



BRIARWOOD

Council Bluffs IA

Homes Association Incorporated

NEWSLETTER

Fall/Winter

Volume 005

November 2017

WELCOME NEW RESIDENTS

A warm welcome is extended to new residents. If you have not received a copy of the Briarwood Homes Association Covenants please contact a Board member to get your copy. You may also obtain a copy of the Covenants at www.BriarwoodCB.Org.

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Owners Set 2018 Dues/Special Assessment Levels

Briarwood owners attending the October 17th Annual Meeting voted to approve 2018 Owner dues and Special Assessment levels. Meeting discussion addressed concerns with deteriorating Association water detention pond conditions. The two sixteen year old government-mandated ponds continue to present significant structural and financial challenges for the Association. Major structural repairs are needed at both ponds. Depending on the construction repair solution(s) ultimately chosen, a conservative cost estimate for the repairs is forecast to exceed fifteen thousand dollars (\$15,000). Following discussion, owners voted to retain a fifty dollar (\$50) annual dues level. Owners also approved a 2018 special assessment of fifty dollars (\$50) to cover anticipated capital construction expense. January 1, 2018 dues notices will reflect both the dues and the assessment, a total of \$100, as payable February 15, 2018. See Board member George Sawtelle's Newsletter article on page 3-4 for additional details on this subject.

Electronic Communications By Tom Quigley

Good news! You can now pay your Association dues online. Use your credit card or PayPal. It is easy and convenient. Go to the Association website at www.BriarwoodCB.org and click on the "Pay Your Annual Fee Online"; click "Add to Cart" and follow instructions. Also, have you signed up to receive Association Newsletters and other communications online? If you haven't signed up yet, go to the website and click on the "Sign up to Receive Newsletters via Email" tab. Use of electronic communications saves your Association stationary and mailing expense. For example, mailing out a single hardcopy Newsletter costs approximately two dollars. So, "*PLEASE SIGN UP*". The Association website contains a lot of useful information. You can find Board member contact information, Association Covenants, Newsletters, Financial Reports, Board Meeting Minutes, a list of owner recommended contractors, and more. Website ideas and suggestions can be sent to Tom@BluffsOnline.com.

Problems with US Mail Service

Have you experienced difficulty with your US Mail service? Have you received a neighbors mail? Has your neighbor received your mail? If you experience US Mail problems on a regular basis you should notify Post Office supervision. Report problems prior to 7:00 p.m. the day of occurrence at **712.352.1318**.

Architectural Committee News By Tom Quigley

Our thanks to Phil Epperson for his many years service as Chair of the Architecture Committee. He did a great job! The objective of the Architecture Committee is to keep Briarwood as one of the most desirable and attractive sub-divisions in Council Bluffs. It is to protect and maintain the look of the Addition. The Architecture Committee "shall use good faith efforts to promote and ensure a high level of taste, design, quality, harmony and conformity throughout the Addition consistent with the standards set forth in the Covenant Declaration". Please remember when you plan to add a fence, shed, retaining wall, parking pad, or other improvements (...including painting your house) the Covenants require a written plan be submitted to the architectural committee. "Thank You" to the owners who have sought architectural committee approval in the past. To submit plans email Tom at Tom@BluffsOnline.com or call him at 712.310.1102.

The Presidents Corner By Jack Weide

It seems impossible that fall has already turned into winter. Do you, like me, feel that time flies? We hope everyone had a wonderful Thanksgiving filled with good food, friends and family. It won't be long now until snow begins to pile up on the walks and driveways. Be sure to check out the Council Bluffs city snow directive on page 4.

Your Briarwood Board purposely delayed this Newsletter so that the results of the October 17th Annual Owner meeting could be included. We hope those who were unable to attend the meeting will find the information included in this Newsletter informative and useful.

In the meeting I had the opportunity to emphasize what I believe to be the current top-two Association challenges. Number one is owner payment of annual dues. This year even though all but one owner has finally paid their annual dues, your Treasurer has spent months in the collection process. This should NOT be necessary. As owners, each of us accepted the responsibility of Association membership including Covenant compliance and dues payment when we purchased our homes. The number two challenge is continuing maintenance and upkeep of the Associations two 16 year old water detention ponds. Years of destructive erosion have compromised the ponds inlet/outlet devices, basins and walls. The work completed in 2016 improved the situation, however, significant problems persist and continue to develop. Numerous years of very low owner dues levels (e.g., Association income) constrained preventive pond maintenance. Your Board has struggled with this challenge. The reality is that construction repairs have turned out to be extensive and expensive. In meetings with Council Bluffs city personnel it has been made clear that care of the ponds is an Association responsibility. The Board understands owner concern with increased dues and special assessments. However, to ignore the problems now will only increase the risk of higher repair costs later. It is for this reason that a fifty dollar (\$50) special assessment was unanimously approved by owners attending the October 17th Owner Meeting. George Sawtelle's article on pages 3 and 4 provides a lot more detail about this.

