

**RAFTER J RANCH HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING
MEETING MINUTES—APPROVED
January 31, 2006 at 7:00 p.m.
Rafter J Office**

IN ATTENDANCE:

DIRECTORS: Vernon Martin, Kip MacMillan, Joe Greene, Jim Huspek, and Chuck Rhea

STAFF: Cheryl Fischer

GUESTS: Matt Ostdiek, Rendezvous Engineering

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

MINUTES: (DECEMBER 20, 2005)

Vernon Martin noted that the packet includes the December meeting minutes. He stated that he was unable to finish his review and final edit of the minutes for the November meeting. Joe moved to accept the December meeting minutes. Kip seconded the motion. All were in favor.

ACCEPTANCE OF THE FINANCIAL REPORTS:

Vernon Martin moved that we accept the Cash Flow Report for December. Joe seconded the motion. All were in favor.

MAINTENANCE REPORT: Chuck McCleary was not present to provide a report.

Chuck R. reported that Chuck's maintenance report was given to him last Friday by phone. Chuck R. noted that his conversation with Chuck M. was talking about what happened with the ISD Water System Demonstration Project on Shorthorn and talked a little bit about snow removal. He reported that a couple of water leaks were fixed and that Chuck M. was pretty happy with the repairs. Jim further commented that four water services had been repaired on Shorthorn and the purpose of the demo project was to determine the best technologies to allow the ISD in February to formulate properly the bid requests for the main project. Jim then gave a summary of the project and noted that good information had been obtained from the demo project. The Board also discussed snow removal from the pathways. It was further noted to call the party who plows the pathways to get a bill in order to relate it to the budget.

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:

Demonstration Project: Matt reported that, in summary, the demonstration project went well. He reported uncovering many utility lines directly above the water mains. Matt also noted that a schedule had been prepared in advance of the work that proved to be too optimistic since approximately half of the scheduled work was actually completed. Matt stated the good news for that is that the project cost less than expected due to the reduced work completed versus what was scheduled. The project was successful but the costs per unit are still quite high. Matt shared photos with the Board taken during the work. The water service lines from the mains to the curb stops were replaced. Matt stated that the longest process was uncovering existing utility lines. Matt shared information on using the vacuum truck, piercing tool, and a method of pulling a cable through an existing line. Matt also noted two private service lines were also replaced. Matt also noted they are writing up the results of the demonstration project and are getting the bills pulled together. The Board and Matt shared more comments on the utilities and it was noted that Matt would check with Ric Knori with Lower Valley Energy regarding coordination during the main project. Matt also noted the total number of services actually completed was 14. Jim also noted that the requests for bid should be sent soon. Comments followed. Matt further noted that the work should be done in the winter. Matt also commented on the two private lines that were repaired and that the two homeowners signed the water service line agreement to put their lines in. The Board also discussed the costs for the two water line repairs.

Konitz: Matt gave a summary of some cost estimates and different alternatives for Konitz water service line options. The Board discussed the cost and different alternatives. After comments it was noted that Jim would like to hear from Paul D'Amours, Attorney. It was further noted to take this up at the next Board meeting.

Other issues: Matt reported that he had received a call from Manuel Lopez from Snow King in regards to looking for a place to get rid of excess dirt from the condo/townhome project they are working. A comment was noted that a potential site to pile dirt is in Adams Canyon right below the road in the storage area. Matt noted that he probably needs to talk to the county to dump the dirt but Rafter J would be very concerned about burying the water line. Comments followed; no action was taken.

DISCUSSION ITEMS:

South Park Ditch Company: The Board discussed a letter along with a bill received from the South Park Ditch Company. The Board further discussed with Matt the issues of water rights in Rafter J. After comments it was decided to pay the bill of \$420.00 for the year.

Correspondence: The Board reviewed incoming and outgoing correspondence regarding a new daycare in Rafter J. It was noted that a letter was sent as reminder to the individual proposing the business that the Association has the authority to step in if the operation creates problems.

