

RAFTER J RANCH HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING MINUTES—APPROVED
March 29, 2011, at 7:00 p.m.
Rafter J Office

In Attendance:

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

Staff: Cheryl Fischer

Homeowners: Pam Zernis

Others: Ilene Zwerin

President's Report: Kip MacMillan, President, called the meeting to order at 7:00 p.m.

Minutes (February 22, 2011): Vernon moved to approve the February HOA minutes. Paul seconded the motion. It passed unanimously.

Financial report: The Board reviewed the February 2011 Financial Report including the following totals: Revenue, \$8,411; Operating Expenses, \$12,342; and Net Operating Income, (\$4,435). The amounts in the Rafter J bank accounts are as follows: Checking (Wells Fargo), \$467,518; Money Market Fund (Wells Fargo), \$18,783; Money Market Fund (Bank of Jackson Hole), \$201,474; Petty Cash, \$983; and the Wells Fargo Weekend Sweep, 0. The total in the Ending Cash Balance (sum of Checking, Money Market Funds, Petty Cash, and the Weekend Sweep) is \$688,759. The \$505 amount in the Major Repairs and Replacements line item was for a sample Rafter J street sign. The \$979 in the Vehicle and Equipment line item was for repair of the Ford truck plow and for vehicle fuel. Vernon moved to approve the February, 2011, Financial Report. Joe seconded the motion. It passed unanimously.

Maintenance report: Cheryl reported on the following maintenance items based upon information provided by Chuck M.

- **Sewer lift three:** Delcon fixed the monitor on pump one in sewer lift number three.
- **Sweeping:** Hunt Construction will sweep the main and side street entrances when it stops snowing.
- **Ford plow:** Chuck will have to install a new cutting blade on the Ford plow in the near future.

Improvement and Service District (ISD) issues:

- **Election:** Vernon reported that no one volunteered to be on the ballot in the Rafter J Improvement and Service District (ISD) election last week. Following protocol, the Directors therefore formally reappointed Vernon.
- **Water bills:** Vernon noted that there will be a 50% discount on water usage (not the service charge) on the next bill. The present billing delay is due to a software problem. Kip asked if we should hire a consultant. Vernon stated that the problem is nearly resolved.

Design Review Committee report: The Board reviewed and discussed an e-mail from the Design Review Committee concerning the following issues.

- **Rafter J signs:** The Design Review Committee (DRC) reported that they liked the proposed Rafter J street sign, but noted a potential concern regarding the location and height of the sign to maximize light reflection, and hence sign visibility, at night.
- **Building plans of property owners:** The DRC provided detailed comments, which were discussed by the Board, regarding the proposed building plans access policy.
- **Awning:** The DRC approved an awning for a Rafter J property.
- **Storage area, park and common areas, and cul-de-sacs:** Ilene Zwerin reported that the DRC discussed beautification of the storage area. She also pointed out that the assigned spots are not arranged in an orderly fashion. Kip noted that landscape development in Rafter J parks, cul-de-sacs, and common areas have priority at the moment. Joe said that the Board would be willing to listen if storage area beautification had a champion. There was further Board discussion regarding the logistics and costs of cleaning up the storage area.

- Building plans in Teton County: Cheryl reported that she spoke with an individual in the Building and Planning Department regarding county policy for building plans. The individual noted that county building plans are public records. However, once the plans are approved, they only keep the site plan (not the architectural plans) and permits for residential buildings. Prior to approval, no one can see the plans. For commercial plans, they keep full building plans. It was further noted that there is no procedure for someone to copy the site plans, but the county will provide a copy for a charge.

Homeowners' and Resident Issues and Concerns: No issues or concerns were raised.

Discussion Items:

- Correspondence: The Board reviewed and discussed the following correspondence.
 - Skype Board meetings: The Board reviewed an e-mail from an owner wondering if Board meetings could be broadcast via Skype. It was also noted that the Board meeting minutes are posted on the Rafter J website.
 - Bird watching schedule: The office received an e-mail from the Teton Science Schools regarding the bird watching schedule for this summer. The Board decided to place the schedule on the Rafter J website.
- Wilson Ditch users: Cheryl reported that we haven't heard from the two remaining Wilson ditch owners, the Polo Ranches and the Flat Creek Fishing Club, who have not paid their portion of the repair bill. Following comments, Paul agreed to call, once again, the President of Polo Ranches regarding payment.
- Covenant enforcement regarding signs: Kip mentioned that he had requested some time ago that the Design Review Committee develop a policy for posting of signs in Rafter J. He also noted that Cheryl gave him a copy of the county regulations (Article IV Development Standards-Teton County) which he will give to the DRC as a reference.
- New Wyoming Legislation law: Kip reported that he had received a copy of a new state statute, which becomes effective July 1, 2011, allowing county sheriff departments to enforce speed limits on private streets. It is not yet clear how this will affect Rafter J.
- Playground equipment: Paul reported that he inspected the older playground equipment a resident is willing to donate to Rafter J. Following a Board discussion of the equipment, cost of Rafter J site preparation, and insurance, it was decided not to accept the donated equipment. However, the Board greatly appreciates the generous offer.
- Building plans of property owners: The Board discussed the revised building plans access policy and the comments received from the Design Review Committee. Following discussion, the Board agreed to have the Design Review Committee develop the next draft of the policy.
- Pond permits: No updates to report.
- 2011/12 Budget items and fees for the next fiscal year: Homeowner fee coupons must be mailed before June 1st; thus fee decisions for 2011/12 must be made at the April Board meeting.
- Employment practices: Cheryl reported that the Rafter J homeowners insurance does not cover employment practices. Our insurance agent is sending a request to the company for a quote.
- Commercial package and auto renewal: Cheryl reported that the Homeowners commercial and auto policy expires in May, but the fee is due April 5th. This year, the cost increased from \$8,649 to \$8,774. Following discussion, the Board approved payment.
- Bresnan: Vernon reported that our DSL internet speed is very poor, but Bresnan does not service the office side of Big Trail. It was noted that the Children's Learning Center would also like to connect to Bresnan. The Board agreed to ask Bresnan for price quotations to extend service to just the Rafter J office and pump house as well as to Rafter J plus the Children's Learning Center.

Review Action Items: The Board reviewed old action items, deleted those no longer relevant, and moved some toward the top of the list.

Adjournment: Vernon moved for adjournment and Paul seconded the motion. It passed unanimously. The meeting adjourned at 8:30 p.m.