

BRIARBEND COMMUNITY IMPROVEMENT ASSOCIATION
Annual Homeowners Meeting
November 8, 2022

7914 Meadow Lake

Call to Order – Rene Garza called the meeting to order at 7:05 pm

Board members present: Leigh Adkins, Katie Deal, Rene Garza, Kathy Johnson, Conor Shary, Braden Spalding, Molly Vandegrift

Board members absent: Peter Blomquist, Steve Geis, Jimmy Robert

Welcome Visitors- Officer Castro visited with the board members about the possibility of switching our neighborhood patrol to him and his team. He can provide the coverage needed for 6 hours of patrolling 6 nights each week.

Vice President Report – Jimmy Robert – no report

Secretary Report – Kathy Johnson

Approval of September Meeting Minutes - Conor motioned to approve the minutes, Braden seconded. Minutes approved.

Social / Hospitality – Braden Spalding

Halloween Party – The party was enjoyed by all. Braden brought up the concern that people from outside neighborhoods attend our party and eat from the El Patio food truck thus increasing the cost of the party. Katie suggested that Braden talk to the manager of El Patio for thoughts on how to manage the food choices and the actual ordering.

Communications / Website – Conor Shary

Email Blast to Homeowners concerning the voting results-will send a notice to the neighborhood when the paperwork is signed and filed.

Architectural Control Committee – Steve Geis- no report

Legal – Peter Blomquist

Letter to the Air B&B home notifying the owner of the new rules- letter sent to property owners; Peter has not heard back yet.

Fence on Locke Lane- new fence is up

Security – Katie Deal

Officer Castro Questions and Answers- Officer Castro met with the board discussing his availability to take over the patrolling of our neighborhood, 6 hours per night for 6 days each week. The board asked questions, which were all answered to the board's satisfaction. The board members present at the meeting are in favor of having Officer Castro and his team take over the security for Briarbend. On November 22 the board officially voted via email to hire Officer Castro as our Briarbend security patrol.

Flock Security Cameras – (Leigh Adkins/Rene Garza)- Briarbend will pay for 1 camera and Charnwood will pay for 3 cameras, which will cover all four entrance points into Charnwood from Voss.

Treasurer - Leigh Adkins

Review of 2022 Budget to Date- Leigh reported that the budget will most likely be slightly over the 2022 budget as a result of the increased spending on security. However, the overage should be minimal.

Other Items:

Change in the Dinner Policy for Monthly Meetings- the board discussed serving light snacks/beverages beginning in January at the board meetings in lieu of dinner. Board meetings will begin at 7:00 pm. Kathy Johnson made the motion to no longer serve dinner and serve snacks instead; Braden seconded the motion. The motion passed.

The next meeting is scheduled for January 10, 2023 at 7802 Burgoyne.

Rene adjourned the meeting at 8:20 pm.

