

Raccoon Point Road Maintenance Association  
PO Box 453  
Eastsound, WA 98245

August 1, 2013

Dear Lot Owner,

Enclosed you will find the information for this year's Association meeting. The meeting is scheduled to take place on September 7, 2013, at the Eastsound Fire Station, at 10:00AM. In this packet you should have the following:

1. Agenda
2. Budget information – Current & Proposed
3. Proxy form

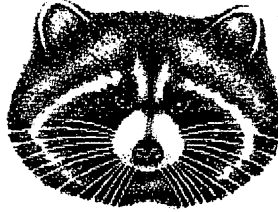
If you do not have a proxy form included it is because our records show that you do not have a signed Page 4 of the Road maintenance Agreement which makes you a member with full voting rights. Should you elect to become a full member, you can go to the Association web site at [www.raccoonpointroad.org](http://www.raccoonpointroad.org) and scroll down to the bottom of the page. In this section you will find a link to the Road Maintenance Agreement. Click on this link and it will take you to the full agreement. After reading through the document you can print off the Page 4, have all lot owners of record sign it and have the page notarized. You can then either bring it to the meeting or send it in to the Association. The Association will file it after the meeting at our expense. If after signing the Page 4 you are not going to attend the meeting, the Page 4 must be received by August 25, 2013, so that a proxy form can be sent out to you. All proxy forms are to be returned to the following address prior to the meeting:

RPRMA  
PO Box 453  
Eastsound, WA 98245

We hope to see you at the meeting and even if you are not a full member you are invited to attend. If you are not a full member, you will be allowed to speak on the subjects but you will not be allowed to vote.

Your 2012 - 2013 Board

# Raccoon Point Road Maintenance Association



RPRMA Annual Meeting 2013 Agenda  
Saturday, September 7, 2013 -10:00am  
Eastsound Fire Station - Mt. Baker Road (across from Airport)

**\*\*\* IF YOU ARE NOT CURRENT IN YOUR ASSESSMENT YOU CANNOT VOTE \*\*\***

## Proposed Agenda:

1. Call to Order
2. Determination of a quorum based on Lot owners present in person or by proxy
3. 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
4. Review of road conditions:
5. Presentation of proposed annual budget by Board
  - a. Discussion of options and road maintenance plan
6. Voting by members for annual budget and road maintenance plan
7. 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
8. Voting for Board members by region
9. Any other business for the Association
10. Meeting adjourned

After the Annual meeting, the new Board will meet to elect officers, determine meeting schedule to execute the road maintenance plan and address any other business of the Board. The membership is invited to observe.

Note: If you do not have a Proxy sheet in your packet it means that you are not a voting member of the Association. To become a voting member you need to sign a Page 4 of the Road Maintenance Agreement and have it notarized. You can obtain the document from the web site – [www.raccoonpointroad.org](http://www.raccoonpointroad.org) or by calling 360)376-2488. If the document needs to be mailed to you there is a cost of \$1.00 to cover copying, postage and mailing. Once the Page 4 is received by the Association, a proxy will be sent or you can bring it to the meeting. The Association pays for the cost of filing all Page 4's.

