**Belfair Acreage Tracts Association (BATA)**

**ANNUAL ASSOCIATION MEETING - May 18, 2025**

*DRAFT Meeting Minutes prepared 5-21-2025 by T. Lazo*

*Draft posted to website 5-27 to make it available for comments. Minutes accepted as final at June 2025 Board meeting.*

**BATA *Annual* Meeting held May 18, 2025**

**Location:** North Mason Timberland Library meeting room

**Attendance**: There were 4 community members in attendance, in addition to all of the 5 board members. Quorum of board achieved.

**Start**: Meeting called to order at 4:36 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) – in attendance

**Rules of Engagement**: President read through the rules of engagement which were also provided on a handout.

(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.)

**ELECTION**:

Two community members not on the current board volunteered to be the election committee and count ballots. These volunteers set up at a separate table.

President thanked the community members for volunteering. President asked if there were any additional nominations from those present. No additional nominations were made. Secretary handed out blank nomination form to community members present who had not brought their ballot or returned it prior to the meeting. All ballots that were received by mail or brought to the meeting were still in sealed envelopes and handed over to the election committee volunteers. Election committee volunteers opened ballot envelopes and commenced counting while meeting progressed.

**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. There were no comments received. Secretary made a motion to accept the minutes of the previous monthly meeting. Motion seconded by Treasurer 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 reported the following status of the Association’s financial accounts:

Bank Accounts:

Previous Month Checking balance reported $ 80,355.53

Incoming dues received + $ 3,571.83

Expenses - $ 13,727.68

End of Month Checking balance reported this meeting $ 70,199.68

Savings account balance $ 10,012.51

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

Dues reporting as of the end of last week:

Of the 124 Parcels in the Association that we collect dues from

60 are paid in full (48%)

64 owe some or all of the dues (52%)

Of the 64 that owe

28 owe half of the current year dues or less = $8,645.24

31 owe more than half of this year’s dues and not on payment plan = $49,193.83

5 owe half of this year’s dues or more but making payments = $2,652.55

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 = $10,916.51

16 owe for this year plus balance forward from prior year(s) = $38,277.32

15 of these are in collections = $37,484.02

Treasurer reported that two properties are in foreclosure. President asked him to explain why there are now two in foreclosure. Treasurer said that there were three properties eligible but one paid. Board had voted to proceed with one. The attorney started the process by filing a notification with the county. One of the properties, the family members responded that they would make payments. The attorney recommends we enter into a settlement agreement with a payment plan that is filed with the court. Then if they miss a payment by more than 10 days, it would go to court. Treasurer said he had told the attorney that the goal was to get the properties paid up by the end of the year. Attorney relayed back that homeowner said the monthly amount to pay up within the year, is more than the property owner could afford. Attorney said BATA has option to continue negotiating payment plan or proceed to foreclosure. Treasurer said he told the attorney he would discuss with the board. Treasurer said if we go into next year with payments, we should include next year’s dues or they would be behind again.

President – we want to work with them

VP – agree that we should allow longer payment period if we include next year’s dues.

Tr – with the amount they offered to pay per month, they would only have to extend into part of the next year, even if next year’s dues is about the same as this year.

Secretary made motion to allow the extension. VP seconded the motion. All voted in favor so the motion passed.

Discussion continued about other members making payments. President said as long as they’re making an effort and communicating.

Tr – One account is in collection and he just received a request from a title company so there is a potential sale. If it sells, it would catch up the delinquent dues.

Secretary asked how the late fee amount was determined. Treasurer said that the previous board in 2023 voted to add the $30-dollar late fee starting in 2024 once the dues are delinquent. The covenants state that 12% interest can be assessed after 60 days from the due date, but that would be higher and is annual. No additional questions on treasurer report.

**COMMITTEE REPORTS:**

**BYLAWS COMMITTEE** (Secretary=Committee Chair): Secretary reported that a committee meeting was held May 4th. Primarily focused on the road section of the covenants and restrictions. Discussed the side roads and the easements. Some of the side roads are part of the original easements but others are not. Secretary asked the committee members to think about how to address them. Some are part of separate agreements with the neighbors on the subdivided sections where the side roads were created. Also discussed how some of the side roads are too narrowed and there are safety concerns if they were ever blocked. We may need to consider widening them to the easement. Discussion about how some residents have built structures such as fences into the easement. Treasurer asked if we would have to have them surveyed. Secretary said that may be a possibility. Would need to give lots of time and advance notice if we proceed but the safety is the key issue and should be made clear in the governance documents. President commented that we may also look at areas where the houses have Alderwood addresses but are on a driveway. Discussion continued on side roads.

