

Belfair Acreage Tracts Association (BATA)

Monthly Board Meeting - March 9, 2025

DRAFT Meeting Minutes prepared 3-15-2025 by T. Lazo

Draft posted to website 3-19 to make it available for comments. Minutes accepted as final at April 2025 Board meeting.

BATA Board Meeting held March 9, 2025

Location: North Mason Timberland Library meeting room

Attendance: There was 1 community member and 1 guest in attendance, in addition to 4 of the 5 board members. Quorum of board achieved.

Start: Meeting called to order at 4:32 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 (board member) – absent with advance notice given

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 previous meeting were posted to the BATA website and made available for comments. No comments or changes received. Secretary made a motion to accept the minutes of the previous monthly meeting. Motion seconded by Vice President and all Board members voted in favor. Final minutes of previous meeting to be posted to website along with draft of this meeting’s minutes.

Treasurer Report: Treasurer reported the account information as follows:

Bank Accounts:

Previous Month Checking balance reported		\$ 79,467.02
Incoming dues received	+	\$ 8,265.83
Expenses	-	<u>\$ 2,227.71</u>
End of Month Checking balance reported this meeting		\$ 85,505.14
Savings account balance		\$ 10,012.00

(Note that the above balances are as reported on the bank statement for the end of February.)

Dues reporting as of the end of last month:

- Of the 124 Parcels in the Association that we collect dues from
 - 49 are paid in full (40%)
 - 75 owe some or all of the dues (60%)

Of the 75 that owe

24 owe half of the current year dues or less = \$8,097.41

46 owe more than half of this year's dues and not on payment plan = \$55,976.95

5 owe half of this year's dues or more but making payments = \$3,217.07

Of the 46 that owe more than half and are not on a payment plan

29 owe for more than half of this year but no more than this year = \$20,435.54

17 owe for more than this year = \$35,541.41

14 of these are in collections = \$32,798.92

Another property in collections is eligible for foreclosure for total of three. One property in collections was paid off. One the collection attorney ordered litigation guarantee for title co. No attorney issues to report.

COMMITTEE REPORTS:

BYLAWS COMMITTEE (Secretary=Committee Chair): Secretary reported that a committee meeting was held February 23rd. Committee continued work on the Covenants and Restrictions. More to be done. Secretary drafted a document that outlines the roles and procedures for each officer position. This would be a supporting document like a desk guide that would go along with the governance documents. Secretary will send it to the other board members for help filling it in. It will be helpful for updating the bylaws. The next committee meeting will be March 24 at 5:30.

ROADS COMMITTEE (Vice President = Committee Chair): Another contractor has been talked to by the Board. A bid was provided and the Board voted to accept it virtually on Marh 1st. Utility locates are happening. The contractor was a guest at the meeting.

The VP reported that he and the Secretary walked the first half mile of Alderwood and took pictures and video of the condition of the road. Contractor asked if the Board wanted him to video as he work the road. He said there may be some areas where he will have to have a discussion with the residents, like where there is a culvert at their driveway that meets the road if there is an issue that needs repair.

CM? – Don't our governance docs require owners to put culverts in? VP responded yes but they can get clogged over time.

Pres asked about the area on Underline where water is coming onto the road. Do we know whose property it is? Will need to look it up for contractor.

Pres asked about the property on Razor Place with the berm. Understands why they put it there but needs to be addressed.

Pres asked if Board has questions on the proposed contract. Secretary said need to fix the cost to match bid. Pres made adjustments and all Board members agreed to proceed with contract. Contractor said he has 15 day grace period after locates so will need to start, weather permitting, as soon as rest of locates are done. Asked confirmation if board would like him to video repairs. Board agreed.

Contractor discussed issues on side of road that is affecting culvert where people drive close to the edge. VP said he has some rocks to put in by the swamp culvert. Can move them to the edge to keep people from driving too close to the edge.

Discussion about the swamp culvert. Contractor indicated that where the outfall is on the culvert will need to put some one to two man rock there. VP agreed and said would also like to put some blocks in and reinforce the sides. Contractor said he also may have some suggestions for safety barriers along S curve edges. Pres -know that is a concern of some of our members. Also some ruts in some areas that are affecting the road.

Contractor said it will be helpful to meet with the owners in the area where he will be working when he comes back to work drainage. The owners see the road regularly and what is happening over time and different weather conditions.

CM? – Concerned about grading on steeper parts of road because it is washed down to the hardpan and there's no gravel. No potholes but drainage needs to be addressed. Contractor said this initial will be just to grade roads to deal with potholes and make it safe to drive. The drainage will be later work and will be a bigger job.

Pres – some residents have used box cutters or scrapers to scrape the sides of the roads. Do we need to get landscapers to deal with the vegetation on the sides of the road? Contractor said not yet. Will need to work with residents along road in some areas where will need to cut back to create drainage ditches first.

Contractor asked if there is a way to email residents to notify them he will be working on the roads. Sec said to notify the Board using the BATA email or phone and we will notify other board members and post notifications and sign for the community. Sec asked when he would start. Contractor said hard to say because of the weather. Will notify the day of. Sec will put up a sign that it will happen over the next couple weeks.

Contractor said key is to do the structural work so not wasting money. VP said he will still try to fill potholes until contractor can get out there with the grader. Pres told contractor to contact the board if anyone tries to harass him while he is working on the road. Pres asked contractor if he needs flaggers for traffic as some people will speed by. Contractor said he did not need flaggers and people should be able to go around. He will let us know if he has any issues. Discussion with VP about culvert locations.

