

RAFTER J RANCH
HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday September 24, 2019, 7:00 pm
Rafter J Office

MINUTES

In Attendance:

Directors: Paul Boillot, Brooke Gorsage, Joe Greene, Kip MacMillan, and Pam Zernis.

Staff: Nancy Henderson, and Larry Lennon.

Guest: Mark Pape, Tegeler and Associates.

Property Owners: Susan Berger, Ilene Chenkin, Lee Fitzpatrick, Steve Foster, Vicky O'Donoghue, and Jim Turley.

1. Call to order.
Kip MacMillan, President, called the meeting to order at 7:01 p.m.
2. Election results.
The Rafter J Director election ballots were collected by Nancy Henderson and verified by Melene Dodson on August 28, 2019. Brooke Gorsage was elected for a 2-year term, receiving 134 votes, and Joe Greene was elected for a 3-year term, receiving 114 votes.
3. Election of Officers.
Motions were made to have Kip MacMillan serve as President, Paul Boillot as Vice President, Brooke Gorsage as Treasurer, Joe Greene as Secretary, and Pam Zernis to serve as Member-at-Large. Joe seconded the motions. They passed unanimously.
4. Homeowners' issues and concerns.
 - a) Kip introduced Mark Pape, the HOA's insurance agent from Tegeler and Associates. Mark summarized the HOA's liability coverage; one million dollars for liability, plus a two million dollar umbrella, and two million for Director and Officers. A risk management assessment can be performed to update possible liability exposures.

Liability risk exposure for trampolines, footbridges, playsets, and roads was discussed. All of these items have risk exposure and coverage is included by the current policy if there is no exclusion. The current insurance carrier does not cover structures such as an ice rink or a bike park; coverage can be obtained from an insurance underwriter. Mark suggested that footbridges be properly constructed and have cautionary signage.

Paul inquired about Rafter J ISD insurance coverage for Rafter J roads and infrastructure. Nancy will follow up with Mark regarding ISD coverage.
 - b) Lee Fitzpatrick (1195 W Hereford Dr., Lot 64): RV parking.
Lee is in support of keeping the three day parking policy for recreational vehicles. The Board explained, Rafter J CCRs do not allow recreational vehicles to be parked where they are visible to neighbors, and the HOA does not police for violations of this rule but does follow-up when a complaint is made to the Rafter J office.

Joe, in response to a homeowner's request, has been working on a new rule to limit how often recreational vehicles can be parked at a residence. Joe welcomed any suggestions to improve the current three day parking policy.

Ilene would like the Board to consider parking situations within townhome properties when developing a new policy. Paul noted, townhome owners are required to follow Rafter J HOA rules and townhome associations can have more restrictive rules.

Larry suggested looking at the parking rules for other homeowner associations.

5. Approval of the August 14, 2019, Rafter J HOA minutes.

Brooke moved to approve the August 14, 2019, minutes. Pam seconded the motion. It passed unanimously.

6. Financial report for August, 2019.

Brooke and Paul met with the investment manager to review HOA investment performance. Brooke reported, a 5% return is expected from a ten year investment in medium risk funds, and if needed, withdrawals can be made at any time. Annual meetings with the investment manager are recommended and presentations to the Rafter J owners can be arranged. The initial investment has increased \$10,500.00 as of the end of August.

Brooke noted, Backroads has reimbursed Rafter J for legal fees associated with the Silver Star utility easement.

Following Board discussion, Pam moved to approve the financial report. Paul seconded the motion. It passed unanimously.

7. Maintenance report.

Larry, in response to a homeowner's request, obtained an estimate for common area irrigation and determined it would cost \$35,000.00 to install irrigation for 1.5 acres. Connection to a water source would be an added expense.

Dog waste cleanup signs have been installed at the bag dispenser stations.

Larry has not been able to find a vendor to expand the storage area chain-link fence and suggested posting a "private property/no trespassing" sign on the existing fence. There is a concern that the animal shelter's staff might be walking dogs within the Rafter J storage area, Larry will contact the shelter.

Larry has not been able to determine if the culvert from the storage area, which drains into the eastside ditch is functional. If water flows from the culvert, the structural integrity of the ditch might be a concern. Paul suggested placing rocks at the end of the culvert to divert water flow.

An estimate was obtained to improve the Rafter J north entry sign lighting, which exceeds the original \$500.00 allowance from May 21, 2018. Paul moved to improve the Rafter J north entry sign lighting to match that of the south entry, not to exceed \$2,000.00. Pam seconded the motion. It passed unanimously.

8. ISD report.

Larry reported, the construction at lift station #2 should be finished by the end of October.

9. DC report.

- a) Gateway/Wronko (3201 W Big Trail Dr. Lot 330A Parsonage): Fence – Approved
- b) Gateway Church (3205 W Big Trail Dr. Lot 330A): Signs – Approved.

- c) Ramseur (1220 W Fresno Dr., Lot 42): Paint – Approved.
- d) Wright (3385 S Appaloosa Dr., Lot 193): Paint – Approved.
- e) Shivler (3210 S Beaverslide Dr., Lot 15): Shed – Approved.
- f) Tattersall (1205 W Angus Dr., Lot 77): Roof – Approved.
- g) McAvoy (1790 W Pack Saddle Dr., Lot 294): Paint – Approved.
- h) Haworth (3060 S Stirrup Dr., Lot 308): Roof alteration – Not approved.
- i) Sanville (3090 S Stirrup Dr., Lot 305): Roof – Approved.

10. Old business.

a) Rafter J litigation.

Kip gave an update on the small claims suit which was filed by a homeowner against the HOA Board for breach of contract. The Judge ruled that there was not a contract and therefore no breach of contract.

b) Encroachment and potential liability issues.

Kip has discussed encroachment and potential liability issues with Rafter J legal counsel. A letter is being drafted to address intentional interference with contractual relations.

c) Access to insurance policy.

Nancy was advised by the insurance agent not to post the Rafter J commercial policy for insurance online. The policy can be viewed at the Rafter J office.

d) Bylaws update.

Nancy will update the Rafter J Bylaws to include the Capital Expenditures amendment.

e) Cedarwoods proposed development.

The Board discussed Rafter J development rights with Jim and Susan of Cedarwoods. Susan stated, in order for Cedarwoods to develop their tennis court areas, they would need to purchase two of the three existing development rights associated with Tract 3A from Rafter J. The Board will discuss how to proceed.

f) Eastside ditch maintenance.

Paul presented a maintenance guide for the eastside ditch and recommended a similar maintenance program be established by Rafter J, Teton Conservation District, and Melody Ranch Investments. In order to extend the useful life of the improvements, vegetation control should be done on a regular basis, and reapplication of bentonite should be done by Westwood Curtis as needed. Paul is working with Westwood Curtis for a permanent solution.

11. New business.

a) The next Board meeting will be held Tuesday October 29, 2019.

b) The Rafter J Facebook page was discussed. The Rafter J Facebook page is a private page, administered by Jenny Rogers, who intends the page to be used for general neighborhood information. Homeowners will be reminded in the next HOA monthly email that Rafter J HOA is not associated with the Rafter J Facebook page and all Rafter J business should be directed to the Rafter J office. Jenny will be asked to remind Facebook users that the page is not affiliated with Rafter J HOA.

12. Review action items.

The Board reviewed the action items and removed those that were completed.

13. Adjourn.

Pam moved to adjourn and Paul seconded the motion. It passed unanimously. The meeting was adjourned at 8:40 p.m.