

**RAFTER J RANCH ANNUAL HOMEOWNER'S ASSOCIATION  
MEETING MINUTES**

**August 17, 2021, at 7:00 p.m.**

**Gateway Church and audio only via Zoom**

**Directors/Staff present:**

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

**Staff:** Nancy Henderson and Larry Lennon.

1. Call meeting to order.

Kip MacMillan, President, called the meeting to order at 7:00 p.m. Chuck Rhea, Secretary, verified that the meeting was quorate. Kip thanked Gateway Church for hosting the annual meeting.

2. Approve 2020 Annual Homeowner's meeting minutes.

Herb Brooks motioned to approve the August 18, 2020 Annual minutes. Pam Zernis seconded the motion. The motion passed by majority vote, with one vote opposed.

3. President's report.

Kip announced that this is the last meeting he will attend and thanked everyone for being supportive over the years. Kip introduced the Board Directors and Rafter J staff.

Mike Keegan continued the meeting as Chairman and thanked Kip for his service.

Mike gave a recap of activities over the past year:

- Monthly Board activity summaries are emailed to owners, meetings are recorded and are available on the Rafter J website within three days of the meeting, and meeting minutes are available on the Rafter J website [www.rafterj.org](http://www.rafterj.org).
- A financial review was completed by the CPA firm Rudd & Company. No abnormalities were found, and the overall report was very adequate. Copies of the report are available at the Rafter J office.
- HOA reserve funds were removed from an investment account and placed in an FDIC insured saving account.
- Cul de sac beautification projects are in progress. Three cul de sacs so far have been seeded with natural grasses.
- Tree trimming along Arabian Drive has exceeded expectations. The trees will continue to be trimmed to reduce the amount of debris that falls into Wilson ditch.
- Dog waste containers and educational signs regarding dog waste have been installed. These projects were successful due to the efforts made by homeowner, Gina Lipp.
- Karen Jerger, Treasurer, completed a Reserve Study.
- A three year plan to control noxious weeds has been implemented.
- Two little libraries will be installed.
- All street signs have been painted.
- HOA dues have been reduced by 10%.
- Board members can be contacted directly by email. Email addresses are the first initial of first name and full last name @rafterj.org ([mkeegan@rafterj.org](mailto:mkeegan@rafterj.org)).

#### 4. Financial report.

Karen Jerger, Treasurer, reviewed FY 2020/2021 financials and the FY 2021/2022 budget.

The reported 2020/2021 yearend totals are projected not actuals because the fiscal yearend financials and tax prep have not been completed by the HOA Accountant. Income from investments was favorable, but is not anticipated for 2021/2022. Regular expenses that were over budget included Maintenance for tree trimming, Professional for accounting and engineering, and Utilities for water usage. The capital expenditure for Flat Creek Bank Stabilization was over budget because a bioengineering approach was chosen as a more environmentally friendly solution.

The FY 2021/2022 budget was approved by the Board at the May Board meeting. Income is reduced as a result of the Reserve Study which showed that dues could be reduced by 10% without impacting known long term expenditures. Staff hours were reviewed and updated resulting in a reduction in Income from ISD Support. The investment portfolio was closed out. The reserve balance is still healthy even though net cash flow is reduced.

Kathie Brazinski asked where HOA funds are held. Karen explained that all funds are held at Bank of Jackson Hole. A checking account and a savings account are maintained below the \$250,000 FDIC threshold, and the remaining funds are held in an Insured Cash Sweep (ICS) account. The interest being earned on all the accounts is low, but the funds are insured, are easily accessible, and can be moved when interest rates improve. Kathie suggested staying ahead of inflation by investing the reserve funds in Bonds.

#### 5. Old Business.

##### a) Crawl space survey.

A survey will be available in the fall for owners to report any issues regarding crawl space water. The data will be used to manage water issues that are associated with ditch usage.

##### b) Ditch cleaning.

Vegetation will be removed from the north ditch (Adams ditch) in October. Rafter J HOA is responsible for maintenance of Adams ditch and will be paying for the project.

##### c) Rafter J Open Space and Master Trail Plan.

A task force has been working on plans and gathering information for common area improvements. Meetings will be held in the future where homeowners will have the opportunity to provide comments and ask questions.

##### d) Start Bus survey.

Start Bus has appropriated funds to study the viability of providing bus service for Rafter J and has requested residents to complete a survey. The survey can be obtained by contacting the Rafter J office [office@rafterj.org](mailto:office@rafterj.org).

##### e) Tract 3A.

Tract 3A is the hillside lot, located across Hwy 89 next to the storage area. The Lot was purchased by and is owned by Tract 3A LLC, in which the HOA is the sole member. Concerns with development, water mains, and boundary lines were some of the reasons that the HOA purchased the property. The HOA intends to sell or move the three residential development rights from Tract 3A and keep the Lot as open space. The original cost to purchase Tract 3A can be recouped by selling one of the development rights, and the other two development rights can be moved to Lot 332 for future use.

f) Lot 333.

