

Bridle Estates Homeowners Association Welcome Information

FINAL 11-29-2023

Welcome to our beautiful community and the Bridle Estates Homeowners Association (BEHOA). We are hoping you will find the information package helpful and that it will provide answers to most of your questions. The documents and information are intended to assist homeowners but may not represent the latest information on BEHOA. Please visit our community website at <https://www.bridleestateshoa.com/> or contact the Board of Directors by using the “Contact Us” tab on our website with any questions you may have.

Helpful Tips

- 1. Bridle Estates is professionally managed by SIMCO Management (Calgary) Inc..**
Currently, Joanne Pilling is the BEHOA homeowner’s primary contact at SIMCO and you can email her at jpilling@simcomgt.com or phone 403-234-0166. Please make sure that you provide your name, address, and phone number. You will receive intermittent communications throughout the year from SIMCO or the Board of Directors regarding irrigation, landscaping, fertilization, snow removal, etc.
- 2. Bridle Estates is a 55+ community.** Children or Grandchildren under the age of 18 can only stay for a maximum of 60 days per calendar year. The age restriction policy is posted on our website. If you decide to rent your home this policy also applies to renters. Owners of the property are responsible for keeping tenants informed of information emails from Simco and the BEHOA Board of Directors (BOD).
- 3. All homeowners in Bridle Estates are subject to Restrictive Covenants** registered on their property. Complete details can be found under Legal Documents on the website. Please review this document before making any changes to your property.
- 4. Monthly Homeowner Association (HOA) fees** are set annually by the BEHOA Board of Directors. They cover services such as property management, snow removal, lawn maintenance, insurance coverage on community assets which includes the Pavilion, perimeter fencing, entrance features and exercise equipment. The fees also include Pavilion, irrigation and linear park maintenance, property taxes and utilities of our common areas.
- 5. Currently, BEHOA has a seven-member Board of Directors (BOD).** The Board of Directors may be contacted at bridleestateshomeownersasn@gmail.com through the Contact Us feature on our website for any concerns, requests, comments, and of course, accolades. Homeowners are updated on Board discussions after each BOD meeting therefore, we require your most updated email information.

6. There is an **Annual General Meeting of the BEHOA**. Information is circulated prior to the meeting which includes an agenda, financial statements and a proxy vote in case you are unable to attend. At this meeting the BOD provides a yearly summary of events and the auditor reports on the Association's financial position. We try to hold this in May at the Glenmore Christian Academy school on 24th street.
7. **Board elections** are usually held electronically prior to the AGM. It is important to have new homeowners on our board, so please consider this as an opportunity to give back to your community. A call for candidates, outlining board responsibilities, is circulated prior to annual elections. Newly elected board members will be introduced at the annual meeting.
8. **BEHOA has the following Committees: Architectural Control (AC), Policy, Common Grounds, Fencing and Social.**

Upon direction from the Board, the **AC committee** investigates the requests from homeowners for exterior changes to their property and makes recommendations to the Board concerning the requested exterior changes. **Requests for Exterior Changes** must be sent to SIMCO Management who will forward the request to the Board for consideration. BEHOA is proud of our community and requests that owners ensure their homes and grounds comply with the Architectural Controls Policy which is posted on the website under Homeowners Policies. All requests should be submitted to SIMCO by using the "**Request for Exterior Change Form**" located on the website. Please ensure that you have approval prior to commencing with any changes such as ordering materials, engaging a contractor, etc.

Exterior Painting falls under the Architectural Controls Policy. The Association is responsible to provide written and verbal guidance to homeowners with respect to the exterior colours and codes for each unit's body, garage door, trim and accent, verandas, decks and driveways. An **Exterior Painting and Reference Guide** which is located on the website has been developed to provide homeowners with additional information to ensure our architectural controls are maintained and should be referenced when homeowners are considering **any** exterior painting. Homeowners are responsible for maintaining their original exterior colours as established by the builder when re-painting takes place. If homeowners plan to repaint the veranda and deck rails, spindles and posts, written approval is required from the Board of Directors. If replacement materials and or colours for the veranda and deck rails, spindles and posts are no longer available, homeowners must seek written approval from the Board of Directors prior to proceeding with an alternate material or colour.

Fencing Committee – regularly inspects our fencing, perimeter and chain-link and recommends to the BOD necessary replacement or repairs.

Policy Committee reviews and updates our policies found on the website as necessary.

Social Committee helps our community get to know each other and have fun together

The Common Grounds Committee manages the maintenance of our common assets which include the Linear Park, entrance features and Pavilion.

All these committees are formed from community members. If you want to be involved on a committee, please contact your BOD.

9. **Landscaping services are contracted.**

Lawn maintenance, fertilizer and weed control are provided by the contracted landscaping company. Tree maintenance and fertilization are the homeowner's responsibility. **Note**, that trees not on your property are the property of the BEHOA Board and will be maintained by the Association.

Front flowerbeds and front tree wells are weeded and cultivated in May, July, and September. Keep in mind that if the beds have been modified with more complex plantings such as the addition of flowers and bulbs, the contractor will not be required to manage the flowerbed. Backyard flower and tree wells are the homeowner's responsibility. The homeowner is welcome to contract with the current contractor or a private contractor to provide additional services at the homeowner's cost.

The perimeter fences are owned by the BEHOA, excluding the north fence by the Condominiums, and are maintained by the BEHOA. Its very important that landscaping is not encroaching on any of the fencing and causing premature wear and tear on the fence.

If you add ornaments to your yard, you are accepting responsibility for accidental damage that may occur during lawn or snow maintenance. Our development can be described as **LOW** maintenance, not **NO** maintenance.

- 10. Irrigation maintenance** is a joint responsibility of the BEHOA and homeowners. Ongoing maintenance of your sprinkler system is supported by your monthly fees, but homeowners are responsible financially for modifications of their systems. Leaks or concerns should be reported to SIMCO. There are a variety of **lawn irrigation timers/systems** that homeowners need to turn on and off at the instruction of SIMCO. If you do not have operating instructions check with a neighbor or the internet. You will receive emails from the management company to turn the system's water on in the spring and off in the fall.
- 11. Snow Removal** on driveways homeowner walkways, the linear park and city sidewalks is expected to be completed 24 hours after the snowfall ends. Expectations need to be modified in the event of a significant snowfall. Please note the City of Calgary is responsible for clearing the roads. Snow from private property must not be piled on the road as per City of Calgary by-laws.

12. The Linear Park, Entrance Features and Pavilion are owned by BEHOA. Our landscaper is responsible for maintaining these beds and grounds. We have a Common Grounds Committee made up of community volunteers to manage this.

13. Use of the Pavilion is restricted to BEHOA owners and their guests. Water (not potable) and electricity services are available, but clean-up is the user's responsibility. This must be booked through the BEHOA Board of Directors.

14. Miscellaneous Items

-Please keep your pets on a leash and always clean up after them.

-The large Dry Pond in the middle of Bridle Estates is owned and maintained by the City of Calgary. Please call 311 regarding any issues. It **is not an off-leash area**, please do not let your dogs run free.

-Garbage containers (blue, black and green) must be stored in your garage, except on collection days. The City of Calgary website can be accessed for bin pick up dates.

-Homeowners should make sure SIMCO and the Board of Directors have all your current contact information (cell phone, email, landline). It is a good idea to provide them with an emergency contact number if you are away or unavailable.

