

RAFTER J RANCH
HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING
Wednesday November 18, 2020, 3:00 pm
Online Meeting

MINUTES

GIVEN THE CORONAVIRUS (COVID 19) ISSUES, THE BOARD FELT THAT FOR THEIR SAFETY, AND THAT OF RESIDENTS, THAT THIS BOARD OF DIRECTORS MEETING WOULD BE HELD ONLINE.

In Attendance:

Directors: Karen Jerger, Mike Keegan, Kip MacMillan, Brian Remlinger, and Chuck Rhea.

Staff: Nancy Henderson, and Larry Lennon.

Property Owners: Janis Allen, Hans Flinch, Kimberly Hindman, Gina Lipp, and Sue Lurie.

Guest: Kristin Wilkerson

1. Call to order.

Kip MacMillan, President, called the meeting to order at 3:00 p.m.

2. Investment update.

Kristin Wilkerson, Rafter J HOA's Wealth Advisor from First Interstate Wealth Management, provided an Asset Management Overview to the Board. Volatility has been a factor, but growth is still positive at 4.5%, net of fees. The investment objective is Balanced with an expected return of 6.5%. Growth is anticipated in 2021.

Mike questions the volatility of stock market investments and believes it is not appropriate to put the homeowners' money at risk. Brian would like the funds kept in a FDIC insured account and designate the funds for specific reserve projects.

Mike moved to contact First Interstate and reduce the investment portfolio by 50% and readdress the investment in January. Brian seconded the motion. The motion failed, with 2 in favor and 3 against.

Karen would like to finish up the capital reserve plan before deciding on what to do with the investment funds. Chuck would like the Board to revisit this issue in the near future. Kip requested that the Board discuss the management of investment funds at the January Board meeting.

3. Homeowners' issues and concerns.

a) Hans Flinch (1170 W Brangus Dr., Lot 94): Proposal for Rafter J Trails and Open Space Master Plan; Phase 3.

Hans, of Cairn Landscape Architects, presented a proposal create a Rafter J Trails and Open Space Master Plan. Community support is imperative for the plan to be successful. The plan is expected to be completed within 6 months and will involve multiple opportunities for owner input.

Karen moved to accept the Cairn Landscape Architects proposal as presented for \$8,500. Brian seconded the motion. It passed unanimously.

b) Gina Lipp (1535 W. Pinto Dr., Lot 201): Rafter J Trails and Open Space Master Plan concerns; benches/picnic tables near homes/private property, earthen material used versus possible hard surface (crushed gravel) on trail system.

Gina thanked Larry for installing the fencing to reroute foot traffic off her property, and thanked the Board for respecting her request to address her concerns regarding the service road/berm located on her property, and thanked Brian Remlinger and Kurt Stout for their involvement.

Gina is concerned about the potential development of the common area, specifically the area around her home, and the effects it might have on wildlife, vegetation, and privacy of residents. Gina suggested natural materials be used on trails, plans should be sensitive to handicapped access, and a wildlife expert should be involved in the planning process. Hans stated that Gina's concerns are shared by other Rafter J owners, and Karen encouraged Gina to be active in future discussions.

4. Approval of the October 29, 2020, Rafter J HOA minutes.

Karen moved to approve the October 29, 2020 minutes. Mike seconded the motion. It passed unanimously.

5. Financial report.

a) Approval of October, 2020 financials.

Larger expenses for the month included \$2,000 for Dodge truck repairs, \$750 for legal fees, \$1,000 for removal of a damaged tree near Shorthorn, and \$1,000 for fall fertilization.

Karen moved to approve the financials as presented. Chuck seconded the motion. It passed unanimously.

b) 5-year capital budget update.

Rafter J's accounting firm HKD will not be able to help with completing a capital budget, but Eileen Mosman, Rafter J ISD Treasurer, will provide assistance. Nancy will update a reserve schedule that was given to previous Board members and redistribute it to the current Board.

c) Financial audit update.

Karen received a contract and letter from Rudd & Company, and asked the other Board members if they could review the contract before she signs it. Nancy will forward the contract and letter to the Board members.

6. Maintenance report.

a) Eastside ditch: embankment rut repair update.

Ruts were filled in and the Jolly's are pleased with the repair.

b) Trimming trees along Wilson ditch, and Tensleep/Big Trail pathways update.

Trimming will be done this winter.

Mike asked if the trees along Big Trail, between Homestead and Walden Pond could be trimmed. Brian has some knowledge about the trees and will give Larry some guidance for obtaining bids.

c) Dog waste stations update.

One station has been purchased and will be installed, weather permitting. Four additional stations are pending.

- d) Buck rail fence and signage was installed on berm by Lots 200/201.
 - e) The street sign on Stirrup was damaged, and was fixed temporarily. A permanent repair will be completed in spring.
7. ISD report.
- There was a substantial water main break behind Legacy Lodge last week and the repair is in progress. The issue was isolated and the main is no longer leaking. Service was temporarily interrupted for three properties; Lots 333, 336 and 337.
- Chuck and Steve have compiled a list of ISD/HOA issues and will meet December 9th to discuss them. Chuck will send a meeting invitation to the ISD and HOA Board members.
8. DC report.
- a) Evans (1040 W Longhorn Dr., Lot 128): Additions from 2012 - Approved. An estoppel certificate was issued, with exceptions. A non-compliant improvement was made over ten years ago, and per the direction of the HOA attorney, was not enforced because the statute of limitations on improvements, in court, could be ruled as ten years.
 - b) Non-compliance of design guidelines/rules.
The DC would like the Board to clarify responsibility for enforcement of non-compliance of design guidelines/rules. Larry will inspect properties that have completed proposed improvements. Nancy, with the help of the DC, will create an inspection checklist
 - c) Communications with owners regarding construction rules.
The current procedure for communicating construction rules is sufficient. The application, signed by the owner, has the rules listed and when the project is approved, a letter with rule reminders is sent to the owner.
9. Office report.
- a) The office will be closed November 23rd-27th for the Thanksgiving holiday. Phone messages and emails will be checked daily.
 - b) Ed Fries has offered to help with Bunk House Drive cul de sac improvements.
 - c) The DC has requested that the CCRs compilation be rewritten to include the previously approved Fifth Amendment without the gray strike-through edits. The current version on the Rafter J website is confusing. Nancy will give a draft to Chuck to review.
10. Old business.
- a) Permit update for realignment of service road/berm located on Lot 200 and Lot 201. A signed contract has been given to Kurt Stout of Meridian Engineering.
 - b) Update for Flat Creek erosion repairs.
Brian will give Larry the information needed to obtain construction bids.
 - c) Pack Saddle construction parking.
Mike contacted the developer. The developer is cooperating with the HOA to help ease the parking congestion.

11. New business.

a) Webcam.

Mike received a request from a homeowner to install a webcam at the Rafter J office. Mike will look into it.

12. Review action items.

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

13. Adjourn.

Mike moved to adjourn the meeting. Chuck seconded the motion. All were in favor and the meeting adjourned at 5:07 p.m.