

RAFTER J IMPROVEMENT AND SERVICE DISTRICT
ANNUAL MEETING AND BUDGET HEARING
2951 W. Big Trail Drive, Jackson WY 83001
Phone: 307-733-5262 / Email: Office@ RafterJ.Org
June 16, 2022 7:00 p.m.

Minutes of Meeting:

Attending for the District:

Directors:

President: Brian Schilling
Secretary: Steve Foster
Treasurer: Eileen Mosman

Staff:

Nancy Henderson
Larry Lennon

Also Attending:

Marshall Empey, Jim Huspek, and Matt Ostdiek.

Call to Order

President Schilling called the meeting to order at 7:01 p.m.

Approval of Minutes

Steve moved to approve the May 12, 2022 minutes. Eileen seconded the motion. It passed unanimously.

Board Discussion

1. Lot 333, Stage Stop Inc./Darwiche irrigation claim update.
Steve previously contacted Wyoming Landscape who will be providing an estimate for repairs.
2. Water usage contract updates.
Tabled, pending preparation of substitute legal counsel.
3. Annual assessment for commercial properties within Rafter J.
Tabled, pending preparation of substitute legal counsel.
4. Water usage base fee for properties located east of highway.
Tabled, pending preparation of substitute legal counsel.
5. Pathway signage update.
Brian presented a revised proposal, using the intersection of Tensleep and Big Trail as an example to show signage placement for best visibility and signage symbols/verbiage to communicate usage priority. The Board was in favor of the revised proposal in which vehicles are instructed to yield to bikes and pedestrians. Brian will work on proposals for other areas. Painting stripes to mark corner radii will be considered in the future.
6. Standard agreement for contract work.
Tabled.
7. Lot 333 usage change.
Teton County Commissioners are meeting 9/20/22 to continue their discussion of Lot 333's CUP application. The ISD would like an update from the HOA regarding activities related to Lot 333. Nancy will set up a joint Board meeting.

Action Items

1. FY 2022-2023 budget.

Eileen reviewed the fiscal year 2022-2023 budget. Income and administrative costs are similar to last fiscal year with no significant changes. Accounting expense increase allows required CPA audit review, cleaning of sewer lines will not be required for two years, water meter replacement is ongoing, tank cleaning is every three years as needed, and water testing increase allows for required triennial testing.

Revenue is ahead of budget due to reduced expenses, no major repairs, and contingency was not used. The Reserve schedule has been adjusted. Road surface treatment has been moved forward and front loader has been removed. Finances are in line and a little ahead of schedule.

Two issues were emailed to the Board by a homeowner; A manhole cover on the pathway needs repair and the Homestead/Big Trail culvert needs repair. Both items can be addressed without changing the budget.

Steve moved to approve the FY 2022-2023 budget as presented. Eileen seconded the motion. It passed unanimously.

2. Reserve balances.

Eileen moved to authorize adjustment of reserve balances as budgeted, \$850,000 for Infrastructure and \$300,000 for Other Projects. Remaining funds are held in operating accounts. Steve seconded the motion. It passed unanimously.

Other Business

1. Public comment.

None.

2. Nancy will send the annual assessments to the County and the final budget to the CPA.

Next Meeting

The next meeting will be in August. Brian will contact the substitute attorney to determine a date and time.

Adjourn

Steve moved to adjourn. Eileen seconded the motion. All were in favor and the meeting adjourned at 7:39 p.m.