

Briarbend Community Improvement Association

Board Meeting August 13, 2019

Mary Spiller's Home 7902 Chevy Chase

- I. **Call To Order-** Larry Stanton called the meeting to order at 7:17pm
Board Members present: Larry Stanton, Mary Spiller, Leigh Adkins, Tom Ehardt, Charlie Stoddard, Scott Summerville, James Pocza, Jessica Strehlow, Peter Blomquist.
Members absent: Chad Roberts
- II. **Introduction of Visitors-** Malek Bohsali attended the August Board Meeting, as a guest of Leigh Adkins to discuss remodeling of home at 7811 Burgoyne. Leigh and Malek have submitted plans for remodeling the one story home. They plan to add a second story on the back of the home. It will be brick, both floors, siding on the gable. Deed restricts require 51% masonry. If second story added, siding would be used and would not equal 51%. Scott will submit plans to ACC and he will get an answer for them.
- III. **Reading and Approval of Minutes of Preceding Meeting-** The June 11, 2019 Board Minutes were presented. Tom Ehardt made a motion to approve the minutes, Charlie Stoddard seconded the motion. The minutes were approved and will be posted on the website.
- IV. **President's Comments-** Larry Stanton-We need to be careful in the heat and be aware of our neighbors condition.
- V. **Reports of Committees-**
 - A. **Secretary-** The next Board Meeting will be our Semi-Annual Board Meeting. Tom Ehardt will make reservations at Molinas on Westheimer for the Sept. 10th meeting.
 - B. **Vice President-** Tom Ehardt- On July 10, 2019 we have completed the 2018 Annual Audit. Rene Garza and Tom reviewed the books. We passed! Tom has made a handout concerning the Guidelines for Trash and Recycle Pick Up. They will be revised and sent out by block captain. He will count on 30 attendees. Tom will make reservations and will make flyers to be delivered, and will send several email blasts.
 - C. **Treasurer-** Leigh Adkins presented the Budget to Actual (see separate sheet). As of end of July we are under budget. We have 4 homeowners from this year who have not paid annual fees. Leigh and Charlie will send out another letter. Larry will go visit them. The cost to fix the transmission on the Security car was \$2,000 less than what was expected. Leigh is checking on a Camera system that reads license plates. The cost for 3 cameras is \$7500. We would own the cameras. Leigh will send out the options to the Board. The cost for one camera is \$1264. Leigh would mount it on his garage and monitor the Burgoyne and Stoney Brook intersection. Discussion of recent incident in which a Briarbend resident's child was approached by a person who attempted to get her to get in his car. The Board will get more information and will do a presentation at the Semi-Annual Meeting for one camera and what the camera shows. We have not sprayed for Mosquitos this year. There is \$900 allotted for this item. Peter Blomquist moved

to have the line item for spraying removed from the Budget. Jessica Strehlow seconded the motion. The motion carried.

- D. Security-** Chad Roberts was absent.

 - E. Legal-** Charlie Stoddard reported- He has talked to attorneys about charging fines for infractions of Deed Restrictions, specifically Clause 12 of Deed Restrictions. The Board can set up a fee schedule for infractions. Charlie will look at other subdivisions and how they set their fee schedules. Letter sent to homeowner that has a plant sale in his driveway. The letter was sent certified mail, and was returned unopened. Charlie talked to Kevin, the owner of Texas Pride, concerning the workers throwing the bins into the truck, then throwing them back on the yard.

 - F. ACC-** Scott Summerville reported that Charlie got the variance on 7802 Wickersham approved to move the garage so that it faces Stoney Brook. The home at 2611 Stoney Brook has submitted plans for a renovation to the ACC. The homeowners at 7803 Meadowlake, submitted plans for renovation to add second story and side garage. The ACC will review these plans. Larry presented an original platt of Briarbend Subdivision from 1956. Leigh will scan it electronically for our files.

