

# BRIARWOOD

Council Bluffs IA

## Homes Association Incorporated

# NEWSLETTER

Fall/Winter

Volume 007

November 2018

### WELCOME NEW RESIDENTS

A warm welcome is extended to new residents. If you have not already received a copy of the Briarwood Homes Association Covenants from the "Welcome Committee", you may obtain a copy at

[www.BriarwoodCB.Org](http://www.BriarwoodCB.Org).

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### **Owners Approve 2019 Association Resolutions**

Briarwood home owners attending this year's October 16<sup>th</sup> Annual Business Meeting discussed and approved five (5) important Association resolutions. These resolutions establish Association direction for 2019. The meeting, held at the Madison Street HyVee Community Room, included an agenda which covered Association past results and future plans. Following Board of Director presentations, which shared 2018 operations results to-date, resolutions were introduced for group consideration and approval. Here are the highlights –

<i>(Resolution)</i>	<i>(Action)</i>	<i>(Result)</i>
<b><u>Finance Report</u></b>	Year-to-Date Financial Results	Approved > See "Finance" Page 3
<b><u>2019 Annual Dues</u></b>	Annual Dues Set at \$50	Approved > See "Dues" Page 3
<b><u>PayPal Fee Policy</u></b>	PayPal Fee / User Pays	Approved > See "PayPal" Page 3
<b><u>Budget Proposal</u></b>	Board Recommended 2019 Budget	Approved > See "Budget" Page 3
<b><u>Board Election</u></b>	New Board Member Selection	Approved > See "Board" Page 3

**President's Corner**

By Jack Weide

Following the October 16<sup>th</sup> Annual Owner Meeting, another Board member and I were discussing what could be done to encourage improved attendance at the meeting. Naturally, all owners are already encouraged to participate in this "once-a-year" event where important Association policy is discussed and approved; still, attendance is sparse. Well, we did not come up with any revolutionary ideas. If you have any good ideas, please let a Board member know.

As owners, it is in our best interest to help make Briarwood "the very best it can be". We have a vested interest in Briarwood; not just our quality of life, but also our financial investment. As owners, we jointly influence how the broader community perceives our "planned" neighborhood. Your Association Board does its best to advocate for the Association and help enforce Association Covenants. I say, "help" because, in the end, it is each home owner who has this primary responsibility. Planned neighborhoods, like Briarwood, represent a specific kind of lifestyle sought by many home owners. However, it is important to remember that home owner associations are not for everybody. Those who do decide they want to own a property that is part of a home owners association understand that, as with most things in life, there are both pros and cons. In addition to being responsible for the expense and effort to maintain Association common properties, home owners agree to rules that specify what residents can and cannot do. The reason for the rules is simple. Planned neighborhoods want to promote a specific kind of lifestyle. Please be an advocate for your Association Covenants!

Looking back, it was in October 2004 when the Briarwood subdivision developer presented the Certificate & Articles of Incorporation to the new Briarwood Homes Board of Directors. Now, some fourteen years later, one of the Associations top priorities is the maintenance of communal property. At the top of that list, largely due to age, are the two (2) water detention ponds. Recognizing the importance and potential future cost of this maintenance, your Board has developed a 5-year budget plan to keep ahead of these costly repairs. The plan, which was presented in the October 16<sup>th</sup> Annual Owner's Meeting is available for viewing on the Association website. Check it out. Let me or any current Board member know if you would like additional information about the 5-year budget plan.

**Briarwood Facebook**

By Stephanie Harden

If you have a Facebook account and would like an additional way to stay in touch with what is happening in Briarwood and be able to connect quickly with some of your neighbors, please consider joining one or both, of the Briarwood Facebook pages. They can be used to communicate quickly about lost pets or hydrant parties in the summer, as well as used to "advertise" your upcoming garage sale. The names of the pages are "Briarwood Neighbors – Council Bluffs IA" and "Briarwood HOA Council Bluffs".

