

RAFTER J RANCH HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING MINUTES—APPROVED
February 22, 2011, at 7:00 p.m.
Rafter J Office

In Attendance:

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

Staff: Chuck McCleary and Cheryl Fischer

Others: Ilene Zwerin

President's Report: Kip MacMillan, President, called the meeting to order at 7:03 p.m.

Minutes (January 25, 2011): Paul moved to approve the January HOA minutes. Vernon seconded the motion. It passed unanimously.

Financial Report: Brian presented the January 2011 Financial Report including the following total amounts: Revenue, \$49,973; Operating Expenses, \$10,028; and Net Operating Income, \$37,498. He also reported the amounts in the Rafter J bank accounts: Checking (Wells Fargo), \$471,554; Money Market Fund (Wells Fargo), \$18,781; Money Market Fund (Bank of Jackson Hole), \$201,335; Petty Cash, \$928; and the Wells Fargo Weekend Sweep, (\$108). The total amount in the Ending Cash Balance (sum of Checking, Money Market Funds, Petty Cash, and the Weekend Sweep) is \$692,489. There was a question about the amount in the Ground Maintenance and Shop expenses. It was noted that we received two checks from the Teton County Conservation District Cost Share Program for partial reimbursement of weed control in Rafter J. There was also a question about the amount of \$2,447 in the Major Repairs and Replacements line items. This amount reflects the total for the new computer and the cost to install a garage door opener in the second bay of the Rafter J shop. Brian moved to approve the January, 2011 Financial Report. Vernon seconded the motion. It passed unanimously.

Maintenance Report: Chuck reported that the subdivision is basically in good operating shape. He is waiting for Delcon to install a new circuit board in sewer lift three. In addition, we may need a new cutting edge on the plow this year, depending on how much additional snow we receive.

Improvement and Service District (ISD) Issues:

- **Emergency diesel generator:** Vernon Martin reported that the generator had sounded an alarm. The issue turned out to be minor and was resolved by resetting the fuel level.
- **Cleaning the staging area in the Rafter J commons:** Ilene Zwerin noted that spring is almost upon us, and asked if we had reached an agreement regarding cleaning the Rafter J common areas used for staging. Vernon replied that we still have additional paving to do this summer. A question was asked about removing the plastic silt fencing; however, the fencing has to remain until the vegetation takes hold. Ilene asked about the path along Flat Creek. Vernon stated that it will be restored to its original level.

Design Review Committee Report: The committee approved a remodel application.

Homeowners' and Resident Issues and Concerns:

- Ilene Zwerin was in attendance and asked about the church and the Tract 3A projects. Kip summarized the present situation.
- Brian mentioned that his wife noticed a sticker on a 25 mph speed sign on Big Trail Drive. Chuck said he will remove it.
- It was noted that a new law passed by the Wyoming legislation allows police and sheriff officers to issue citations on private property. Kip volunteered to check into it.

Discussion Items:

- **Correspondence:** Cheryl reported that the office received correspondence from the Teton Science Schools regarding their bird banding project and from the Conservation Research Center of Teton Science Schools regarding mule deer movement and roadway crossing. Following comments, it was decided to place both items on the Rafter J website.

- Rafter J street signs: Brian reported that Rick Hollingsworth at Jackson Signs provided a sample showing options for the new Rafter J street signs. The sign is redwood with aluminum letters. One side of the sample is sand blasted and has flush letters and the other side is smooth with raised letters. The Board preferred the smooth sided sign with raised letters and uncoated steel brackets. It was noted that the sample sign is 34" in length, while 42" is the separation between the present posts. Brian agreed to obtain quotes for both 34" and 42" boards, as well as a price for the Rafter J symbol routed into the posts. Brian will attend the next Design Review Committee to present the sample sign for their review.
- Wilson Ditch users: Cheryl reported that we received payment from Melody Ranch for their portion of the ditch repair bill. The two Wilson ditch owners that have not paid are Polo Ranches and Flat Creek Fishing Club. Paul agreed to call the President of Polo Ranches again regarding the payment; an e-mail was sent to the Flat Creek Fishing Club.
- Building plans of property owners: Vernon presented a draft copy of a policy for access to Rafter J building plans. He suggested that any resident, or his agent, can view Rafter J plans. It was suggested that if a resident wishes to view the plans of another resident, the latter homeowner must be notified. Vernon agreed to revise the draft policy before the Design Review Committee reviews the document.
- Pond permits: Cheryl reported that Pierson Land Works, Inc. was notified regarding the work order agreement for the pond permits; the agreement was signed by both parties. Both Brian and the Rafter J office were added as contacts and will be receiving monthly updates on the project.
- Proposed ice rink: Construction of an ice rink was not pursued this year due to the cost of insurance. Brian volunteered to speak to an individual in Melody Ranch to find out how they handle the issue. He also suggested that some Rafter J residents might be willing to donate to an insurance fund.
- Office Computer: Vernon reported that the new office computer was installed and is working. He also commented on problems in the transition process while transferring data from the old system to the new computer running Windows 7, which is not always backward compatible.
- 2011/12 budget: Brian asked the Board to consider and report items that require attention for the next budget year.

Adjournment: Joe moved for adjournment and Paul seconded the motion. It passed unanimously. The meeting adjourned at 8:08 p.m.