FINANCE AND BUDGET COMMITTEE (Treasurer = Committee Chair): Treasurer reported that the books were available for the audit by the community earlier today. The Secretary and President were there but no other community members showed up. Reserve study still being worked.

President asked about status of the bank account change. Tr still waiting for response from State Dept of Revenue on whether HOA's need a business license. Our research says no. Pres – when transfer to another bank, would like to have a second savings account for the Reserve account. Discussion about types of savings accounts and how they would be used.

OLD BUSINESS

Motions between meetings – One motions made by Board between this meeting and the previous monthly meeting and that was the vote to accept the road contractor bid made virtually on March 1. All Board members voted in favor and motion passed.

RASOR RID – President, Secretary, and possibly VP are planning to attend the TIP CAP meeting on Wednesday March 12. TIP CAP is the Transportation Information Program Citizen Advisory Panel. The RID may come up.

?CM – what is the date of the RID plan? VP – if RID petition passed now the construction wouldn't start until 2028.

Discussion about progress of the petition. Community can find more information in the RID tab on our website and contact information for the petition coordinator.

Signs – Tr reported that one of the new street signs was taken. The Hitthe Rd sign was stolen. No plan to expend HOA funds to replace it.

Speed signs discussed. VP said there is a section of the RCW that says if speed limit is 20mph or higher for a private road, the private road owner(s)/HOA can get enforcement from the local law enforcement. VP read the RCW 46.61.419. If a board of an HOA votes to authorize issuance of speeding infractions and enters into a written agreement signed by the board and the local law enforcement agency and provides notice to the community and posts signs, can get the enforcement. Sec – if this is a way to get enforcement without having to spend funds to contract with law enforcement, we should consider going with 20mph. VP – could ask if the state patrol officer who is one of our residents could enforce. Sec – probably need to ask sheriff's office if willing to enter into an agreement. Pres said she will make contact with sheriff department. She will also check with DNR about grants for fire prevention efforts. Sec – can you ask if sheriff's dept has a template for an agreement or an example.

Reserve Study – Secretary provided copy of comments she prepared on the reserve study per discussion at the February meeting. Will go ahead and send. Board concurred.

Prepaid Phone – Notification put in newsletter.

Discussion about business cards. President looked for letterhead design that was previously made. Sec asked about color scheme and maybe changing website colors so easier to print. Will make up a couple of options and provide at future meeting.

Bear Creek Issue – Pres – so we have video documentation of the road condition prior to new contractor working the road. If we decide to proceed, concerned about retainer cost. Our attorney said he would have to refer us to another attorney who specializes in this area so that new attorney would likely require a retainer. Do we want to spend \$10K on a retainer for what will probably be partial resolution. Sec – if we decide not to proceed maybe we could develop a customer review. Pres – can see how far we can get for free maybe. Issue is no one wants B/C back working on our road.

RCW changes - VP said legislature still in session. President talked about the proposed legislation about wood burning stoves. Might be something we want to share information about if it passes. Many of our neighbors in the community use wood burning stoves.

NEW BUSINESS

Sign someone put on tree just past Baker Ct turn – Sec reached out to the property owner and received a response that the property owner did not put up the sign and did not give permission for anyone to put up a sign on their property. VP will remove the sign. Pres need to post a reminder to people that they cannot post signs on other people's property without their

permission ever. Even if the sign is within the road easement, the easement is for ingress and egress (passing through) and utilities only. It does not allow people to do what they want on other people's property. People can put up signs on their own property.

Leaf Blower – Pres asked if we should purchase one. VP said if we did, would have to make it available for any owner to use. Discussion about spring weed wacking along roadside and fall leaf maintenance. Sec – might be better to hire landscapers if need to. Pres – may need to consider contracting for regularly blowing leaves out of ditches for water flow and to keep muck from blocking culverts. Will revisit after road contractor does work and advises.

OSATA

Nothing further.

Meeting adjourned at 5:43 pm.

BATA AGENDA 3/9/25

MEETING START ---- MAKE SURE EVERYONE HAS SIGNED IN

ROLE CALL OF BOARD ---

RULES OF ENGAGEMENT--- **CONDUCT AT THE MEETING -- LEAVE PERSONAL ISSUES AT THE DOOR --- ANY DISRUPTION YOU WILL BE ASKED TO LEAVE**

MINUTES FROM PREVIOUS BOARD MEETING - (TERILYNN)

TREASURER'S REPORT- (ROBERT)

COMMITTEES ---

-BYLAWS -- NEXT COMMITTEE MEETING DATE

-ROAD

DISCUSSION ABOUT ROADWORK FOR THIS YEAR

-FINANCE/BUDGET ---

OLD BUSINESS-

RASOR ROAD RID DISCUSSION - ANY NEW INFORMATION
SIGNS - STREET AND SPEED
RESERVE FUND DISCUSSION
PREPAID PHONE FOR HOA BUSINESS- VENMO - COMPLETED
BEAR CREEK DISCUSSION - WHERE ARE WE WITH THIS

NEW BUSINESS:

UPCOMING ELECTIONS FOR BOARD MEMBERS

OSATA: (OTHER STUFF AS TIME ALLOWS)

MEETING ADJOURNED-