



**Raccoon Point Road Maintenance Association  
(RPRMA)  
Annual Meeting  
August 26, 2017**

**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 (37 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
- RPRMA Voting
  - Members only for voting on routine issues – signed RMA
    - Non-members welcome to observe and comment
  - All residents that are current on their assessments will be allowed to vote on special assessments

# Agenda

1. **Call to Order by association President**
2. **Determination of a quorum based on Lot owners present in person or by proxy**
3. **President's report**
  - a. **State of the association and review of prior year's work**
  - b. **Chip seal finances to date**
  - c. **Unfinished business**
4. **Overdue assessments**
5. **Presentation of proposed annual budget by Board**
6. **Vote by members on 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**
  - b. **Candidate must be members of the Association to run for Board positions**
8. **Voting for Board members by region**
9. **Any other business for the Association**
10. **Meeting adjourned**

# President's Report



- Chip Seal Project
  - Prep started on Wednesday June 21: Ditching, Rock, Grading
  - Chip seal application Wednesday June 27 to June 29
    - Brooming – June 30
- Done – on time, on budget – Look's great

# 2017 SA Chip Seal Financials

2017 Chip Seal Financials	Bid	Actual
2017 Work		
IX Prep Work	42,202	44,634
Doolittle Chip Seal	166,150	166,150
<b>Total 2017</b>	<b>208,352</b>	<b>210,784</b>
Payment Reserve (1 yr)		15,000
Administrative reserve		4,200
<b>Total Cash needed</b>		<b>229,984</b>
	Collected	Amount
2017 Special Assessment (143 lots)		
Full Payments (\$1,985)	85	168,725
Down-payments (\$760)	30	19,942
	<b>115</b>	<b>188,667</b>
Funds in bank (2017 regular + reserve)		26,500
<b>Total Cash available</b>		<b>215,167</b>
<b>Deficit</b>		<b>-14,817</b>
Loan draw (\$106k approved)		15,000

# 2018 SA Financials

2018 Chip Seal Financials	Bid	Actual
2018 Work		
Doolittle Chip Seal (3rd lift)	72,500	0
	Collected	Amount
2018 Special Assessment collection		
Down-payments (\$760)	14	10,640
Cash needed (Work - Collection)		61,860
Loan draw (\$96k remaining)		63,000
Total lots paying for loan (payment \$200)	44	8,800

# Delinquent Accounts

LOT OWNER	SA Past Due	Regular Past Due
Crossman, Daniel C & Tracey A Levine	760.00	768.77
Davidson & Kovacevich		360.00
Deuel, James & Gale	760.00	368.60
Elliff, Shawn	760.00	2,389.38
Emerick, Douglas & Pamela S Charlesworth	760.00	
Figler, Chris & Andrea	760.00	
Gabrielson, Gordon & Ann	760.00	
Hahn, Jacqueline Chandra	2,280.00	
Harris, William L & Dorothy C	760.00	1,310.18
Heiden, William P	760.00	
Hoffman, Richard F		465.00
Hunt, Patricia	1,520.00	
Jones, Phillip & Suzanne Quinn		235.79
Kowalchuk, Dale N	760.00	4,788.61
Philbrook, Gerald D	760.00	2,573.30
Picone, Guiseppe John & Helene L Walters	760.00	
Rosenzweig, Raphael	760.00	
Sara, Shirley(SRV)	674.00	
Margaret, Schulz(SRV)	733.00	
Stearns, Ed & Lina Velvet	735.00	
Stovall, Travis L	760.00	405.33
Theisen, Inge	760.00	
Thornburgh, Diane & Kenneth	760.00	171.11
TL May, TTEE; TH Foote; & WJ Wallace	3,040.00	
Wallace, William J & Tracy L	760.00	
Weston,Carla L	2,280.00	1,759.05
	<b>23,422.00</b>	<b>15,595.12</b>



# Treasurers Report

				<b>Sep 15 -Aug 16</b>	<b>Sep 16 -Aug 17</b>	<b>Budgeted 16 -Aug 17</b>	<b>Sep</b>	<b>Proposed Sep 17 -Aug 18</b>
<b>Income</b>								
	<b>Interest Income</b>			12.04	40.88		11.00	32.00
	<b>Membership Dues</b>							
		<b>Assessments</b>		26,493.76	38,896.82		41,413.00	13,232.00
		<b>Finance Charge</b>		29.31	540.03		22.00	22.00
		<b>Past Due Assessments</b>		956.72	100.59		0.00	0.00
		<b>Total Membership Dues</b>		27,491.83	39,578.32		41,446.00	13,286.00
		<b>Reimbursed Expenses</b>		124.18	0.00		0.00	0.00
	<b>Total Income</b>			27,616.01	39,578.32		41,446.00	13,286.00

