

RAFTER J RANCH  
HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Tuesday January 26, 2021, 3:00 pm  
Online Meeting

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

Staff: Nancy Henderson, and Larry Lennon.

Property Owners: Chris Braun, Steve Foster, Evan Molyneaux, Sharon Lennon, and Vicky O'Donoghue.

Guest: Sofiiia Molynovska representing Jeff Bianco.

1. Call to order.

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

Mike moved to record HOA meetings for homeowner access. Brian seconded the motion. It passed unanimously. Homeowners will be notified on how to access the recordings.

2. Homeowners' issues and concerns.

a) The Board acknowledged the receipt of an email from Joe Gawaldo (1655 W. Big Trail Drive #801, Lot 327-029) with a number of concerns. Joe is in favor of recording HOA meetings, is concerned with the amount of money in the HOA investment account, and wants monthly HOA financials in advance of meetings.

b) The Board acknowledged the receipt of an email from Vicky O'Donoghue (3220 W. King Eider Rd., Lot 325-038) with a number of concerns. Vicky would like the HOA to consider obtaining outside funding for the current Flat Creek erosion stabilization project. Brian reported that Teton Conservation District (TCD) offers grants, but the current stabilization work is similar to the 2019 project which was denied funding. Vicky offered to research outside funding.

c) Evan Molyneaux (3385 S. Arabian Dr., Lot 173): Tree cutting and no parking signs on Arabian Drive.

The Board acknowledged the receipt of an email from Elizabeth Gilmour (3385 S. Arabian Dr., Lot 173) regarding tree trimming along Arabian Drive. Brian voiced concerns about Elizabeth's email and Evan suggested that Brian call Elizabeth directly. Mike explained that the trees along Wilson ditch are being trimmed, as advised by two arborists, because of liability and maintenance concerns, and the trees will be more manageable when they grow back. Evan was not aware of the HOA's plan to trim the trees, he understands the concerns, but feels the trees look awful and he is concerned about the loss of wildlife habitat. The Board and Larry agree that communication could have been better and improvements will be made in the future.

Brian recommends removing the non-native golden willows located along Wilson ditch and replacing them with native, low maintenance trees, such as aspens. Evan was in favor of Brian's suggestion.

Evan would like the no-parking sign across the street from his home removed because he feels it is not necessary and it is visually offending. It was questioned if the signs have any effect in deterring parking, which is not allowed on Rafter J streets.

3. Approval of the December 15, 2020, Rafter J HOA minutes.

Mike moved to approve the December 15, 2020 minutes. Brian seconded the motion. It passed unanimously.

4. Financial report.

a) Approval of December, 2020 financials.

Mike presented the financials in Karen's absence. December income from dues, ISD support and unrealized investment income was \$52,807. A larger expense for the month included Eastside ditch berm repairs, and a payment was made for ISD auto liability insurance. Net income for December was \$34,476. The First Interstate investment account has grossed about \$65,000 in the past year.

Brian moved to approve the Profit and Loss statement for December 2020. Chuck seconded the motion. It passed unanimously.

b) Management of investment funds.

Mike moved to divest the First Interstate investment account and put the funds in FDIC insured accounts. Brian seconded the motion. The motion was not called to a vote and Mike withdrew the motion.

Board discussion:

Mike and Brian would like to have the funds readily available, and protect the principle. Brian is not in favor of the past Board decision to invest in the stock market, supports having two years of operating cash emergency funds, and having a reserve fund as determined by a reserve fund study. Kip believes the HOA's financial manager has done a good job managing the investment account. Kip would like to see the investment funds grow, and if the need arises, the ISD could borrow the funds as opposed to getting an outside loan. Chuck believes having excess funds is not a bad thing and the investment fund is balanced with low fees. Chuck would like Karen to be involved in this discussion. Kip suggested moving a portion of the investment funds to an FDIC account. It is recognized by the Board that return on FDIC account is low.

Homeowner comments:

Chris Braun (3145 W. King Eider Rd., Lot 325-065) has experience serving on other homeowner Boards and advises having funds in reserve, having an account for improvements, making periodic adjustments to dues as needed, and bring excess funds to an acceptable level by either returning funds to homeowners or by not charging future dues.

Vicky is in favor of divesting the investment account, informed the Board that the ISD can apply for grants if the need arises, and believes the HOA should not work operationally with the ISD.

