



Bridgewood Estates Homeowners' Association

P.O. Box 364
Gig Harbor, WA 98335

November 1, 2017

Dear Bridgewood Estates Homeowner,

The 2017 Annual Meeting of the members and 2018 Budget Ratification Meeting will be held on **Monday, December 4th, 2017, 6:30 P.M. at the Harbor Covenant Church, 5601 Gustafson Drive NW, Room 209, Gig Harbor.**

Homeowners are encouraged to attend this meeting where the Board will discuss projects completed in 2017 and the Board ratified 2018 budget. Dues for 2018 will remain at the current amount of \$770.00 per year and again this year dues may be paid annually or monthly. Coupon books will arrive in your mailbox in a few weeks.

At the budget meeting, we will discuss plans for projects proposed for the year. There will be time set aside for homeowners to put forward any questions to the board during the open forum time.

Warm Regards,

The Bridgewood Board of Directors

Roger Lienesch, President
Bob Marshall, Vice President
Dianne Matthes, Secretary
Julie Dier, Treasurer
Diana Kuhr, Director

5553117-58-3-7



Bridgewood Estates Residential Association

If you are unable to attend the 2017 Annual and 2018 Budget Ratification Meeting of Bridgewood Estates, please complete and return the Attendance Proxy below and your ballot **before December 1st, 2017**. The attendance proxy allows you to be counted in the quorum even if you are not present. The purpose of the proxy is to help the Association meet the minimum quorum requirement and save the Association the expense related to rescheduling another meeting. To reach a quorum, 60% of the membership (70 homeowners) must attend in person or by proxy.

You may designate another Bridgewood Estates homeowner who will be in attendance to represent you or you may choose one of the current board members to represent you. *Please note this person will vote for you as you indicated on the Ballot portion of this page.*

Attendance Proxy

I, the undersigned, do hereby appoint _____ or the circled board member below **if no name is written above**, as my Proxy to represent me in the quorum at the 2017 annual and 2018 Budget Ratification meeting and at every adjournment thereof.

Roger Lienesch Dianne Matthes Bob Marshall Julie Dier Diana Kuhr

Please note: Your attendance proxy must contain your signature, name and address to be included in the count towards the required 60% quorum (minimum 70 members and/or proxies) at the annual meeting.

Name of Owner (Please print)

Phone #

Bridgewood Estates Address

Signature (Please sign)

Date

Ballot

Election of Director (Please vote for 1)

_____ Julie Dier (3-year term)

_____ (write in) _____

**** Please note: the Proxy is printable from the BridgewoodEstates.com website.**

FAX: (253) 313-1219

Phone: (253) 985-3812

email: tracy@hoacommunitysolutions.com



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Annual Meeting Agenda Monday, December 4, 2017

The 2017 Bridgewood Estates Annual and 2018 Budget Ratification Meeting will be formally ratified at a meeting held for this purpose on Monday, December 4th, 2017, 6:30 P.M. at the Harbor Covenant Church, 5601 Gustafson Drive NW, Room 209, Gig Harbor.

- 6:30 Call to Order and Proof of notice of the meeting
- 6:35 Approval of the 2014 Minutes
- 6:40 Report of Officers
 - President's - Report Year in Review - Accomplishments
 - Treasurer - 2017 Income and Expense Review – 2018 Budget YTD Handout
 - Secretary Report
- 7:00 Election/Voting issues
 - ✓ Election of Director for 1 open board position (3-year term)
 - ✓ Call for Nominations
- 7:15 Unfinished Business
 - ✓ Discussion of Street Lights
 - ✓ Fence Replacement;
- 7:25 New Business
 - ✓ Political Signs and Time Limits
 - ✓ Drain System Cleaning
- 7:45 Questions/Comments
- 8:00 Adjournment

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Bridgewood Estates HOA Annual Meeting at the Bridgewood Estates Tot Lot on 25th Street August 14, 2014, 6:00pm Social, 7:00pm Meeting

Mort Hopland welcomed everyone, called the meeting to order at 7:05 p.m. and announced that we had reached our quorum for this year's Annual Meeting. Everyone enjoyed the barbeque before the meeting and expressed their thanks to the board.

Copies of the 2013 minutes from the Annual Meeting were in a packet that was handed out, a motion was made and seconded to approve the minutes.

Mort introduced Deb Wallace, Pierce County Ferry and Airport Administrator. Deb gave an overview of what is happening at the Tacoma Narrows Airport and answered questions taken from the audience.

Financial Review: Costs went over the proposed budget by \$800.00 last year, the result of expenses that went above the forecasted amounts due to unforeseen repairs and increased maintenance costs.

Year in Review:

- Mort thanked Margaret Brammall for her service on the board (Margaret resigned in June) and he welcomed Dianne Matthes who will finish out Margaret's term.
- The ACC Form was revised. It is available for homeowners to access on the Bridgewood webpage when needed.
- Several newsletters were sent out this year to help improve communication between the HOA Board and the homeowners.
- The new landscaper is doing a good job.
- New street signs were installed, much sturdier and easier to be seen, day and night.
- A group of homeowners volunteered to help spread beauty bark in the common areas which cut down on the expense of paying the landscaper to do it.
- Some mail box kiosks were repaired.
- An upcoming expense that will need to be addressed soon is the maintenance of the gates, could possibly cost \$10K.