House and Fence Painting: Chuck R. noted that a homeowner responded to a house painting letter and noted no further action is needed. It was also noted that house painting letters were being sent to two homeowners asking them to bring in paint samples to the Design Committee. Chuck R. also mentioned that he asked for the condition of private fences to be on the agenda and that attention would be given to this issue

this year. Chuck R. mentioned he was thinking of generating an early spring letter with some notices in it. He further noted letting people know that the Association would be enforcing the same standard on fence conditions as on houses.

Spring Letter: The Board discussed items to include in the letter. Items mentioned included were dogs, trash, painting of houses and fences, and a clarification of the administrative fees. Chuck R. also mentioned putting something in a draft and e-mailed for review.

River Rock Lodge Parking Lot Lighting: Kip mentioned he has talked several times to Jason and several times with Bart Meyers. Meyers is the county individual in the Planning Department responsible for this issue. It was noted in mid-December that Bart had sent a letter to River Rock Lodge and has not heard an answer from them. Kip suggested arranging a meeting of himself with Pat Holahan, Jason, and Bart Meyers to look at the situation in the evening with the lights on. A comment was noted to take the bulbs out of two standards. There are two light standards more than there should be. The bottom line is that there should be no illumination beyond the edge of the property line. Jim suggested meeting soon. Kip thought the plan would be to meet the latter part of the week or first part of next week.

Signs and Speeding: Kip mentioned he still has yet to get any information from Chuck M. as to what he would suggest regarding placement of appropriate speeding signs. He has spoken at length with Keith Gingery who is obtaining a copy of the study or research done on the issue of enforcement. Kip noted Keith points out there are five areas of enforcement that the Sheriff can do here without anything changing. These include DUI, reckless driving, and accident citations. Kip will provide a copy of that for everybody once he receives it. Kip again mentioned that he did speak with the Sheriff's Department about putting the radar sign in Rafter J and they can not do so until spring since it doesn't work well in the winter time.

Delinquent Property Owners: The Board reviewed and commented on the delinquent list.

Web-site: Vernon noted that he has not done anything. It was noted to leave it on for next month.

Insurance Renewal for HOA: There were comments on renewing the HOA insurance and going out to bid on the liability side of the HOA Insurance for auto and the commercial package. Comments followed and it was decided to renew the current package. Jim recommended that review of the insurance policy carriers be done less often than annually—perhaps every two, three, or even four years. Jim didn't know if a formal policy be adopted but if Safeco goes up more than the industry average, maybe it would be worth investigating, but they have usually been very competitive.

Update on Office Items: Vernon shared comments on the following office related items:

Lap top: Vernon noted having some problems with the laptop being a back-up for the pump house control computer because of the lack of a built-in serial port needed for communication with the telemetry equipment. After comments a recommendation was noted to buy a desktop or tower type of computer to be used as a back-up pump house computer.

Quick Books: Vernon noted that the QuickBooks Pro accounting application has been purchased and efforts are underway to set up the accounts on it. He noted it is taking some time due to learning the program and planning how to transfer the information from the presently used accounting program.

E-Faxing and new phone: It was reported that the office is now using an e-faxing service and, as a result, the office now has a toll-free fax number that provides fax service via e-mail. The fax machine/phone combination has been replaced by a plain phone but it is a phone with a cordless handset and a speaker-phone base and built-in answer machine with caller ID.

DSL Modem: Vernon mentioned having problems with the DSL modem that went to a router and the router handled our local area network. Vernon reported he decided to replace the DSL modem received from Qwest and Staples offered only a combination unit of DSL modem and router/firewall which he purchased. The installation was successful and cleaned up a lot of the wiring mess.

Other Issues: The Board discussed the issue of six agenda items that roll over from month to month. It was noted that they need to be dealt with them at some point. There were comments on the employee's job descriptions and Kip mentioned that he has blanket policies that he uses. They are all researched from a federal and state point of view and it is a boiler plate that works. He noted he could provide a copy of them. Chuck R. further noted to continue to keep the six issues on the agenda.

Change in Board Meeting Dates: The Board reviewed an updated schedule for the Board Meeting dates for January through June 2006. It was noted that there were two changes in dates which are in March and April. After comments it was noted that the revised dates are as follows: January 31, February 28, March 21, April 18, May 30, and June 27, 2006.

ADJOURNMENT: Joe moved to adjourn. Kip seconded the motion. All were in favor. Meeting adjourned at 9:35 p.m.