Following discussion Mike moved to remove \$250,000 from the stock market and put the funds in an FDIC insured account. Chuck seconded the motion. It passed unanimously.

c) Reserve study.

The Board plans on having a reserve study completed this spring.

5. Maintenance report.

a) Sale of Ford truck.

The ISD purchased a new sanding truck and Larry has a buyer interested in purchasing the Ford truck, which is owned by the HOA. The estimated value is \$2000 - \$4000. Obligation to publically advertise the sale was discussed.

Mike moved to advertise the Ford truck online for 7 to 10 days for \$2500 and accept \$2000 if there is no interest for a higher price. Brian seconded the motion. It passed unanimously.

b) Wilson ditch additional tree trimming.

Four golden willows on the corner of Arabian and Clydesdale were not included in the Wilson ditch tree trimming proposal because it was thought the trees were on private property. The trees are in common area and the owner nearest the trees would like them trimmed. Larry will obtain a bid, to be approved by email by the Board. Nancy will create a notice regarding additional tree trimming for Larry to distribute to the homeowners residing in the Arabian cul-de-sac.

Larry previously spoke with the owner on the corner of Arabian and Percheron who would like to share the cost of removing a golden willow that straddles his property line. Larry will obtain a bid, to be approved by email by the Board.

Brian asked Larry to obtain a bid for the removal of all the Wilson ditch golden willows and replacing them with aspens. A long term plan will be discussed at the next meeting.

c) Adams ditch and Hay Sled ditch maintenance.

Larry obtained a bid to clean out north and west Adams ditch, and the Hay Sled ditch, inclusive of hauling off all debris. The ditches have not been maintained, are not operating as designed, and a number of homes will be impacted. Larry will obtain additional bids, inclusive of statements that outline the process of work to be completed so that when homeowners are notified, they will know what to expect. Having the cost per foot will be helpful when working on other ditches, such as the Walden Pond outlet.

d) The Big Trail sign on the SW corner of playground was repaired.

e) Dog waste stations.

A second dog waste station was ordered and will be installed this winter. Increased usage of the first dog waste station has been noticed. Removal of the waste has not been an issue.

6. ISD report.

Chuck reminded the Board of an ISD meeting on Thursday the 28<sup>th</sup>.

a) Common area water meters.

Chuck and Steve Foster have discussed metering Rafter J common area water usage. The majority of the common area already has meters, but they have not been utilized. Metering will improve water management.

b) Roadway painting.

Painting of fog lines, north entry delineator lines, and crosswalks is scheduled to be completed the end of April – early May.

7. DC report.

None.

8. Office report.
  - a) The Rafter J office phone messaging system has been updated to include a contact number for water or sewer emergencies.
  - b) Mike is looking into a property management software program for the Rafter J office and upgrading the phone system.
9. Old business.
  - a) Update for realignment of service road/berm located on Lot 200 and Lot 201. Kurt Stout of Meridian Engineering will have concept designs available at the next meeting.
  - b) Update for Flat Creek erosion repairs. Two of three construction bids were received. Clearwater Restoration will complete the work, not to exceed \$58,785, by March 15th. Nancy will notify NE40's property manager about the project.
  - c) Update for transferring development rights. The Board received cost details for Jorgensen Engineering's proposal and accepted the \$5,000 proposal from Jorgensen Engineering who will investigate the feasibility of transferring Rafter J development rights, identify potential mechanisms of transfer, prepare a County Pre-App Request, attend the County Pre-App meeting, and prepare written plan for moving forward. The intent is to preserve TRACT 3A as open space and utilize the development rights otherwise.
  - d) Policy for common area access. Homeowners will be reminded to notify the Rafter J office when access to the common area for construction purposes is needed. This issue will be handled on a case by case basis.
10. New business.
  - a) Mike will provide Nancy with a list of current HOA activities to be emailed to homeowners.
  - b) Mike suggested providing homeowner access to monthly financials and access to the previous meeting recording on the monthly email. Following discussion, approved Profit and Loss statements will be available upon request from the Rafter J office at [office@rafterj.com](mailto:office@rafterj.com) or 307-733-5262.
11. Review action items.

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

Chuck moved to adjourn the meeting. Brian seconded the motion. All were in favor and the meeting adjourned at 4:54 p.m.