**Architecture Committee Reminders**

By Laurie LeMaster

As we share our community, it is important to realize that our yards are our neighbor's "vistas". Our yards include the views from the front AND back windows. We take great effort to make our interiors comfortable because they are sanctuaries for most of us. Likewise we want the same for our exteriors - both our own yards and our neighbor's yards. Remember to keep our exteriors a pleasing view by putting bicycles and toys away (for safekeeping, as well) when done for the day and garbage containers out of sight. Lets all enjoy our pleasing vistas. **Let's keep Briarwood beautiful!**

**Snow Removal Policy**

Council Bluffs Public Works

With winter weather comes the time to think about snow removal. All sidewalks adjacent to private property are the responsibility of the property owner. Due to the location of some sidewalks and the volume of snow being moved, there will be occasions when City plowing operations may result in deposit of additional snow onto the sidewalks. In accordance with Section 10.32.010 of the Council Bluffs Municipal Code, it is still the responsibility of property owners to remove all snow from their sidewalks. Snow from a private driveway is not to be placed on a city street. The City will not plow or clear snow or ice from private property unless it must be done to allow emergency vehicles access to private property for Emergency Services, Fire or Police calls. Resident cooperation is asked to help keep snow from blocking access to mail cluster boxes. Street parking should especially be avoided during plowing operations. Resident complaints concerning snow and ice control efforts should be directed to the Council Bluffs Public Works Supervisor at 712-328-4641.

**Finance Report**

Beginning 1/1/18 – Ending 9/30/18

By Stephanie Harden

**Balance Sheet**

**Assets**

Bank Account	<u>\$19,159</u>
Total Assets	\$19,159

**Liabilities**

Prior Year Carry-Over	\$ 6,224
Current Year Operations	<u>\$12,935</u>
Total Liabilities	\$19,159

**Income/Expense Statement**

**Income**

**Dues**

41100 Owner Dues*	\$19,450
42100 Dues Penalty / Other	<u>\$ 375</u>

**Total Income** **\$19,825**

**Expense**

**Administration**

61100 Postage/Print/Mail	\$ 223
61300 Annual Meeting	\$ 0
61400 PayPal Fees	<u>\$ 176</u>
Total Administration	\$ 399

**Utilities**

62100 Electricity	<u>\$ 209</u>
Total Utilities	\$ 209

**Operations**

63100 Mowing	\$ 1,322
63200 Fertilizing	\$ 308
63300 Landscaping	\$ 0
63400 Maintenance/Supplies	\$ 14
63500 Detention Pond Imp.	\$ 3,595
63600 Insurance	<u>\$ 1,043</u>
Total Operations	\$ 6,282

**Total Expense** **\$ 6,890**

**Net Income**

**\$12,935**

\*Note – One (1) unpaid 2018 owner dues

**Electronic Covenants**

By Tom Quigley

Thanks to the time-consuming effort by Board member George Sawtelle, we now have a legible copy of the Briarwood Association Covenants available on the website. The only copies we had of the covenants were what are called PDF's (actually pictures in readable form) that were copies of copies. In an effort to improve this situation, we got a copy from the City Recorders office as well as the one we had on file as the Associations Board. George converted the files and compared to make sure the conversion was accurate. It was reviewed by other Board members. The "final" official copy is now on the Website for all to view. Again thanks to George for his effort, we have a copy we can read with ease.

**2019 Operating Budget**

By Stephanie Harden

Fiscal Year Beginning 1/1/19

**Income**

Dues

Owner Dues \$ 9,950

**Total income** **\$ 9,950**

**Expense**

**Administration**

Postage/Printing/Mailing \$ 400

Annual Owner Meeting \$ 250

**Total Administration** \$ 650

**Utilities**

Electricity \$ 300

**Total Utilities** \$ 300

**Operations**

Mowing \$ 2,000

Fertilizing \$ 600

Landscaping \$ 100

Maintenance Supplies \$ 100

Detention Pond Maintenance \$ 1,000

Maintenance Contingency \$ 4,150

Insurance \$ 1,050

**Total Operations** \$ 9,000

**Total Expense** **\$ 9,950**

**PayPal Fee Policy Change**

By Tom Quigley

In January 2019, when you receive your notice that the \$50 Annual Briarwood Homes Association fees are due, you may pay online at [www.briarwoodCB.org](http://www.briarwoodCB.org) or send a check to the Treasurer. If you pay online there is an additional charge of \$2.00. This is because PayPal charges for the convenience of doing payments online.

