



**Raccoon Point Road Maintenance Association  
(RPRMA)  
Annual Meeting  
August 23, 2014**

**RPRMA objectives:**

- Provide all users of Raccoon Point Road with control over road usage and how the road will be maintained
- Create a framework where regular maintenance will be performed and funded

# Today's Meeting

- Opportunity for dialog
- Review current conditions
- Discuss next's years plans
- Make decisions – keep moving forward

# Annual Meeting Structure

- Agenda published in advance
  - Meeting must follow published agenda – unless revised at beginning of meeting
  - Any Other Business (AOB) for new topics
- Quorum (Bylaws III.7)
  - 50% of Members in person or by Proxy (38 required as of today)
  - If unable 50%
    - New meeting announcement – 10 to 60 day notice
    - Need 25% in person or by Proxy
- Chair responsible for:
  - Keep discussion on topic (motion or report)
  - Limit time on discussion to timeframe
  - allow all to speak within meeting
  - Clarify any motion prior to discussion
- Members only for voting – signed RMA
  - Non-members welcome to observe and comment

# Agenda

1. Call to Order by association President
2. Determination of a quorum based on Lot owners present in person or by proxy
3. Prior year meeting minutes update
4. Reports by officers:
  - a. President – state of the association and review of prior year's work
  - b. Treasurer - budget vs. actual report for prior year
5. Presentation of proposed annual budget by Board
6. New Business
  - a. Notice of Assessment
7. Voting by members for annual budget and road maintenance plan
8. Call for nominations (and self-nominations) for new Board members for each region
  - a. Candidates will be allowed up to 5 minutes each to describe their reason for wanting to be on the Board and their goals while on the Board
9. Voting for Board members by region
10. Any other business for the Association
11. Meeting adjourned

# RPRMA Metrics 2014

- 147 Lots total – 138 lots sharing costs
  - Variances (10) per county tax regulations – forestry (100% deferred), senior (60% deferred), SJPT (100% deferred)
  - Region A (44) – first half mile
  - Region B (34) – Hill to RPOA mailboxes
  - Region C (58) – East of RPOA mailboxes
- 2011 Current Assessment by Lot (\$33k budget)
  - Region A (37) - \$129.13 – pays 18% of total budget
  - Region B (34) - \$271.76 – pays 28% of total budget
  - Region C(58) - \$307.24 – pays 54% of total budget



# President's Report

- What's going well
  - Association working as designed - Rough winter – 2 major storms
    - One major snowstorm, lots of rain causing slides and washout
    - Washout on RPR from Day Lake road
  - Road in great condition
    - Dustac and road maintenance for the whole road done
  - Final (maybe) sign work complete
  - Accounting & Administrative structure operating smoothly
- What needs improvement
  - Needs mowing and ditching not done – No new rock
  - Work done in late July
  - Website crash

# Treasurers Report

		2014-2015 Proposed
	2014 Actual	30K
Income	30K Budget	
Interest Income	7.75	10.00
Membership Dues		
Assessment <sup>1</sup>	28,575.89	30,000.00
Finance Charge	0.00	325.00
Total Membership Dues	28,575.89	30,325.00
Total Income	28,583.64	30,335.00
Expense		
Administration		
Bookkeeping Service	1,796.00	3,000.00
Insurance	2,167.00	2,300.00
Legal Expense	0.00	500.00
Office Expense		
Check Printing	117.81	0.00
Copies	60.00	200.00
Mailing	148.80	50.00
PO Box	0.00	48.00
Supplies	0.00	50.00
Web Page	120.00	130.00
Total Office Expense	446.61	478.00
Registration	10.00	10.00
Taxes	79.86	80.00
Total Administration	4,499.47	6,368.00
Maintenance		
Emergency Winter Road Work <sup>2</sup>	5,005.03	0.00
Ditching	0.00	1,600.00
Mowing	0.00	1,200.00
Emergency Road Work <sup>3</sup>	2,774.82	0.00
Grading & Rolling	9,600.46	10,120.00
Dustac	7,280.00	7,280.00
Sign Work	210.00	0.00
Snow Plow	208.09	800.00
Total Maintenance	25,078.40	21,000.00
Total Expense	29,577.87	27,368.00
Income <sup>4</sup>	-994.23	2,967.00
Projected Uncollected Assessments <sup>5</sup>	10,405.69	11,829.80

Assessment by Region	30K	
Region A (18%)	5,400.00	
Region B (28%)	8,400.00	
Region C(54%)	16,200.00	
Total	30,000.00	
Assessment by Lot		Lots
Region A (44)	122.73	44
Region B (34)	247.06	34
Region C(58)	279.31	58
Total (=Assesments x lots)	30,000.00	
Current Checking Account Balance	3,190.20	

