

# Briarbend Community Improvement Association

## Minutes

May 21, 2019

**Location: Mary Spiller's Home- 7902 Chevy Chase**

- I. **Call to Order** – Larry Stanton called the meeting to order at 7: 09 pm.  
Board members present: Larry Stanton, Leigh Adkins, Tom Ehardt, Charlie Stoddard, Scott Summerville, Chad Roberts, Mary Spiller, Jessica Strehlow  
  
Members absent- Peter Blomquist and James Pocza,
- II. Introduction of Visitors-  
  
Ike Claypool attended to report on recent action for the ACC.
- III. **Reading Minutes of Preceding Meeting-** Minutes from the April 9, 2019 Board Meeting were presented. A change to the Treasurer's Report should read "one delinquent dues for 2018" instead of 2018-2019." Jessica Strehlow motioned to have the change made and the minutes approved. Charlie Stoddard seconded. The minutes were amended, approved and will be posted on the website.
- IV. **President's Comments-** Larry Stanton. Larry recently attended a meeting of the Core of Engineers, at Memorial Drive Methodist Church. Proposals presented for remediation of flooding from Hurricane Harvey. There was not much solid change proposed. Larry also attended a meeting on May 7<sup>th</sup> at the Trinie Mendenhall Community Center. This meeting also addressed the issue of flooding. Without appropriations from state senators, no help will be on the way .At this meeting, Edmund Russo, Deputy District Engineer has proposed \$ 6 million for study to last 3 years. Response to be sent in by May 31<sup>st</sup>. Sewage is not included in the study, and no testing of water in Buffalo Bayou. No real plan in place for now. Core can do nothing without funding.
- V. Reports of Committees
  - A) **Vice President – Tom Ehardt-** Jennifer Kaldis, 2411 Stoney Brook will replace Jennifer Jackson as Block Captain for the homes 2303 – 2427 Stoney Brook. Jennifer recently moved out of town.
  - B) **Secretary – Mary Spiller** – no additional report.
  - C) **Legal Charlie Stoddard** – Charlie has written a letter to a resident who has allegedly had a commercial plant business on his property. No response from homeowner. Larry proposes a need to change Deed Restriction that will address the nuisance of running a commercial business. Charlie will check with our Attorneys to see how we can address the issue. We would need 51% of residents to sign for change in deed restrictions. We will revisit this issue at the June 11<sup>th</sup> Board Meeting. Will start addressing delinquent annual dues. Leigh reported that for a Resale Certificate there is a charge. We have not done that so far. Homeowners Board can decide to charge for a Resale Certificate. All expenses for the creation and execution of variance will be paid by person requesting the variance.
  - D) **Treasurer- Leigh Atkins-** See attached report. 4 homeowners have not paid dues for 2019. Frost Bank interest is high because the bank switched our account to another type of account

with a different interest rate. Leigh had them change it to the previous type of account. Leigh will report at next meeting. We are \$2200 under budget due to security.

- E) **Social and Community Relations-Jessica Strehlow-** Report on Spring Flick- Final budget will be discussed at next meeting. The Spring Flick was a huge success. Jessica proposed making some minor changes such as not as much candy, but more popcorn. It was also suggested that parents be asked to watch their children more closely, especially near the movie screen.
- F) **Security – Chad Roberts-** Patrol Car needs to have gas tank sensor replaced. This needs to be done before it can be inspected. Chad Roberts will take care of this. Leigh has talked to a man about purchase of security cameras for cars entering Briarbend. Leigh will talk to him again and will discuss at next meeting.

**Super neighborhood - Peter Blomquist** – Peter sent the report that no meetings have been scheduled at present.

- G) **ACC - Scott Summerville and Ike Claypool.** Scott and Ike reported that Craig Vandergrift will replace Phillip Daskevich on the ACC. There are some new planned renovation projects in the neighborhood seeking ACC approval. Some projects might not meet the 51% masonry requirement. Board voted “No” to considering Hardie-plank a masonry material. Also discussed the Board’s willingness to grant variances for not complying with the 51% masonry material rule. Scott reported that the individual who intends to purchase 7802 Wickersham, wants to know how to move forward with a variance request to relocate the garage to face Stoney Brook. The ACC has recommended the variance. Scott will advise the potential residence on the next steps once he has completed the purchase of the house. Larry Stanton noted that the home on Stoneybrook has a roof that is built up, and no gravel, just tarpaper. Not in compliance with deed restrictions. A home on Meadowlake is interested in converting the attic to living space. A home on Stoney Brook was recently purchased and a remodel is in progress; no plans submitted to ACC but there doesn’t appear to be any additions. A home on Wickersham was recently remodeled, and is not in compliance with the car port. There was a discussion of “Clouding a Title” as a means to prevent construction that does not meet Deed restrictions. Charlie Stoddard will check with our attorneys, submit plans, and request a variance if needed.

