

Briarbend Community Improvement Association

Minutes

June 11, 2019

Location: Larry Stanton's Home 7802 Ella Lee Lane

- I. Call to Order – Larry Stanton called the meeting to order at 7:21 pm.
Board members present: Larry Stanton, Leigh Adkins, Tom Ehardt, Charlie Stoddard, Scott Summerville, Chad Roberts, Mary Spiller

Members absent- James Pocza,, Jessica Strehlow, Peter Blomquist
- II. Introduction of Visitors- No visitors attended the June meeting.
- III. Reading Minutes of Preceding Meeting--

The May 21,2019 minutes were presented. There were several items discussed by the members of the ACC about proposed permits and variances. These notes were amended, the Minutes were sent out via e-mail, with motions to approve the amended minutes. Larry Stanton made a motion to approve the minutes as amended. Charlie Stoddard seconded the motion. The minutes were approved as amended and will be posted on the website.
- IV. President's Comments- Larry Stanton- Larry has written a letter to the Core of Engineers to stop the discharge of effluent into the Bayous. Request has also been made to storm - proof the pumping plants.

We have had several long time neighbors pass away recently, and there have been requests that this information be sent out as an email blast. It was suggested that this would be a duty of the At Large Board Position- James Pocza. Information could be sent to a Board Member, who would then pass this information to James, who will send it out to the homeowners.
- V. Reports of Committees
 - A) Vice President – Tom Ehardt- Tom will schedule with Leigh Adkins to schedule the Annual Audit. He will send out an e-mail blast to residents with the rules about Trash Pick Up.
 - B) Secretary – Mary Spiller – As soon as the Minutes from the May 21st meeting are amended, they will be sent to the Board for approval.
 - C) Treasurer- Leigh Adkins- (See separate sheet) Leigh presented Budget to Actual. The Security Vehicle's Insurance switched to Progressive. (\$400) Four homeowners have not paid 2019 Annual Dues. Four letters have been sent. Larry will personally visit each of these homeowners. Garbage is \$900 over budget, but the Spring Flick is \$71 under budget. Chad Roberts got a bid for Security Cameras to be placed at the entrances to Briarbend. It would cost \$6000, plus annual maintenance. The Board voted not to proceed at present, but to present this information at the Fall Semi-Annual Homeowners Meeting.
 - D) Security – Chad Roberts- The Patrol Car needs a new Transmission It is not driveable at present.. Chad took it to the Texaco Station on Voss Rd. and the estimate was

\$4000. Chad will obtain other estimates and then proceed with the repairs. No other Security report at present.

- E) Super neighborhood - Peter Blomquist – **No Report**
 - F) ACC - Scott Summerville- The ACC has received a request from the homeowner at 2611 Stoneybrook to add on to the back of the home. This is under review. At 7810 Burgoyne, plans are being reviewed to add on to the back of the house. They are looking at the plans now. If a variance is requested to use Hardee Plank, it will be submitted to lawyers for the variance forms. The new homeowner at 7802 Wickersham has requested a variance to move the garage opening to face Stoney Brook. The City has approved moving the light pole so that the garage could face the street. Scott made a motion to approve the variance, Mary Spiller seconded. The motion passed.
 - G) Social and Community Relations- Jessica Strehlow – Jessica was absent, and emailed to say she had no report at this time. She will start Halloween Party preparations in August.
 - H) Legal- Charlie Stoddard – Charlie has received complaints about trash pickup. Trash not being picked up behind gates, bins left on the curb, regular trash being mixed in with recycling. He has spoken with Kevin, the owner of Texas Pride, who was very responsive to correcting any problems we are having . Charlie has also sent Kevin a map of Briarbend to facilitate corrections.

Charlie has contacted a homeowner concerning a nuisance with his property. Our attorneys have been contacted and fines will be levied. Some improvement of the property has been addressed.
- VII. New Business- There was no New Business
 - VIII. General Discussion/Executive Session (if necessary)- no executive session was necessary.
 - VIV. Adjournment- Chad Roberts made a motion to adjourn and Charlie Stoddard seconded. The meeting was adjourned at 8:54pm.

The next board meeting is scheduled for Tuesday, August 13, 2019 at Jessica Strehlow's home, 7927 Meadow Lake.

Respectfully submitted,
Mary Spiller, Secretary

Briarbend Balance Sheet - As of 5/31/2019

Account	5/31/2019 Balance
Bank Accounts	
Capital One Money Mkt	76,069.91
Checking - Capital One	2,113.96
Frost Business Checking XX2743	100.00
Frost Checking XX1563	1,089.72
Frost Money Mkt XX0931	99,860.57
TOTAL Bank Accounts	179,234.16
Asset Accounts	
Accts Rec-City	9,042.00
Security Vehicle	9,500.00
TOTAL Asset Accounts	18,542.00
Liability Accounts	
Deferred Revenue - Next Year Dues	0.00
Restricted Funds - Briarbend Park	-6,147.32
TOTAL Liability Accounts	-6,147.32
OVERALL TOTAL	191,628.84

