

Belfair Acreage Tracts Association (BATA)

Monthly Board Meeting - June 8, 2025

DRAFT Meeting Minutes prepared 6-14-2025 by T. Lazo

Send input/corrections to bata.hoa@gmail.com prior to next monthly meeting at which time minutes will be made final.

BATA Board Meeting held June 8, 2025

Location: North Mason Timberland Library meeting room

Attendance: There were 2 community members in attendance, in addition to the 5 board members. Quorum of board achieved.

Start: Meeting called to order at 4:34 PM by Board President. Sign In sheet and copies of the agenda were provided.

Roll Call of Board:

- Elayne Stodola (President) – in attendance
- Mark Case (Vice President) – in attendance
- Terilynn Lazo (Secretary) – in attendance
- Robert Maxwell (Treasurer) – in attendance
- Terri Maxwell (Director Five) – in attendance

Rules of Engagement: President noted that rules of engagement were provided on a handout and had not changed from previous meetings.

(Note that in this document “? CM” indicates question or comment from a community member or guest. Full names of those not on the board will not be shown unless requested/approved by the commenting attendee.)

Minutes of last month’s meeting: Secretary reported the draft of the minutes of the May annual meeting were posted to the BATA website and made available for comments. There were no comments received. Secretary made a motion to accept the minutes of the annual meeting. Vice President seconded the motion and all Board members voted in favor. Motion passed. Final minutes of previous meeting to be posted to website along with draft of this meeting’s minutes.

Treasurer Report: Treasurer provided the following financial information:

Bank Accounts:

| | | |
|---|---|---------------------|
| Previous Month Checking balance reported | | \$ 70,199.68 |
| Incoming dues received | + | \$ 5,348.23 |
| Expenses | - | <u>\$ 14,356.38</u> |
| End of Month Checking balance reported this meeting | | \$ 61,191.53 |
| Savings account balance | | \$ 10,012.77 |

Note that the above balances are as reported on the bank statement for the end of May. Expenses were primarily for roadwork(\$10K) and collections filing/attorney costs (\$4,356).

Dues reporting as of the end of last month:

- Of the 124 Parcels in the Association that we collect dues from
 - 62 are paid in full (50%)
 - 62 owe some or all of the dues (50%)

Of the 62 that owe

28 owe half of the current year dues or less = \$8,202.71

31 owe more than half of this year's dues and not on payment plan = \$48,063.30

3 owe half of this year's dues or more but making payments = \$1,744.78

Of the 31 that owe more than half and are not on a payment plan

15 owe half to full amount for this year plus late fee = \$10,565.98

16 owe for this year plus balance forward from prior year(s) = \$37,497.32

16 of these are in collections = \$37,497.32

Of the two foreclosures, one was going to do a payment plan. Treasurer said he needs to check on status of plan submission. The other is for sale. Closing supposed to be in June.

COMMITTEE REPORTS:

BYLAWS COMMITTEE (Secretary=Committee Chair): Secretary reported that committee did not meet since last Board meeting due to committee chair focus on annual meeting. Secretary will schedule a meeting.

ROADS COMMITTEE (Vice President = Committee Chair): VP reported that the contractor has purchased a used grader and plans to store in our area. VP is in communication with him on place to store it. Drainage work is underway on Alderwood up past Baker Ct.

Pres – Contractor is calling for utility markings and then will continue.

Pres – Regarding dust control discussion. No additional information on options from contractor. Could do part of Alderwood from where pavement starts to first turnoff and then another section above where there are homes along the road.

TM – Concerned that if contractor is not done working the road base and we spend money to apply the dust control, when he does the road base work it would just mess it up. Don't want to waste money. Pres – We need to find out how long the dust control would last. All agreed it's a good point.

Pres – Regarding the resident outside the HOA who put oil on the road, President was informed by fire department that HOA would not be held responsible. President spoke to resident and explained it is a misdemeanor as it is an RCW violation. Resident was challenging.

Treasurer – Did contractor look at the drainage issue on Razor Place? Pres – Yes he did and spoke to the property owner. Discussion about drainage and curtain drain from house. Fix would be complicated. Contractor trying to think of solutions. Treasurer – Thinks parcel 33 Lot 1 sold which is across road in that area. Discussion about where stormwater may be coming from. Have to look at it during rain storm. Flooding issues in other locations in HOA also.

Pres – noticed in last rain storm, there were fewer spots where water was puddling on the road, so that's improvement.

FINANCE AND BUDGET COMMITTEE (Treasurer = Committee Chair): Treasurer said nothing to report at this time. Watching to see how road expenses go.

?CM – good to have a contractor doing regular maintenance so have predictable expenses.

OLD BUSINESS

Motions between meetings – No motions were made between this meeting and the last.

RASOR RID – Pres – nothing heard. VP – Mason County Commissioners have not discussed it recently.

Signs – Discussion about speed limit signs. Sec – at last meeting, we agreed to start the process on the agreement with the sheriff's department. How do we want to proceed? Pres – Need to put up signs first.

Tr – have 10 mph signs and some that say "Slow – Children at play."

Pres – Could put the 10 mph signs on side roads. Most don't go any faster on side roads since they are narrow. Discussion about 10 mph signs on side roads. Sec made motion to use the 10 mph signs we already have on the side roads. TM seconded the motion. All voted in favor.

