



BRIAR RUN ESTATES HOMEOWNERS ASSOCIATION, INC.

HOA Newsletter

SPRING 2020

Board of Directors

Joe Bosco – President

Becky Dingus – Vice President

Barbara Sobol - Secretary

Next meeting: **The next open Board of Directors Meeting will be postponed during the national Coronavirus (COVID-19) outbreak.**

www.BriarRunHOA.org

Financial Corner

The most recent balance sheet (posted 2/29/2020) reflects that the Association has the following funds:

Operating Cash: \$37,034

Capital Reserves: \$67,056

Contingency Reserves: \$5,563

Capital Reserves are used for items such as road paving.

One of Clagett's responsibilities on behalf of your Homeowners Association is to assure that quarterly homeowners' dues are received and in timely fashion. The Association aggressively pursues delinquent accounts, first with a lien on the property, and then by turning the account over to a local collections attorney to file suit, garnishment, etc. If you get behind in your payments, please contact the management office (melkon@clagett.com) to discuss arranging a repayment plan prior to allowing your account to accrue further fees or property liens.

BOD and the Annual Meeting

The Annual Meeting was held on January 29th. Thank you for those that came out and attended. Becky Dingus was elected to the board of directors and took the seat of Vice President. Joe Bosco is your new President and Barbara Sobol is your Secretary. Thank you David Pappas for your past leadership and welcome new Board of Directors!

There were great discussions had by all that attended that included but not limited to: President's Pointe boundaries, ARC application form and the reserve study.

By the way, the "reserve study" is a report, by a qualified firm, which was commissioned by your BOD to provide condition assessment of roads, drainage areas, signs and mailbox kiosk in our Briar Run subdivision. The report gives guidance as to how to plan for and anticipate future costs of maintenance, preservation and repair of the roads and other common infrastructure. You are welcome and we encourage you to review the reserve study – just email your request to Marla Elkon at melkon@clagett.com.

We hope you understand the need for postponing the next BOD meeting due to the national Coronavirus (COVID-19) outbreak.



**Briar Run Estates
c/o Clagett Management**

115 North Queen Street
Martinsburg, WV 25401

Community Manager:

Marla Elkon

E-mail:

melkon@clagett.com

Phone:

304-596-6630 x1102

Signs

Although it is great to display your political views or signs of contractors you have hired, they are not allowed to be displayed in our community. Please see our Covenants #10 in the first section: ***“No signs, billboards, or advertising devices of any kind, except those used in any subsequent sale of the property, shall be placed or otherwise installed on any lot or building within the subdivision....”***

Housekeeping!

As we move into Spring, please keep in mind several basic “must adhere to” items:

- Algae needs to be cleaned off siding
- Grass must be trimmed (including grass/weeds in the beds and tree circles) on a frequent and consistent basis
- On-street parking is not permitted (with the exception of non-routine get-togethers, etc.); this includes cul de sac parking
- Trash/Recycle must be kept out of public view
- Clean up after your dog if they defecate on other people’s property or common areas

Exterior Modifications

Please remember any exterior home projects and improvements -- such as decks, fences, major landscaping, exterior color changes, storm door additions, etc. -- require approval.

Please contact Marla Elkon at melkon@clagett.com for an Architectural Change Form, or find the form on our website www.briarrunhoa.org.

Please know that although it might seem tedious to apply for approval of modifications you wish to make, ultimately that approval protects you and your neighbors' home value, a commitment your Homeowners Association always strives for on your behalf.

Children at Play

As the warmer weather gets closer, residents of all ages will enjoy spending time outside. Please make sure that you keep safety in mind as you drive throughout the community.

2020 Spring Inspection

Annual Spring Inspections are just around the corner and will begin in April and continue through May. Below is a partial check-list for your reference of items we will be looking for:

- All exterior siding is clean and free of stains (including algae)
- All exterior siding is in place
- All roof shingles are in place
- All exterior trim and features are in place and in good shape
- Garage door is in good shape
- All shutter and doors are appropriate color and not faded
- Mulch beds are weeded and free from dead plants
- Yards are free of fallen branches and leaves
- Trees are trimmed
- Fence, if applicable, is in good shape
- Deck, if applicable, is in good shape
- Playset/trampolines, if applicable, is in good shape

Please consider these improvements prior to inspection.

COVID-19

We understand the growing concern surrounding Coronavirus (COVID-19) across our communities, and our hearts go out to all those who’ve been impacted. Clagett Management is working to ensure we’re able to keep providing the services you need while minimizing our customers’, Board of Directors’ and managers’ exposure.

The Clagett office is currently closed to the public and will follow any applicable state and federal recommendations. Managers and staff may be required to work remotely, so electronic communication is preferred by emailing Marla at melkon@clagett.com. You can pay your assessments online, mail or drop off checks and/or ARC Change Forms in our night drop through our front door.

Thank you for your understanding.