

RAFTER J RANCH
HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday August 30, 2022, 3:00 p.m.
Rafter J Office and Online <https://zoom.us/>

MINUTES

In Attendance:

Directors: Tracy Baiotto, Kathie Brazinski, Karen Jerger, and Mike Keegan.

Staff: Nancy Henderson, and Larry Lennon.

Property Owners: Steve Foster, and Jan Lovett.

1. Call to order.
Mike Keegan, President, called the meeting to order at 3:00 p.m.
2. Director Election results and Election of Officers.
Kathie Brazinski was elected for a 2-year term and Jessica Brown was elected for a 3-year term.

Nominations were made for Officers. All were in favor for Mike to continue as President, Tracy as Vice President, Karen to continue as Treasurer, Jessica as Secretary, and Kathie as Member at Large.
3. Homeowners' issues and concerns.
 - a) Jan Lovett (1220 W. Hay Sled Dr., Lot 60) Representing Friends of Rafter J:
Jan abstained from discussing her concerns.
 - b) The Board received a complaint by email regarding two properties that park vehicles on gravel surfaces. This issue was addressed by the HOA Board in 2015 in which the two property owners who received the current complaint, and 16 others, were told they would need to make gravel parking areas compliant with the CCRs when the property is sold, or sooner if a complaint is received. The Board will get a legal opinion on how to proceed and address this issue at the next meeting.
4. Approval of the July 26, 2022, Rafter J HOA minutes.
Karen moved to approve the July 26, 2022 minutes. Tracy seconded the motion. It passed unanimously.
5. Financial report.
 - a) Review of July 2022 financials.
Professional expense for July includes accounting, engineering, and legal expenses. A payment was made for the reserve study, and legal expenses are primarily associated with Lot 333. Legal fees concerning Lot 333 to date are around \$16,000.

Tracy moved to approve the financials. Kathie seconded the motion. It passed unanimously.
 - b) Small claims.
One owner is over 90 days delinquent in paying dues, and a small claims suit will be filed 9/16/22. The owner has been emailed twice, and two letters have been sent.

6. Maintenance report.

a) Beaver mitigation.

Installation of culvert fencing by Wyoming Untrapped is in progress. Barriers are being placed in the ditches located south of Northeast Forty Townhomes, west of Larson Dentistry, and between Gateway Church and Larson Dentistry. Wyoming Wetlands Society has relocated one beaver.

b) Flat Creek restoration near Northeast Forty Townhomes.

The creek bank will be watered for another year. Additional soil and seeding will be discussed.

c) Adams Canyon signs.

Two of six signs installed by the HOA in the Adams Canyon area were vandalized. The Board is concerned about liability issues, Tracy questioned if an easement is needed. Steve Foster stated that signage is adequate protection against a failure to warn liability claim. Karen offered to locate the areas that are missing signage. Larry suggested using metal material when replacing the signage.

d) Fish stocking update.

Eastern Walden Pond was stocked by Game & Fish and is expected to be stocked annually. Residents will be reminded of Rafter J fishing rules in the monthly email. Nancy will send Darren Rhea, Fisheries Supervisor a thank you note.

7. ISD report.

a) South entry culvert.

Heavy rainstorms caused earth to give way on the north side of the eastside ditch near the south entry culvert causing the water flow to be partially blocked. The metal culvert has deteriorated and will be repaired in the fall when the irrigation flow is stopped.

b) HOA/ISD communications.

Steve would like the HOA and ISD Boards to meet at least once a year. Mike suggested, and Steve agreed on September. A separate meeting needs to occur sooner to discuss moving forward with Larry's replacement, this meeting will be set up by Karen and Steve.

8. DC report.

a) Taylor (3325 S. Black Baldy Dr., Lot 101): Decks approved.

9. Office report.

a) Storage area.

Storage area Application, Policy, Agreement, Rules, CCRs, Bylaws, and sign are being reviewed for updates and consistency. Inspections are being completed every ten days. A couple owners are having difficulty with compliance of the rules, and enforcement will be discussed with the Board.

Because of an erroneous comment made by a homeowner at the annual meeting, Mike clarified that income collected for the storage area is not dedicated to storage area expenses or improvements.

Storage area improvements were discussed, including if there should be one storage space per residential Lot, the possibility of relocating the storage area, and Board support if a homeowner task group is formed to address improvements.

b) Bylaws.

Legal counsel will be asked to update Bylaws for the 8/23/22 approved amendment to increase the bidding threshold for capital projects from \$5,000 to \$25,000.

10. Old business.

a) Lot 333 usage update.

Stage Stop Inc. has submitted Basic Use Permit (BUP) applications to the County for Miscellaneous Professional Office Use and Accessory Residential Unit (ARU) Use. The Board hopes the applicant reaches out to the Rafter J owners and provides an opportunity for discussion. The Board will ask legal counsel how this new application affects the CUP process, and if the applicant will still pursue a CCR amendment.

The County will be reviewing Lot 333's Conditional Use Permit (CUP) application at their public meeting being held on September 20th.

b) Landscaping of cul de sacs.

The Board will discuss options for the spring.

c) Pathways.

The Board reviewed a list of common courtesies when using the pathways, to be distributed to Rafter J residents. Rafter J ISD is working on pathway signage improvements throughout Rafter J and will review the list of courtesies.

Larry asked, and the Board approved, installation of "no e-bike" signs at key locations on unpaved trails.

Steve Foster clarified that pathway sealing is paid for by the ISD, except for the path by Children's Learning Center, and the path that comes down from the north entry and up to the highway near Lot 333. The ISD share of the surfacing contract is based on linear feet. County easements from 2004 were not fully executed but are now being updated.

d) Fire department review of defensible open space.

The fire department provided generic recommendations for Rafter J. Mike will obtain recommendations for specific areas. Larry will provide a map showing where he mows and where Jack mows. Karen offered to contact Teton Conservation District about their fire wise program.

e) Common area encroachments

Owners will be updated of common area encroachments when the County GIS is updated. Items that promote private use of the common area, such as but not limited to, trampolines, playhouses, and raised planting beds need to be removed.

f) Human activity in osprey habitat.

Karen is continuing to research the effects human activity has on osprey habitat. Replacement or removal of the foot bridge located southeast of the osprey nest was discussed. The Board was in favor of Larry removing the foot bridge.

g) Service road/berm and trail signage by Lots 200 and 201.

Unauthorized signage and rock barriers were removed by Larry. HOA installation of signs with arrows, temporarily rerouting foot traffic to the two-track trail located north of the Big Trail bridge, has caused confusion with the completion of the service road/berm relocation project. Now that the relocation project is complete, the service road/berm and the two-track trail are both common area and can both be accessed by residents. The Board authorized Larry to remove the arrow signs.

h) Bulletin boards.

The Board would like to install enclosed bulletin boards in the mailbox kiosk areas to be used exclusively by the HOA for HOA business. Larry found an adequate board online.

Karen moved to purchase five bulletin boards. Tracy seconded the motion. It passed unanimously.

i) Reed removal south east of Double Tree.

The Board expressed concern about properly maintaining the wetlands. Nancy will contact Brian Remlinger and obtain a recommendation for a wetland management consultant. Karen will reach out to Teton Conservation District.

11. New business.

a) Larry is leaving Rafter J.

The HOA and ISD will be working together to find a replacement.

12. Review action items.

Action items were reviewed and completed items were removed.

13. Adjourn.

Karen motioned to adjourn. The meeting ended at 4:27 p.m.