**Raccoon Point Road Maintenance Association**  
**Income & Expense Budget vs. Actual**  
September through July

	<u>Sep - Jul</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
Interest Income	15.99	0.00	15.99	100.0%
<b>Membership Dues</b>				
A-R Assessments	336.37	0.00	336.37	100.0%
2012 - 2013 Assessment	27,776.23	30,000.00	-2,223.77	92.59%
Finance Charge	268.97	325.00	-56.03	82.76%
Past Due Assessments	0.00	6,193.53	-6,193.53	0.0%
Special Assessment	0.00	0.00	0.00	0.0%
Membership Dues - Other	0.00	0.00	0.00	0.0%
<b>Total Membership Dues</b>	<u>28,381.57</u>	<u>36,518.53</u>	<u>-8,136.96</u>	<u>77.72%</u>
<b>Total Income</b>	<u>28,381.57</u>	<u>36,518.53</u>	<u>-8,136.96</u>	<u>77.72%</u>
<b>Expense</b>				
<b>Administration</b>				
Bookkeeping Service	1,890.00	3,000.00	-1,110.00	63.0%
Insurance	2,292.00	2,150.00	142.00	106.61%
Legal Expense	531.10	3,000.00	-2,468.90	17.7%
<b>Office Expense</b>				
Copies	95.00	100.00	-5.00	95.0%
Mailing	39.00	150.00	-111.00	26.0%
PO Box	0.00	42.00	-42.00	0.0%
Supplies	50.00	0.00	50.00	100.0%
Web Page	120.00	120.00	0.00	100.0%
Office Expense - Other	0.00	0.00	0.00	0.0%
<b>Total Office Expense</b>	<u>304.00</u>	<u>412.00</u>	<u>-108.00</u>	<u>73.79%</u>
Registration	0.00	40.00	-40.00	0.0%
Taxes	77.61	75.00	2.61	103.48%
Transfer to Reserves	0.00	3,000.00	-3,000.00	0.0%
Administration - Other	0.00	0.00	0.00	0.0%
<b>Total Administration</b>	<u>5,094.71</u>	<u>11,677.00</u>	<u>-6,582.29</u>	<u>43.63%</u>
<b>Maintenance</b>				
Ditching	281.63	400.00	-118.37	70.41%
Dustac	7,900.00	7,900.00	0.00	100.0%
Grading & Rolling	10,326.91	4,398.00	5,928.91	234.81%
Materials	1,315.37	2,400.00	-1,084.63	54.81%
Mowing	1,934.99	1,200.00	734.99	161.25%
Sign Work	430.34	0.00	430.34	100.0%
Snow Plow	0.00	800.00	-800.00	0.0%
Maintenance - Other	0.00	0.00	0.00	0.0%
<b>Total Maintenance</b>	<u>22,189.24</u>	<u>17,098.00</u>	<u>5,091.24</u>	<u>129.78%</u>
<b>Total Expense</b>	<u>27,283.95</u>	<u>28,775.00</u>	<u>-1,491.05</u>	<u>94.82%</u>
<b>Net Income</b>	<u><u>1,097.62</u></u>	<u><u>7,743.53</u></u>	<u><u>-6,645.91</u></u>	<u><u>14.18%</u></u>

## Raccoon Point Road Maintenance Association Proposed 2013 - 2014 Budgets

	<u>23K</u>	<u>28K</u>	<u>30K</u>
<b>Income</b>			
Interest Income	25.00	25.00	25.00
Membership Dues			
Accounts Receivable	8,715.00	8,715.00	8,715.00
2012-2013 Assessment	23,000.00	28,000.00	30,000.00
Finance Charge	325.00	325.00	325.00
<b>Total Membership Dues</b>	<u>32,040.00</u>	<u>37,040.00</u>	<u>39,040.00</u>
<b>Total Income</b>	<u>32,065.00</u>	<u>37,065.00</u>	<u>39,065.00</u>
<b>Expense</b>			
Administration			
Bookkeeping Service	3,000.00	3,000.00	3,000.00
Insurance	2,300.00	2,300.00	2,300.00
Legal Expense	500.00	500.00	500.00
Office Expense			
Copies	200.00	200.00	200.00
Mailing	50.00	50.00	50.00
PO Box	46.00	46.00	46.00
Supplies	50.00	50.00	50.00
Web Page	120.00	120.00	120.00
<b>Total Office Expense</b>	<u>466.00</u>	<u>466.00</u>	<u>466.00</u>
Registration	40.00	40.00	40.00
Taxes	80.00	80.00	80.00
<b>Total Administration</b>	<u>6,386.00</u>	<u>6,386.00</u>	<u>6,386.00</u>
Maintenance			
Ditching	1,400.00	1,400.00	1,400.00
Dustac	5,200.00	6,500.00	8,000.00
Grading & Rolling	3,199.00	5,499.00	9,250.00
Materials	1,800.00	3,200.00	2,949.00
Mowing	0.00	0.00	0.00
Snow Plow	800.00	800.00	800.00
<b>Total Maintenance</b>	<u>12,399.00</u>	<u>17,399.00</u>	<u>22,399.00</u>
<b>Total Expense</b>	<u>18,785.00</u>	<u>23,785.00</u>	<u>28,785.00</u>
<b>Income</b>	<u>10,515.00</u>	<u>10,515.00</u>	<u>10,515.00</u>
Projected A/R Loss	<u>10,515.00</u>	<u>10,515.00</u>	<u>10,515.00</u>
<b>Revised Net Income</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Assessment by Region	23K	28K	30K
Region A (18%)	4,140.00	5,040.00	5,400.00
Region B (28%)	6,440.00	7,840.00	8,400.00
Region C(54%)	12,420.00	15,120.00	16,200.00
<b>Total</b>	<u>23,000.00</u>	<u>28,000.00</u>	<u>30,000.00</u>

Assessment by Lot				Lots in area
Region A (46)	94.09	114.55	122.73	44
Region B (34)	189.41	230.59	247.06	34
Region C(58)	214.14	260.69	279.31	58
<b>Total (=Assesments x lots)</b>	<u>23,000.00</u>	<u>28,000.00</u>	<u>30,000.00</u>	

\*any addition funds will go towards maintenance