VII. New Business- No new Business.

VIII. General Discussion/Executive Session (if necessary)- no executive session was necessary.

VIV. Adjournment- The meeting was adjourned at 9:05 pm. Tom Ehardt made a motion to adjourn and Charlie Stoddard seconded.

The next board meeting is scheduled for Tuesday, June 11, 2019 at Larry Stanton’s home 7802

Ella Lee Lane.

Respectfully submitted,

Mary Spiller, Secretary

## Briarbend Balance Sheet - As of 4/30/2019

Account	4/30/2019 Balance
<b>Bank Accounts</b>	
Capital One Money Mkt	76,063.66
Checking - Capital One	2,113.96
Frost Business Checking XX2743	67.75
Frost Checking XX1563	2,544.94
Frost Money Mkt XX0931	103,899.38
<b>TOTAL Bank Accounts</b>	<b>184,689.69</b>
<b>Asset Accounts</b>	
Accts Rec-City	8,220.00
Security Vehicle	9,500.00
<b>TOTAL Asset Accounts</b>	<b>17,720.00</b>
<b>Liability Accounts</b>	
Deferred Revenue - Next Year Dues	0.00
Restricted Funds - Briarbend Park	-6,147.32
<b>TOTAL Liability Accounts</b>	<b>-6,147.32</b>
<b>OVERALL TOTAL</b>	<b>196,262.37</b>

# Briarbend Income & Expense Statement

1/1/2019 through 4/30/2019

5/1/2019

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Category	1/1/2019- 4/30/2019
<b>INCOME</b>	
2018 Dues	450.00
2019 Dues	65,145.00
Fines	610.40
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Interest	
Capital One Interest	97.49
Frost Bank Interest	407.80
TOTAL Interest	505.29
Refinance Fee	250.00
Transfer Fee	500.00
<b>TOTAL INCOME</b>	<b>67,460.69</b>
<b>EXPENSES</b>	
Occup, Rent, Utilities, Maintenance	
Briarbend Maintenance	
Auto Fuel	214.56
Auto Maintenance	702.50
TOTAL Briarbend Maintenance	917.06
Garbage Expense	11,360.00
Garbage Reimbursement	-3,288.00
TOTAL Occup, Rent, Utilities, Main...	8,989.06
Other Expense	
Bank Charge	25.70
COMMUNITY SPIRIT	
Christmas Light Contest	250.00
Spring Party	295.63
TOTAL COMMUNITY SPIRIT	545.63
Insurance	
Security Vehicle Insurance	2,590.00
TOTAL Insurance	2,590.00
Meeting Expense	1,060.80
TOTAL Other Expense	4,222.13
Printing, Publication, Postage, Shipping	
Election Expenses	69.91
TOTAL Printing, Publication, Posta...	69.91
Professional Fees, Independent Contr...	
Security	10,760.00
8000 Woodway	-216.00
Charnwood	-3,936.00
TOTAL Security	6,608.00
TOTAL Professional Fees, Indepen...	6,608.00
Salaries, other compensations	
Treasurer Fee	800.00
TOTAL Salaries, other compensati...	800.00
<b>TOTAL EXPENSES</b>	<b>20,689.10</b>
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<b>OVERALL TOTAL</b>	<b>46,771.59</b>

## Budget To Actual

1/1/2019 through 4/30/2019 Using 2019 Budget

5/1/2019

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Category	1/1/2019 Actual	- Budget	4/30/2019 Difference
<b>INCOME</b>	<b>67,460.69</b>	<b>67,865.92</b>	<b>-405.23</b>
2018 Dues	450.00	0.00	450.00
2019 Dues	65,145.00	67,130.00	-1,985.00
Fines	610.40	336.00	274.40
<b>Interest</b>	<b>505.29</b>	<b>100.00</b>	<b>405.29</b>
Capital One Interest	97.49	0.00	97.49
Frost Bank Interest	407.80	0.00	407.80
Refinance Fee	250.00	66.60	183.40
Transfer Fee	500.00	233.32	266.68
<b>EXPENSES</b>	<b>20,689.10</b>	<b>23,336.32</b>	<b>2,647.22</b>
Occup, Rent, Utilities, Maintenance	8,989.06	8,712.00	-277.06
Briar bend Maintenance	917.06	1,000.00	82.94
Auto Fuel	214.56	333.32	118.76
Auto Maintenance	702.50	666.68	-35.82
Garbage Expense	11,360.00	11,000.00	-360.00
Garbage Reimbursement	-3,288.00	-3,288.00	0.00
Other Expense	4,222.13	4,602.64	380.51
Administrative Expenses	0.00	33.32	33.32
Bank Charge	25.70	36.00	10.30
Other Bank Charge	25.70	0.00	-25.70
COMMUNITY SPIRIT	545.63	1,316.68	771.05
Christmas Light Contest	250.00	250.00	0.00
New Neighbor Gifts	0.00	66.68	66.68
Spring Party	295.63	1,000.00	704.37
Insurance	2,590.00	2,200.00	-390.00
Security Vehicle Insurance	2,590.00	2,200.00	-390.00
Meeting Expense	1,060.80	950.00	-110.80
MISC	0.00	33.32	33.32
Website	0.00	33.32	33.32
Printing, Publication, Postage, Shipping	69.91	131.00	61.09
Election Expenses	69.91	100.00	30.09
Newsletter	0.00	25.00	25.00
Postage	0.00	6.00	6.00
Professional Fees	0.00	166.68	166.68
Professional Fees-Legal Fees	0.00	166.68	166.68
Professional Fees, Independent Contra...	6,608.00	8,924.00	2,316.00
Security	6,608.00	8,924.00	2,316.00
8000 Woodway	-216.00	0.00	216.00
Charnwood	-3,936.00	0.00	3,936.00
Other Security	10,760.00	0.00	-10,760.00
Salaries, other compensations	800.00	800.00	0.00
Treasurer Fee	800.00	800.00	0.00
<b>Net Difference:</b>	<b>46,771.59</b>	<b>44,529.60</b>	<b>2,241.99</b>

