

# **BRIARBEND COMMUNITY IMPROVEMENT ASSOCIATION**

## **Monthly Homeowners Meeting**

**April 12, 2022**

Call to Order – Rene Garza called the meeting to order at 7:15 pm

Board members present: Leigh Adkins, Peter Blomquist, Katie Deal, Tom Ehardt, Rene Garza, Steve Geis, Kathy Johnson, Jimmy Robert, Conor Shary, Braden Spalding, Scott Summerville, Molly Vandergrift

Members absent: Chad Roberts

Welcome of New Members/Thanks to retiring Members-

Retiring: Tom Ehardt, Chad Roberts, Scott Summerville, Conor Shary.

New: Conor Shary, Steve Geis, Katie Deal, Molly Vandergrift, Jimmy Robert

Vice President Report – Tom Ehardt

Directory- at the printer's now. Printing cost is around \$1,000. Should be ready by the end of the week. Will give one directory out per house.

Secretary Report – Kathy Johnson

Approval of Last Meeting Minutes

Motion to approve: Scott Summerville; Second- Braden Spalding. Minutes passed.

Treasurer Report – Leigh Adkins

Financials- 7 homeowners have not paid their annual homeowner dues. Leigh is expecting dues from two more homeowners in the next week. One board member asked about the procedure for collecting past dues.

Budget line items- battery needs to be replaced in security vehicle. Garbage expense is lower than budgeted amount. Budget is in good shape.

Need to do audit on HOA books-Conor, Rene, and Tom were previously auditing the books. Need two people to help Leigh. Conor volunteered. Need one more volunteer.

Conor motioned to approve; Jimmy seconded. Financials passed

Communications / Website – Connor Shary- no updates

Architectural Control Committee – Scott Summerville- no plans submitted in last 18 months.

Legal – Peter Blomquist- leaning tree issue on Chevy Chase has been taken care of. McDonald issue (razor wire on top of the fence on the back of their property) is difficult for board to resolve. Peter got an email about a yard at the front of the subdivision that needed attention. Working with the homeowner to get the grass cut.

Security – Chad Roberts-

Flock Security Cameras- the plan is to have 3 cameras in Charnwood (one monitors cars entering Briarbend on the north end); 2 cameras in Briarbend (south entrance and park)

Social / Hospitality – Braden Spalding-

Leaning toward a movie night in May – has \$1,000 to spend. Looking for a date – does Friday or Saturday night work better? BYOB, popcorn machine, maybe burgers. Looking at May 13.

Yard of the Month – starts again on May 1. *Spring Showers bring May Flowers* is the theme.

Other Items

Assignments of New Committees Members and Officers-

President- Conor motioned and Jimmy seconded electing Rene as president again. Rene elected unanimously and he accepted.

VP- Jimmy Robert

Secretary- Kathy Johnson

Treasurer- Leigh Adkins

Communications/Website- Connor Shary

ACC- Steve Geis

Legal- Peter Blomquist

Security- Katie Deal

Social/Hospitality – Braden Spalding

Molly Vandegrift will float and help on Social and Security.

## Security Questionnaire-

Decisions to make: Length of questionnaire- 5 questions, 1 page, Yes or No questions. Suggested format:

1. Intro paragraph summarizing what we have now.
2. Are you satisfied with the level of security we have now?
3. Present options we can offer.
4. Any comments?

Leigh will contact Charnwood to see if they will survey their residents, too. Survey will be sent via block captains.

Distribution of Questionnaires- sent via block captains.

## Special Security Meeting

All email blasts should go through Conor except security notices.

Meeting adjourned at 9:00 pm. Next meeting on Tuesday, May 10 at Rene Garza's, 7907 Burgoyne.

