

RAFTER J RANCH
HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday March 18, 2025, 4:00 p.m.
Rafter J Office and Online <https://zoom.us/>

MINUTES

In Attendance:

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

Guest and Property Owner: Robb Sgroi, Teton Conservation District.

Staff: Nancy Henderson.

Property Owners: Jim Huspek, Scott Larsen, and Jim Turley.

1. Call to order.
Tracy Baiotto, President, called the meeting to order at 4:00 p.m.
2. Wildfire risk reduction.
Robb Sgroi, Teton Conservation District (TCD) Land Resources Specialist, presented information on TCD's Wildfire Risk Reduction Program. Mitigation includes creating a defensible area around structures by managing vegetation and using building materials that are more fire resistant. Owners are encouraged to contact TCD for more information and Robb suggested that the Board request TCD to complete a site visit which will address potential issues within the subdivision. TCD has grant funding available to help private landowners and subdivisions implement wildfire risk reduction projects. The Board is interested in future communications with TCD and agreed to include online links, provided by Robb, in the Board Monthly Update to owners.
3. Homeowners' issues and concerns.
None.
4. Approval of Rafter J HOA minutes.
Kathie moved to approve February 25, 2025, Board meeting minutes. Brian seconded the motion. The motion passed unanimously.
5. Financial report.
 - a) Review of February 2025 financials.
Income was \$36,746 and regular expenses were \$26,289. Other expenses include the completed eastside ditch maintenance project which is under budget. The Board will follow up with Cory regarding expenses for plow repairs.

Brian moved to approve the February financials. Aida seconded the motion. The motion passed unanimously.
 - b) Spring project – South entry lighting.
The Board will look into obtaining three bids for restoring electricity to the south entry sign and light pole, to be completed this spring.

6. Maintenance report.
None.
7. ISD report.
The next ISD Board meeting is Monday March 24, 2025, 6:00 p.m.
8. DC report.
 - a) Miller (1235 W. Angus Dr., Lot 80): Metal roof approved.
 - b) Allen (1655 W. Big Trail Dr., Lot 327-704): Windows approved.
 - c) Ninnemann (1920 W. Buck Rail Dr., Lot 223): Addition pending signatures.
 - d) Hansen (1555 W. Percheron Dr., Lot 140): Driveway expansion not approved.
9. Office report.
 - a) Insurance renewals.
Insurance renewals are \$2,100 over budget, primarily due to the liability umbrella increase. The insurance agent is reaching out to ten other carriers for better rates. The Board will be updated on the quotes when they are received.
 - b) Office Closure.
The office will be closed April 8th and reopen April 17th. Phone messages and emails will be responded to remotely.
 - c) Credit card payment option.
Nancy and Kathie are researching owner payment options with Bank of Jackson Hole. Adding a credit card payment portal on the Rafter J website might be feasible, depending on hosting fees. The Board will be updated as more information becomes available.
10. Old business.
 - a) SilverLight Fiber Network connection project.
Installation of fiber optic lines on the west side of Rafter J is scheduled to occur this spring (late May) and continue throughout the summer. During construction, the HOA and Silver Star will have weekly meetings to review project progress and concerns.
 - b) Proposed CCR Amendments.
The HOA Attorney is reviewing proposed CCR Amendments that will be sent to owners in May for a vote.
 - c) Policy/Rule update – Assessments and finance charge.
Kathie and Aida provided the Board with an Assessments Rules draft that is to replace Rafter J Ranch Homeowners Association rule #10 and eliminate the current Administrative Fee Policy. The HOA Attorney has advised the Board to adopt the proposed Assessments Rules to comply with the CCRs. The proposed Assessments Rules are available at the Rafter J office and will be voted on by the Board at the April Board Meeting. Updates include:
 - The current \$10 Administrative Fee for delinquent accounts will no longer be charged.
 - The annual assessment as of July 1, 2025 will not be discounted.
 - Payments for assessments can be made monthly or annually.
 - Assessments not paid within 30 days will incur a finance charge of 10% per annum.

- Notices for delinquent accounts will be sent when 30, 60, and 90 days past due.
- Lot owners will have the opportunity for a hearing prior to enactment of collection procedures.

d) Storage area management.

The Board is reviewing all storage area documents and will be creating new documents that are consistent with the CCRs. Cory will be asked to remove the sign that is currently posted outside the storage area because it has incorrect information.

e) Signage for dog waste stations.

Brian and Jessica are looking into new signage that reflects the HOA rules on dog control, inclusive of dog waste cleanup.

f) Faded signs.

The Board will ask Cory to provide an inventory of faded signs that need to be replaced. New signs will need to be approved by the Board.

g) Wildlife Advisory Committee.

The Board discussed and revised the Wildlife Advisory Committee Charter draft.

Aida moved to approve the Wildlife Advisory Committee Charter as revised. Tracy seconded the motion. The motion passed unanimously.

11. New business.

a) Employee Handbook.

Tracy and Brian Schilling, Rafter J ISD President, will be creating an Employee Handbook. The Teton County Employee Handbook will be used as a guide and the HOA Attorney will be asked to review it when completed.

12. Review action items.

Action items were not reviewed.

13. Adjourn.

Aida moved to adjourn the meeting. All were in favor and the meeting ended at 5:11 p.m.