 - G. Social -** Jessica Strehlow is planning the Halloween Party. She has booked DJ (Sean) BeetleJuice. The Deals will supply the Margarita Machine and it will be in their garage. They will see that it is manned by an adult. She will book the Photo Booth. We will have the Halloween Costume contest, Balloon Lady, but no face painting. \$2600 is budgeted. Jessica is looking at plans to have another Movie for the Holidays. Halloween is on Thursday this year.

 - H. Superneighborhood-** Peter Blomquist- There has not been a meeting. No report at this time

 - I. Community Relations- James Pocz-** Leigh will get James a list of new homeowners and James will get a gift to them.
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- VI. Old Business-**There is no Old Business.

 - VII. New Business-**There is no New Business.

 - VIII. General Discussion-** There was no additional discussion.

 - IX. Adjournment-** Peter Blomquist made a motion to adjourn the meeting, Charlie Stoddard seconded. The meeting was adjourned at 9:00pm.

Respectfully submitted,
Mary Spiller, Secretary

Briarbend Balance Sheet - As of 7/31/2019

Account	7/31/2019 Balance
Bank Accounts	
Capital One Money Mkt	76,082.83
Checking - Capital One	2,113.96
Frost Business Checking XX2743	75.35
Frost Checking XX1563	2,864.22
Frost Money Mkt XX0931	86,763.92
TOTAL Bank Accounts	167,900.28
Asset Accounts	
Accts Rec-City	24,660.00
Security Vehicle	9,500.00
TOTAL Asset Accounts	34,160.00
Liability Accounts	
Deferred Revenue - Next Year Dues	0.00
Restricted Funds - Briarbend Park	-6,147.32
TOTAL Liability Accounts	-6,147.32
OVERALL TOTAL	195,912.96

Briarbend Income & Expense Statement

1/1/2019 through 7/31/2019 (Accrual Basis)

8/1/2019

Page 1

Category	1/1/2019- 7/31/2019
INCOME	
2018 Dues	450.00
2019 Dues	65,145.00
Fines	610.40
Interest	
Capital One Interest	82.25
Frost Bank Interest	564.00
TOTAL Interest	646.25
Refinance Fee	300.00
Transfer Fee	1,000.00
TOTAL INCOME	68,151.65
EXPENSES	
Occup, Rent, Utilities, Maintenance	
Briarbend Maintenance	
Auto Fuel	364.21
Auto Maintenance	2,652.50
TOTAL Briarbend Maintenance	3,016.71
Garbage Expense	19,880.00
Garbage Reimbursement	-5,754.00
TOTAL Occup, Rent, Utilities, Main...	17,142.71
Other Expense	
Bank Charge	37.30
COMMUNITY SPIRIT	
Christmas Light Contest	250.00
Spring Party	922.75
TOTAL COMMUNITY SPIRIT	1,172.75
Insurance	
Security Vehicle Insurance	2,590.00
TOTAL Insurance	2,590.00
Meeting Expense	1,360.80
TOTAL Other Expense	5,160.85
Printing, Publication, Postage, Shipping	
Election Expenses	69.91
TOTAL Printing, Publication, Posta...	69.91
Professional Fees, Independent Contr...	
Security	19,250.00
8000 Woodway	-432.00
Charnwood	-6,888.00
TOTAL Security	11,930.00
TOTAL Professional Fees, Indepen...	11,930.00
Salaries, other compensations	
Treasurer Fee	1,400.00
TOTAL Salaries, other compensati...	1,400.00
TOTAL EXPENSES	35,703.47
OVERALL TOTAL	32,448.18

