



Belfair Acreage Tracts Association (BATA)

Monthly Board Meeting - April 12, 2026

DRAFT Meeting Minutes prepared 4-18-2026 by T. Lazo

Draft posted to website 4-27-26 to make it available for comments. Minutes accepted as final at May 2026 meeting.

BATA Board Meeting held April 12, 2026 – Note: The first special meeting regarding the waiver vote of the CPA audit was held at 4:00pm prior to the start of the Board meeting. There was a total of 32 votes received. This did not meet the required quorum of 62 for this first meeting. The next meeting will be at 4pm on May 17th at which the quorum requirement is 31. Since received ballots will remain counted for follow on meetings, we will have enough for a quorum at the May special meeting and votes will be tallied at that time so additional meetings will not be necessary. Thanks to all who submitted a ballot!

The board discussed an email that was received from our HOA attorney notifying us that the state legislature passed a bill that changes the threshold for the mandatory audit requirement from \$50K to \$100K and allows HOAs that collect less than \$100K to have the option to waive the audit. This means that we will at least have the option to vote to waive the requirement each year.

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 three community members in attendance. Quorum of board achieved.

Start: Board Meeting called to order at 4:35 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 attendees had seen them before. (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 were no emails from the community with comments. Secretary asked if any other board

members received any comments via other means but none had. Secretary made a motion to accept the draft minutes of the last meeting as final. Treasurer 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:

Secretary was added to the bank account on March 23rd, so now there are two board members on the account as requested by the president. While at the credit union, the Treasurer also opened a money market account for the reserve funds as was discussed at the March board meeting. This allows us to meet the requirement of having reserve funds in a higher interest-bearing account.

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

Previous Month Checking balance reported		\$ 49,084.92
Incoming dues received	+	\$ 10,840.84
Expenses*	-	\$ 965.95
Transfer to money market	-	<u>\$ 5,000.00</u>
End of Month Checking balance reported this meeting		\$ 53,959.81
Savings account balance		\$ 15.23
Money market account balance (reserve fund)		\$ 15,001.85

*Expenses were primarily for reserve study (\$800), meeting room rental (\$90), and mailing/signage supplies (\$76).

Treasurer explained that \$10,000 was moved out of savings and \$5,000 was moved out of checking to open the money market which had a minimum requirement of \$15,000 to be opened. This was approved by the board in the March board meeting. Treasurer also said that the banker suggested we could put more funds from the checking into the money market and move it back when we had expenses. Secretary said that we should open a second money market if we are going to use it for operating expenses because the reserve funds are supposed to be in a separate account.

CM? – are there restrictions on using a money market like how many transfers you can make?
 Sec – limit on number of moves was mentioned but couldn't remember how many per month.
 Treas – can't write checks from the money market so would have to move funds to checking to pay expenses. Pres recommended we hold off on the second money market until we have more information.

Dues payments: Treasurer reported that 67 properties are paid in full or 54%, so better than this time last year. There are 57 properties that owe some or all of their dues totaling \$69,354.45. Of these 15 properties have been reported to collections for owing 2025 and prior dues, totaling \$45,234.71. One of the properties in foreclosure has settled on a payment plan. There is a motion for declaration of order of default on another. Another is being sent a second letter. Two are getting court filings and the rest are getting letters. Pres – it's unfortunate but we've done everything to give them an opportunity to pay. When people thumb their nose and let their neighbors pay to maintain the roads they drive on, it's not fair. General agreement from meeting attendees.

COMMITTEE REPORTS (NSTR = Nothing Significant To Report):

BYLAWS COMMITTEE (Secretary=Committee Chair): Secretary – no meeting held but pecking away on it. Had many other HOA tasks to deal with this last month with newsletter, election ballots, CPA audit research and letter to elected reps.

Pres – Were there any RCW changes? VP looked up the change on the CPA audit requirement and noted that it was signed by the governor into law in March. Board discussed the \$5k in the budget for review. Sec – recommend we set up procedures and let the \$5k carry over to next year for consultant review and discuss with the community on what to do next year. All generally agreed.

ROADS COMMITTEE (Vice President = Committee Chair): VP reported that contractor grading is on track. Dust control is the next thing to discuss. Had a community member report seeing a guy putting oil on the road. Pres found out it was someone from the Cedar Street development so Pres has contacted their HOA. Putting oil on the road is illegal in this state.

For proper dust control, we got an estimate from our contractor on a product that is authorized. Since it's expensive, we may want to put it only in front of homes. Discussion about type of product. Pres – contractor may want to put a layer of minus as a top coat on the roads before we do the dust control. CM? asked if the fines will create more dust? VP – could but it also compacts better. Treas – they had minus put on their driveway and it compacted so well it's like pavement. Sec – may compact better if driving slow like on a driveway where tires are pressing it down, but where there are speeders, tires are spinning faster and spitting the dust and fines out. VP – yes, when tires dig in for traction, like when coming out of a turn or going up a hill, it creates problem areas. Pres – yes and the better the road is, the faster people are driving. Discussion about seeing dirt bike speeding.

VP – S curve still appears to be stable. No issues so far from the logging area. CM? – who's logging? VP – explained it's a property next to BATA so not our jurisdiction, so can only watch to see if it causes any issues on our roads.

Regarding side roads, VP – received another bid from our contractor for future work. Sec pulled it up on the screen. Pres – discussed work proposal in the estimate. Estimate includes 15 loads of rock, more drainage work and shoulder work on Alderwood and Razor.

CM? – don't forget about Tepee. Pres – an issue with Tepee is the utilities are so close to the surface. CM? – wasn't that fixed by the power company? VP – that was in one area by the start of Tepee but these are issues farther along. Pres showed photos of cables sticking out of the ground where contractor tried to do some ditching work and had to stop. Will take another look at it.

