



THE MEETING IS STILL SCHEDULED
FOR AUGUST 13, 10:00 AM
AT THE EASTSOUND FIRE STATION

MASKS ARE REQUIRED TO
ATTEND THE MEETING

CHECK THE WEBSITE ON AUGUST 11
FOR ANY CHANGES



**Raccoon Point Road Maintenance Association
(RPRMA)
Annual Meeting
August 13, 2022
10:00 AM**

RPRMA objectives:

- Provide private road access and maintenance to and for the benefit of land owners present and future (Articles of Incorporation, Article III) in the context of the Road Maintenance Agreement recorded under San Juan Co. AFN 2007 1219026 to the Raccoon Point Road Maintenance Association.

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)
 - Added five new voting members in current fiscal year
 - Total Voting Membership – 89 lots
 - Current members eligible to vote – 84 lots
 - 50% of Members in person or by Proxy (42 required as of today)
 - If unable 50%
 - New meeting announcement – 10 to 60 day notice
 - Need 25% in person or by Proxy (21 by todays number)
- Chair responsible for:
 - Keep discussion on topic (motion or report)
 - Limit time on discussion to timeframe
 - Allow all members to speak within meeting, five minutes per speaker
 - Clarify any motion prior to discussion
 - Insuring that meeting follows Roberts Rules of Order
- RPRMA Voting
 - Members only for voting on routine issues – signed RMA
 - Non-members welcome to observe
 - All members that are current on their assessments will be allowed to vote on special assessments

2022 Agenda

- 10:00 Doors open and registration
- 10:30 Call to Order by association President & determination of a quorum based on members present in person or by proxy
- 10:35 Presentation of proof of notice of meeting
- 10:40 Reading of minutes of last annual meeting, & What and Who is RPRMA
- 11:05 President's report - state of the association and review of prior year's work
- 11:20 Reports of committees
- 11:25 Presentation for approval next year's proposed annual budget
- 12:05 Vote by members on annual budget and road maintenance plan
- 12:25 Call for nominations (and self-nominations) for new Board members for each region
 - Terms ending this meeting: Ron Gilleland (A), Zach Fountain(B), Tom Baille(C)
 - Candidate must be members of the Association and in good standing to run for Board positions
- 12:40 Voting for Board members by region - members vote
- 12:50 Any other business for the Association.
- 1:15 Meeting adjourned

ROAD STRUCTURE

- Road was put in during the 60s by the three developers
- LD McIntyre bought first 1/2 mile to insure access to all lot owners. Ends just before Coho Drive
- There are many soft spots because logs were used to make the base
- There was a major washout in the 90s and Twin Lakes had significant damage in 2021 because of the initial construction
- The Association was formed in 2007 to insure that everyone continued to have access at a reasonable rate and to insure that all those who benefit from the road pay their fair share.

What/Who is RPRMA

- It is an Association (HOA) that was formed in 2007 to maintain Raccoon Point Road
- In our 15th year of operation
- Membership consists of lot owners that have signed an RMA giving them voting right in the Association operations (89 Members)
- 55 lots that are not voting members

What/Who is RPRMA

- Non-members are allowed to vote on special assessments
- A non-member can join the Association at any time by signing an RMA
- RPRMA pays for the cost of filing the RMA – currently \$210.50
- Under a court ruling in 2009 the Court said that if you benefit from the road, you must contribute to its maintenance

RPRMA'S SCOPE OF RESPONSIBILITY

- What can the Board do
 - First half mile of road is owned by RPRMA
 - Anything that needs to be done to keep the road open, we can do
 - Beyond the first half mile (easement section)
 - Whatever is needed to keep the road clear
 - Cannot
 - Remove trees or rocks outside of the easement
 - Clear ditches or replace culverts
 - WHY NOT!!!!
 - Belong to the lot owners
 - Need a complete survey of all lots
 - Need permanent markers to establish lots
 - There is an exception

RPRMA Metrics 2022

145 Lots total

- Region A (49) – First half mile
- Region B (37) – Hill to RPOA mailboxes
- Region C (59) – East of RPOA mailboxes
- Variances (5) per county tax regulations – Per County Deferral (1), Senior(2) (60% deferred), SJPT(2) (100% deferred)

