

RAFTER J RANCH
HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday August 29, 2023, 4:00 p.m.
Rafter J Office and Online <https://zoom.us/>

MINUTES

In Attendance:

Directors: Tracy Baiotto, Kathie Brazinski, Jessica Brown, Aida Farag, and Brian Merritt.

Staff: Nancy Henderson, and Cory Kulacz.

Property Owners: None.

1. Call to order.
Tracy Baiotto, Vice President, called the meeting to order at 4:05 p.m.
2. Director Election results and Election of Officers.
At the August 22nd annual meeting, Aida Farag was elected for a 2-year term and Brian Merritt was elected for a 3-year term.

Jessica moved to have Tracy serve as President, Jessica as Vice President, Kathie as Treasurer, Brian as Secretary, and Aida as Member at Large. Brian seconded the motion. It passed unanimously.
3. Homeowners' issues and concerns.
 - a) Landscaping: Native grasses.
Aida asked if a homeowner could landscape their property with native grasses which could possibly have economic and environmental benefits. Maintenance of yards is required by the CCRs, but specific landscaping material is not defined. More research is needed regarding this issue.
4. Approval of Rafter J HOA minutes.
Jessica moved to approve the July 25, 2023 Board minutes. Brian seconded the motion. It passed unanimously.
5. Financial report.
 - a) Review of July 2023 financials.
Financials were reviewed. Two homeowner accounts over 90 days past due, one will be referred to the HOA Attorney, and the other will be resolved in small claims court.

Aida moved to approve the July financials. Kathie seconded the motion. It passed unanimously.
 - b) Reserve study.
The reserve study was updated 8/15/23 and will be updated one more time under the current contract. Nancy will provide Aida and Brian a copy of the reserve study.
 - c) Check signers.
Jessica moved to have Kathie and Tracy replace Mike and Karen as check signers. Brian seconded the motion. It passed unanimously.
6. Maintenance report.

a) Trail maintenance update.

Overgrown vegetation along the western and northern foot trails was trimmed by Cory and Jack Vosika mowed the edges of the two-track trails.

b) South entry sign lighting update.

Restoring electrical power to the south entry sign will be expensive, Cory will order a permanent solar light to replace existing lighting. Jessica offered to send Cory WYDOT's recommendation for installing reflective tape on the south entry stop sign.

c) Flat Creek stabilization area.

Invasive weeds were pulled from the stabilization area by Cory (as recommended by Brian Remlinger, original project manager).

d) Storage gate repair update.

Cory was instructed to find an alternate solution to repairing the storage gate if The Doorman does not respond within two weeks.

e) Playground mulch.

Cory ordered a tarp for the dump truck, which is required by the Teton County transfer station when hauling all loads. Jessica asked Cory to contact the playset manufacturer for proper mulch depth.

f) Tensleep common area water meters.

Radios on the Tensleep common area water meters were replaced, as opposed to replacing the full meters. The replacement meters were returned to the vendor.

g) Beaver activity.

A beaver dam located south of NE40 Townhomes in a ditch that supplies water to properties south of Rafter J was removed. Wyoming Wetlands Society will be contacted if beavers rebuild the dam.

h) Wilson ditch grates update.

Liability issues regarding irrigation grates was discussed. Cory will provide Jessica with pictures of the existing grates and grate measurements. Jessica offered to research irrigation grate requirements and best practices.

i) Front loader repairs.

Discussed costs of front loader repairs. Tire tubes can be installed at \$300 per tire plus installation, and the rear window can be replaced with plexiglass. Hydraulics to will be evaluated after the tires are operational.

j) Cul de sac damage.

The Shorthorn cul de sac has surface damage due to a nearby lot that is under construction. The homeowner is responsible for restoring the damaged area when construction is complete.

7. ISD report.

- a) The next ISD meeting is scheduled for Wednesday September 13th at 6:00 p.m.
- b) Aida will serve as liaison between the HOA and the ISD Boards.

8. DC report.

- a) Reppa (1245 W. Fresno Dr., Lot 25): Fence approved.

b) Miller-Landman (1975 W. Buck Rail Dr., Lot 217): Roof approved.

9. Office report.

a) Maintenance computer.

A new laptop was purchased and set up for Cory.

b) Annual meeting follow-up.

Thank You letters will be sent to Gateway for hosting the annual meeting, and IT services will be compensated. The Board will review and approve a draft of the HOA annual minutes at the next HOA Board meeting. The draft will be posted on the Rafter J website once approved.

10. Old business.

a) Lot 333 usage update.

The HOA filed an action with the Teton County district court asking the court to declare that the use of Lot 333 for multi-family apartment style housing as proposed by Stage Stop Inc. is not permitted by Rafter J CCRs. Stage Stop Inc. has filed a counter claim stating that the proposed use is allowed. The claims are public record.

b) Encroachment of irrigation on common area: Cedarwoods unit.

The Rafter J office previously received a complaint that Cedarwoods installed irrigation in the common area located west of the Cedarwoods 800 building. The Rafter J office was informed by Cedarwoods HOA that irrigation of Rafter J common area is not from the Cedarwoods system, but from an individual owner's property.

Tracy moved to contact the owners of the Cedarwoods 800 building, requesting sprinklers be removed by the responsible party. Kathie seconded the motion. It passed unanimously.

c) Traffic/Speed counters.

Traffic counters have been installed near Rafter J north and south entries. Nancy was asked to set up data retrieval mid-September.

d) Jorgensen proposal for Adams Canyon projects.

Jorgensen has prepared three proposals to address Adams Canyon concerns. The proposals address Tract 3A trail easements, fencing of water tanks, and boundary adjustment of storage area. Jorgensen will be asked to address requirements to secure the water tank electrical panel. The proposals will be discussed at the next Board meeting, allowing Aida and Brian to be brought up to date.

e) Roadway signage to slow traffic.

Pedestrian crossing decals have been purchased for three roadway sign posts. The sign posts will be installed after data from the traffic counters is evaluated.

11. New business.

a) Commercial lot property usage.

The Board previously sent a letter to all four commercial lot owners reminding them that the CCRs stipulate that commercial lots are to be used for commercial purposes, not residential usage. Three of the four lot owners responded. This issue will be discussed at the next Board meeting, allowing Aida and Brian to be brought up to date.

b) Building Better Boards training.

Kathie attended a training seminar for Board Members offered by Teton County, she was given an informational binder covering Board operations that can be used for future reference.

12. Review action items.

Action items were reviewed and completed items were removed.

13. Adjourn.

Jessica moved to adjourn the meeting. Kathie seconded the motion. All were in favor and the meeting adjourned at 5:17 p.m.