**Board Member Elected**

Please welcome new Board member Neal Buxcel who was elected at the Annual Owners Meeting on October 16<sup>th</sup>. Neal joins the Board effective January 1, 2019. Even though the Board has no vacancies currently, volunteers are always welcomed. If you are interested in learning more, please send us an email at [info@Briarwoodcb.org](mailto:info@Briarwoodcb.org). 😊

**2019 Dues Approved**

Owners attending the October 16<sup>th</sup> Annual Owner Business Meeting voted to approve the Board recommended \$50 per home annual dues. It was noted that this is a significant reduction compared to 2018. Dues letters will be sent to Owners in January with all owner dues payable February 1, 2019.

**Detention Pond Maintenance History/Forecast**

By George Sawtelle

When I joined the Association Board in the fall of 2013, a rock filled wire basket was located above ground level in front of each pipe draining from Tipton Drive and Aster Drive into the South and North ponds, respectively. From this I concluded, the problem with the ponds was not new, and expert knowledge was absent in the choice of an attempted fix.

A major rainstorm occurred in June 2014 that destroyed the wire baskets in the South Pond and severely damaged the above ground basket in the North Pond. Both the above and below grade baskets in the South Pond were destroyed leaving a large scour hole. (Figure #1) A video of the South Pond water activity following the downpour is available on the Association web site at [www.Briarwoodcb.org](http://www.Briarwoodcb.org).



Figure #1 - Scour Hole & Destroyed Wire Baskets – July 2014

The soil around the Tipton Drive discharge pipe section had been washed away. This allowed the pipe section to tilt down opening the joint at the top of the pipe. (Figure #2) Several unsuccessful attempts were made to engage the Council Bluffs City Engineering Department to help with repairs. Ehrhart-Griffin & Associates (EGA), the original Architect Engineering firm for the Briarwood development, including the detention pond designs, was eventually hired in 2016 to repair the accumulated damages to the South Pond. EGA design and subsequent repairs included adding a concrete footing under the discharge pipe outer edge, re-grading the basin, and placing landscaping material under the existing loose rock; the same small rock that was easily relocated during every other significant rainstorm. (Continued)

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EGA engineers were questioned about how the small rock would remain in place with the only design change being the added landscaping material. A satisfactory answer was not provided and EGA did not respond to Association Board requests proposing a meeting to resolve the issue. The Association withheld final EGA invoice payment.



Figure #2 - Tipton Dr. Discharge - June 2014 Downpour

Original Design Deficiencies

In addition to the lack of a footing under the pipe in the original design and construction, it also became obvious that the 2"- 3" drop from the Tipton and Briarwood Drive inlet pipes to the outlet pipe is inadequate to promote good drainage and preclude constant standing water. With a 40' distance from inlet to outlet the elevation change should be between 10 inches and 10 feet. Clearly, 2"-3" is inadequate. This condition makes for a significant challenge to find an acceptable long-term solution. Correcting the elevation deficiency would be an extremely costly repair. The design deficiencies introduced during original construction have left the Association with ongoing drainage, erosion and financial problems to this day.

Recent South Pond Repair Design Breakthrough

The plan moving forward in the fall of 2017 was to replace the submerged rock filled wire (Gabion) baskets as provided in the original design. The top of the baskets would be placed at the surface just below the bottom of the outlet pipe. That design lasted for years and could be expected to work again for some time. The cost of the replacement work was estimated at \$15,000. Later in the fall of 2017, ASP Enterprises Inc. was identified as a supplier of erosion control products for use in landscaping, drainage ditches and steep terrain. **Detention/See Page 5**

