designation is a significant obstacle regarding usage of Lot 331. Both Teton County and Rafter J would need to agree to the intended usage. Don shared comments stating that if the intended usage requires an amendment to the Planned Unit Development (PUD), the original approval of Rafter J, then the county would definitely be involved. Don also mentioned that a planning director for the county wrote a letter in 1997 in response as to what uses are permitted. In this letter, the author said that essentially only the uses stated in the covenants are permitted. The letter also commented on the process needed to change the designated usage: that it would probably require an amendment to the planned unit development and require amending the Rafter J covenants. The covenant amendment would require a 65% approval of every property owner in Rafter J. It was noted that their goal to build an indoor facility eventually is not what they want to do right away. Their first step would be to build in all-weather field possibly with a small building for offices. Another first step noted is to see how much of the lot can be built. After discussion, it was noted that they probably do need to talk to the county planning department to see whether an amendment to the PUD would be needed. Another suggestion was that before anything is presented to the residents, the Board would need to see some sort of plans.

**CORRESPONDENCE AND DISCUSSION ITEMS:** The Board reviewed and discussed the following items:

**River Rock Assisted Living Center:** Chuck R. noted that Jason Wells sent the Board a note on the lighting and is raising several questions going back to the Architectural Design Committee-stressed need for a photometric study. Chuck R. noted that Mr. Wells had been invited to the meeting and if he had attended, Chuck would have informed him of his last conversation with Pat Holahan of the River Rock Assisted Living Center. Chuck R. suggested that the Board again invite Mr. Wells to come to the next board meeting and inform him then. Chuck R. also mentioned the letter sent to Bob Wachter regarding the ALC fees. It was further noted that the Board has had no response yet and Chuck R. would call him.

**Dog Letters:** Chuck R. noted a couple of dog letters that were mailed.

**Delinquent Property Owners:** The Board discussed delinquent accounts and noted the action to take on delinquent property owners.

Administrative Fee Policy: Vernon stated that it occurred to him that we may need some revision—most notably the action level on the collection of accounts past due. Discussion followed and a change was noted.

Accept the new compiled Bylaws: Don noted that he made a few corrections in it and shared those corrections with Vernon. After comments, Jim made a motion to accept the Bylaws compilation. Vernon seconded the motion. All were in favor.

Web-Site: Vernon noted he had done nothing on the Web-Site.

Insurance Package Renewal for the Homeowners Association: Jim mentioned the papers have been provided to the insurance agents.

Health Insurance Sub-Committee: Chuck R. noted he had done nothing on the health insurance yet.

**Improvement and Service District (ISD) Issues:** The following ISD-related information was reported to the Homeowners Board.

**ENGINEERING REPORT:** Matt Ostdiek gave an update on the following items:

**Water Supply Project and Cost Overage:** Matt stated that the chlorine system person is installing the chlorine system and he pressure tested the water lines from the well house to the connection point. Matt also noted that the electrical guys have been working a lot. Matt shared comments on what was left on the building. Matt noted that the access road is in very poor condition. He also noted that he had wanted Jack Weber on site three months earlier but now he is ready and is unable to gain access due to the road condition. Matt's concern is that in the well contract he had included rebuilding some roads to the wells but did not include the entire stretch from the cattle guard to the building as complete reconstruction. That is, there is nothing in any contract for rebuilding that stretch of road. Matt shared ideas for the road and noted some options. Matt did mention that the DEQ discharge permit for discharging water only goes to May 15 so the window gets tighter. If Weber does not arrive by mid-April, Rafter J may want to entertain doing something on the road. It was also noted that the well drilling is a four to six week job until the new well is operational. Matt stated that he asked Hansen for a lump sum price to go ahead and set up the rest of the road. Matt also noted that last month some extra charges occurred to make the new water tie in, along with extra fittings, a bunch of exploratory digging, and acquired some payments for a couple of water main breaks. Therefore, with that change order on the Hansen contract they have exceeded budget on the water development side. Matt noted that the county side of the funding is already maxed out and the only contingency remaining in the water development side is in the fence contract. Jim asked how much the ISD may need based on having exceeded WWDC money. Matt noted he had told WWDC Rafter J might be in a situation to eliminate the fence contract from the Water Development fund and that he is referencing this in a letter to them. Matt stated that, to date, the work is within budget if the fence contract is removed. Matt also mentioned the other thing that might cost a little bit extra is that the cattle guard work was not foreseen and it was not in Hansen's contract. They were able to salvage one of the beams from the bridge to fill that cattle guard. Therefore, the added cost was \$1,000 instead of spending \$5,000 on a new foundation, etc.