Future use of Lot 333, formerly Legacy Lodge and now owned by Stage Stop Inc., is not known at this time. Some concerns of Rafter J residents regarding potential residential usage of Lot 333 include increased vehicle traffic, congestion at the north entrance, parking, noise impact on neighbors, increased use of bike path and trails, water and sewer use, slow internet speeds, light pollution, lawn usage, transient residents, equality of dues and assessments, not adhering to the Rafter J CCRs designated Commercial use, and safety. These concerns have not been addressed because the intended usage of the property has not been made public.

6. Board of Directors election.

The terms for Karen Jerger and Kip MacMillan are up. Kathie Brazinski, Joe Gawaldo, Elizabeth Gilmore, and Karen Jerger are on the ballot for a 2 year term. Tracy Baiotto, George Linhardt, Dawn Lotshaw, and Vicky O'Donoghue are on the ballot for a 3 year term.

Kathie, Karen, Tracy, Dawn, and Vicky gave candidate statements.

7. Improvement and Service District (ISD) update.

The ISD Board members are Brian Schilling, Steve Foster, and Eileen Mosman. Brian and Steve presented an update on ISD activities.

- The ISD oversees Rafter J infrastructure, inclusive of roads/pathways, sewer system, and water system.
- Water main breaks have been repaired.
- A Long Term Capital Improvement Plan was completed, along with an analysis of reserve funds. Brian thanked Eileen Mosman, ISD Treasurer, whose efforts were essential in the completion of these tasks.
- Annual assessment and water rates were increased in order to have adequate funds for operating expenses and future capital projects. The income adjustments will be monitored annually to make sure funding is on track.
- Water conservation is a concern and will be evaluated.
- Equality of assessments and fees for residential, commercial and non-Rafter J properties will be evaluated.
- There are no concerns with fire suppression within Rafter J, but the Board is open to discuss this issue at their next meeting.
- The Rafter J office should be called for water or sewer emergencies that are related to Rafter J infrastructure.

8. Other Business.

a) Community improvement.

- Homeowners are asked to look at their property through the eyes of their neighbors and make improvements as needed.
- Pathway safety is a concern, and residents are reminded that pedestrians have the right of way. Parents are encouraged to educate their children about pathway safety, especially if the children are riding e-bikes. E-bike users are asked to ride slow on pathways, slower than the 25 mph roadway speed limit.

b) Motions from the floor.

Vicky O'Donoghue motioned to make King Eider single family homes a part of the rest of single family homes in Rafter J. Vicky was informed that Rafter J HOA does not have jurisdiction to do this and King Eider HOA needs to initiate this change.

c) Owner comments from the floor.

Vicky Memmer thanked the Board for their time and efforts.

Sharon Mader thanked the Board for tackling hard issues and is concerned that the owners of Lot 333 will present a usage change proposal to the County that includes changes to Rafter J CCRs without getting approval from Rafter J HOA first.

Sharon Mader is concerned with common area trail usage and wants to make sure community input is considered in the trail development process. Sharon was informed that a map of existing trails was made, a survey was made available to homeowners where they provided comments, three trail development draft plans are being worked on, and community meetings will be held in the future to discuss the plans.

Bob Fishback thanked Brian and Mike for supporting the Board decision to move HOA reserve funds out of the investment portfolio.

Sadek Darwiche, owner of Lot 333, stated that Stage Stop Inc. (his family) is continuing to pursue housing residents and will be going through the legal process as required, inclusive of holding at least one more neighborhood meeting. His Family recognizes the building as a community asset and wants it to be used. Knowing the concerns of the community is important in order to mitigate, communicate, and have discussions. Stage Stop Inc. wants to be a good community member and is open to any feedback.

Kathie Brazinski noted that it important that the owners of Lot 333 follow the vision and intent of Rafter J CCRs in which she stated that commercial lots are to benefit the Rafter J community, not the Town, Teton Village or the west bank.

Joseph Sebastian strongly believes that assisted living is needed in Rafter J and, based on the going rate at other facilities offering this type of service, should be a financially viable business for Lot 333.

Chuck Rhea noted that there are many financial layers to consider when operating an assisted living service.

Bob Fishback requested to have access to the Annual Drinking Water Quality Report in a timelier manner. This is an ISD issue and can be addressed at the next ISD meeting.

9. Adjournment.

Kip MacMillan was thanked for his service.

Vicky Memmer moved to adjourn. Patti Patterson seconded the motion. It passed unanimously. The meeting adjourned at 8:23 p.m.