**ROADS COMMITTEE** (Vice President = Committee Chair): VP reported that the contractor completed the grading and cleared off the potholes for the time being. Contractor is inspecting drainage and will be working on drainage improvements next week. Contractor indicated that based on the utility locates, the phone lines are shallow in some areas so they will have to be careful. Road base repairs are still in the planning phase.

Discussion on dust control. A resident outside the HOA put oil on the road which created an ecological concern. The Board obtained an estimate from the contractor on a dust coating substance called lignin sulfonate which is an allowed substance but it is not cheap. Contractor said that the way to do it is to grade first and then apply it. It hardens and creates a crust. VP said the contractor is also looking at other options. Secretary said have questions before we proceed like how long does it last. President said the had same question but haven’t had chance to ask yet.

Treasurer asked about the wash boarding. President said that’s from speeding according to the contractor. Once we graded and removed the pot holes, now people are speeding. Contractor talked to a homeowner who wants to consider inverted speed bumps. Secretary expressed concern about utilities.

CM? How many of the drivers on our roads are not in our HOA? President – we have no way to determine that.

**FINANCE AND BUDGET COMMITTEE** (Treasurer = Committee Chair): Nothing additional.

**ANNUAL REPORT:**

Secretary provided a draft annual report and went over it. Highlights of action by month since last May. Added a summary of financials but need the Treasurer to review the numbers. A few of the numbers had to be estimated because some of the earlier data was not as detailed. Once Treasurer confirms the numbers and Board provides any other edits, Secretary will finalize and post the final version. President said the report looks very good. Shows that a lot was done.

**OLD BUSINESS**

Motions between meetings – On May 4th the Board made a motion by virtual communications to authorize $20K for contractor work on drainage issues. Contractor has prepared plan for part of the drainage work and will start. Once that portion is invoiced, remaining funds will be rolled to the next proposed work plan. Initial estimate was $9K for the first portion so board authorized a 10K allotment. Contractor will put rock in culvert basins to keep water flowing at outfalls and intakes and then add swales on the sides to keep drainage off the road directed toward the culverts.

RASOR RID – President – have heard nothing additional. VP – Ed said he may start going door to door. President – it’s an individual homeowner decision.

?CM – unlikely they will get any grant money now for the project. TM – heard they purchased property for the bypass, so maybe after that we’ll hear more.

Signs and speed limits – President did talk to sheriff and they are aware of the RCW (RCW 46.61.419). She was referred to the sheriff department’s Traffic Chief and they have exchanged emails. The Traffic Chief sent a list of the required documents from BATA and an outline of a Memorandum of Understanding (MOU). President made a motion to start the process. VP seconded the motion. All board members voted in favor so motion passed.

Secretary stated that we need to get input from the community before finalizing. TM – it’s in the interest of the community. Sec – yes but we want to make sure we get community review and input because they may have suggestions on how we implement. President – the motion is to start the process, so we will notify the community in the next newsletter and allow time for feedback. VP recommended 30 day comment period or similar.

?CM - We should consider talking to sheriff’s office about the unlicensed ATVs and people riding without helmets.

Pres – can ask about other traffic laws. RCW says 20 mph, but sheriff’s office said they will enforce our speed limits. VP expressed concern that if we go lower than the 20 mph in the RCW, a speeding ticket could get challenged in court and we could end up having to pay attorney fees if it is an issue. TM – what about the S curves and areas where 20 mph might be too fast to be safe? Discussion about drivers risking an accident if take the curves too fast. President – if we stick to 20 mph limit, we need to be consistent on all of our main roads. VP made a motion to make the speed limit 20 mph on all of our primary roads. TM seconded. President called for vote and all voted in favor. Motion passed. VP – need to make sure we announce that 20 is the max.

Pres – also checking into those signs that tell you how fast you are going.

?CM – if getting signs, could get one for the S curves that says “slow down – blind curve” or something similar to address TM’s concern. Pres – will look into that.

?CM – I know a person who doesn’t live up here who says he’ll drive as fast as he wants to. Pres – then he may be paying a ticket if he gets caught speeding.