**Detention Pond Maintenance History/Forecast**

*Detention/From Page 4*

In addition, ASP offers an expert engineering staff to ensure their products are appropriate for the customer’s application. In November 2017, I met with the ASP Inc. representative. Later, he responded in an email; “I would definitely suggest looking at a Flexamat option for your 36” pipe outlet. We sell gabion baskets on a regular basis and can normally have them in 2-3 days. We have, however, been finding installed costs between the 2 products (e.g., Gabion Baskets vs. Flexamat) to be very similar. Flexamat’s speed of installation, improved aesthetics and the lack of long term maintenance are its notable benefits.” Grass will grow through the Flexamat and Turf Reinforcement Mat used in areas with lower flow rates and less shear stress. This will allow the entire lower basin to be grass covered and easier to maintain. In early 2018, after preparing a detailed work scope, a Request for Bid was sent to several contractors with no response(s). Attempts to solicit bids continued until August 2018 when Wahle Landscape Co. submitted a bid for \$18,945. Since the bid exceeded the \$15,000 bid of the previous design, and for which we had budgeted, there was considerable discussion about how to proceed. (Note: Association owners voted to fund this project in October 2017 through a special \$50 assessment) On further evaluation, the higher cost was found to be due to additions including: re-seeding the disturbed lower basin, replacing damaged sod and raising the spillway to the proper level. Following considerable negotiations, the bid was revised. A contract was signed on September 13, 2018 for \$17,145, with \$1,200 added for contingencies only if needed. At that time, the work schedule included a target completion date of October 31, 2018 dependent on weather. Working in the lower basin of the pond is a challenge due to the almost continuous water drainage especially during frequent fall rains. Even with this years early snowfall and frequent rains, it is hoped that the construction can be completed this calendar year.

North Pond Deterioration

Similar to the South Pond, the above grade rock filled wire basket in the North pond was destroyed during the June 2014 downpour. The original rock filled wire baskets below the surface completely failed by the spring of 2017. The configuration of the pond inlet area is different from the South pond.

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Following the June 2014 downpour there was significant rock present, and the discharge pipe was mostly covered with rock. By October 2018, much of the protective rock had been washed away leaving the outlet pipe exposed. The erosion of immediate concern now is around the top of the discharge pipe. Eroding loose rock and soil is washing and potentially entering and blocking the discharge line. The discharge line extends several hundred yards across State Orchard Road into the field to the east. Funds for temporary repairs and long term permanent improvements will be required.

General Erosion Damage

Erosion damage around the fence lines surrounding both ponds is of concern. Soil and sod has been added behind the pond walls, where needed, to re-establish sod. It may eventually take sod replacement instead of seeding on the sloped areas to correct the problem.

Loose Concrete Wall blocks /Top Caps

Mowing along the pond walls in steeply sloped areas has added to erosion by loosening the soil. As the sod deteriorates and more soil is removed, the concrete block wall stones and top caps are prone to loosen. Currently, the two major areas of concern are along the north wall in the North Pond and the northwest side in the South pond. The fix may require attention over a period of several months or even years.

Property Maintenance Summary

This maintenance summary reflects short-term and long-term projected property improvement requirements -

**A. Capital Improvements**

1. Completion of major South Pond reconstruction  
4Q18 – Contracted Cost \$17,145 - \$18,345  
(Previously funded)  
2019-2020 – Estimated Cost \$1,000 to over-seed & re-establish healthy sod
2. Reconstruct North Pond/Erosion Control Material  
2019 - Move loose soil/rock from outlet perimeter perimeter - Estimated Cost \$300  
2021-2022- Apply North Pond Flexamat erosion surface; Estimated Cost \$8,000 - \$12,000
3. Replace Sub-Division Entrance Sign Lighting  
2024 – Estimated Cost \$4,000

**B. Minor Maintenance (Multi-Year 2019-2025)**

1. Erosion Maintenance; repair & re-establish sod along fence line around structures in both ponds
2. Reset & cement concrete retaining wall blocks and Top Caps at North Pond
3. Trim tree(s) in South Pond; trim large mulberry tree in North Pond

Briarwood Homes Association, Inc.  
Council Bluffs, IA 51503

Mailing Label

[www.briarwoodcb.org](http://www.briarwoodcb.org)

Briarwood Neighbors – Council Bluffs IA  
Briarwood HOA Council Bluffs



# Newsletter

Fall/Winter

## 2018

Making Briarwood the best it can be . . .

Briarwood Homes Association, Incorporated