## Budget To Actual - 2019

1/1/2019 through 12/31/2019 Using 2019 Budget

5/1/2019

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Category	1/1/2019 Actual	- Budget	12/31/2019 Difference
<b>INCOME</b>	<b>67,460.69</b>	<b>69,330.00</b>	<b>-1,869.31</b>
2018 Dues	450.00	0.00	450.00
2019 Dues	65,145.00	67,130.00	-1,985.00
Fines	610.40	1,000.00	-389.60
<b>Interest</b>	<b>505.29</b>	<b>300.00</b>	<b>205.29</b>
Capital One Interest	97.49	0.00	97.49
Frost Bank Interest	407.80	0.00	407.80
Refinance Fee	250.00	200.00	50.00
Transfer Fee	500.00	700.00	-200.00
<b>EXPENSES</b>	<b>20,689.10</b>	<b>68,266.00</b>	<b>47,576.90</b>
Occup, Rent, Utilities, Maintenance	<b>8,989.06</b>	<b>26,136.00</b>	<b>17,146.94</b>
Briarbend Maintenance	<b>917.06</b>	<b>3,000.00</b>	<b>2,082.94</b>
Auto Fuel	214.56	1,000.00	785.44
Auto Maintenance	702.50	2,000.00	1,297.50
Garbage Expense	11,360.00	33,000.00	21,640.00
Garbage Reimbursement	-3,288.00	-9,864.00	-6,576.00
Other Expense	<b>4,222.13</b>	<b>11,858.00</b>	<b>7,635.87</b>
Administrative Expenses	0.00	100.00	100.00
Bank Charge	<b>25.70</b>	<b>108.00</b>	<b>82.30</b>
Other Bank Charge	25.70	0.00	-25.70
COMMUNITY SPIRIT	<b>545.63</b>	<b>3,950.00</b>	<b>3,404.37</b>
Christmas Light Contest	250.00	250.00	0.00
Halloween Party	0.00	2,500.00	2,500.00
New Neighbor Gifts	0.00	200.00	200.00
Spring Party	295.63	1,000.00	704.37
Insurance	<b>2,590.00</b>	<b>4,400.00</b>	<b>1,810.00</b>
General Liability Insurance	0.00	2,200.00	2,200.00
Security Vehicle Insurance	2,590.00	2,200.00	-390.00
Meeting Expense	1,060.80	2,200.00	1,139.20
MISC	0.00	100.00	100.00
Mosquito Spray	0.00	900.00	900.00
Website	0.00	100.00	100.00
Printing, Publication, Postage, Shipping	<b>69.91</b>	<b>600.00</b>	<b>530.09</b>
Election Expenses	69.91	200.00	130.09
Newsletter	0.00	100.00	100.00
POST OFFICE BOX	0.00	182.00	182.00
Postage	0.00	118.00	118.00
Professional Fees	<b>0.00</b>	<b>500.00</b>	<b>500.00</b>
Professional Fees-Legal Fees	<b>0.00</b>	<b>500.00</b>	<b>500.00</b>
Professional Fees, Independent Contra...	<b>6,608.00</b>	<b>26,772.00</b>	<b>20,164.00</b>
Security	<b>6,608.00</b>	<b>26,772.00</b>	<b>20,164.00</b>
8000 Woodway	-216.00	0.00	216.00
Charnwood	-3,936.00	0.00	3,936.00
Other Security	10,760.00	0.00	-10,760.00
Salaries, other compensations	<b>800.00</b>	<b>2,400.00</b>	<b>1,600.00</b>
Treasurer Fee	800.00	2,400.00	1,600.00
<b>Net Difference:</b>	<b>46,771.59</b>	<b>1,064.00</b>	<b>45,707.59</b>