Briarbend Income & Expense Statement

1/1/2019 through 5/31/2019

6/3/2019

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Category	1/1/2019- 5/31/2019
INCOME	
2018 Dues	450.00
2019 Dues	65,145.00
Fines	610.40
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Interest	
Capital One Interest	31.04
Frost Bank Interest	523.94
TOTAL Interest	554.98
Refinance Fee	250.00
Transfer Fee	800.00
TOTAL INCOME	67,810.38
EXPENSES	
Occup, Rent, Utilities, Maintenance	
Briarbend Maintenance	
Auto Fuel	264.56
Auto Maintenance	702.50
TOTAL Briarbend Maintenance	967.06
Garbage Expense	14,200.00
Garbage Reimbursement	-4,110.00
TOTAL Occup, Rent, Utilities, Main...	11,057.06
Other Expense	
Bank Charge	29.80
COMMUNITY SPIRIT	
Christmas Light Contest	250.00
Halloween Party	100.00
Spring Party	822.75
TOTAL COMMUNITY SPIRIT	1,172.75
Insurance	
Security Vehicle Insurance	2,590.00
TOTAL Insurance	2,590.00
Meeting Expense	1,210.80
TOTAL Other Expense	5,003.35
Printing, Publication, Postage, Shipping	
Election Expenses	69.91
TOTAL Printing, Publication, Posta...	69.91
Professional Fees, Independent Contr...	
Security	13,750.00
8000 Woodway	-288.00
Charnwood	-4,920.00
TOTAL Security	8,542.00
TOTAL Professional Fees, Indepen...	8,542.00
Salaries, other compensations	
Treasurer Fee	1,000.00
TOTAL Salaries, other compensati...	1,000.00
TOTAL EXPENSES	25,672.32
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OVERALL TOTAL	42,138.06

Budget To Actual

1/1/2019 through 5/31/2019 Using 2019 Budget

6/3/2019

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Category	1/1/2019 Actual	- Budget	5/31/2019 Difference
INCOME	67,810.38	68,049.90	-239.52
2018 Dues	450.00	0.00	450.00
2019 Dues	65,145.00	67,130.00	-1,985.00
Fines	610.40	420.00	190.40
Interest	554.98	125.00	429.98
Capital One Interest	31.04	0.00	31.04
Frost Bank Interest	523.94	0.00	523.94
Refinance Fee	250.00	83.25	166.75
Transfer Fee	800.00	291.65	508.35
EXPENSES	25,672.32	28,189.15	2,516.83
Occup, Rent, Utilities, Maintenance	11,057.06	10,890.00	-167.06
Briarbend Maintenance	967.06	1,250.00	282.94
Auto Fuel	264.56	416.65	152.09
Auto Maintenance	702.50	833.35	130.85
Garbage Expense	14,200.00	13,750.00	-450.00
Garbage Reimbursement	-4,110.00	-4,110.00	0.00
Other Expense	5,003.35	4,803.30	-200.05
Administrative Expenses	0.00	41.65	41.65
Bank Charge	29.80	45.00	15.20
Other Bank Charge	29.80	0.00	-29.80
COMMUNITY SPIRIT	1,172.75	1,333.35	160.60
Christmas Light Contest	250.00	250.00	0.00
New Neighbor Gifts	0.00	83.35	83.35
Spring Party	922.75	1,000.00	77.25
Insurance	2,590.00	2,200.00	-390.00
Security Vehicle Insurance	2,590.00	2,200.00	-390.00
Meeting Expense	1,210.80	1,100.00	-110.80
MISC	0.00	41.65	41.65
Website	0.00	41.65	41.65
Printing, Publication, Postage, Shipping	69.91	132.50	62.59
Election Expenses	69.91	100.00	30.09
Newsletter	0.00	25.00	25.00
Postage	0.00	7.50	7.50
Professional Fees	0.00	208.35	208.35
Professional Fees-Legal Fees	0.00	208.35	208.35
Professional Fees, Independent Contra...	8,542.00	11,155.00	2,613.00
Security	8,542.00	11,155.00	2,613.00
Salaries, other compensations	1,000.00	1,000.00	0.00
Treasurer Fee	1,000.00	1,000.00	0.00
Net Difference:	42,138.06	39,860.75	2,277.31

Budget To Actual - 2019

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

6/3/2019

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Category	1/1/2019 Actual	- Budget	12/31/2019 Difference
INCOME	67,810.38	69,330.00	-1,519.62
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
Interest	554.98	300.00	254.98
Capital One Interest	31.04	0.00	31.04
Frost Bank Interest	523.94	0.00	523.94
Refinance Fee	250.00	200.00	50.00
Transfer Fee	800.00	700.00	100.00
EXPENSES	25,672.32	68,266.00	42,593.68
Occup, Rent, Utilities, Maintenance	11,057.06	26,136.00	15,078.94
Briarbend Maintenance	967.06	3,000.00	2,032.94
Auto Fuel	264.56	1,000.00	735.44
Auto Maintenance	702.50	2,000.00	1,297.50
Garbage Expense	14,200.00	33,000.00	18,800.00
Garbage Reimbursement	-4,110.00	-9,864.00	-5,754.00
Other Expense	5,003.35	11,858.00	6,854.65
Administrative Expenses	0.00	100.00	100.00
Bank Charge	29.80	108.00	78.20
Other Bank Charge	29.80	0.00	-29.80
COMMUNITY SPIRIT	1,172.75	3,950.00	2,777.25
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	922.75	1,000.00	77.25
Insurance	2,590.00	4,400.00	1,810.00
General Liability Insurance	0.00	2,200.00	2,200.00
Security Vehicle Insurance	2,590.00	2,200.00	-390.00
Meeting Expense	1,210.80	2,200.00	989.20
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	69.91	600.00	530.09
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	0.00	500.00	500.00
Professional Fees-Legal Fees	0.00	500.00	500.00
Professional Fees, Independent Contra...	8,542.00	26,772.00	18,230.00
Security	8,542.00	26,772.00	18,230.00
Salaries, other compensations	1,000.00	2,400.00	1,400.00
Treasurer Fee	1,000.00	2,400.00	1,400.00
Net Difference:	42,138.06	1,064.00	41,074.06