## **DELINQUENT ACCOUNTS OVER 2 YEARS**

		Owed					
<b>Belch, Herbert J &amp; Caroline</b>		132.15					
<b>Deuel, James &amp; Gale<sup>1</sup></b>		1438.74					
<b>Elliff, Shawn &amp; Leila<sup>2</sup></b>		658.35					
<b>Kowalchuk, Dale N<sup>1</sup></b>		2139.54					
<b>Lohman, Patricia<sup>3</sup></b>		848.56					
<b>Philbrook, Gerald D &amp; Georgia<sup>1</sup></b>		1057.16		<b>1. Notice of assessment filed</b>			
<b>Wallace, William J &amp; Tracy L<sup>1</sup></b>		1936.44		<b>2. Lien to be filed</b>			
<b>Wilson, Charles &amp; Eska<sup>1</sup></b>		899.43		<b>3. Notice of assessment to be filed</b>			
		<b>9,110.37</b>					



# Special Assessment

- During the 2013-2014 year we had \$10,107.35 in unbudgeted road expenses.
- We still have 2013-2014 mowing and ditching to complete and we placed no rock this year.
- The Board is recommending a \$5,000.00 special assessment to cover any winter emergencies and to put down additional rock with next summers grading.

	Region A	Region B	Region C
% of SA	18%	28%	54%
Per Region	\$900	\$1,400	\$2,700
Per Lot	\$20.45	\$41.18	\$46.55

# Change to RMA

- Reviewed RMA with several members and the Board.
- Primary concern from some members was liability for lot owners
- Suggestions on some “limited” changes to the RMA have been circulated and agreed:
  - Clarify that Lot owner only liable for their actions – not actions of association (Article 9)
  - Align Bylaws and RMA on improvements
  - Eliminate duplication of easement grants (Article 3 & 4)
- Process:
  - Membership vote on changes
  - If Approved ( 2/3 of membership) – then details to follow

# Hard Surface Proposal (Vaughn)

- Dustac works; but you have to wait to apply
- Better surface for stopping & car control
- May need speed bump to control speed
- Align with county standards

## Doolittle Bid of February 2014

\$160,000

### Assessment by Region

Region A (18%)	28,800.00
Region B (28%)	44,800.00
Region C (54%)	86,400.00
Total	<u>160,000.00</u>

### Assessment by Lot

		Lots
Region A (44)	654.55	44
Region B (34)	1,317.65	34
Region C (58)	1,489.66	58

# Board of Directors

## Current Directors

Region A: Ted Kirshbaum, Jamie Cier

Region B: Bathan Shaner, Donna Delong

Region C: Jim Biddick, Rick Fant

## 2 Directors per region; staggered 2-year terms

Up for vote this meeting: Jamie Cier (A), Bathan Shaner(B),  
Jim Biddick(C)

## Responsible per the Bylaws for operation of the Association:

No compensation

All directors equal authority

Eligible for officer position (Pres, VP, Sec, Treas)

## Meetings

Quorum: majority of Directors (4 for right now)

Directors choose location and frequency of meeting – which could  
include phone meetings

## Departure or Replacement

On resignation – Majority approval of Board for replacement to  
complete unexpired term

Removal – of members vote to remove

## Board of Directors elects officers

President ,VP, secretary and treasurer

# Any Other Business

- Open to Floor

# RPRMA Chronology

- **October 2005** - Working group established
  - Don Pritchett, Jerry Philbrook, Rick Fant, Jim Biddick and Greg Nebeker
  - Researched best method to meet objectives – reviewed other road association structures
  - Polled other road users as to willingness to create association
  - Framework document published November 2005
- **November 2005** – “we are considering forming a road association” Mailing to lot users; with return postcard to gauge interest
  - 148 sent; 106 responses – 104 positive, 2 negative
- **February 2005** – Update email on process to date with copies of Framework
- **March 2006** – RPRMA incorporated as Non-profit Washington
- **April 2006** – Interim Board of Directors (volunteer); officers elected
  - Lynn Richards, Sharin Lee, Sean Roach, Bathen Shaner, Jim Biddick, Rick Fant
  - Mailing of association status, notice of Organization Meeting
  - Website online
- **May 20, 2006** – Organization Meeting; review structure with participants, get vote of confidence (overwhelming majority)
- **June 2006** – Interim Board meetings to complete RMA and Bylaws; adopt RMA and Bylaws
- **July 2006** – Mailing with status, meeting notice and request for Letter of Intent
- **August 27, 2006** – first annual meeting; \$50k budget approved
- **September 13, 2008** – annual meeting; \$50k budget approved
- **September 26, 2009** – annual meeting; \$30k budget approved
- **October 2009** – lawsuit for non-payment filed against 4 lots
- **September 25, 2010** – annual meeting; \$30k budget approved
- **Aug 2011** – summary judgment in non-payment lawsuit
- **September 24, 2011** – annual meeting; \$33k budget approved
- **November 11, 2011** - Christensen property sells, money due put in escrow account
- **March 15, 2012** - Figler assessment action resolved
- **August 25, 2012** – Notice of Assessments filed