

**BYWATER WAY ROAD MAINTENANCE ASSOCIATION
(BWRMA)**

Title: Approved BWRMA Board Meeting Minutes

Date: 3/1/26

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

Vacancy: Member at Large

Community Member Attending: None

Meeting called to Order: 3:21pm

Draft Board Minutes Approval:

Bill Richey moved and Bridget Richardson seconded approval of the 2-1-26 Board Meeting Minutes. THE MOTION CARRIED UNANIMOUSLY.

TREASURER REPORT:

\$8,643.42 is the balance in the Operating Budget;

\$67,043.42 is the balance in the Reserve Fund; for a total funds amount \$75,687.29.

Maintenance Fees:

There is no change for Fiscal Year 2024-2025 maintenance fees -- 67 lots made full/partial payments and 24 lots made none -- an approximate 31% shortfall. .

Annual Audit:

The Board will thoroughly study the RCW 64.90 regulations and have members Polly Peters & Laurie Davis conduct our 2025-2026 Annual Audit.

Jim McGillis moved and Bill Richey seconded approval of the Treasurer Report. THE MOTION CARRIED UNANIMOUSLY.

OLD BUSINESS:

Committee Reports:

Maintenance Committee:

Discussion followed

Don Layton and Jim McGillis reported that Rick'a Excavating had no response for a new gravel bid.

Columbia Chip Seal from Oregon had not returned calls. Paviing likely to occur in 2028.

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Lakeside's current rate is \$4/sf. Rates may be cheaper from other companies but of lesser quality. Now considering paving in ¼ mile sections (11 sections of our 3 miles paved roads have been mapped out) and patch as needed.

- Volunteer Brush Cutting will likely occur in May
- Don Layton to contact Do Little Paving for updated bids.
- Don Layton to produce Fiscal Year Maintenance Report 2025-2026
- Don Layton to get figures to Bridget to finalize Projected 2026-2027 Maintenance Budget.
- Jim McGillis to get figures to Bridget Richardson to finalize Projected 2026-2027 Proposed Budget

Finance Committee Report:

Treasurer Bridget Richardson reviewed the 2/18/26 Financial Committee Meeting Report with the Board.

Their meeting focused on recommendations to the Board regarding:

- Scenarios for funding Road Maintenance—Wayne needs budget figures
- Fee Collection—discussion followed
- Recommendation to the Board to transfer \$20,000 from the Reserve Fund into a short term Business CD to earn higher interest and \$40,000 into a longer term Business CD to earn higher interest.

Discussion followed:

Don Layton moved and Bill Richey seconded the motion to adopt the Financial Committee Recommendation for the Board to transfer \$60,000 from the Reserve Fund into two Business CDs. \$20,000 into an approximate 3-5 month term Business CD and \$40,000 into an approximate 6-12 month term Business CD at the highest available rate. THE MOTION CARRIED UNANIMOUSLY.

NOTE: The [Financial Committee Reports](http://bwrma.org) are posted on our website: bwrma.org

Covenants Committee:

Legal fees and issues need to be explored.

NEW BUSINESS:

Database:

Only one email bounced back, from recent mailing. Ilona will update the on-line database .
Bridget Richardson and Barbara Zinkle will explore with updating a database for mailing.

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Annual Meeting

**Bill Richey moved and Don LaytonI seconded a motion to, once again, not convene the 2026-2027 annual meeting and carry forward the 2025-2026 Adpoted Budget.
THE MOTION CARRIED UNANIMOUSLY.**

Discussion followed.

Written notice will go out 30 days prior to the date of Saturday April 25, 2026 and will include the following documents:

1. Maintenance Report for Fiscal Year 2025-2026 and Proposed work for Fiscal Year 206-2027.
2. Finance Report showing account balances, expenses and income for Fiscal year 2025-2026 Budget with the Adopted Fiscal Year 2026-2027Budget.
3. Annual Maintenance Fees Invoice

COMMUNICATIONS:

Communication to Lot Owners
Discussion followed.

Ilona BellI will update the website.

The next Board meeting TBD, at Jim's home.

**Bridget Richardson moved and Barbara Zinkil seconded a motion to adjourn the meeting.
THE MOTION CARRIED UNANIMOUSLY.**

Meeting adjourned at 5:10pm.

Submitted by: Ilona Bell, Secretary

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