

RAFTER J IMPROVEMENT AND SERVICE DISTRICT SPECIAL DIRECTOR'S MEETING

RAFTER J HOMEOWNERS ASSOCIATION OFFICE

2951 West Big Trail Drive  
Jackson, Wyoming 83001  
Phone: 307-733-5262  
Email: Office@ RafterJ.Org

Date: May 4 & 11, 2012 12:00 Noon

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Minutes of Meeting:

Attending:

For The District:

Directors:

President Gordon Gray  
Treasurer John Shipman  
Secretary Wayne Flittner

Staff:

Cheryl Fischer  
Chuck McCleary

Also Attending:

Paul D'Amours Attorney for the District, HCD Lawyers  
Kurt Stout, Meridian Engineering

Call To Order:

President Gray called the meeting to order at 11:55 and distributed Agenda.

1. Rendezvous Engineering information transfer;

We discussed the progress on this task and though things are coming, the progress has been slow. To help accelerate this task, we agreed Paul should have a discussion with Matt Ostdieck to iron out any difficulties. We need to get this done as the information that Matt is to provide is clearly described in memos to Matt/Rendezvous and is holding up action /completion of many issues including John's budget preparation.

2. Snow Plowing Cost Study:

We reviewed John's preliminary data with regard to addressing those homeowner groups with some sort of annual assessment reduction since the District does not plow their streets or parking areas. John had gathered data from Chuck McCleary as to plowing frequency, time spent, fuel and vehicle maintenance costs and said that that represents about \$14.00 per residential unit. Wayne said at the prior HOA Meeting which he attended he mentioned our costs and said the reaction was our costs seemed low as one group pays their contractor much more. Chuck commented that that was probably because we only plow the roads, not parking areas or driveways. John is going to review his numbers-- to reflect the past two year's efforts for a better basis. Wayne moved we approve this basis, John seconded, all voted "aye".

3. North East 40 Drainage Issue:

Gordon reported he had met with the N.E.40 leaders and they did a walk around looking at the problem areas and discussing some of our idea options. N.E 40 was appreciative but seemed unhappy with the gravel/rock drain, gravel and grass drain ideas. They prefer topsoil and matching grass seed approach. We agreed Kurt Stout should assemble our options with budgets for a final meeting with E 40.

4. Barbara Goody Claim:

Gordon reported he had contacted a contractor who Barbara knew and respected and had him do a thorough inspection review the problems and draft a solution and budget. Paul is to take this information and draft a final Release/Agreement that Barbara can sign, the District can sign and the work can be done to resolve/complete this issue.

5. Water Meter non-reading/. Billing Issues;

This effort is moving forward, the second billing went out and the Inspection Reminder Notice was included in the statements of those who had not responded to our First Request. Paul had drafted the letter and the cutoff date was set at June 15. Gordon said Gabe Klamar had solved many of the non-read problems, that there are still a few exceptions and he will prepare a Spread sheet summary so we can match it up to the spread sheet summary provided by Plumbing Anytime.

6. Water Billing Collection --non-payment situations:

We all agreed this situation may develop so we are exploring all our options, such as shut off the water, issue a lien etc. These options will be reviewed before any action is taken in any case.

7. Concrete/Asphalt Removal Clean-up:

We had one estimate that it might take \$7,000.00 to haul out the asphalt. We agreed Kurt should work out a plan with Westwood Curtis that would include regrading, removal, reshaping the sled hill, reseeding to bring the area back as much as practical to its original state.

8. FEMA AE Zone Discussion:

Kurt led this discussion. There appear to be about 80 properties that could benefit significantly from this flood map CLOMR LOMR Map revision request process. His plan is to get an up to a map, identify all the properties that could benefit, draft a letter the District could send to each impacted resident, follow with a meeting to get consent, commitment. Then follow with a meeting to present plan and costs and benefits. Engineering fees might approach \$10-\$15,000.00 but these expenses need not all incur before the initial exploratory meetings and research is developed. Gordon moved Wayne seconded the motion to proceed as outlined, all voted "aye".

9. Pathways Sealing:

John said the Rafter J HOA is taking this up at their next meeting , feeling this is their responsibility. We will keep in touch. No further action needed at this time.

10. Church Water Meter Pit:

Chuck McCleary is to look over what is there and report back on what is in place, what needs to be metered etc.

11. 30-Year Cost Analysis:

John reported he is gathering data but a lot of it has to come from Rendezvous files etc. so we will need to press to get all the records updated and transferred.

12. Adams Canyon Sewer Tie Request:

From remarks of Chuck McCleary, all of the easements etc. that may be needed are already in place. No further action needed at this time.

13. Cedarwoods Reimbursement:

This is still an open issue as they have not responded to our last letter/offer. Essentially, they planted new trees directly over the new sewer lines and we want them to be responsible for any future root damage problems with the sewer.

14. Ball Valve Recap

Cheryl is to send Paul a report/summary of results response/actions taken resulting from our second reminder notice letter.

15. Investment Policy:

Paul reported he had read/reviewed the Policy Statement and OK'd our releasing it to those organizations requesting it.

Hearing no further requests to discuss other issues, President Gray  
Adjourned the Meeting at 2:05 pm

Minutes drafted by:

Wayne Flittner, Secretary  
Rafter J Improvement and Service District  
May 17, 2012

B. Minutes of Special Directors Meeting held May 11, 2012 at Rendezvous Engineering Office

Attending:

Gordon Gray, President  
John Shipman, Treasurer  
Wayne Flittner, Secretary  
Matt Ostdieck, President, Rendezvous Engineering

Matt Ostdieck called the Meeting to order at 11:00 am

1. Water Well Payout:

Matt presented a Payment Request payout summary for review and discussion. Line items were thoroughly discussed and the end result was with all payments to vendors made and payment request submitted, a net balance of \$10,000 may result in the project budget.

2. Infrastructure Project:

We reviewed the status of all the work and billings and funding to date. Paul is to review the various Grants language to verify that The District is in compliance with the funds source/Rafter J match requirements before we finalize payoffs/payouts and loan payoffs.

3. Sewer Manholes:

Matt reported a couple more need sealing. It may be a warranty issue as well as a change order issue with Westwood Curtis contract. Costs may approach \$30-\$42,000. Matt is going to assemble the data details for the District.

4. Information Transfer:

We discussed the items given Rendezvous Engineering in correspondence dated May 2 from the District to Rendezvous and Matt is to get us a timeline for completion.

Meeting adjourned at 12:00 noon.

Minutes drafted by:

Wayne Flittner, Secretary  
Rafter J Improvement and Service District  
May 17, 2012