Budget To Actual

1/1/2019 through 7/31/2019 Using 2019 Budget

8/1/2019

Page 1

Category	1/1/2019 Actual	- Budget	7/31/2019 Difference
INCOME	68,151.65	68,417.86	-266.21
2018 Dues	450.00	0.00	450.00
2019 Dues	65,145.00	67,130.00	-1,985.00
Fines	610.40	588.00	22.40
Interest	646.25	175.00	471.25
Capital One Interest	82.25	0.00	82.25
Frost Bank Interest	564.00	0.00	564.00
Refinance Fee	300.00	116.55	183.45
Transfer Fee	1,000.00	408.31	591.69
EXPENSES	35,703.47	38,129.81	2,426.34
Occup, Rent, Utilities, Maintenance	17,142.71	15,246.00	-1,896.71
Briarbend Maintenance	3,016.71	1,750.00	-1,266.71
Auto Fuel	364.21	583.31	219.10
Auto Maintenance	2,652.50	1,166.69	-1,485.81
Garbage Expense	19,880.00	19,250.00	-630.00
Garbage Reimbursement	-5,754.00	-5,754.00	0.00
Other Expense	5,160.85	5,414.62	253.77
Administrative Expenses	0.00	58.31	58.31
Bank Charge	37.30	63.00	25.70
Other Bank Charge	37.30	0.00	-37.30
COMMUNITY SPIRIT	1,172.75	1,366.69	193.94
Christmas Light Contest	250.00	250.00	0.00
New Neighbor Gifts	0.00	116.69	116.69
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	1,360.80	1,250.00	-110.80
MISC	0.00	58.31	58.31
Mosquito Spray	0.00	360.00	360.00
Website	0.00	58.31	58.31
Printing, Publication, Postage, Shipping	69.91	160.50	90.59
Election Expenses	69.91	100.00	30.09
Newsletter	0.00	50.00	50.00
Postage	0.00	10.50	10.50
Professional Fees	0.00	291.69	291.69
Professional Fees-Legal Fees	0.00	291.69	291.69
Professional Fees, Independent Contra...	11,930.00	15,617.00	3,687.00
Security	11,930.00	15,617.00	3,687.00
8000 Woodway	-432.00	0.00	432.00
Charnwood	-6,888.00	0.00	6,888.00
Other Security	19,250.00	0.00	-19,250.00
Salaries, other compensations	1,400.00	1,400.00	0.00
Treasurer Fee	1,400.00	1,400.00	0.00
Net Difference:	32,448.18	30,288.05	2,160.13

Briarbend Budget To Actual - 2019
1/1/2019 through 12/31/2019 Using 2019 Budget

8/1/2019

Page 1

Category	1/1/2019 Actual	- Budget	12/31/2019 Difference
INCOME	68,151.65	69,330.00	-1,178.35
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	646.25	300.00	346.25
Capital One Interest	82.25	0.00	82.25
Frost Bank Interest	564.00	0.00	564.00
Refinance Fee	300.00	200.00	100.00
Transfer Fee	1,000.00	700.00	300.00
EXPENSES	35,703.47	68,266.00	32,562.53
Occup, Rent, Utilities, Maintenance	17,142.71	26,136.00	8,993.29
Briarbend Maintenance	3,016.71	3,000.00	-16.71
Auto Fuel	364.21	1,000.00	635.79
Auto Maintenance	2,652.50	2,000.00	-652.50
Garbage Expense	19,880.00	33,000.00	13,120.00
Garbage Reimbursement	-5,754.00	-9,864.00	-4,110.00
Other Expense	5,160.85	11,858.00	6,697.15
Administrative Expenses	0.00	100.00	100.00
Bank Charge	37.30	108.00	70.70
Other Bank Charge	37.30	0.00	-37.30
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	1,360.80	2,200.00	839.20
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...	11,930.00	26,772.00	14,842.00
Security	11,930.00	26,772.00	14,842.00
8000 Woodway	-432.00	0.00	432.00
Charnwood	-6,888.00	0.00	6,888.00
Other Security	19,250.00	0.00	-19,250.00
Salaries, other compensations	1,400.00	2,400.00	1,000.00
Treasurer Fee	1,400.00	2,400.00	1,000.00
Net Difference:	32,448.18	1,064.00	31,384.18