

Belfair Acreage Tracts Association (BATA)

Monthly Board Meeting - March 8, 2026

DRAFT Meeting Minutes prepared 3-11-2026 by T. Lazo

Draft posted to website 3-26-26 to make it available for comments. Minutes accepted as final at April 2026 Board meeting.

BATA Board Meeting held March 8, 2026

Location: HUB Senior center, Belfair (meeting will continue to be held at this temporary location until the Belfair library remodel is complete).

Attendance: Beside the five board members who were present, there were no community members in attendance. Quorum of board achieved.

Start: Meeting called to order at 4:38 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

AGENDA review: Copies of the meeting agenda were made available as a handout. President asked if there were any changes. No changes were suggested. VP made a motion to accept the agenda. Director 5 seconded the motion. All voted in favor. Agenda accepted.

Rules of Engagement: Copies of meeting rules of engagement were available by the sign in sheet. President did not review since there were no changes and no community members attended. (Note that in our meeting minutes “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 or approved by the commenting attendee.)

Minutes of last month’s meeting: Secretary had posted the draft minutes of the previous month’s board meeting to the website by the end of last month. Secretary reported that there was one email from a community member pointing out a couple of typos. Secretary had made corrections and sent a second version to the board prior to the meeting and also brought copies. Secretary made a motion to accept the revised draft minutes of the February meeting as final. VP seconded the motion. All voted in favor so motion passed. Final minutes will be posted to website along with draft of this meeting’s minutes.

Treasurer Report: Treasurer provided the following financial information:

Bank Accounts (based on bank statement through end of last month):

Previous Month Checking balance reported		\$ 51,906.09
Incoming dues received	+	\$ 7,064.83
Expenses*	-	\$ 9,886.00
End of Month Checking balance reported this meeting		\$ 49,084.92

Savings account balance \$ 10,015.05

*Expenses were primarily for roadwork (\$9,599), collections (\$155), and phone renew (\$113).

Dues payments: Treasurer reported that 58 properties are paid in full. There are 66 properties that owe some or all of their dues totaling \$78,085.28. Of these 16 properties have been reported to collections for owing 2025 and prior dues, totaling \$46,045. He had asked for an update from the collections attorney but didn't get the update prior to the meeting. He did get an email from the attorney saying an update would be sent next week. Pres asked if any were on a payment contract. Treas said four owners have a payment plan contract and are making payments.

Treas – the BATA phone recharged and paid. Treas said he also asked about a money market account when he was at Kitsap Credit Union where we have our accounts. He learned that the interest rate is 3.25% which is much higher than our savings account (0.0275%), but the minimum balance is \$15,000. Treas recommends we move \$10K from savings, add \$5K from checking and open a money market. Pres – This makes sense for the reserve account, but we should keep the savings, even if it is just the minimum balance requirement. Discussion about savings account. Pres – would like secretary and treasurer to both be on the account. Treas made a motion to take \$10K from savings and an additional \$5K from checking and open a money market account as the reserve fund. Pres – does it have to be \$15K or more than \$15K? Treas – minimum is \$15K. How much do we need to leave in the savings to meet the minimum balance requirement? Treas – will have to check on it.

Treas – if we are using the money market as the reserve account, do we want to add more? Sec – maybe we should wait until we get an updated reserve study.

VP seconded the motion with the minimum amount left in savings. All voted yes. Pres – any reason to change banks? Do we want one that has a drive-up window? Treas – not necessary. Pres – would like to have two directors on the account by the next meeting. Treas and Secretary agreed to make arrangements to set it up and add Secretary to the account.

COMMITTEE REPORTS (NSTR = Nothing Significant To Report):

BYLAWS COMMITTEE (Secretary=Committee Chair): Secretary worked on bylaws some but did not have a meeting due to work on multiple other HOA things.

ROADS COMMITTEE (Vice President = Committee Chair): VP reported that the contractor has done more grading and added rock. Road is holding up well. We did have a tree come down across the road. Someone cleared the wood off the road. The contractor will look at the road bed and sides to see if there is any damage.