Mort was thanked by the homeowners for all of his hard work this past year.

New Business:

- Readdress possibility of increasing the yearly dues to include more into the reserve account.
- Sidewalks will need repairing this next year, will be done as needed.
- Trees along the streets continue to be a problem (low limbs and roots damaging the sidewalks), the trees are the responsibility of individual homeowners, except for the ones in the common areas.
- Political signs can be displayed 3 weeks before an election and must come down within 3 days after the election.
- Readdress amending the CC&Rs to decrease the percentage of people needed to achieve quorum (Bridgewood needs 60% [71 people]; the state only needs 34%).

Election:

There was one open position on the board, Mort Hopland was elected.

Meeting adjourned at 8:40 p.m.

Dianne Matthes, Bridgewood HOA Secretary



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Bridgewood Estates HOA Annual Meeting at the Tot Lot on 25th Street August 13, 2015 - Notes

Mort Hopland welcomed everyone, called the meeting to order at 7:10 p.m. and announced that a quorum had not been reached. There were 21 proxies sent in and 21 houses represented at the meeting.

The minutes from the 2014 Annual Meeting were read by Dianne Matthes, since we did not have a quorum, the minutes could not be approved at this time. It was suggested that the board address the issue of how to reduce the quorum requirements in the future.

Financial Review:

- The bad debt line item on the financial report was explained.
- The homeowners have responded positively to monthly payments instead of the once a year annual payment that was used in the past.
- The reserve was doubled this year, \$28K are currently in the Reserve Fund as of 8/13/15.

Year in Review:

- Mort introduced Roger Lienesch who was voted in as a member at the 2014 annual meeting and thanked him for his participation on the HOA Board during this past year and also for being our chef for the barbeque.
- Mort thanked Dave Goodman and Jan Matthes for cleaning the gates and Dave Goodman for replacing the light bulbs in the entrance posts.
- Mort thanks the group of volunteers who spread the bark around the entrances and the cul-de-sacs.
- Play chips were spread on the tot lots and the picnic benches were repaired.
- The annual garage sale was successful for the homeowners who participated.
- The gates survey had 96 homeowners that voted, 77% voted to leave the gates as is and 23% voted to have the gates open on the weekends, the gates will continue to be closed.
- A letter was sent out to remind homeowners to please pick up after their pets.

New Business:

- Repairing the perimeter fences will be necessary, money will be allocated as needed instead of a total replacement.
- Bids have been received for repairing and/or replacing the asphalt, one estimate was for \$23-24K.
- Nothing is happening with the airport, the board asked Homer Dodge to put together a case study in case a decision of some kind is needed in the future.

Notes are for information only. Meeting quorum was not achieved.
Dianne Matthes, Bridgewood HOA Secretary





Bridgewood Estates 2018 Operating Budget

Income	
Assessment Income	\$ 90,090.00
Late Fees	\$ -
Recovered lien and Legal fees	\$ -
Miscellaneous Income	\$ -
TOTAL Income	\$ 90,090.00
Expense	
Bad Debt	\$ 1,400.00
Postage	\$ 400.00
Accounting/Audit	\$ 1,500.00
Filing Fees	\$ 40.00
Insurance Expense	\$ 2,300.00
Legal/Lien Fees	\$ 500.00
Office Supplies	\$ 400.00
Management	\$ 7,560.00
Meetings/support	\$ 800.00
Facilities Rental/Meeting Room	\$ 50.00
Bank Fees	\$ -
Taxes Federal	\$ 10.00
Taxes Property	\$ 150.00
Community Events/Social	\$ 300.00
Website	\$ 100.00
Gate Repairs	\$ 4,500.00
Gate Phone	\$ 1,350.00
General Repairs	\$ 3,500.00
Lighting repairs	\$ 500.00
Irrigation Repairs	\$ 2,000.00
Landscape Maintenance Contract	\$ 26,248.00
Landscaping Miscel/Special	\$ 1,500.00
Tree Pruning/Removal	\$ 1,500.00
Septic O & M	\$ -
Water	\$ 4,600.00
Electricity	\$ 4,000.00
Reserve Contribution	\$ 20,000.00
Miscellaneous	\$ 970.00
Backflow test	\$ 250.00
Contingencies	\$ -
Fence Repairs	\$ 1,102.00
File Storage	\$ 60.00
Storm Pond Management/Catch basins	\$ 2,500.00
TOTAL Expense	\$ 90,090.00

Bridgewood Estates 2018 Reserve Budget	2018 Budget
Beginning Balance - January 1	\$ 73,238.66
Income	
Investment/Interest Income	\$ 35.00
Reserve Income (transferred from Operating)	\$ 20,000.00
TOTAL Income	\$ 93,273.66
Expense	
Gate repairs	\$ 10,000.00
Street Light Rebuild	\$ 8,000.00
Common Fence Replacement	\$ 15,000.00
TOTAL Expense	\$ 33,000.00
Excess Revenue / Expense	\$ 60,273.66