

RAFTER J RANCH HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING MINUTES—APPROVED
January 25, 2011, at 7:00 p.m.
Rafter J Office

In Attendance:

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

Staff: Cheryl Fischer

Homeowners: Chuck Rhea

Others: Matt Ostdiek, Engineer with Rendezvous Engineering

President's Report: Kip MacMillan, President, called the meeting to order at 7:01 p.m.

Minutes (November 30, 2010 and December 21, 2010): Brian moved to approve the November 30, 2010 and December 21, 2010 HOA minutes. Vernon seconded the motion. It passed unanimously.

Financial Report: The Board reviewed the December 2010 Financial Report including the following total amounts: Revenue, \$116,582; Operating Expenses, \$24,787; and the Net Operating Income, \$91,795. The amounts in the Rafter J bank accounts are: Checking, \$1,266 (Wells Fargo); Money Market Fund (Wells Fargo), \$18,778; Money Market Fund (Bank of Jackson Hole), \$201,174; Petty Cash, \$807; and the Wells Fargo Weekend Sweep, \$437,279. (The small amount in the checking account is due to most of the cash having been transferred to the Weekend Sweep account, which is interest bearing, and the month ending during the weekend.) The total amount in the Ending Cash Balance (sum of Checking, Money Market Funds, Petty Cash, and the Weekend Sweep) is \$659,304. The increased amount in the Revenue line item is due to receiving six-month homeowner's fees, while the Ground Maintenance and Shop line item amount reflects the weed spraying expense. Brian reported that we have received reimbursement from the Teton Conservation District for the noxious weed cost-sharing program. Vernon moved to approve the December, 2010, Financial Report. Joe seconded the motion. It passed unanimously.

Maintenance Report: Kip said he had spoken with Chuck M. who reported that there were no major problems in the subdivision. It was also noted that more compliments were received for snow removal from the roads and pathways.

Homeowners' and Resident Issues and Concerns:

- Chuck Rhea was in attendance.
- Kip presented a brief update on the church project.

Discussion Items:

- **Proposed ice rink:** Kip noted that the proposed ice rink is not approved due to liability issues and insurance expense. Following discussion, Brian agreed to contact an individual regarding how the insurance issue is handled for the ice rink in Melody Ranch.
- **Rafter J street signs:** Brian reported that the Design Review Committee (DRC) approved the wood signs with aluminum lettering and side brackets. An example sign should be ready for the next HOA board meeting.
- **Wilson ditch owners:** Cheryl reported that we received payment from Canadian Springs for their portion of the ditch repair bill. The remaining three Wilson ditch owners that have not paid are Polo Ranches, Flat Creek Fishing Club, and Melody Ranch. Following discussion, Paul agreed to contact an individual with Polo Ranches and Cheryl will contact Flat Creek Fishing Club and Melody Ranch.
- **Playground equipment:** Paul stated that the renter of the property that has the available playground equipment has not contacted him to set up an appointment to view the equipment. Cheryl mentioned that our insurance agent estimated the additional premium for another playset installed at a different location is \$101 per year. This does not include damage. The annual premium for a \$16,000 playset insured for fire, vandalism, etc. would be \$223. Paul noted that the playground equipment in question is a hybrid constructed of pieces from different manufacturers in which some parts are residential quality and some commercial.
- **Ponds permit proposals:** Matt Ostdiek reported that he had asked Pierson Land Works, Inc. for a proposal regarding water rights and the mapping of ditch users. The process includes obtaining a separate permit for each pond, a detailed water rights

map, and contacting all users on the Adams Ditch system (the cost for the mailing is about \$700). The west pond will require a ditch enlargement. Pierson's estimate for water rights and user mapping, including labor and a 15% contingency, is approximately \$5,300. Rendezvous Engineering's estimate for surveying the ponds is \$3,800-\$4,500, while Pierson estimated approximately \$2,000. Matt noted that if Rafter J wants to connect the two ponds with a pipe under Big Trail road, this should be done before beginning the permitting process. Following discussion, Joe moved to accept Pierson Land Works, Inc.'s proposals for the pond permits. Paul seconded the motion. It passed unanimously. Cheryl will contact Pierson Land Works Inc.

- **Building plans for Rafter J property:** Vernon discussed our procedure for handling building plans for Rafter J property. At present, we only allow the current owner, or his agent (if we have that approval in writing), to view the building plans. Vernon reported that he had contacted Paul D'Amours, Rafter J Attorney, by e-mail to look into potential liability regarding, for example, releasing intellectual property rights if we allow Rafter J property owners to view all building plans. Paul D'Amours responded that while building plans submitted to the county are in the public domain, Rafter J is a private organization and does not have to follow the same procedures. However, he did not think there is an issue with regards to intellectual property rights. Following discussion, Vern volunteered to draft a policy regarding the viewing of Rafter J building plans.
- **New computer:** Vernon presented prices ranging from \$1,164.92 to \$1,314.92 for a new computer, keyboard, and software for the Rafter J Office. Following discussion, the Board agreed to purchase the higher-quality components for \$1,314.92. Brian also suggested that we consider using off-site backup services such as Cloud or Carbonite.

Adjournment: Joe moved for adjournment and Paul seconded the motion. It passed unanimously. The meeting adjourned at 8:34 p.m.