Pres – how many 20 mph signs do we need for the main roads? Tr – have one at the HOA sign on Alderwood. Don't have one on the HOA sign on Rasor. Secretary put map of HOA up on the screen. Board discussed where signs needed. Tr – signs cost about \$20 ea. TM – maybe don't put one by the S curves and instead put sign that says "Slow – blind curve." Discussion determined we need about 7 or 8 signs. TM made motion to order 8 "20 mph speed limit" signs with posts. VP seconded and all voted in favor. TM made motion to also get 4 signs that say "Slow – Blind Curve." Secretary seconded and all approved. Discussion about getting posts.

?CM – poles for signs are more official than putting on trees. Others agreed.

Pres – Need to put info in a newsletter. Sec agreed to draft a newsletter.

?CM – Do you have to notify the community? Pres – yes, that is one of the steps in the process before we can complete the memorandum of agreement with the Sheriff's department. Pres read off the steps that were received in the email from Sheriff's department rep.

TM – is there any more information on speed dips? Pres – haven't had discussion with contractor about it recently. Discussion about possible locations and where people speed.

Reserve Study – Secretary added tab on the website where the documents are posted. Secretary brought it up on the screen and showed if click the "more" drop down, there is a page for the reserve study.

Board discussed rearranging the tabs at the top of the website to move RID under the "more" drop down and moving the "Contact Members" up.

?CM – shouldn't you add the phone number to the contact page? Sec – yes will add, thank you.

Discussion about how some residents use Facebook messenger to contact board members.

Business Cards – Sec did some work on logo but hasn't finished yet.

Bear Creek Issue – Pres – got a contact who is familiar with bond process and provided info to TM. TM – haven't started working on it yet but will get to it.

Bank Change – Nothing to report.

Traffic Counter – Pres – talked to the County about getting a traffic counter on Alderwood. County said it has to be on an asphalt road. Can have them put on the paved portion of

Alderwood. President asked if others agreed with waiting until school starts or right before? Then we would get info for the more typical traffic in the year. Sec – how long do they leave it out? Pres – will ask when talk to them and also find out if we can pick a time or if we just have to wait for our turn to come up. Discussion about traffic volumes and how early in construction of the HOA development, cars used to go from Razor up to HWY 3.

NEW BUSINESS

RCW changes - VP reviewing the 83 pages of changes passed by the recent legislator session. Changes mostly to align with 64.90 as far as dates and when 64.90 takes precedence. Sec – asked when changes happened. VP – latest session and will likely post in July or August to the RCW update. VP – there are some changes with definition of “Unit owner” and inclusion of legal representatives to qualify to be on the board. Still would need proxy. Discussion about our governance documents and how we could make changes to be more restrictive than laws allow but not less.

Communication Guide – Secretary – had started drafting a communication guidance document for the Board, like a desk guide. Sec handed out draft of started document and put it up on the screen. Thought of it when President got the FB message about someone trying to start a fire. Might be good to have discussion about how we share information and respond to community. Idea is that the document would not go into governance documents but be more of an informal guide that we can modify and keep updated as we learn what works. Pres – good to discuss. Pres explained how she got the info and post about the fire and how she posted the photo and that fire department was called. Pres gets comms by FB and so does VP. Discussed emails and if printed or kept electronically. Tr and Sec – they are not deleted so have them electronically.

?CM – For archiving documents, does the HOA have a requirement to keep records? Pres and VP both said yes. CM – need to think about how to archive. Sec – will work on that but that is a separate topic.

Discussion about the phone. It is not a smart phone. It is a cheap flip phone so can primarily used for phone calls and text. Tr said the battery only lasts one day so needs to be charged daily.

Pres – when she receives a FB chat, should she copy and paste to send to board? Sec – depends on the message. There may be a response time element. Pres – if it is urgent may be best to just deal with it or call someone for help, for example, when someone was driving through throwing fireworks. Had to deal with that quickly. Sec – if have a concern or it is a threat, may be good to copy and share with the rest of the board to collaborate on a response. Sec asked Treasurer if need phone daily for financial work. Tr said no so someone else can man the phone. VP – FB messages he received are mostly road questions or someone venting. Sec recommended that the Pres have the phone and monitor for now. Pres agreed.

?CM – good to take screen shots if getting things by chat. Sec – we do that when sharing is needed.

Sec asked the board members to read the draft document when they have time and think more on how we can edit it or add to it for future use.

?CM – recommend put a statement on the website that Facebook is not the official method of communicating and that email is the official method. Pres said that statement is on the Facebook page. Sec agreed to add it to the website.

OSATA

Nothing further.

Meeting adjourned at 6:08 pm.

Follow up discussion about upcoming meeting dates. Some board members to be out of town in July. Board decided to cancel the July meeting and move August meeting to the third week instead of the second week of August.

Secretary will use the Board meeting reservations at the library for bylaws committee meetings.

So, schedule of next several meetings are as follows:

July 13, 4:30 – Bylaw committee meeting. NO Board meeting in July.

Aug 10, 4:30 – Bylaw committee meeting. Board meeting moved to third Sunday in Aug

Aug 17, 4:30 – Board meeting