

BYWATER WAY ROAD MAINTENANCE ASSOCIATION
(BWRMA)

Title: Approved BWRMA Board Meeting Minutes

Date: 9/30/23

Board Members Present: Jim McGillis, President; Bridgit Richardson, Treasurer; Ilona Bell, Secretary;; Don Layton, Bill Richey and Barbara Zinkil, Members at Large.

Absent: Carol Glidewell, Assistant Treasurer and Jeremy Senner, LRP Chair

Community Members Attending:
Tom Clemens, Nancy McGillis

Meeting called to Order: 9/30/23, 10:08 am

Draft Board Minutes Approval:

8/5/23 Draft Board Meeting Minutes approval.

Don Layton moved and Barbara Zinkil seconded approval of the 8-5-23 Board Meeting Minutes. THE MOTION CARRIED UNANIMOUSLY.

TREASURER REPORT:

\$32,769 in Checking/Demand Deposit account and \$49,159 in the Reserve Savings Account, for a total: \$81,928.

Jim McGillis moved and Don Layton seconded a motion to transfer \$4,000 from the checking account, into our Reserve Savings Account, per the Adopted 2023-2024 BWRMA Budget. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS:

Fee Collection Results: To date, BWRMA is short 8 full assessment payments.

Road Maintenance: Temporary road repairs were made by volunteers. The Board will continue to monitor road conditions.

Bylaw & Covenants Revision:

Jim has researched local property titles as recommended by the Condominium Legal Group (CLG.) Jim will email Adrian Miller of Ranier Industries—the company replacing Pope Properties. BWRMA is currently operating under Code of Washington 64.38. Discussion followed. The Treasurer will provide a list of each property, with the current assessment amount received. ***Jim McGillis moved and Bill Richey seconded a motion to proceed with taking the Necessary steps to adopt Revised Code of Washington 64.90 as our governing legislation, for lots within our Covenants' legal description, at an approximate fee of \$1,500 to CLG. THE MOTION CARRIED UNANIMOUSLY.***

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Long Range Planning (LRP): Jeremy Senner, Chair

LRP report was distributed via email. BWRMA was recommended by CLG and other HOAs to establish a Special Reserve Account. This will provide an organizational structure to better track, schedule and maintain our private roads. Viable associated costs with optional assessment collections would also be included. Discussion followed. ***Jim McGillis moved and Don Layton seconded a motion to fund a professional Reserve Study at an approximate cost of \$3,000. THE MOTION CARRIED UNANIMOUSLY.***

The LRP Committee will continue researching these companies and make a recommendation to the Board before the end of this year.

NEW BUSINESS:

Charlotte Hodges Draft Letter: Discussion followed regarding the Board's position that the Hodges have no legal right to **FREE** use of the private roads managed by BWRMA, while primary access to her GARTEN LANE property is from Highway 104. Since an easement was recorded with Pope Resources, BWRMA will consider negotiating a separate agreement—from this point forward—to continue their access through our private roads, by paying Maintenance Fees identified in the annual Bywater Way Roads Maintenance Association Fiscal Budget. ***Don Layton moved and Bill Richey seconded a motion to send the approved letter. THE MOTION CARRIED UNANIMOUSLY.***

COMMUNICATIONS:

The next BWRMA Board Meeting will be 10:00am, December 2, at Jim's home.

Submitted by: Ilona Bell, Secretary

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