Discussion about road damage from speeders and quads. Pres – want to discuss speed control options with contractor and get pros and cons.

Reserve Study – Secretary reported nothing new. Has not had a chance to post but will do so.

Business Cards – Secretary showed logo ideas previously presented along with the one President provided that was created a couple of years ago. All agreed on the one with the trees and name of BATA spelled out. Secretary will spiff up and finalize for final review. Can then use it for business cards, website, correspondence. VP may take a crack at using another computer program to create a design.

Bear Creek Issue – Pres – sent an email with information she obtained from a contact at L&I she met at the HUB. He gave her info on bonding and said there is an option to file a claim to the bonding company. Pres sent info to the board members to consider.

TM – might have an issue with bond resolution if we have to let them work on the road. Since we fixed the road, they could say we didn’t give Bear Creek an opportunity to fix it.

Pres – could ask the bonding co what info is needed and options and decide from there if it’s worth the chase.

TM – will at least check into it with the bonding company and see what info they need and if we could do it. Will probably need photos if have them.

Bank Change – President asked if Treasurer talked to State Dept of Revenue. Treasurer had reached out but no response. Will need to follow up.

**NEW BUSINESS**

RCW changes - VP said there are about 83 pages of changes. Need further review.

Traffic Counter: President has been in contact with the county public works department about getting a traffic counter on Alderwood. Learned that it is free.

?CM – if you have a counter and know how many residents we have and double the number of residents in a day to estimate resident traffic and subtract it from the counter it would give an estimate of how many non-residents are using our roads. Pres – the problem is that many people who are residents make multiple trips in a day.

?CM – if there is a time stamp, that could help. Pres – will ask what information and data can get from the counter.

Pres will keep us posted on traffic counter.

**ELECTION RESULTS!**

Election Committee reported that 25 ballots were counted and it was unanimous that all 5 current directors were re-elected. There were no write-in candidates.

Pres – Congratulations to all directors for being elected for another year.

**OSATA**

?CM – on the BATA face book page, I see that some people complain about the amount the dues are set at. How much road maintenance do they want? Board could show how much it would take. Have a sense that we’re not fully funding what it would take and especially if some people are not paying. I don’t like it either, but we have certain responsibilities as home owners and paying dues is one of them. If some people can’t afford to live here, then I hate to say it but maybe they should consider selling. For the dust, we’re 300 feet off the road and we still get dust. If they complain about the dust, how much more are you wanting our dues to increase?

Pres – some of the residents on the lower roads didn’t expect the amount of traffic.

Sec – dust control would benefit all of us, not just the homeowners along the road, if we could find a good option.

?CM – if there is a dust control option that is affordable should get the info, but it may cost more than we have.

Sec – will know more about what the optimum and effective road maintenance costs are as we get through this full year and compare actual expenses to our budget and road maintenance planning info.

Pres – contractor we have now is our road maintenance contractor. He said we may have to invest in drainage improvements more initially, but once fixed our road maintenance costs could level out.

?CM – with quads, if get an agreement with the sheriff and quads get stopped, then the quads may not come through as much if they know they’re going to get hassled.

Discussion about easement and residents along the start of Alderwood. VP explained about how Baty had to obtain easement through properties that weren’t owned by him to get road access to the BATA properties. TM questioned why easement was necessary back then if properties were land locked. VP – easement was created with the development and wasn’t land locked at the time. Used to be a road from Rasor before PUD put the substation in although it was not official easement and was blocked back in the 80’s.

Pres – another OSATA topic – she did get information from state Dept of Natural Resources on grants for wildfire prevention. Grants can be for the HOA or for individual homeowners for example for things like mowing down dry grass in wildfire areas or removing trees or things like that. Think it might be up to about $4K. Should get a review from a DNR rep before building a plan. Deadline is in February and have to submit initial in January, so missed this year. It’s reimbursement for actual expenses so have to do the work, then get reimbursed. For the amount, you would give them a plan and they’ll let you know if it is approved and for how much and then you do the work and request reimbursement.

?CM - $4K isn’t much. Can you do work in stages? Pres – not sure but provided the info. President talked about what the DNR rep said when he came out last year. They’ll come out to your property if you arrange it with them and give you recommendations.

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Pres made motion to close the meeting. VP seconded and all voted in favor.

Meeting adjourned at 6:29 pm.