

Briarwood HOA

Annual Meeting Minutes

October 9, 2025

Board Present:

Tom Quigley - President, Neal Buxcel, Colton James Architecture Committee

Tom called the meeting to order and spoke of the state of the association.

Tom introduced the Board members present: He thanked Barbara Schlott, prior Board member, who moved away from Briarwood, for all her work while she was on the Board. He introduced Colton Janes, newly appointed to the Architecture Committee. He thanked all the Board members for their work for the HOA.

Annual Meeting minutes from the 2024 annual meeting were examined. Jane Herrington moved to approve and Dee DuBois seconded the motion was approved.

State of the HOA

Tom then talked about how the covenants help keep our homes attractive. We have an annual garage sale. Next year it will be on May 2, same as Forest Glenn. Tom talked about the Apartments planned for South of the HOA. The Board was approached by several residents that received letter's from the City about extending Tipton Drive into the Apartments. They did not want that to happen due to more traffic into the HOA area. The Board canvassed the HOA members for their opinions. A survey was conducted and showed that 53% of residents that responded opposed it. 85% of residents on Tipton Drive opposed it as well as 72% Redwood residents opposed it. The Board took the results to the City Council. The city Council voted not to allow the extension. Tom gave the report from the contractor on the Orchard Road project that started around July 1st. The road and sidewalk are completed through Briarwood Drive. They are working on the next section, Briarwood to Gladbrook. Paving is done and should be open in next two weeks. Just leaves the Gladbrook to Stevens Road, which should be done in the next month. They are waiting on MidAmerican to re-install the streetlight at Briarwood before completing the landscaping around the sign, which includes repair of the lights. The contract completion date for the entire project is 11/25. The HOA Block party was held on Sept. 6. It was a huge success. Donnie Woods and Phil Taylor chaired the event. Big thanks to them for all their work. The kids really enjoyed the Foam Party, and the adults really liked the Band. The Band THE

BERWICKS were some of our own residents. With all the compliments about the party the Board would like to make it an annual event. Tom said that at our Block party we had several people come up to and ask what we could do about kids who ride their scooters in the street. They were concerned one of the kids was eventually going to get hurt. This week we've had two more people mention they almost hit kids who ride their scooters in the middle of the road, don't stop at stop signs. He asked that parents please talk to your children and ask them to ride on the sidewalk and stop and look at intersections. Dee DuBois said she talked to the police department about the kids riding scooters. She was told that it is against the law for them to ride on the sidewalk. They must ride in the street. However they must follow road rules by stopping at stop signs, and be aware of traffic.

Financial Report: Neal gave the Finance Report through the 3rd Qtr.. The HOA budget for this year is good. WE had a big savings in changing Mowing services. That allowed for using that money to pay for the Block Party. No major maintenance to the Ponds had to be done. Once the ground gets a little firmer the rock will be pushed back into the hole by the entry pipe. Neal presented the 2026 Budget. Pretty much the same as this year with the exception of adding the Block Party and reduction in mowing. Neal presented the 5 year Budget plan. This was started years ago to show the contingency plan to save for any large expense that occurred earlier. Example like when we had to replace portions of the fence around the pond, or the washout from the tubes that feed the ponds, Jane Herrington moved to approve the Financial Reports, and Stan LeMaster seconded the motion and the report passed.

Architecture Committee: Tom gave report given to him by Phil Taylor. He said residents are good about submitting their plans.. The Covenants on the HOA website are a great resource for answers. The Architecture team proposed adding the measurements to their interpretation of covenants on the website. They want to add the size of sheds to be no larger than 10 x 12 and 9 feet tall. Sheds already approved are grand fathered in. All present agreed it was good to add.

Retention Pond Update

Tom said the South Pond spruce trees (e.g., about a dozen) continue to be treated for webworms; treatment seems to have stopped infestation. Again, there was low maintenance for the Ponds this year. Big rains moved some rocks in the South Pond creating a small pond at the end of the entrance from the West. It is on the schedule to be moved back in place as soon as the ground will support needed equipment.

Election of Officers: Tom said with Barbara leaving we are short one member. Chris Circo whose term is up at end of year is stepping away from the Board. Tom thanks Chris for all his work on the Board. Tom said Neal Buxcel was up for reelection. Terms are for three years and begin on Jan 1st. He nominated Neal and Colton Janes for the Board. He asked if there are any others that would like to be nominated. Jim Knott said he would like to be on the Board. Tom asked for a vote on the three nominees. All present voted yes. Tom will

include Colton and Jim on the Board roster to receive information. Their terms will officially start Jan 1. He thanked them for agreeing to serve as well as Neal for staying on the Board.

Proposed change to HOA Annual Fees process

The board has proposed that we change the policy for annual fees. Instead of fees of \$65 being due by Feb 15, they will be extended to March 31. If not paid by then a \$50 penalty will be added and dues by May 30. If not paid by then the penalty fee will be \$100. This will eliminate the work of having 4 different penalties and extra mailings to monitor. Dee DuBois moved to accept and Jim Knot seconded. Motion passed.

Stopping Publishing of Newsletters

Tom said that the Board has been publishing two newsletters a year. Typical cost is \$250. The information in the newsletters is for the most part the same as prior years. The Board recommended we no longer do newsletters. Information is posted on the website and depending on subject on the Briarwood Face Book. Emails are sent if the subject needs to alert the members. There are 199 households in Briarwood. We have emails for 157. We only use the US Postal Service for the 42 with no email to send out the annual fees notice. Dee Dubois moved to drop the newsletters and Jane Harrington seconded. Motion passed. We will send letters to those 42 announcing that we will not publish newsletters in the future and ask them to sign up for email.

Block Party

Tom asked for comments on the Block Party, ways to improve or what. Several people said the food was good. Great idea for getting pizza especially for the kids. Foam Party was super idea. Went over very well. Tom said that next year they will include the pizza in the planning as well as adding hot dogs and hamburgers if possible.

New Business

Tom asked if there was any new business anyone wanted to present. Dee Dubois said the signs for the Annual Meeting are getting hard to read. Tom said he would get new signs for next year.

Meeting adjourned at 7:55 pm.