

BRIARBEND COMMUNITY IMPROVEMENT ASSOCIATION
Monthly Board Meeting
January 10, 2023

Call to Order – Rene Garza called the meeting to order at 7:10 pm

Welcome Visitors- no visitors attended the January meeting

Board members present: Leigh Adkins, Peter Blomquist, Katie Deal, Rene Garza, Steve Geis, Kathy Johnson

Board members absent: Jimmy Robert, Conor Shary, Braden Spalding, Molly Vandegrift

Vice President Report – Jimmy Robert

March Elections – Candidates and Ballots- looking at March 7 as a possible date for the semi-annual meeting. Rene will ask Jimmy to book Molina’s Mexican restaurant again.

Who is going off and staying- Peter, Rene, Kathy, and Braden’s terms are ending. Jimmy, Conor, Molly, Katie and Steve will remain on the board. 4 new board members will be elected at the March semi-annual meeting.

Secretary Report – Kathy Johnson

Approval of November 2022 Meeting Minutes- will amend the November minutes and send to board for approval. Amendments were made to the November minutes and emailed to the board for their approval. The minutes were approved via email in January.

Social / Hospitality – Braden Spalding- no report

Communications / Website – Conor Shary- no report

Architectural Control Committee – Steve Geis- the house on the corner of Stoney Brook and Meadow Lake is for sale and the possible owner wants to put in a generator. Our deed restrictions prevent the possible owner from putting a generator in the side yard. He can ask for a variance to the deed restrictions, but the board will need to ask the neighbors if they are ok with having the generator across the street from them.

Legal – Peter Blomquist- discussed a house on Stoney Brook that has repeatedly defied the deed restrictions regarding the condition of the property, a car in the driveway with a flat tire, etc. Motion was made by Katie, seconded by Rene: a courtesy letter will be mailed to the homeowner notifying him that the board is filing a lawsuit over the condition of the homeowner’s property and the nuisance his property and family members are causing to the neighborhood. Motion passes.

Finalizing the Deed Restrictions- deed restrictions amendment was passed at the semi-annual meeting and the legal document will be filed with the county.

Security – Katie Deal

New security officers are working well. In December several people were asked to leave the park and a few days later the officers asked a couple of cars who did not belong to leave the neighborhood.

AC is not working in the patrol car. Katie will take it to Firestone and ask them to look at it. Phone is working fine.

Trash pick-up- Kevin at Texas Pride is quick to respond when trash pick-up days are missed. Several pick up days in December were missed. The board will see if the trash gets picked up on Wednesday and if it doesn't get picked up Peter will contact Texas Pride and escalate the issue.

Treasurer - Leigh Adkins

Replacement ideas- still working on this issue. Lori Claypool expressed an interest and called Leigh to get more information. Board discussed sending out a flyer asking for interested persons to take on the treasurer position.

Review of 2022 Budget to Date- ended the year over budget \$1483.68- mostly due to security changes. All in all the year ended well. Need to close out the Capital One account. Dues collections trickling in.

Sales Tax Refund Progress- Leigh needs help filing the paperwork with the state, especially looking over the forms that Leigh has filled out. Rene will go to Leigh's office and look at the forms.

Other Items: Rene encouraged to everyone start looking for nominees for the board.

February meeting – February 13- Rene will host. Will need someone else to take notes.

Meeting adjourned at 8:17 pm. Motion made by Peter, seconded by Katie. Motion passes.

Respectfully submitted,

Kathy Johnson
Secretary

Budget To Actual - Jan 2023

1/1/2023 through 1/31/2023 Using 2023 Briarbend Budget

2/1/2023

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Category	1/1/2023 Actual	- Budget	1/31/2023 Difference
INCOME	84,927.32	102,833.33	-17,906.01
2023 Dues	84,725.00	102,750.00	-18,025.00
Interest	202.32	83.33	118.99
Capital One Interest	5.58	0.00	5.58
Frost Bank Interest	196.74	0.00	196.74
EXPENSES	13,260.27	11,174.58	-2,085.69
Occup, Rent, Utilities, Maintenance	2,076.20	2,387.20	311.00
Briarbend Maintenance	158.20	250.00	91.80
Auto Fuel	158.20	166.67	8.47
Auto Maintenance	0.00	83.33	83.33
Garbage Expense	2,740.00	2,959.20	219.20
Other Garbage Expense	2,740.00	0.00	-2,740.00
Garbage Reimbursement	-822.00	-822.00	0.00
Other Expense	2,273.00	2,546.66	273.66
Administrative Expenses	0.00	8.33	8.33
Bank Charge	5.00	5.00	0.00
Online Banking	5.00	0.00	-5.00
Processing Fee	-5.00	0.00	5.00
Return Item Charge	5.00	0.00	-5.00
COMMUNITY SPIRIT	0.00	16.67	16.67
New Neighbor Gifts	0.00	16.67	16.67
Insurance	2,268.00	2,400.00	132.00
General Liability Insurance	2,268.00	2,400.00	132.00
Meeting Expense	0.00	100.00	100.00
MISC	0.00	8.33	8.33
Website	0.00	8.33	8.33
Printing, Publication, Postage, Shipping	0.00	1.50	1.50
Postage	0.00	1.50	1.50
Professional Fees Independent Contra...	8,711.07	6,039.22	-2,671.85
Professional Fees	0.00	41.67	41.67
Professional Fees-Legal Fees	0.00	41.67	41.67
Security	8,711.07	5,997.55	-2,713.52
8000 Woodway	-106.24	-106.24	0.00
Charnwood	0.00	-1,170.96	-1,170.96
Security Coordination	895.00	652.25	-242.75
Security Patrol	7,785.00	6,522.50	-1,262.50
Security Phone	137.31	100.00	-37.31
Salaries, other compensations	200.00	200.00	0.00
Treasurer Fee	200.00	200.00	0.00
Net Difference:	71,667.05	91,658.75	-19,991.70

