

**RAFTER J RANCH  
HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Wednesday, November 28, 2012  
Rafter J Office**

**MINUTES**

**In Attendance:**

**Directors:** Kip MacMillan, Joe Greene, Paul Boillot, and Pam Zernis

**Staff:** Cynthia Wiley and Chuck McCleary

**ISD:** Wayne Flittner

**Homeowners:** Chris and Paula Hughes, Mike and Bobbie Dailey, Roxanne Bierman

1) Call to order.

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

2) Approval of the October 23, 2012 minutes.

Paul moved to approve the minutes. The motion was seconded by Pam. It passed unanimously. Paul asked whether the minutes could be approved via e-mail in order to distribute them to homeowners earlier. Joe replied that this can be done and he volunteered to draft a general protocol for e-mail ballots.

3) Financial reports for November, 2012.

There was no financial report.

4) Maintenance report: Chuck.

Chuck reported the following.

- He dammed the irrigation ditch leading to Roger Seherr-Thoss' property.
- Removed the trash near the storage gate entrance.
- Changed the chlorine water purification tank.
- Cleaned the sewer lifts.
- Cleaned the culvert on Homestead/Big Trails. The culvert was blocked and had backed up.
- Hired two people from the Temp Agency to remove the rolled barbwire and posts around the horse corral.

5) ISD report: Wayne Flittner.

The ISD is working with Paul D'Amours to update the By-laws in order to abide by new state statutes for bidding on contracts.

The ISD signed a contract with Meridian Engineering and will no longer be working with Rendezvous Engineering. Rendezvous Engineer has transferred most of their files to Meridian Engineering.

Cedarwoods: The ISD had requested that Cedarwoods not plant trees/shrubs over the new sewer line. However, this was done. The ISD is now asking Cedarwoods to sign an agreement that they are responsible for any future problems related to tree-root intrusion into the line.

Northeast 40 Easement: The ISD has proposed an easement which accounts for the location of the new sewer lines; however, the agreement has not yet been signed. The ISD Board would also like certification that no sump pumps are connected to the sewer system.

Water meter issue: The original list of 20 to 30 Rafter J water meter problems is down to 12-15. JB Mechanical has been hired to resolve meter problems and carry out new installations. Plumbing Anytime has a warranty to replace faulty ball valves and they are currently involved in a lawsuit with the manufacturer. For problem cases, Cynthia and Chuck will check meter readings periodically. The new meter reading policy is posted on the office door.

The ISD is considering retiring some of the infrastructure maintenance debts early to avoid further interest payments.

6) Homeowners' issues and concerns.

a) Chris and Paula Hughes (3085 Bridle Dr. / Lot 323): Willows.

Chris and Paula are concerned about the illegal removal of willow trees in the commons area. They now have views of South Park and are assaulted by noise from houses and cars. Originally, Spence asked the Hughes and their neighbor Ellen Kappus if he could remove the willows; they both said no. The stumps have not been yet removed. Brian is looking into the issue.

Roland Kuhr with Naturescape Design was hired by Kasey Mateosky to cut down the willows.

Mike and Bobbie Dailey also attended the meeting and were concerned about the willow removal.

b) Roxanne Bierman (Lot 321): "No Parking" signs at the central playground.

Roxanne believes the seven "No Parking" signs erected around the playground are ugly. If it's a playground, why not have parking places for parents to park? Kip and the HOA have already looked at parking. Kip indicated the best they could do would be to have two to three parking places on the west side of the playground. Paul challenged Roxanne with finding better looking signs and she agreed.

7) Design review committee.

a) Farag (Lot 309): Shed on property; no approval from DRC or HOA.

Kip sent the homeowner a letter requesting that they follow the rules and submit an application to the Design review committee.

8) Old business.

a) Internet service for Rafter J office.

Cynthia upgraded the internet service from One West to Century Link. The cost remained the same, but upload and download speeds are somewhat faster. Paul will work with the daycare center (internet only), Café Bean, and the ISD to reach a joint agreement to bring in an Optimum (Bresnan) line in the spring.

We cannot back up our present system except by USB.

- b) King Eider Estate's setbacks.  
Paul indicated the subdivision was originally platted as twin homes, for which habitable spaces have a 10' setback while garages have a 0' setback.

9) New business

- a) 9 Clouds bid to redesign and upgrade the Rafter J website.  
Cynthia looked into Rafter J website redesign. 9 Clouds have provided this service for several subdivisions in the valley and are familiar with HOA websites. The cost is \$4,500. Cynthia would maintain the website once it's live. Paul asked Cynthia to obtain two more bids.
- b) Santa  
Kip asked the Board if Santa should visit the Rafter J office again this year. The Board agreed. Kip and Cynthia will pick a date.
- c) Homeowners Association audit.  
Paul discussed the cost to audit the HOA books, 5,000 - \$7,000; a review would cost 1,500 - \$2,000. Pam stated that for a "review", the auditor selects random receipts, financial instruments, procedures, etc.

10) Review action items.

The Board discussed the Action Items and eliminated those that have been completed.

11) Adjournment.

Paul moved to adjourn and the motion was seconded by Pam. It passed unanimously. The meeting was adjourned at 8:50 p.m.