**Tank Contract:** Matt reported that the Wyoming Legislature passed the bill that included funding for the second water storage tank, but it will probably be mid-May or June before the State issues the paperwork to get the contract going. Matt stated that he is going to take it upon himself to go ahead and get the geo-type work done to prepare for installation. He would like to get a geologist and log some test holes. Matt stated he would like to get the work on the tank going. Matt reported Rendezvous Engineering has another project that includes almost an identically sized tank and he would like to bid them at the same time. It was noted the grant approved in the bill was for a little under \$300,000.

**Dialer:** Matt reported that he is trying to get telephone service hooked up to the new control building. Qwest has classified that building as a business line. Matt stated that he had originally talked about doing two lines and by working with the telemetry-subcontractor, he said one line would be adequate. Matt noted the problem with Qwest is that they have a new policy that all business lines have to be run in conduit. Discussion followed and Matt noted there is probably \$1,000-\$2,000 worth of conduit to put in there. Matt also mentioned another cost item is transformers for the telemetry equipment in the sewer lift stations. Matt noted that Delcon is pricing that out now. Chuck R. asked if there was any other costs anticipated that had not been budgeted. Matt responded that he knows of nothing more and further stated that over-runs have been covered by contingency amounts built into contracts. It was further noted that Rafter J would have figures in a week or so for all these items. Matt shared more information about the dialer regarding the codes and computer software.

**Phil Wilson's Easements:** Matt shared comments on Phil Wilson's easements on the road access to the control building and wells. Don noted some corrections in the easements and shared them with Matt. Matt stated he could insert the corrections, clean up the easements, and email them to Phil Wilson.

**Infrastructure (Water and Sewer) Project:** Matt gave a quick review on the status of the infrastructure project:

**Survey on the Crawl Spaces:** Matt reported about 30 homes yet to do. Matt noted some people either are avoiding the survey or are out of town. Matt noted they have left three to four notices. Chuck R. stated that the Board should have the list.

**Project to TV the Sewer Service:** Matt is working on a project to televise the sewer service and to install a sleeve in those visually identified as allowing ground water leakage. Matt mentioned that an outfit from Utah came last fall and they said they would like to do another demonstration project. Matt stated that he is still trying to get bid documents out and might have them come up to do that before he signs a contract. Matt wants to make sure that it works well.

**Water Service Lines:** Matt mentioned an option for the water services under the streets. He stated that since the water mains were usually on the side of the street, work on a main would ordinarily involve digging down to the water main and would necessitate disturbing the street. He thought it worthwhile investigating some splitting and boring techniques in order to avoid cutting the streets. He stated it is going to be expensive but it saves having to dig up the streets. Matt's goal is to

identify two, three, or four options. Matt is also considering convincing the State to authorize funds for a demonstration project on a time and material basis before a contract for 500 is let.

Ground Water Monitoring Wells: Matt noted that within the next few weeks, as the snow melts, he wants to put in ground water monitoring wells in order to monitor the ground water in the common area. Matt also wants to persuade the Porter Estate and Phil Wilson not to irrigate as late in the fall as they have normally done.

**ADJOURNMENT**: Jim moved to adjourn. Don seconded the motion. All were in favor. Meeting adjourned at 9:58 p.m.