Respectfully submitted,
Kathy Johnson

Budget To Actual

1/1/2022 through 10/31/2022 Using 2022 Briarbend Budget

11/1/2022

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Category	1/1/2022 Actual	- Budget	10/31/2022 Difference
INCOME	70,346.64	68,938.34	1,408.30
2022 Dues	67,135.00	67,130.00	5.00
Fines	1,075.00	1,000.00	75.00
Interest	436.64	100.00	336.64
Capital One Interest	64.17	0.00	64.17
Frost Bank Interest	372.47	0.00	372.47
Refinance Fee	200.00	291.66	-91.66
Transfer Fee	1,500.00	416.68	1,083.32
EXPENSES	59,545.49	63,112.44	3,566.95
Occup, Rent, Utilities, Maintenance	20,221.94	24,863.32	4,641.38
Briarbend Maintenance	1,267.99	2,250.00	982.01
Auto Fuel	1,118.45	750.00	-368.45
Auto Maintenance	149.54	1,500.00	1,350.46
Garbage Expense	27,173.95	30,833.32	3,659.37
Other Garbage Expense	27,173.95	0.00	-27,173.95
Garbage Reimbursement	-8,220.00	-8,220.00	0.00
Other Expense	5,462.12	7,156.62	1,694.50
Administrative Expenses	0.00	83.32	83.32
Bank Charge	72.70	90.00	17.30
COMMUNITY SPIRIT	1,575.43	3,166.70	1,591.27
Halloween Party	865.00	2,000.00	1,135.00
New Neighbor Gifts	48.62	166.70	118.08
Spring Party	661.81	1,000.00	338.19
Insurance	1,480.00	1,600.00	120.00
Security Vehicle Insurance	1,480.00	1,600.00	120.00
Meeting Expense	2,268.00	2,050.00	-218.00
MISC	50.81	83.30	32.49
Website	15.18	83.30	68.12
Printing, Publication, Postage, Shipping	257.89	290.00	32.11
Certified Mail	12.99	0.00	-12.99
Directory	59.73	0.00	-59.73
Election Expenses	73.10	200.00	126.90
Newsletter	0.00	75.00	75.00
Postage	0.00	15.00	15.00
Other Printing, Publication, Postage,...	112.07	0.00	-112.07
Professional Fees Independent Contra...	31,603.54	28,802.50	-2,801.04
Professional Fees	1,555.00	416.70	-1,138.30
Professional Fees-Legal Fees	1,555.00	416.70	-1,138.30
Security	30,048.54	28,385.80	-1,662.74
8000 Woodway	-1,168.64	-1,062.40	106.24
Charnwood	-11,709.57	-11,709.60	-0.03
Flock Safety	2,500.00	7,500.00	5,000.00
Security Patrol	40,022.00	33,657.80	-6,364.20
Other Security	404.75	0.00	-404.75
Salaries, other compensations	2,000.00	2,000.00	0.00
Treasurer Fee	2,000.00	2,000.00	0.00
Net Difference:	10,801.15	5,825.90	4,975.25

Budget To Actual - 2022

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

11/1/2022

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Category	1/1/2022 Actual	- Budget	12/31/2022 Difference
INCOME	70,346.64	69,100.00	1,246.64
2022 Dues	67,135.00	67,130.00	5.00
Fines	1,075.00	1,000.00	75.00
Interest	436.64	120.00	316.64
Capital One Interest	64.17	0.00	64.17
Frost Bank Interest	372.47	0.00	372.47
Refinance Fee	200.00	350.00	-150.00
Transfer Fee	1,500.00	500.00	1,000.00
EXPENSES	59,545.49	76,557.00	17,011.51
Occup, Rent, Utilities, Maintenance	20,221.94	29,836.00	9,614.06
Briarbend Maintenance	1,267.99	2,700.00	1,432.01
Auto Fuel	1,118.45	900.00	-218.45
Auto Maintenance	149.54	1,800.00	1,650.46
Garbage Expense	27,173.95	37,000.00	9,826.05
Other Garbage Expense	27,173.95	0.00	-27,173.95
Garbage Reimbursement	-8,220.00	-9,864.00	-1,644.00
Other Expense	5,462.12	10,558.00	5,095.88
Administrative Expenses	0.00	100.00	100.00
Bank Charge	72.70	108.00	35.30
COMMUNITY SPIRIT	1,575.43	3,950.00	2,374.57
Christmas Light Contest	0.00	250.00	250.00
Halloween Party	865.00	2,500.00	1,635.00
New Neighbor Gifts	48.62	200.00	151.38
Spring Party	661.81	1,000.00	338.19
Insurance	1,480.00	4,000.00	2,520.00
General Liability Insurance	0.00	2,400.00	2,400.00
Security Vehicle Insurance	1,480.00	1,600.00	120.00
Meeting Expense	2,268.00	2,200.00	-68.00
MISC	50.81	100.00	49.19
Website	15.18	100.00	84.82
Printing, Publication, Postage, Shipping	257.89	700.00	442.11
Certified Mail	12.99	0.00	-12.99
Directory	59.73	0.00	-59.73
Election Expenses	73.10	200.00	126.90
Newsletter	0.00	100.00	100.00
Postage	0.00	400.00	400.00
POST OFFICE BOX	0.00	284.00	284.00
Other Printing, Publication, Postage, ...	112.07	0.00	-112.07
Professional Fees Independent Contra...	31,603.54	33,063.00	1,459.46
Professional Fees	1,555.00	500.00	-1,055.00
Professional Fees-Legal Fees	1,555.00	500.00	-1,055.00
Security	30,048.54	32,563.00	2,514.46
8000 Woodway	-1,168.64	-1,274.88	-106.24
Charnwood	-11,709.57	-14,051.52	-2,341.95
Flock Safety	2,500.00	7,500.00	5,000.00
Security Patrol	40,022.00	40,389.40	367.40
Other Security	404.75	0.00	-404.75
Salaries, other compensations	2,000.00	2,400.00	400.00
Treasurer Fee	2,000.00	2,400.00	400.00
Net Difference:	10,801.15	-7,457.00	18,258.15

