

Belfair Acreage Tracts Association (BATA)
Monthly Board Meeting - February 16, 2025

*DRAFT Meeting Minutes prepared 2-24-2025 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 February 16, 2025

Location: North Mason Timberland Library meeting room

Attendance: There was 1 community member in attendance, in addition to all 5 of the board members.

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 (board member) – 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 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		\$ 45,392.50
Incoming dues received	+	\$ 34,892.51
Expenses	-	<u>\$ 817.99</u>
End of Month Checking balance reported this meeting		\$ 79,467.02
Savings account balance		\$ 10,011.77

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

Dues reporting as of the end of last month:

Of the 124 Parcels in the Association that we collect dues from
 44 are paid in full (35%)
 80 owe some or all of the dues (65%)

Of the 80 that owe

23 owe half of the current year dues or less = \$7,727.34

51 owe half of this year's dues or more and not on payment plan = \$60,151.94

6 owe half of this year's dues or more but making payments = \$4,075.40

Of the 51 that owe more than half and are not on a payment plan

33 owe for more than half of this year but no more than this year = \$23,711.06

19 owe for more than this year = \$36,440.88

13 of these are in collections = \$32,192.07

Regarding property sent for foreclosure Treasurer reported that attorney asked for minutes on Board vote which he has sent.

COMMITTEE REPORTS:

BYLAWS COMMITTEE (Secretary=Committee Chair): Secretary reported that no committee meeting was held but has library reserved for Feb 23rd for committee meeting. Secretary working on documents to get draft to committee for review and input.

ROADS COMMITTEE (Vice President = Committee Chair): At the last meeting, the Board had voted to go ahead with hiring NWD&U pending clarification on gravel cost in their bid. Unfortunately, that contractor declined to continue working with BATA due to workload capacity concerns. VP reported he is working to get another contractor bid since the previous contractor backed out. VP will also get another load of gravel to fill holes in meantime. He has emails out to multiple companies looking for potential bidders.

Regarding repair of recycled asphalt portion of road, at last meeting Board reported that we had sent an email to the attorney to ask about options per request of community. Attorney indicated that the Association may have a case. Recommended the Association get another road expert to inspect the damages and provide estimate of work and cost to repair. Once obtained, the information can then be used to request that the faulty contractor either repair the road or reimburse the Association for repairs.

President reported that she and Secretary met with a contractor Saturday, Feb 15th and looked at Alderwood road where recycled asphalt work was done. Requested the contractor provide two-part bid which he agreed to do within 2 weeks or give us cost to prepare analysis. Part 1 would be estimate to correct the first half mile of Alderwood (identify what is wrong with it and what it would cost to fix it). The contractor agreed to provide but indicated it will likely cost us to go through the process and will probably only recoup a portion.

TM asked why would only get back a portion. Pres said the attorney said he would refer us to another attorney with expertise in this area to deal with the faulty contractor so will get more info then if we decide to continue.

Pres said Part 2 of contractor's bid will be estimate for him to do the entire road (Alderwood and Rasor) with temporary work to deal with potholes and rehab work by section to correct structure causing drainage issues that cause the potholes.

TM asked if the contractor will be able to show what wasn't done under the BC contract? Pres - No, he would have no way of determining that and is only giving us what it will take to fix it.

Board continued to discuss drainage, culverts and crowns. May only be able to afford to pay for sections at a time such as quarter of mile increments to do the work to rehab the structure and drainage. Will also continue to look for other contractors as well to compare bids.

President asked how rock piles are doing. VP reported that the pile with 1,1/4 minus still has some but the pile with 1,1/4 clean is used up. Need to order more.

FINANCE AND BUDGET COMMITTEE (Treasurer = Committee Chair): Treasurer reported that the Secretary has the library meeting room reserved early on the day of the March 9 board meeting, so the **Audit of Books by the Community** will be held from 3:00 to 4:00 PM on Sunday, March 9th. Then the regular Board meeting will start at 4:30 allowing a half hour break between.

NEIGHBORHOOD WATCH COMMITTEE: President suspending this committee due to lack of participation.

NEIGHBOR TO NEIGHBOR: President suspending this committee due to lack of participation.

OLD BUSINESS

Motions between meetings – No motions made by Board between this meeting and the last monthly meeting.

Member info topic: Pres shared print out of RCW 64.38.045 regarding association records. Noted that RCW requires names of unit owners and address used by the Association's Board to communicate with the owner be made available unless meets the exceptions for redacting. Exceptions to providing info include redacting for participants in confidentiality program or agreements made with Board that for good cause prohibit disclosure to the members. VP indicated that the information is not to be provided to anyone outside the HOA unless legally entitled such as mortgage holder or title company or other "authorized agent." Our collections attorney is an example of an authorized agent. Noted that the address information we have is also available on the County assessor's website as publicly available information. TM asked if the Board has authority to share information to the community on which owners have paid or not? Secretary said regarding payment, can only give the requestor information on their own balance.

Treasurer indicated that only title companies ask for info on dues owed. President said we don't give out information and follow RCW.

President indicated the complaint was researched when it was brought to the Board and found the Board members did not give out the information. The owner expressing concern will be treated as request for good cause exception. Sec will draft response letter to member. Matter now completed.