<b>Expense</b>					
	<b>Loan Fees</b>		2,504.27		
	<b>Administration</b>				
	<b>Bookkeeping Service</b>	2,270.00	4,188.00	2,250.00	4,800.00
	<b>Insurance</b>	2,174.00	2,167.00	2,180.00	2,300.00
	<b>Legal Expense</b>	303.00	0.00	0.00	350.00
	<b>Office Expense</b>				
	<b>Copies</b>	42.92	0.00	150.00	225.00
	<b>Mailing</b>	501.27	367.02	425.00	625.00
	<b>PO Box</b>	50.00	48.00	50.00	50.00
	<b>Supplies</b>	113.38	207.81	125.00	175.00
	<b>Web Page</b>	0.00	0.00	150.00	150.00
	<b>Office Expense - Other</b>	0.00	0.00	0.00	0.00
	<b>Total Office Expense</b>	608.41	622.83	900.00	1,225.00
	<b>Registration</b>	10.00	0.00	10.00	10.00
	<b>Taxes</b>	79.97	81.54	81.00	85.00
	<b>Transfer to Reserve</b>	0.00	0.00	1,000.00	0.00
	<b>Administration - Other</b>	0.00	0.00	0.00	0.00
	<b>Total Administration</b>	5,544.54	7,059.37	6,421.00	8,770.00
	<b>Maintenance</b>				
	<b>2017 Chipseal</b>		210,784.19		
	<b>Ditching</b>	0.00	2,459.28	2,450.00	1,854.00
	<b>Dustac</b>	13,426.02	0.00	11,325.00	0.00
	<b>Emergency Road Work</b>		125.67	0.00	0.00
	<b>Grading &amp; Rolling</b>				0.00
	<b>Fall Grading</b>	10,959.78	6,656.79	10,500.00	0.00
	<b>Spring Grading</b>	932.36	910.62	2,300.00	0.00
	<b>Summer Grading</b>	3,218.68	309.54	4,150.00	0.00
	<b>Grading &amp; Rolling - Other</b>	668.53	0.00	0.00	0.00
	<b>Total Grading &amp; Rolling</b>	15,779.35	7,876.95	16,950.00	0.00
	<b>Mowing</b>	0.00	0.00	1,200.00	1,262.00
	<b>Sign Work</b>	41.77	0.00	0.00	0.00
	<b>Snow Plow</b>	0.00	1,202.18	800.00	1,400.00
	<b>Maintenance - Other</b>	0.00	0.00	0.00	0.00
	<b>Total Maintenance</b>	29,247.14	222,448.27	32,725.00	4,516.00
	<b>Total Expense</b>	34,791.68	232,011.91	39,146.00	13,286.00
	<b>Net Income</b>	-7,175.67	-2,742.94	2,300.00	21,280.00

# 2018 Assessment

<b>Assessment by Region</b>		<b>Total Assessment</b>	13,286.00
<b>Region A (18%)</b>		2,391.48	
<b>Region B (28%)</b>		3,720.08	
<b>Region C(54%)</b>		7,174.44	
<b>Total</b>		13,286.00	
<b>Assessment by Lot</b>			<b>Lots in area</b>
<b>Region A (44)</b>		54.35 *	44
<b>Region B (34)</b>		109.41 *	34
<b>Region C(58)</b>		123.70 *	58
<b>*Plus any Chipseal Assessment owed</b>			

# Assessment Examples

Region A example	2016	2017	2018	2019	.....	2028	
Maintenance / Admin assessment	165	54	54	54		54	**
Special Assessment loan payment		760	200	200			## - full pay = 0
Accrual for Yr 10 lift			37	37		37	**
<b>Total</b>	<b>165</b>	<b>814</b>	<b>291</b>	<b>291</b>		<b>91</b>	
Region C example	2016	2017	2018	2019	.....	2028	
Maintenance / Admin assessment	376	123	123	123		123	**
Special Assessment loan payment		760	200	200			## - full pay = 0
Accrual for Yr 10 lift			84	84		84	
<b>Total</b>	<b>376</b>	<b>883</b>	<b>407</b>	<b>407</b>		<b>207</b>	**
## equal across all lots							
** proportional by region							

# Other Business

- Speed Humps, Road Turtles, Spike Strips, Speed camera, Speed sign
- RMA Changes
- Any Other Business?

# Board of Directors

## Current Directors

Region A: Ron Gilliland, 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:**

**Ron Gilliland (A), Donna Delong(B), Rick Fant(C)**

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

No compensation

All directors equal authority

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

## Meetings

Quorum: majority of Directors (currently four of six)

Directors choose location and frequency of meeting – which may 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

# RPRMA Metrics 2017

- 143 Lots total – 136 lots sharing costs
  - Variances (7) 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