Budget To Actual - 2023

1/1/2023 through 12/31/2023 Using 2023 Briarbend Budget

2/1/2023

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Category	1/1/2023 Actual	- Budget	12/31/2023 Difference
INCOME	84,927.32	105,600.00	-20,672.68
2023 Dues	84,725.00	102,750.00	-18,025.00
Fines	0.00	1,000.00	-1,000.00
Interest	202.32	1,000.00	-797.68
Capital One Interest	5.58	0.00	5.58
Frost Bank Interest	196.74	0.00	196.74
Refinance Fee	0.00	350.00	-350.00
Transfer Fee	0.00	500.00	-500.00
EXPENSES	13,260.27	119,617.00	106,356.73
Occup, Rent, Utilities, Maintenance	2,076.20	28,646.40	26,570.20
Briarbend Maintenance	158.20	3,000.00	2,841.80
Auto Fuel	158.20	2,000.00	1,841.80
Auto Maintenance	0.00	1,000.00	1,000.00
Garbage Expense	2,740.00	35,510.40	32,770.40
Other Garbage Expense	2,740.00	0.00	-2,740.00
Garbage Reimbursement	-822.00	-9,864.00	-9,042.00
Other Expense	2,273.00	10,400.00	8,127.00
Administrative Expenses	0.00	100.00	100.00
Bank Charge	5.00	50.00	45.00
COMMUNITY SPIRIT	0.00	3,950.00	3,950.00
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	2,268.00	3,900.00	1,632.00
General Liability Insurance	2,268.00	2,400.00	132.00
Security Vehicle Insurance	0.00	1,500.00	1,500.00
Meeting Expense	0.00	2,200.00	2,200.00
MISC	0.00	100.00	100.00
Website	0.00	100.00	100.00
Printing, Publication, Postage, Shipping	0.00	700.00	700.00
Election Expenses	0.00	200.00	200.00
Newsletter	0.00	100.00	100.00
Postage	0.00	400.00	400.00
POST OFFICE BOX	0.00	284.00	284.00
Professional Fees Independent Contra...	8,711.07	77,470.60	68,759.53
Professional Fees	0.00	500.00	500.00
Professional Fees-Legal Fees	0.00	500.00	500.00
Security	8,711.07	76,970.60	68,259.53
8000 Woodway	-106.24	-1,274.88	-1,168.64
Charnwood	0.00	-14,051.52	-14,051.52
Flock Safety	0.00	5,000.00	5,000.00
Security Coordination	895.00	7,827.00	6,932.00
Security Patrol	7,785.00	78,270.00	70,485.00
Security Phone	137.31	1,200.00	1,062.69
Salaries, other compensations	200.00	2,400.00	2,200.00
Treasurer Fee	200.00	2,400.00	2,200.00
Net Difference:	71,667.05	-14,017.00	85,684.05

Briarbend Income & Expense Statement - Jan 2023

1/1/2023 through 1/31/2023

2/1/2023

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Category	1/1/2023- 1/31/2023
INCOME	
2023 Dues	84,725.00
Interest	
Capital One Interest	5.58
Frost Bank Interest	196.74
TOTAL Interest	202.32
TOTAL INCOME	84,927.32
EXPENSES	
Occup, Rent, Utilities, Maintenance	
Briarbend Maintenance	
Auto Fuel	158.20
TOTAL Briarbend Maintenance	158.20
Garbage Expense	2,740.00
Garbage Reimbursement	-822.00
TOTAL Occup, Rent, Utilities, Main...	2,076.20
Other Expense	
Bank Charge	
Online Banking	5.00
TOTAL Bank Charge	5.00
Insurance	
General Liability Insurance	2,268.00
TOTAL Insurance	2,268.00
TOTAL Other Expense	2,273.00
Professional Fees Independent Contr...	
Security	
8000 Woodway	-106.24
Security Coordination	895.00
Security Patrol	7,785.00
Security Phone	137.31
TOTAL Security	8,711.07
TOTAL Professional Fees Indepen...	8,711.07
Salaries, other compensations	
Treasurer Fee	200.00
TOTAL Salaries, other compensati...	200.00
TOTAL EXPENSES	13,260.27
OVERALL TOTAL	71,667.05

Briarbend Balance Sheet - As of 1/31/2023

Account	1/31/2023 Balance
Bank Accounts	
Capital One Money Mkt	-1.85
Checking - Capital One	810.00
Frost Business Checking XX2743	200.00
Frost Checking XX1563	11,318.32
Frost Money Mkt XX0931	210,197.86
TOTAL Bank Accounts	222,524.33
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	234,919.01