

**RAFTER J RANCH HOMEOWNER'S ASSOCIATION**  
**BOARD OF DIRECTORS REGULAR MEETING MINUTES—APPROVED**  
**August 26, 2008, at 7:00 p.m.**  
**Rafter J Office**

**In Attendance:**

**Directors:** Vernon Martin, Kip MacMillan, Paul Boillot, and Jason Wells; absent: Joe Greene

**Staff:** Cheryl Fischer

**Homeowners:** Jim Huspek and Phyllis Greene

**Others:** Keith Gingery, Teton County Attorney; Jan Friedlund, Teton County Administrator; Ken Mahood, Architect with Ward and Blake Architects; Woody Arthur, Childcare Consulting Architect; and Paul D'Amours, Rafter J Attorney

**President's Report:** Kip MacMillan, President, called the meeting to order at 7:07 p.m.

**Financial Report:** Jason presented the July 2008 Financial Report and noted that the ISD Fee line item was for infrastructure operating and maintenance costs and was also sufficient to support an increase in the Rafter J Improvement and Service District (ISD) reserve account. Vernon moved to accept the Financial Report. Paul seconded the motion. It passed unanimously.

**Improvement and Service District (ISD) Issues:**

- **New water tank:** Jim Huspek reported that the new water tank project is almost complete. Last week, the contractors filled the tank with water to check for leaks. There were a few very minor leaks around the base that mostly sealed themselves. Jim stated that Vernon had checked the tank today and noted a couple of remaining leaks around the base of the tank. Once the leaks have been addressed, the contractors (ABC) will seal the exterior to protect the concrete. Westwood Curtis is doing the reclamation work as well as bringing in dirt to bury the tank. Vernon also mentioned that the ISD hasn't heard anything regarding progress on telemetry for the new tank.
- **Old water tank:** Jim reported that the ISD is still waiting for estimates to fix the vandalism damage. Kip suggested that ISD contact our attorney on this issue.
- **New well:** Jim said that the ISD will have a 400-500 ft exploratory 6-inch well dug this fall using a different technique. They are considering the "mud drilling" method. If a good source of water without the usual fine sand is found, an 8-inch well will be drilled. Jim hopes that there is Wyoming Water Development Commission (WWDC) money left over from the tank project; otherwise, they plan to use the ISD operating funds to pay for the well.
- **Infrastructure project:** Jim reported that he and Matt went to Cheyenne requesting additional grant money and were not successful. Jim stated that our project met the criteria, but there were too many projects competing for the money. He mentioned that there is another meeting scheduled for early October at which we will be resubmitting the application. The ISD is also requesting grant money from Teton County. Jim reported that the ISD is short \$2.8 million for completing the project. Jim also stated that the engineer and water meter manufacturer have been charged with determining "solutions" to the noise issue. Most of the water meters have been installed; however, several remain due to one or more of the following: curb stop not found, curb stop inoperable, or the inability to install a freeze plug. As a result, sections of the water system must be turned off to allow these installations to proceed. System outages are scheduled for the day following this meeting. Notices have been posted on the website and at the entrances.

**Homeowners' and Resident Issues and Concerns:**

**Public Facility Lot 331:** Keith Gingery and Jan Friedlund were on the agenda regarding the proposed Childcare Facility on Lot 331. Jan stated that the County Commissioners had approved the intermediate development plan for the Childcare Facility, with some conditions, earlier that day (August 26, 2008). Keith reported on the road easements and mentioned that Phil Wilson is interested, as one option, in having the facility workers and users come up his driveway provided it is paved. The county is discussing this with him. Another option is to access the facility via an easement through the Rafter J common ground. The County is also working with Jorgensen and Associates and the Rafter J ISD regarding providing water to the Childcare from the ISD's water system. The building plans were formally submitted to the Rafter J Design Committee on August 25, 2008 and the county is waiting to hear back from the committee regarding a height variance from 20 ft to 26 ft and whether the plans meet the western ranch design character requirement. Ken and Woody Arthur presented various drawings for the Board to review.

The County is hoping to request proposals by October 1<sup>st</sup> and is anticipating a ground breaking ceremony on October 21<sup>st</sup>. Other items discussed were the size of the parking lot for phase one and phase two, wetlands, asphalt surface parking lot with a drainage swale, and vegetative parking as was initially proposed. Paul inquired whether children from Rafter J could be given a higher priority on the waiting list to use the facility. Jan will determine an answer to Paul's question. Jan also noted that the Children's Community Project (CCP) and the Learning Center joined to form the Children's Learning Center (CLC) and discussed the plans for Childcare in other areas of Teton County. Paul asked if the facility would need a sprinkler system and what is the expected requirement for the facility in

terms of water for fire suppression. Ken will look into the question. The Board also posed some questions for the Rafter J Attorney regarding his interpretation of 30-day time for approval of building plans. Kip will ask the county to make a presentation about the Childcare at the September 2<sup>nd</sup> annual meeting.

**Discussion Items:**

- **Standards of Conduct and Ethical Behavior:** The Board reviewed a revised copy of the Standards of Conduct and Ethical Behavior. Following discussion, Vernon moved to accept the Standards of Conduct and Ethical Behavior form provided a signature line is added for all Board members, Committee members, and employees to sign. The signed forms will be kept on file at the Rafter J Office. Jason seconded the motion. It passed unanimously.
- **Rules for a swimming pool:** Paul reported that he is working on a rule for swimming pools.

**Adjourn to Executive Session:** Paul moved to adjourn to executive session. Vernon seconded. All were in favor. The meeting adjourned to executive session at 8:48 p.m. The regular meeting was reconvened at 9:00 p.m.

**Discussion Items (continued):**

- **Rafter J playground equipment:** Paul moved to remove the existing two play structures as soon as possible due to liability reasons. Jason seconded the motion. Paul, Jason, and Kip voted yes; Vernon abstained.
- **Homeowner gravel pad area:** Jason reported that he will address the homeowner's gravel pad area at a later meeting.
- **Architectural or Designer for the Design Committee:** The Board reported that no architect or designer has inquired regarding the position on the Design Committee.
- **Tract 3A:** Paul reported that he had spoken to Kasey Mateosky regarding potential developments of Tract 3A.
- **Corral and Stables Lot 332:** Jason will research the market value of the Corral and Stables Lot 332 property.
- **HOA Directors and Officers liability insurance:** Jason reported that he had obtained an opinion from an expert regarding our current coverage and the expert is willing to review and compare our current coverage with a proposed liability insurance policy.
- **Trash compactors:** The Board discussed a question from a homeowner regarding the requirement of having a trash compactor. It was noted that the Rafter J CCR's has wording that requires the use of trash compactors. Following discussion, Vernon moved to generate a Rafter J rule to document that the requirement for trash compactors in Rafter J is no longer enforced. Paul seconded the motion. It passed unanimously. Vernon will propose a rule at the September meeting.
- **Policies:** The Board discussed the proposed Overtime, Employee Compensatory Time, and Paid Time Off Policies. Vernon moved to accept the revisions to the Overtime, New Employee Compensatory Time, and the Paid Time Off Policies with the HOA Board comments previously provided. Jason seconded the motion. It passed unanimously.
- **Annual Meeting-President's comments:** The Board noted several topics to bring up at the HOA annual meeting and discussed the agenda.
- **Website:** Vernon reported that the Rafter J website has been updated following Kip's suggestion to remove the topic of Teton Meadows.

**Adjournment:** Jason moved for adjournment. Paul seconded the motion. It passed unanimously. The meeting adjourned at 9:30 p.m.