

# BainBridge

Annual Meeting Agenda  
Tuesday, March 12, 2019, from 6:00 to 7:00 pm  
Willow Creek Elementary Cafeteria

- 1) Welcome & Introductions
- 2) Proof of Notice
- 3) Previous Meeting Minutes
- 4) Financial Statements
  - a. 2018 Year End
  - b. 2019 Budget
- 5) Committee Reports
  - a. ACC
  - b. Advisory Committee
  - c. Event Committee
- 6) Development Update
- 7) General Questions

Association Manager: Ann Marie Baird

Hours: Mon. – Thur. 8am-5pm, Fri. 8am-Noon

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Community Site: [www.bainbridgemeridian.com](http://www.bainbridgemeridian.com)

Social Media: [www.nextdoor.com](http://www.nextdoor.com), facebook

# BainBridge

Annual Meeting Minutes  
Monday, May 14, 2018  
Willow Creek Elementary Cafeteria

## **Welcome & Introductions:**

The meeting was brought to order at 6:00 pm by Ann Marie Baird on behalf of Brighton Corporation. There were thirty-two (32) lots in attendance.

## **Proof of Notice:**

Notice of the meeting was sent by mail, and also noted in the monthly newsletter. Those that did not receive either were asked to update their information on the sign in sheet.

## **Previous Meeting Minutes:**

The meeting minutes from 4.18.17 were reviewed and approved with no changes.

## **Financial Report:**

A copy of the 2017 Year End financial statement and the 2018 budget was provided. Ann Marie reviewed all line items and answered questions. The Association ended the year with a net income of \$29,867.74, but is estimated to run at a near break-even point in 2018, with the largest expenses being landscaping, irrigation, and the pool.

## **Development Update:**

A copy the community map was provided, and Jon Wardle from Brighton Corporation, explained the plans for future development. He also confirmed the plans for an additional pool site within future phases near Ten Mile Road.

## **General Questions:**

Committee signup sheets were provided for residents to volunteer, including an Advisory Committee and an Events Committee.

The following questions or concerns were raised:

1. Comments were raised about dog waste. This is something that we regularly try to address in the newsletters and will continued to be monitored.
2. It was requested that a gazebo or covered space be considered for the community.

## **Adjourn:**

The meeting was adjourned at 7:33 pm.

# BainBridge

## Balance Sheet For the Period Ended December 31, 2018

### Assets

#### Current Assets

##### Cash

Cash: Operating Account (WTB) \$ 126,605.61

##### Receivables

Accounts Receivable \$ 891.15

Total Current Assets \$ 127,496.76

### Liabilities and Equity

#### Current Liabilities

Accounts Payable \$ 475.89

Prepaid & Unapplied Credits \$ 34,641.00

Total Current Liabilities \$ 35,116.89

#### Equity

Retained Earnings \$ 63,491.45

Net Income \$ 28,888.42

Total Equity \$ 92,379.87

Total Liabilities & Equity \$ 127,496.76

# BainBridge

## 2018 Year End vs. Budget & 2019 Budget

|                                   | 2018 Actuals         | 2018 Budget          | 2019 Budget          |
|-----------------------------------|----------------------|----------------------|----------------------|
| <b>Income from Operations:</b>    |                      |                      |                      |
| Regular Assessment Income \$605   | \$ 183,257.24        | \$ 166,850.00 251    | \$ 218,455.00 334    |
| Late/NSF Fees                     | \$ 334.00            | \$ -                 |                      |
| Setup Fees \$250                  | \$ 21,000.00 84      | \$ 12,500.00 50      | \$ 12,500.00 50      |
| Transfer Fees \$150               | \$ 1,650.00 11       | \$ 600.00 4          | \$ 600.00 4          |
| Miscellaneous Income              | \$ 175.00            | \$ 50.00             | \$ 100.00            |
| <b>Income from Operations</b>     | <b>\$ 206,416.24</b> | <b>\$ 180,000.00</b> | <b>\$ 231,655.00</b> |
| <b>Operating Expenses:</b>        |                      |                      |                      |
| State Income Tax                  | \$ 30.00             | \$ 30.00             | \$ 30.00             |
| Liability Insurance               | \$ 5,032.81          | \$ 4,428.00          | \$ 4,936.00          |
| Electricity                       | \$ 10,310.60         | \$ 9,650.00          | \$ 11,000.00         |
| Natural Gas                       | \$ 1,704.18          | \$ 2,310.00          | \$ 1,960.00          |
| Water                             | \$ 176.50            | \$ 525.00            | \$ 525.00            |
| Sewer                             | \$ 440.46            | \$ 470.00            | \$ 528.00            |
| Trash Removal                     | \$ 187.54            | \$ 378.00            | \$ 231.00            |
| Janitorial Contract               | \$ 2,255.00          | \$ 2,550.00          | \$ 3,540.00          |
| Janitorial Supplies               | \$ 112.56            | \$ 650.00            | \$ 300.00            |
| Pool Maintenance & Supplies       | \$ 16,819.74         | \$ 16,612.00         | \$ 14,296.00         |
| Miscellaneous Repairs & Maint.    | \$ 2,560.17          | \$ 2,820.00          | \$ 2,980.00          |
| Extermination                     | \$ 675.00            | \$ 900.00            | \$ 900.00            |
| Irrigation Water                  | \$ 6,940.07          | \$ 9,750.00          | \$ 9,400.00          |
| General Maintenance Grounds       | \$ 6,167.26          | \$ 7,500.00          | \$ 13,100.00         |
| Landscape Maintenance             | \$ 82,520.04         | \$ 84,287.00         | \$ 92,687.00         |
| Lighting Repair & Maintenance     | \$ 4,391.00          | \$ 1,500.00          | \$ 7,200.00          |
| Snow Removal                      | \$ 437.50            | \$ 2,000.00          | \$ 2,000.00          |
| Playground Maintenance            | \$ 810.00            | \$ 1,125.00          | \$ 1,750.00          |
| Irrigation System Repair & Maint. | \$ 12,418.85         | \$ 10,063.00         | \$ 14,596.00         |
| Security System Repair & Maint.   | \$ 733.69            | \$ 1,650.00          | \$ 1,650.00          |
| Phone Lines                       | \$ 1,118.74          | \$ 1,008.00          | \$ 1,008.00          |
| Advertising, Promotion, Web       | \$ -                 | \$ 980.00            | \$ 980.00            |
| Community Events                  | \$ 724.99            | \$ 562.00            | \$ 1,562.00          |
| Bank Fees                         | \$ 9.00              | \$ -                 | \$ -                 |
| Professional Fees - Collections   | \$ 250.00            | \$ -                 | \$ -                 |
| Property Management Fees          | \$ 20,702.12         | \$ 18,000.00         | \$ 23,166.00         |
| <b>Total Operating Expenses</b>   | <b>\$ 177,527.82</b> | <b>\$ 179,748.00</b> | <b>\$ 210,325.00</b> |
| <b>Net Income (Loss)</b>          | <b>\$ 28,888.42</b>  | <b>\$ 252.00</b>     | <b>\$ 21,330.00</b>  |