

RAFTER J RANCH HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING MINUTES—APPROVED
January 26, 2010, at 7:00 p.m.
Rafter J Office

In Attendance:

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

Staff: Cheryl Fischer

Homeowners: Wayne Flittner and Pam Zernis

President's Report: Kip MacMillan, President, called the meeting to order at 7:05 p.m.

Minutes (December 29, 2009): Vernon moved to approve the December HOA minutes. Brian seconded the motion. It passed unanimously.

Financial Report: Brian presented the December Financial Report and mentioned that the Utilities Expense line item reflects a credit amount from the Lower Valley Energy Capital Patronage Fund check. He also reported on the balances in the Weekend Sweep bank accounts and stated that there was a new line item for bank service fees. Paul noted that our income and operating expenses are both below the annual budget totals. Vernon moved to approve the Financial Report. Paul seconded the motion. It passed unanimously.

Maintenance Report: Kip said he had spoken with Chuck M. who reported no outstanding issues. He noted that vehicle parking on Clydesdale Drive has not been a problem.

Improvement and Service District (ISD) Issues:

- **Sewer infrastructure project:** Vernon Martin stated that there was nothing to report other than that the Westwood Curtis crew is working on the sewer project in the End of the Trails units.
- **Water valve:** Vernon said a crew will be working behind Double Tree Drive to replace a water isolation valve.
- **Documentation:** Kip asked if the ISD documented all work performed throughout the project. Vernon replied that all the water valve locations in the subdivision have been located via GPS. The District will also receive updated water and sewer maps of the subdivision.
- **Emergency diesel generator:** Vernon stated that Energy Management is still waiting for parts to repair our alternator. The ISD is starting to put pressure on Energy Management and intends to convey to them that we may not renew their maintenance contract in the future.

Discussion Items:

- **Correspondence:** The Board discussed e-mails from individuals responding to Kip's letter on the three projects in Rafter J. Brian suggested that comments regarding the River Crossing church should also be sent to the Teton County Planning and Development Department. Paul stated that he will look into the status of the River Crossing application with the county. The Board also addressed e-mails from individuals regarding parking on the street and outdoor lighting. Kip agreed to respond to the residents who submitted questions and comments.
- **E-mails:** The Board discussed enclosing a flyer with correspondence mailed to residents encouraging them to provide their e-mail addresses in order to decrease mailing costs and provide more rapid communication.
- **Credit card payment option:** Vernon stated that the office has received requests to pay HOA and ISD fees with a credit card and is presently investigating costs to provide this option.
- **Erosion of ditch along Arabian Drive:** Brian suggested that the Board send a letter to all ditch owners with repair cost estimates based on ownership fraction. He can not estimate head-gate repair costs at this time due to the snow cover. However once the snow melts, he will examine the head-gate for repair versus replacement. Brian also pointed out that Rafter J has water rights to 40 acres and wondered if the Board would consider abandoning the water rights. The Board chose to take no action at this time, but agreed that Rafter J does not have unilateral responsibility to maintain the ditch and expects the other owners to participate in maintenance.

- Request for bids for noxious weed control: Brian reported that he had reviewed the amount spent (\$1300-2600 per year) for noxious weed spraying over the last five years. He pointed out that Rafter J participated in a cost-sharing program with Teton Conservation for three of the years. Brian agreed to prepare a bid request for spraying to include a one-year contract, renewable annually, and a noxious weed map.
- Rafter J map – information on the back side: The Board discussed possible information to add to the back side of the Rafter J map. Some options being considered are pathways, fishing rules, trails, playground equipment, and “no parking” on streets or common areas in Rafter J. The Board took no action at this time.

Other Business:

- Playground equipment: Paul reported that he is receiving inquiries for additional playground equipment in Rafter J. Paul is researching residential versus commercial equipment. Kip suggested adding a flowerbed around the street sign in the central park and perhaps adding a picnic table. There were also comments regarding the other parks. Paul would like to stain the central-park playground equipment. He will make calls to see if other “demonstration” units, such as the one recently purchased, are available at a reduced price and report his findings to the Board at a future meeting.
- Rafter J street signs: Brian pointed out that the Rafter J street name signs need attention. Vernon said Chuck M. has mentioned replacing the wooden signs with a material that is easier to maintain. Brian would like to explore different street signs options for the next budget.
- Rafter J incorporation: Kip will send a follow-up note to Sharon Parrott regarding her requests at the December 29, 2009, Board meeting that we revisit the issue of Rafter J incorporation. The Board would like to provide her the opportunity to discuss the issue further.
- Qwest Easements: Vernon reported that he met with Corey Christensen, Sr. Design Engineer with Qwest, regarding their request for Rafter J granting a 10-ft-wide below-ground telephone utility easement on our side of the lot line between Rafter J and Phil Wilson’s property leading to the Children’s Learning Center. The documentation included a graphic rendering of the easement in the legal description. Corey also asked the Board to review a telephone easement for the Qwest utility shed between Lots 337 and 333. Qwest was given an easement through plat 681, but it was vaguely defined and they would like clarification of the easement area associated with the utility building. The Board expressed concerns regarding the wording of the easement agreement and would like Paul D’Amours, Rafter J Attorney, to review the document. Vernon agreed to contact Paul D’Amours.
- Pathways: The Board discussed pathways ownership and maintenance. Vernon stated that the pathways in Rafter J are generally within the road easements through Rafter J common area. The land belongs to Rafter J, but pathway maintenance is the county’s responsibility. They do not maintain pathways during the winter; the HOA has them plowed periodically so that pedestrians don’t have to walk in the streets. Any party that causes damage to a pathway due, for example, to utility repair is responsible for the repairs. Vernon stated that the District, via Westwood Curtis, had caused some damage during the infrastructure project and has carried out the repairs.
- Jackson Hole Veterinary Clinic: Kip reported that he had spoken to the veterinarian at the Jackson Hole Veterinary Clinic regarding the excessive dog barking issue that was discussed at the December 29, 2009, Board meeting. Kip told the veterinarian that he must get approval from the Design Review Committee for the outside dog-run fencing. Related to this, Kip was told that the dogs are kept inside the building at night.
- Design Review Committee report: The Board discussed adding a Design Review Committee report to the monthly meeting agenda items. The Board would like to know what items are presented and approved by the committee on a monthly basis. Following discussion, the Board asked Cheryl to prepare a monthly report and Vernon agreed to help with the report.

Adjournment: Vernon moved for adjournment and Brian seconded the motion. It passed unanimously. The meeting adjourned at 9:34 p.m.