Kathy Johnson  
Secretary

## Budget To Actual - Q1 2022

1/1/2022 through 3/31/2022 Using 2022 Briarbend Budget

4/1/2022

Page 1

Category	1/1/2022 Actual	- Budget	3/31/2022 Difference
<b>INCOME</b>	<b>64,666.62</b>	<b>67,622.51</b>	<b>-2,955.89</b>
2022 Dues	63,705.00	67,130.00	-3,425.00
Fines	425.00	250.00	175.00
Interest	<b>36.62</b>	<b>30.00</b>	<b>6.62</b>
Capital One Interest	18.81	0.00	18.81
Frost Bank Interest	17.81	0.00	17.81
Refinance Fee	100.00	87.50	12.50
Transfer Fee	400.00	125.01	274.99
<b>EXPENSES</b>	<b>22,809.96</b>	<b>24,931.22</b>	<b>2,121.26</b>
Occup, Rent, Utilities, Maintenance	<b>5,762.48</b>	<b>7,458.99</b>	<b>1,696.51</b>
Briarbend Maintenance	<b>234.53</b>	<b>675.00</b>	<b>440.47</b>
Auto Fuel	209.80	225.00	15.20
Auto Maintenance	24.73	450.00	425.27
Garbage Expense	<b>7,993.95</b>	<b>9,249.99</b>	<b>1,256.04</b>
Other Garbage Expense	7,993.95	0.00	-7,993.95
Garbage Reimbursement	-2,466.00	-2,466.00	0.00
Other Expense	<b>2,307.01</b>	<b>2,851.98</b>	<b>544.97</b>
Administrative Expenses	0.00	24.99	24.99
Bank Charge	<b>26.20</b>	<b>27.00</b>	<b>0.80</b>
Signature Verification Fee	26.20	0.00	-26.20
COMMUNITY SPIRIT	<b>0.00</b>	<b>350.01</b>	<b>350.01</b>
New Neighbor Gifts	0.00	50.01	50.01
Spring Party	0.00	300.00	300.00
Insurance	<b>1,480.00</b>	<b>1,600.00</b>	<b>120.00</b>
Security Vehicle Insurance	1,480.00	1,600.00	120.00
Meeting Expense	750.00	800.00	50.00
MISC	50.81	24.99	-25.82
Website	0.00	24.99	24.99
Printing, Publication, Postage, Shipping	<b>13.56</b>	<b>129.50</b>	<b>115.94</b>
Election Expenses	0.00	100.00	100.00
Newsletter	0.00	25.00	25.00
Postage	<b>0.00</b>	<b>4.50</b>	<b>4.50</b>
Other Printing, Publication, Postage, ...	13.56	0.00	-13.56
Professional Fees Independent Contra...	<b>14,126.91</b>	<b>13,890.75</b>	<b>-236.16</b>
Professional Fees	<b>0.00</b>	<b>125.01</b>	<b>125.01</b>
Professional Fees-Legal Fees	<b>0.00</b>	<b>125.01</b>	<b>125.01</b>
Security	<b>14,126.91</b>	<b>13,765.74</b>	<b>-361.17</b>
8000 Woodway	-424.96	-318.72	106.24
Charnwood	-3,512.88	-3,512.88	0.00
Flock Safety	7,500.00	7,500.00	0.00
Security Patrol	10,160.00	10,097.34	-62.66
Other Security	404.75	0.00	-404.75
Salaries, other compensations	<b>600.00</b>	<b>600.00</b>	<b>0.00</b>
Treasurer Fee	600.00	600.00	0.00
<b>Net Difference:</b>	<b>41,856.66</b>	<b>42,691.29</b>	<b>-834.63</b>