142 lots sharing costs

- Region A (48) – First half mile
- Region B (36) – Hill to RPOA mailboxes
- Region C (58) – East of RPOA mailboxes

President's Report

Highlights for the year

- Added six new lots to the membership
- Maintenance
 - Extremely Rough winter
 - Unplanned \$8,364.00 spent on opening culvert at Key Drive
 - Unplanned \$7,525.60 spent responding to Pat Hunt's lawyer(ongoing)
 - Unplanned \$32,000.00 for culvert replacement at 485 RPR (September)
 - Chipseal loan current
- Administrative structure operating smoothly*
- Notice of Assessment is working
 - Down to four lots that have not paid
 - One of the four lots is making regular payments – much appreciate the effort

Bank Accounts

Will be updated for meeting

ASSETS			Jul 26, 22
	Current Assets		
	Checking/Savings		
	Banner Bank Checking		
		Administration	1,170.58
		Chipseal Loan	3,211.19
		Total Banner Bank Checking	4,381.77
		Total Checking/Savings	4,381.77
	Accounts Receivable		
		Accounts Receivable	28.89
		Total Accounts Receivable	28.89
	Other Current Assets		
		10 yr Money Market - 1370	39,877.01
		Total Other Current Assets	39,877.01
		Total Current Assets	44,287.67
TOTAL ASSETS			44,287.67

Income Report

	Sep 1, '21 - Jul 26, 22	Actual	Budget
Income			
Interest Income		3.05	0.00
Assessments			
10 Year Chipseal Reserve		8,501.75	9,200.00
Annual Admin & Maint Assessment		16,185.06	16,308.21
Finance Charge		64.46	0.00
2017 Chipseal Loan Assessment			
Special Assessment		7,699.90	4,583.75
Total 2017 Chipseal Loan Assessment		7,699.90	4,583.75
Total Assessments		32,451.17	30,091.96
Total Income		32,454.22	30,091.96

Expense Report

Expense	Actual	Budget
Loan Payments	6,531.45	7,985.08
Administration		
Annual Meeting	458.52	0.00
Bookkeeping Service	3,527.08	4,000.00
Insurance		
D&O Insurance	1,000.00	1,000.00
Liability Insurance	2,747.00	2,700.00
Total Insurance	3,747.00	3,700.00
Interest Expense	1,453.63	0.00
Legal Expense	7,525.60	0.00
Office Expense		
Invoices	2.92	0.00
PO Box	70.00	62.00
Supplies	166.02	124.00
Web Page	120.00	120.00
Total Office Expense	358.94	306.00
Registration	10.00	10.00
Taxes	10.00	45.00
Total Administration	17,090.77	8,061.00
Maintenance		
Ditching	229.69	0.00
Emergency Road Work	8,364.36	0.00
Mowing	157.50	5,000.00
Snow Plow	2,238.01	2,800.00
Total Maintenance	10,989.56	7,800.00
Total Expense	34,611.78	23,846.08
Net Income	-2,157.56	6,245.88

Items in red were unplanned expenses

PROBLEM AREAS

- Need to increase reserve to \$15,000.00
 - Impact of climate change – don't know what the future impact will be on the road
- Need to pay back \$39,000.00 to the 10 year chip seal reserve fund
- Need to clean up the rocks and debris from the edge of the road
- Need to raise money for chip seal repair
 - Estimate from Doolittle \$32,000.00
- Need to patch a number of spots where the road has dipped
- Mowing is still an issue – discussion item

ROAD REPAIRS GOING FORWARD

- September – Repair section of road at 485 in early part of month
 - Replace Culvert
 - Fill in the sump
 - Connect drive culvert to road culvert
 - Requires closing the road for one day
- Ditching - \$5,000.00 estimate to be done in late September
- Back fill bank east of Key Drive
- Backfill bank west of Ruby Dr
- Key Drive area – road surface is passable and won't be worked on till it is needed