Finally, we want to wish outgoing Board member, Phil Epperson, well as he retires from the Board. Phil has been a tireless and steadfast supporter of your Association Board. He will be sorely missed. We also wish to welcome two new Board members, Delores DuBois and Laurie LeMaster; elected during the October 17th Owner Meeting. There are always opportunities to serve (e.g., especially in the areas of accounting, landscaping, legal, tax reporting, etc.). The Board maintains a list of persons who express an interest in getting involved. If you or someone you know desires to get involved contact any current Board member.

Please comply with your Association Covenants

Open Repair & Maintenance Issues

- *Retaining Wall and Fence Line Erosion*
- *Mulberry Tree Pruning*
- *Standing Water*
- *Spillway Below Design Level*
- *Costs and Plans*

Retaining Wall & Fence Line Erosion

After 16 plus years of detention pond service, some erosion along the retaining walls and fence line is sufficient to require backfilling and reseeding. (See Figure #1 & #2) The larger holes and steeper eroded area will be filled yet this fall. Straw matting will be added on steep slopes to minimize additional erosion. In the early spring, additional soil will be added where erosion and settling has occurred and grass will be re-established. The estimated cost for the fall work is approximately \$500. An estimate for the additional spring work will be obtained soon to permit early seed germination.



Figure #1 - North Detention Pond – West Wall Erosion



Figure #2 - North Detention Pond – West Wall Erosion

Mulberry Tree Pruning – North Pond

Grass on the north slope of the north pond was overgrown for years. Sprouts and branches have covered the area around the mulberry tree. A few years ago, the area was cleared of debris and mowed providing much cleaner look. (Continued)

Mulberry Tree Pruning – North Pond (Continued)

Now the slope is void of grass, dead limbs hang in the tree and many branches are piled on the neighbors land to the north. Pruning and cleanup is needed. Grass needs to be re-established. The steep slope may not allow regular mowing. This could be a volunteer Association member task to repair. (See Figure #3)



Figure #3 – Mulberry Tree – North Pond

Standing Water

The South Pond has been plagued with a standing water issue for several years. The wire baskets in the North Pond have recently deteriorated leaving a small pool and are also in need of replacement. A local Architect & Engineering Firm was contracted a few years ago to provide a permanent design solution to the South Pond problem. A general contractor completed the construction work. However, the design was totally inadequate and the Architect & Engineering Firm refused to stand behind their work. Since legal counsel would have been prohibitively expensive, the Board decided not to sue but to avoid that firm and seek an alternative solution. (See Figure #4 & #5)

Continued on Page 4



Figure #4 – South Pond – Erosion/Standing Water



Figure #5 – North Pond – Destroyed Wire Cage

Spillway Below Design Level

The spillway level in the South Pond has eroded over the years in part due to mowing and construction traffic. The spillway needs to be raised and the surface reinforced to mitigate further erosion. (See Figure #6)



Figure #6 – Spillway Erosion – South Pond

Costs and Future Plans

A day before the annual Homeowners Meeting, on October 17, 2017, an estimate was received to provide rock filled wire baskets for placement in both ponds, raise the spillway installing a concrete slab for erosion control, e-grade and reseed the effected areas. The estimate total was \$15,568. More recently, November 1, 2017, our construction contractor identified an expert source of information in a company that provides multiple hardware erosion control products and solutions to control erosion in various waterway configurations. They have offered to meet onsite to help with the solution design. A meeting will be scheduled in the near future. A possible solution is a product called “Felxamat” which allows grass to grow through grid openings, is more esthetically pleasing and costs about the same installed.