VP did put up the “slow – curves” signs. Pres – did you take off the 20 mph signs? VP – no because they were in the photos sent to the sheriff's office and want to wait until we get feedback from the sheriff to see if and where they might want them relocated. Discussion about speed sign damage. VP was able to fix some.

VP – I want to bring up a new motion about heavy equipment on our roads. There are two tracts owned by a logging company, and we also have people bringing up heavy equipment or mobile homes with crawlers. It would be helpful if we have a rule that people need to give us 30 days advance notice before bring heavy equipment or vehicles up our roads. Then we can

notify the community and coordinate with our contractor in case they were doing work. It would be bad if the grader was working on the road and someone bringing up large equipment had to back down the road or we had a blocked road and there was an emergency. If we had notice, we could also document the road condition since it's nicer now. Then if they do damage the road or a culvert, we can assess them for the cost to repair. If an owner did not coordinate, then they might be assessed for damage they might not have done.

Pres – what do you consider heavy equipment? People bring up large things like camping trailers. VP – it would be like a full-size excavator or full-size grader. Discussion about modular homes, mobile homes and camping trailers. Sec – could we specify a length and GVW? More discussion about types and examples.

Pres – should we allow shorter time for notification? Thirty days might be long. If you buy something like a mobile home, they might want the delivery sooner. VP – could maybe consider two weeks.

Treas – Don't they usually have spotters? VP – talked about a mobile home brought up with a crawler. They damaged a fence but then fixed it.

Pres – agree it's a good idea, but we need to work on how to define it. Sec – maybe draft a version and then we can work on it. VP – can talk to contractor and get information on sizes of equipment that would be an issue. Dir 5 – could require a spotter. Pres – that's a good idea too. More discussion about past events and issues. VP – a previous owner was bringing up a modular and when their delivery contractor asked Mason County about the road, the County said, yes, Alderwood is a county road and didn't tell them that it turns into a private road. They had trouble with the curves. Also, one transporter had to cut down a tree to get by. Sec – it would be annoying if someone was blocking the road and a person needed to get to work or school. Dir 5- maybe we should limit the times of day they could go through to avoid commute times. Pres – advance notice and a spotter would help. Spotter could tell people they might need to take RASOR. Sec – could also maybe put up a sign to let people know when it's happening so they can plan. VP – will discuss with contractor and get wording needed for drafting a policy.

Dir 5 talked about a drainage issue on upper Alderwood. May need to look at it when it's raining hard. Ditching is a problem that might need to be worked more. VP – issue may be on the easement. In some areas, the road isn't centered in the easement. Pres – when we got the traffic counter data, she told the contractor the numbers. He recommended staying the course. Said when weather changes would recommend putting top rock on the roads.

Sed – anything further on the side roads? VP – nothing new. Haven't gotten to Baker but not sure if it needs work. Pres – will ask contractor to check it out and see if it needs any improvement.

FINANCE AND BUDGET COMMITTEE (Treasurer = Committee Chair): Treasurer – NSTR

OLD BUSINESS

Motions between meetings – none this month.

RASOR RID – NSTR.

Signs - VP installed the "slow" signs at the S curves.

Speed Enforcement – Sec had compiled all the documents and delivered a hard copy to the Sheriff's office in Shelton on February 26. Electronic copies were also emailed to the point of contact we were given at the Sheriff's office on the same day. No response yet as of this meeting.

Reserve Study – Sec – sent request for proposal and our questions to several other contractors. Have received some responses. We also received an email from our existing contractor, Association Reserves. Email was forwarded to all. It looks like we are in the third year of a three-year commitment. If we don't proceed with the third version with Association Reserves, we would still get charged for part of it because they spread the initial cost over the three-year commitment agreement. Sec recommended that we stick with Association Reserves so we don't lose money and see what they do for the third version. If it isn't an improvement, we can look at other options for next year, but then we at least will have meet the requirement. Discussion about reserve study requirement and cost. Pres - agreed with proceeding with Association Reserves since we are on a contract. We should send the info they requested and see what the updated version looks like. Discussion about what major costs should be in the study. If we had to replace the swamp culvert it could be pretty expensive and that's what we should be saving for, but we have no contractor estimate to plan with. Dir 5 – could our current road contractor give us an estimate? VP thinks he could. Sec – he would at least tell us if his company has the expertise to do it. That's not a simple culvert like one under a sideroad. Treas – yes, there's a drop off also and retaining wall. Dir 5 – I say we do what Sec is saying for the reserve study and find out if our contractor can do that kind of culvert work. And if not get another contractor to give us estimates.