Sec – what was decided on Baker? Pres – drove down it. VP – talking to neighbors there. Sec – not sure why we have to talk to the neighbors, other than give them heads up if going to do work there. Should just look at the road see if it has potholes and determine if it needs grading or gravel and just do it. Need to treat it consistently with other roads. Pres – there were no potholes, but it might need some drainage work. Would need to check utilities but no immediate issues.

Pres – Also Razor lane has that drainage issue. Sec – still haven't had the meeting with the residents on Razor lane? Pres – not yet. Asked road committee to look at it. VP – haven't gotten everyone on committee together yet. Will work on it.

Pres – more drainage work needed, but contractor is doing a good job. Sec – agree and you can actually see the crown.

Weight limit notification issue:

VP – explained that we talked about setting a limit to require advance notification so we can coordinate with our road grader and residents. VP talked to contractor and contractor recommended 25,000 to 28,000 lbs as a weight level which is about what an empty dump truck weighs. Another part would be if someone brings in a heavy load and causes damage, the homeowner would pay for repairs. VP – contractor also said a case could be made to lower the limit to 15,000 lbs. Sec – disagree with that. Her truck and trailer hauling gravel for the HOA clocked in at 19,000 lbs so that doesn't seem practical.

CM? – I thought it was an issue of blocking the road? Sec – I also thought that. So it would be more of a length issue. Pres – yes it should be more of a length or width limit where people would get stuck or if a road is blocked and someone might have to cut down trees to pass.

CM? – yes and how would you know if the weight actually damages the road? Seems like that would be hard to prove. VP – could do both. If we knew ahead of time could check the route, so if we look after and there are damages, could hold them accountable. Discussion about length, weight and width. Dir 5 – having notice is the key so we can hold people accountable or give notice. Pres – need more discussion. Have to come up with parameters. Could also put time restrictions on when these types of loads can go through so not blocking the road at the busiest times when people are trying to get to school and work. Discussion about recent issue with neighbors who got their truck stuck and it was blocking the road. Someone had called the president and she got them to move it faster.

CM? – so the idea is advance notice? VP – yes, we are looking at 2-week notice, so we can look at it. CM? – could still be very hard to prove damage unless you are there when it happens and document it. Pres – we need to look at all angles of it before we develop the wording. Need to have clear info and focus on what's not the norm. CM? – yea, you don't want calls on all the little things or you'll start ignoring them and it defeats the purpose. VP – will get more info on length and width.

Pres – back to the contractor's bid, is there more discussion? CM? – are you paying him up front? Pres – we pay up front for the rock and then he bills for the work based on actuals. He doesn't charge us more for the rock than he pays, but the cost has gone up.

Sec – what period of time is this work for? Pres – will ask for more info.

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

OLD BUSINESS

Motions between meetings – none this month.

RASOR RID – NSTR.

Signs – Pres would like to get 4 more speed limit signs, one at HOA sign on Rasor, one at Underline going north to Rasor, one at top of Alderwood from Rasor going toward Underline and have spare if one damaged. VP – will have to order more as don't have any undamaged. Discussion about how many needed. Treas will order four more.

Speed Enforcement – Pres signed the MOU from the sheriff’s office on April 6th. Sec emailed it back to the undersheriff on April 7th. Discussion about the MOU. Haven’t seen an acknowledgement from the sheriff’s office yet. When we do, secretary will post it.

Reserve Study – Sec explained the communications with the reserve study contractor. Have had some back and forth. Brought last email up on screen. Having a disagreement on the purpose of the reserve fund. RS Contractor says it’s to keep dues consistent. Treas – we do that with our budget. Sec agreed. Sec – I read the RCW and the contractor’s own guidance document chapter 1 (posted on our website) that the purpose of the reserve fund is for a major expense to replace a structure that has reached its life expectancy or is failing. On the email RS contractor is asking for cost of some of the road maintenance items that we are already paying out of our regular dues. All agreed it doesn’t make sense to get that break out from our road contractor to send to them. Pres – should we get an estimate on culvert replacement and send them that? Sec – we could do that. Would help if we had a condition assessment and knew remaining useful life. Don’t have that info. Pres – forward the email and I’ll get it.

Discussion about what would happen if we did our own study. Other states allow that, but so far WA state law says have to get an outside “professional.”

CPA audit – covered at beginning recap of audit meeting

PUD 3 Project - NSTR

NEW BUSINESS

Election: Sec provided draft of the election newsletter for review. Asked if we should explain why we don’t spend the money to provide stamps on the ballot return envelopes. All said no. People should know. Stamps are expensive. Dir 5 – did that once several years ago and only 5 or 6 were returned even when we paid for stamps, so it wasn’t worth it.

OSATA (other stuff as time allows)

CM? – saw that North Mason Fire department said they would come to HOA annual meeting if we invite them. They recognize that a lot of HOA’s have their annual meetings in May. Pres – might be good. Also got good info from DNR last year. Sec – the evacuation alert we got last year was an eye opener, even though it was on the other side of Belfair. I wasn’t ready to grab and go at a moment’s notice. Pres looked up the post that the community member mentioned and read it. Pres will reach out to their contact. Will let secretary know if get a response before the election newsletter is printed.

Treas – Do we need a motion to buy the speed limit signs? Treas made a motion to purchase 4 speed limit signs. VP seconded the motion. All agreed. Motion passed.

Next meeting is the annual meeting, May 17th and will be in the big room at the HUB. Sec – did we get it reserved? Pres – yes it is reserved and paid for so we are good to go.

Meeting adjourned at 6:31 pm.