RASOR RID – Meeting was held on January 25th at the library. Only about 10 residents attended. Discussion of different perspectives. Some residents outside BATA attended. Secretary posted materials provided and list of questions generated at the meeting to the RID section on our

website. No new information to share since the meeting. Discussed County's TIP CAP advisory meeting and potential of someone attending. VP said the Belfair area rep is Will Harris.

Street Signs – All street name signs are now installed thanks to Treasurer. Discussion on speed limit signs. Treasurer has the 10 mph signs but waiting on decision on whether to change to 15 mph. Discussion on 10 vs 15. Sec said 10 will likely be disregarded as unreasonable. Can go 12 to 15 with potholes and this is reasonable range in summer to keep dust down. Sec made a motion to go with 15 mph. TM seconded. All voted in favor. Treasurer will get with community member who offered to help repaint.

President asked if others were having issues with random people going through their property. Had vehicles come onto their driveway easement thinking it is a through road. Others have had people walking or driving on sideroads in past. Pres looking to post sign where road ends and driveway starts that says "Private Drive." Would also like to post sign at start of side road that says "Dead End." May want to consider similar for other side roads in HOA if there are similar issues.

Pres asked if we want to get "Private Property" signs for the area by the rock piles. Can get Private Road signs that say "Residents and Deliveries Only." Sec asked if we should look at signage options and discuss at next meeting? Board members agreed. Tabled to research options of what signs should say and will discuss at future meeting.

Prepaid Phone – Follow up from last meeting discussion. TM reported on cost information she gathered. Can do a burner phone and prepay monthly. Can use our non-profit to have a regular contract with a carrier that comes out of the HOA account. Pres said either way, we would have to buy the phone. TM said could get a basic phone without internet to use for contacting HOA and Venmo account. Pres asked how much. TM said prepay is cheaper. Depends on phone. About \$50 or less. Verizon about \$50 per month. If prepay don't deal with rate increases. Pres asked if a prepay would work up here. Discussion on different carriers, reception, TracFone. Sec said don't we need a phone with internet to use with Venmo? TM – just to verify it's you when Treasurer logs in. Treasurer said he can't have a personal Venmo account since he has to use his personal cell phone for the HOA's Venmo account. Sec proposed we start with the cheaper prepay option and see how it goes. Pres asked if Walmart option was \$25/month. VP looked up TracFone cost options which can get through Walmart or on line with TracFone directly. Can get simple flip phone for about \$20 then pay the monthly. Treasurer made motion to get the least cost prepaid. VP seconded. All voted in favor. Motion passed.

President asked if we should get business cards for the HOA. Can put the new phone number on them along with our email. Can use when working with contractors. Sec when get the phone number can draft a design and discuss at that time. Pres agreed to discuss again. Pretty cheap to buy cards. VP said can get 200 for about \$25 on Vistaprint.

Reserve Study - Secretary said the three-year update was provided by the Reserve Study contractor that did the original. We have 60 days to provide comments. Did not think they did a very good job. Sec went through brief she prepared explaining concerns with what they identified as reserve components, how the roads themselves don't meet the definition of reserve component with less than 30-year life, how the structural components such as culverts and retaining walls should meet the definition, yet were not considered for recapitalization. Secretary proposed that we respond with our comments and questions. All Board members agreed. Secretary to draft response.

President said we should have separate savings account for reserve funds or explore what can get us a higher interest rate. Would like to change bank back to Peninsula. Asked if reason to stay with KFCU. Treasurer said no preference. Sec said should go with facility that works best for BATA. Pres said Peninsula has drive up window that may be easier for Treasurer. TM said Peninsula's later hours for drive up window would be better for Treasurer to get to after work. Pres will confirm there is no cost for non-profit before we switch. Asked if they don't charge for non-profit do all agree we should change? All Board members agreed.

Bear Creek Issue - Sec said HOA attorney responded. Said we may have case. Said first step is to get road expert to assess damage and provide estimated cost to fix. Pres said as discussed earlier in the meeting, did reach out to another contractor to do that for us. Asking them to tell us how much it would cost to develop an analysis. TM asked if it would be an option to go to the bonding company and give them the proof of inadequate work vs going to attorney first? Then if bond company doesn't respond go to the attorney. VP said according to the attorney's email, have to take info to BC first and give them opportunity to fix.

NEW BUSINESS

Secretary of State email reminder of annual report due – Pres said email indicates report due in March. Treasurer confirmed he will take care of submitting the report.

Elections – Need to send out notice to solicit nominations. Discussed mailings required to solicit nominations, then another in April to give ballot and candidate info. Sec to draft newsletter to request nominations. Pres asked what other info we should include in newsletter. Update on efforts to get contractor, cell phone number and when to use.

OSATA

Treasurer – Received notice on their community well and asked if others had issue. Not all on a community well. VP - Should have info in title documents.

Pres – State DNR may have grants for fire prevention work. She is going to look into. The ones for homeowners may be frozen now.

Sec – should we consider getting reflective safety vests for BATA Board members and those working on the roads? Treasurer to look into cost.

Meeting adjourned at 6:46 pm.