Pres – texted contractor while we were talking. He said his company can do that type of work and he'll take a look and give us a ball park. More discussion about culverts and how they are holding up and about the beaver dam.

Pres found older text from contractor regarding roads. He said he is going to look at some of the areas where we keep getting potholes and figure out if more ditching and runoff work would fix it. He'll send an estimate. Board discussed cost of fuel and rock going up. We may need to be more frugal about contract work. We need to make sure we don't run out of funds before next fall and rainy season. Discussion about whether we got dues from a property that sold in January.

Traffic Counter – Pres shared the numbers from the County. Had hoped they would do it during the school year and they did. County person said they take numbers on Tuesday Wednesday and Thursday and then take the average. We had more one way than the other. VP – could be delivery trucks going up Alderwood and down Rasor. Sec – can you give us the numbers and days for the minutes? Pres – yes, she received a call from the county on Feb 27th and they gave the following numbers. The traffic counter was set at the top of the pavement on Alderwood, February 24th, 25th, and 26th. The average number of vehicles going North (from the direction of BATA) was 302. The average number of vehicles going South (toward BATA) is 336. So that's 638 vehicle trips a day on the roads. That's a lot of traffic.

CPA audit – Sec – newsletter has been sent out with the Audit ballot and information. The ballot count will be before the next several board meetings until we have a quorum and can count votes. Sec will put info on the website about contacting legislators when minutes are posted. Makes sense to have a third party "review" but to having to pay for a full formal audit every year when it would cost 20% of our budget? That's extreme. Pres – we may also want to

talk to other HOA's and see if they want to lobby the legislator for change. There's a lot of smaller HOAs out there that probably just exceed that \$50,000. Sec – in the meantime, we'll need to keep working on our procedures and documentation. Pres – a previous board hired someone to do a review of the books year ago and the community was upset because the board spent \$1,600. Dir 5 – they were upset that the report didn't look at whether the expenses were appropriate but only if they were counted accurately and the books balanced.

PUD 3 Project - NSTR

NEW BUSINESS

RCW changes: NSTR.

Election: Sec – schedule is in the newsletter with the call for nominations.

Newsletter: Sec mailed out newsletters on March 5th. Sec brought it up on the screen for board. Final version had also been emailed to board at time of mailing.

OSATA (other stuff as time allows)

VP – After the last meeting, he looked at Hitthe Road and determined that the area the community member wanted to use rock from the rock pile to fill holes was within the easement where that side road connects with Razor Rd. He okayed them to use the rock for that area after getting concurrence from the other board members.

Dir 5 – Have some information regarding the drainage issue up on Razor Place. She was looking at information on a drainage issue and found there is a county rule that says you can't have runoff from your house or property drain onto a road or someone else's property. Pres said she messaged one of the residents up there to let her know that the VP and Pres wanted to meet with her about the water runoff and did get a response that she was willing to meet.

Treas – resident asked about paying in cash. He gave the Venmo information and also said a check is welcome. He told them that he can't take cash unless they bring it to a board meeting so there are witnesses and documentation.

Next meeting April 12th at the HUB. Sec - The May meeting is the annual meeting. It was pretty cramped in the small HUB room last month when we only had a few community members. We're going to need the larger HUB room for the annual meeting as we often have many members and we also need space for the election ballot counters. Pres said she gets a discounted rate to use the large room but it does cost money. It's normally \$250 but she can get it for \$90. Secretary made a motion to rent the large HUB room for the May annual meeting. Dir 5 seconded the motion. All voted yes. Motion passed. Pres will contact the HUB director to get it reserved.

Meeting adjourned at 6:17 pm.