New Board Members Welcomed

By Stephanie Harden

Please welcome Briarwood owners Delores DuBois and Laurie LeMaster as they join the Briarwood Board of Directors in 2018. Elected during the October 17th Annual Owner Meeting, both candidates stepped forward to serve; for which we would like to extend a giant “Thank You”. Even though the Board has no vacancies right now, volunteers are always welcomed. If you or someone you know would like to become more involved in Briarwood Board work please email info@Briarwoodcb.org. 😊

Council Bluffs City Snow Removal Policy

All sidewalks adjacent to private property are the responsibility of the property owner. The City’s responsibility is to plow the streets and keep them open to traffic. Due to the location of some sidewalks and the volume of snow being moved, there will be occasions where the plowing operation may deposit 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. City snow plows will not clear private driveways except under emergency conditions. Should a snow emergency “Mandatory Odd/Even Parking Ban” be declared it affects all streets with parking on both sides of the street as well as cul-de-sacs. The City does not have a designated area to dump snow. Public Works has crews working day and night to effectively and efficiently remove snow and keep the city and residents safe.

City snow removal questions ? 712.328.4641

Trash and Garbage Containers

No garbage or trash receptacle shall be kept, maintained or contained on any lot so as to be visible from any other lot.

Briarwood Covenant Declaration
Article 9, Section 9.8

Please

Comply with your Association Covenant Declarations

NEWSLETTER

Association Finance Report By Jane Herrington

3rd Quarter 2017 Finance Report

Beginning 1/1/17 – Ending 9/30/17

Receipts

Annual Dues Income*	\$10,185
Miscellaneous Income	<u>\$ 20</u>
Total Income	\$10,205

Expenses

Administrative Expense	\$ 382
Maintenance & Repair Expense	\$ 2,719
Capital Improvements	\$ 2,000
Insurance Expense	\$ 1,043
Utilities Expense	<u>\$ 211</u>
Total Expenses	\$ 6,355

Financial Accounting

Cash Reserves from 2016	\$ 3,352
Total Receipts for 2017	\$ 10,205
Less Total Expense for 2017	\$ 6,355
Less Estimated 4Q17 Expense**	<u>\$ 1,100</u>

Estimated 2017

Ending Cash Reserve \$ 6,102

*Note 1 – One (1) homeowner has NOT paid 2017 dues.

**Note 2 –Projected Accounts Payable includes an estimate for continued repairs to both detention ponds.

2018 Operating Budget

Receipts

Annual Dues Income	\$10,000
Capital Construction Assessment	\$10,000
Miscellaneous Income	<u>\$ 0</u>
Total Income	\$20,000

Expenses

Administrative Expense	\$ 747
Maintenance	\$ 3,385
Capital Construction Improvements	\$ 16,000
Insurance Expense	\$ 1,064
Utilities Expense	<u>\$ 368</u>
Total Expenses	\$ 21,564

Financial Accounting

Beginning Cash Reserve from 2017	\$ 6,102
Total Receipts for 2018	\$ 20,000
Less Total Expenses for 2018	<u>\$ 21,564</u>

Estimated 2018

Ending Cash Reserve \$ 4,538

2018 Dues Collection Procedure

Association dues, including special assessment levels, are determined by owners at the Annual Meeting each year. This year members also voted to adopt the following Association Dues and Special Assessment collection procedure. All owners are asked to comply with this procedure. In case of financial hardship please contact the Briarwood Board Treasurer.

The Collection Procedure

1st Dues Notice Sent 1/2/18Payment reminder dues are due 2/15/18

2nd Dues Notice Sent 2/28/18....If no payment is received by 2/15; payment is due by 3/31/18; including a \$10 late charge

FINAL NOTICE..... If no payment is received by 3/31; payment is due by 5/1/18 including a **\$20 delinquent** late charge; non-paying owners names will be published on the Briarwood Website; In accordance with Article 4, Briarwood Covenant Declaration the Association may file a lien against the property for all delinquent amounts including interest thereon, filing fees, attorney fees, court costs and other costs of collection as incurred

On-Street Parking

No automobile shall be stored, or parked, except for temporary guest parking, and except for parking within an enclosed garage or on a driveway on the lot. (i.e., street parking is prohibited, except for temporary guest parking).

Briarwood Covenant Declaration
Article 9, Section 9.5.a.

Briarwood Homes Association, Inc.
Council Bluffs, IA 51503

Mailing Label

Briarwood Homes Association, Incorporated
2017 Fall/Winter Newsletter
Covenant Compliance

Nuisance Covenant

No Owner shall permit or suffer anything to be done or kept about or within such Owners Lot or on or about another part of the (Briarwood) addition which obstructs or interferes with the rights of other Owners or occupants or causes them annoyance by unreasonable noises or otherwise, nor will any Owner commit or permit any nuisance or illegal act about or within any part of the (Briarwood) Addition.

Briarwood Covenant Declaration Article 9, Section 9.4

[www.briarwood CB.org](http://www.briarwoodCB.org)