

RAFTER J RANCH  
HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Tuesday July 25, 2023, 4:00 p.m.  
Rafter J Office and Online <https://zoom.us/>

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MINUTES

In Attendance:

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

Staff: Nancy Henderson, and Cory Kulacz.

Property Owners: Chuck Harris, and Vernon Martin.

1. Call to order.  
Mike Keegan, President, called the meeting to order at 4:00 p.m.
2. Homeowners' issues and concerns.
  - a) Trail maintenance.  
An owner previously requested trimming of overgrown vegetation along the northern and western foot trails. Karen offered, and the Board agreed that she work with Cory and the Open Space group to clear the trails as needed.
  - b) HOA management of recreational vehicle parking.  
Rafter J staff follows up on complaints regarding violations.
3. Approval of Rafter J HOA minutes.  
Karen moved to approve the June 27, 2023 Board minutes. Jessica seconded the motion. It passed unanimously.
4. Financial report.
  - a) Review of June 2023 financials.  
Financials were reviewed, no concerns were reported.  
  
Tracy moved to approve the June financials. Kathie seconded the motion. It passed unanimously.
5. Maintenance report.
  - a) Wilson ditch grates.  
Cory rebuilt and installed a ditch grate located north of the access road/berm, as instructed by Mike. Mike previously spoke with a homeowner who cited liability and negligence concerns.
  - b) South entry sign and pole light.  
Cory is looking into solar lighting options. Jessica reported that WYDOT does not have data to warrant them to install a pole light.
  - c) Storage gate repairs.  
The storage gate repairs are in progress.
  - d) Playground mulch.  
Cory is working on obtaining playground mulch.

6. ISD report.

- a) The August 9<sup>th</sup> ISD meeting is being rescheduled.

7. DC report.

- a) Stage Stop Inc. (3000 W. Big Trail Dr., Lot 333): Parking lot expansion is being reviewed.
- b) Hindman (1560 W. Pinto Dr., Lot 195): Deck approved.
- c) Donnelly (1230 W. Hay Sled Dr., Lot 61): Fence approved.
- d) Heinemann (3220 S. Single Tree Dr., Lot 271): Fence approved.

8. Office report.

- a) Annual meeting.

Annual meeting packets were mailed to owners July 21st. Mail-in ballots for the Director's election are due August 21st. The HOA Annual meeting and Director's election will be held at Gateway church August 22nd at 7:00 p.m.

- b) Volunteer needed.

One volunteer is needed to assist the HOA Secretary count election ballots on August 23rd.

- c) Teton County Weed and Pest (TCWP) cost share program.

The HOA is enrolled in the TCWP cost share program, and is eligible for reimbursement up to \$2,000.

9. Old business.

- a) Lot 333 usage update.

The Rafter J office has received reports of potential residential occupancy in the Stage Stop Inc. building. Complainants were referred to the Teton County Code Compliance Officer.

- b) FEMA Letter of Map Revision (LOMR) request update.

Teton County approved the LOMR request and it has been submitted to FEMA. A decision from FEMA is expected within 6 months. The new map, if approved, will remove all homes from the flood plain zone, eliminating the requirement for homeowners to have flood insurance. The LOMR request is available on the Teton County website and on the Rafter J website.

- c) Donation Policy.

The Board reviewed the proposed Donation Policy.

Karen moved to accept the Donation Policy as amended. Mike seconded the motion. It passed unanimously.

- d) Jorgensen proposal for Adams Canyon projects.

Jorgensen has been asked to prepare a proposal to address Adams Canyon concerns involving trails, fencing, access, safety, easements, boundary lines, and liability. A fixed cost estimate as opposed to time and materials is preferred.

- e) Beavers.

Karen received a report of beaver activity in a ditch located east of Flat Creek near the southern Rafter J boundary. She will follow up with Cory.

10. New business.

- a) New Board member orientation guide.

The Board is preparing an informal guide to help new Board members understand the organization of Board processes. Discussion included adding a mission statement, a code of ethics, and a commitment to serve. The guide is to supplement existing legal documents.

11. Review action items.

Action items were reviewed and completed items were removed.

12. Adjourn.

Jessica moved to adjourn the meeting. Kathie seconded the motion. All were in favor and the meeting adjourned at 4:56 p.m.