

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: July 11, 2012 12:00 Noon

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

1. Call To Order:

President Gray called the meeting to order at 12: 00 Noon and distributed Agenda.

2. North East 40:

Gordon led this discussion which resulted from the meeting Wayne and Kurt Stout /Meridian Engineering had with Jake Hanson, Director on the NE 40 HOA Board on Wednesday, June 26 at noon. Jake had responded with a positive report from the NE 40 Directors that the plan we submitted had been well received and that we should proceed to a final proposal. Kurt Stout will get some additional contractors best estimates, Paul D'Amours will draft the documents; we discussed the plan, the need for some additional cost estimating and the drafting of a proposal letter/agreement that can be submitted to NE 40 for a final agreement/cost sharing/payment plan. We set July 19 as a completion date for this effort. Shipman moved we proceed as outlined, Wayne seconded, motion passed, all voted "aye".

3. District "Bidding" Policy/Practice/Guidelines:

Paul reported he has been reviewing various statutes and memorandums covering bidding in terms of when we can get one bid versus open competitive bidding requiring advertising etc. On small projects/purchases, it is more timely and economical to just go to a known quality

source, but we need to comply with the rules in regards to amounts etc. Paul will report on his findings to make sure we are in compliance.

4. Kurt Lund Driveway Issue:

Paul is drafting an agreement letter to resolve this issue which is a line item in next fiscal year's budget. Kurt has agreed to our solution.

5. Barbara Goody:

While we had achieved a signed agreement settling/resolving her claim—it now appears the problem seems to exist because the home was built on a foundation without any ventilation. And since that is not a District responsibility, the issue is now hers to solve.

6. Adjournment:

Hearing no further discussion, President Gray adjourned the meeting at 1:00 PM.

Minutes drafted by:

A. Wayne Flittner, Secretary

Rafter J Improvement and Service District

Dated: July 13, 2012