## Budget To Actual - 2022

1/1/2022 through 12/31/2022 Using 2022 Briarbend Budget

4/1/2022

Page 1

Category	1/1/2022 Actual	- Budget	12/31/2022 Difference
<b>INCOME</b>	<b>64,666.62</b>	<b>69,100.00</b>	<b>-4,433.38</b>
2022 Dues	63,705.00	67,130.00	-3,425.00
Fines	425.00	1,000.00	-575.00
Interest	<b>36.62</b>	<b>120.00</b>	<b>-83.38</b>
Capital One Interest	18.81	0.00	18.81
Frost Bank Interest	17.81	0.00	17.81
Refinance Fee	100.00	350.00	-250.00
Transfer Fee	400.00	500.00	-100.00
<b>EXPENSES</b>	<b>22,809.96</b>	<b>76,557.00</b>	<b>53,747.04</b>
Occup, Rent, Utilities, Maintenance	<b>5,762.48</b>	<b>29,836.00</b>	<b>24,073.52</b>
Briarbend Maintenance	<b>234.53</b>	<b>2,700.00</b>	<b>2,465.47</b>
Auto Fuel	209.80	900.00	690.20
Auto Maintenance	24.73	1,800.00	1,775.27
Garbage Expense	<b>7,993.95</b>	<b>37,000.00</b>	<b>29,006.05</b>
Other Garbage Expense	7,993.95	0.00	-7,993.95
Garbage Reimbursement	<b>-2,466.00</b>	<b>-9,864.00</b>	<b>-7,398.00</b>
Other Expense	<b>2,307.01</b>	<b>10,558.00</b>	<b>8,250.99</b>
Administrative Expenses	0.00	100.00	100.00
Bank Charge	<b>26.20</b>	<b>108.00</b>	<b>81.80</b>
Signature Verification Fee	26.20	0.00	-26.20
<b>COMMUNITY SPIRIT</b>	<b>0.00</b>	<b>3,950.00</b>	<b>3,950.00</b>
Christmas Light Contest	0.00	250.00	250.00
Halloween Party	0.00	2,500.00	2,500.00
New Neighbor Gifts	0.00	200.00	200.00
Spring Party	0.00	1,000.00	1,000.00
Insurance	<b>1,480.00</b>	<b>4,000.00</b>	<b>2,520.00</b>
General Liability Insurance	0.00	2,400.00	2,400.00
Security Vehicle Insurance	1,480.00	1,600.00	120.00
Meeting Expense	750.00	2,200.00	1,450.00
<b>MISC</b>	<b>50.81</b>	<b>100.00</b>	<b>49.19</b>
Website	0.00	100.00	100.00
Printing, Publication, Postage, Shipping	<b>13.56</b>	<b>700.00</b>	<b>686.44</b>
Election Expenses	0.00	200.00	200.00
Newsletter	0.00	100.00	100.00
Postage	<b>0.00</b>	<b>400.00</b>	<b>400.00</b>
POST OFFICE BOX	0.00	284.00	284.00
Other Printing, Publication, Postage, ...	13.56	0.00	-13.56
Professional Fees Independent Contra...	<b>14,126.91</b>	<b>33,063.00</b>	<b>18,936.09</b>
Professional Fees	<b>0.00</b>	<b>500.00</b>	<b>500.00</b>
Security	<b>14,126.91</b>	<b>32,563.00</b>	<b>18,436.09</b>
8000 Woodway	<b>-424.96</b>	<b>-1,274.88</b>	<b>-849.92</b>
Charnwood	<b>-3,512.88</b>	<b>-14,051.52</b>	<b>-10,538.64</b>
Flock Safety	7,500.00	7,500.00	0.00
Security Patrol	10,160.00	40,389.40	30,229.40
Other Security	404.75	0.00	-404.75
Salaries, other compensations	<b>600.00</b>	<b>2,400.00</b>	<b>1,800.00</b>
Treasurer Fee	600.00	2,400.00	1,800.00
<b>Net Difference:</b>	<b>41,856.66</b>	<b>-7,457.00</b>	<b>49,313.66</b>

# Briarbend Income & Expense Statement - Q1 2022

1/1/2022 through 3/31/2022

4/1/2022

Page 1

Category	1/1/2022- 3/31/2022
<b>INCOME</b>	
2022 Dues	63,705.00
Fines	425.00
Interest	
Capital One Interest	18.81
Frost Bank Interest	17.81
TOTAL Interest	36.62
Refinance Fee	100.00
Transfer Fee	400.00
<b>TOTAL INCOME</b>	<b>64,666.62</b>
<b>EXPENSES</b>	
Occup, Rent, Utilities, Maintenance	
Briarbend Maintenance	
Auto Fuel	209.80
Auto Maintenance	24.73
TOTAL Briarbend Maintenance	234.53
Garbage Expense	7,993.95
Garbage Reimbursement	-2,466.00
TOTAL Occup, Rent, Utilities, Maint...	5,762.48
Other Expense	
Bank Charge	
Signature Verification Fee	26.20
TOTAL Bank Charge	26.20
Insurance	
Security Vehicle Insurance	1,480.00
TOTAL Insurance	1,480.00
Meeting Expense	750.00
MISC	50.81
TOTAL Other Expense	2,307.01
Printing, Publication, Postage, Shipping	13.56
Professional Fees Independent Contr...	
Security	404.75
8000 Woodway	-424.96
Charnwood	-3,512.88
Flock Safety	7,500.00
Security Patrol	10,160.00
TOTAL Security	14,126.91
TOTAL Professional Fees Indepen...	14,126.91
Salaries, other compensations	
Treasurer Fee	600.00
TOTAL Salaries, other compensati...	600.00
<b>TOTAL EXPENSES</b>	<b>22,809.96</b>
<b>OVERALL TOTAL</b>	<b>41,856.66</b>

## Briarbend Balance Sheet - As of 3/31/2022

Account	3/31/2022 Balance
<b>Bank Accounts</b>	
Capital One Money Mkt	76,285.71
Checking - Capital One	2,113.96
Frost Business Checking XX2743	150.00
Frost Checking XX1563	37,683.38
Frost Money Mkt XX0931	83,959.57
<b>TOTAL Bank Accounts</b>	<b>200,192.62</b>
<b>Asset Accounts</b>	
Accts Rec-City	9,864.00
Security Vehicle	9,500.00
<b>TOTAL Asset Accounts</b>	<b>19,364.00</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>213,409.30</b>