2022-2023 15% BUDGET

Income		
Assessments		
10 Year Chipseal Reserve		9,200.00
Annual Admin & Maint Assessment		21,028.33
2017 Chipseal Loan Assessment		
Special Assessment		4,583.75
Total 2017 Chipseal Loan Assessment		4,583.75
Total Assessments		34,812.08
Total Income		34,812.08
Gross Profit		34,812.08

Expense		
10 yr Loan Repayment		5,000.00
Transfer to Reserve		3,000.00
Loan Payments		7,985.08
Administration		
Bank Charges		0.00
Bookkeeping Service		4,192.00
Insurance		
D&O Insurance		1,000.00
Liability Insurance		2,825.00
Total Insurance		3,825.00
Legal Expense		0.00
Office Expense		
Mailing		275.00
PO Box		70.00
Supplies		150.00
Web Page		120.00
Total Office Expense		615.00
Registration		10.00
Taxes		45.00
Total Administration		8,687.00
Maintenance		
Road Repair		6,940.00
Chipseal		0.00
Ditching		0.00
Emergency Road Work		0.00
Mowing		0.00
Snow Plow		3,200.00
Total Maintenance		10,140.00
Total Expense		34,812.08

15% Assessment Breakout

2022-2023 Assessment

Re-Chipseal in 10 Years (\$9,200.00)

Region A (18%) \$1,656.00 Total Per Lot (48) \$34.50

Region B (28%) \$2,576.28 Total Per Lot (36) \$71.56

Region C (54%) \$4,968.00 Total Per Lot (58) \$85.66

Administration/Maintenance Assessment (\$21,028.33)

Region A (18%) \$3,785.10 Total Per Lot (48) \$78.86

Region B (28%) \$5,887.93 Total Per Lot (36) \$163.55

Region C (54%) \$11,355.30 Total Per Lot (58) \$195.78

Total Assessment

Region A (18%) \$5,441.10 Total Per Lot (48) \$113.36

Region B (28%) \$8,464.21 Total Per Lot (36) \$235.12

Region C (54%) \$16,323.30 Total Per Lot (58) \$281.44

NEXT 5 YEARS OF ASSESSMENTS

15% yearly budget increase for next 5 years						
	Region	2022	2023	2024	2025	2026
Assessment Per Lot	A	\$113.36	\$130.36	\$149.92	\$172.41	\$198.27
	B	\$235.12	\$270.39	\$310.95	\$357.59	\$411.23
	C	\$281.44	\$323.66	\$372.21	\$428.04	\$492.25
Assessment per Region	A	\$5,441.10	\$6,257.27	\$7,195.85	\$8,275.23	\$9,516.52
	B	\$8,464.21	\$9,733.84	\$11,193.92	\$12,873.01	\$14,803.96
	C	\$16,323.30	\$18,772.28	\$21,588.18	\$24,826.32	\$28,550.50
yearly Increases to 10 year reserve loan repayment			\$2,815.90	\$3,238.14	\$3,724.18	\$3,723.85
Total increase to 10 year loan						\$13,502.07
*5 years to get \$15,000.00 reserve						
*10 year reserve chip seal loan repayment account at 5 years will be \$25,000.00 + \$13,502.07 = \$38,502.07						
*ASSUMES NO MAJOR EVENTS OVER NEXT 5 YEARS						
At the end of 2026 it is expected that the assessment will see a significant Decrease in the assessment as the 10 year chip seal reserve will be paid back						

VOTE ON ASSESSMENT PLAN

- VOTE 1 - DOES THE MEMBERSHIP APPROVE OF THE 15% BUDGET PLAN FOR THE 2022-2023 FISCAL YEAR?
- VOTE 2 – DOES THE MEMBERSHIP APPROVE OF THE FIVE YEAR PLAN TO PAY BACK THE LOAN FROM THE 10 YEAR CHIP SEAL FUND?

Board of Directors

Current Directors

Region A: Ron Gilleland, Jamie Cier

Region B: Bathan Shaner, Zach Fountain

Region C: Jim Biddick, Tom Baillie

2 Directors per region; staggered 2-year terms

Up for vote this meeting: Ron Gilleland (A), Zach Fountain(B),
Tom Baille(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 (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
- Adjournment