Briarbend Income & Expense Statement

1/1/2022 through 10/31/2022

11/1/2022

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Category	1/1/2022- 10/31/2022
INCOME	
2022 Dues	67,135.00
Fines	1,075.00
Interest	
Capital One Interest	64.17
Frost Bank Interest	372.47
TOTAL Interest	436.64
Refinance Fee	200.00
Transfer Fee	1,500.00
TOTAL INCOME	70,346.64
EXPENSES	
Occup, Rent, Utilities, Maintenance	
Briarbend Maintenance	
Auto Fuel	1,118.45
Auto Maintenance	149.54
TOTAL Briarbend Maintenance	1,267.99
Garbage Expense	27,173.95
Garbage Reimbursement	-8,220.00
TOTAL Occup, Rent, Utilities, Maint...	20,221.94
Other Expense	
Bank Charge	
Online Banking	50.00
Signature Verification Fee	18.00
Item Fee	4.70
TOTAL Signature Verification ...	22.70
TOTAL Bank Charge	72.70
COMMUNITY SPIRIT	
Halloween Party	865.00
New Neighbor Gifts	48.62
Spring Party	661.81
TOTAL COMMUNITY SPIRIT	1,575.43
Insurance	
Security Vehicle Insurance	1,480.00
TOTAL Insurance	1,480.00
Meeting Expense	2,268.00
MISC	50.81
Website	15.18
TOTAL Other Expense	5,462.12
Printing, Publication, Postage, Shipping	112.07
Certified Mail	12.99
Directory	59.73
Election Expenses	73.10
TOTAL Printing, Publication, Posta...	257.89
Professional Fees Independent Contr...	
Professional Fees	
Professional Fees-Legal Fees	1,555.00
TOTAL Professional Fees	1,555.00
Security	404.75
8000 Woodway	-1,168.64
Charnwood	-11,709.57
Flock Safety	2,500.00
Security Patrol	40,022.00
TOTAL Security	30,048.54
TOTAL Professional Fees Indepen...	31,603.54
Salaries, other compensations	
Treasurer Fee	2,000.00
TOTAL Salaries, other compensatio...	2,000.00
TOTAL EXPENSES	59,545.49
OVERALL TOTAL	10,801.15

Briarbend Balance Sheet - As of 10/31/2022

Account	10/31/2022 Balance
Bank Accounts	
Capital One Money Mkt	76,331.07
Checking - Capital One	2,113.96
Frost Business Checking XX2743	107.99
Frost Checking XX1563	-932.33
Frost Money Mkt XX0931	94,804.42
TOTAL Bank Accounts	172,425.11
Asset Accounts	
Accts Rec-City	6,576.00
Security Vehicle	9,500.00
TOTAL Asset Accounts	16,076.00
Liability Accounts	
Deferred Revenue - Next Year Du...	0.00
Restricted Funds - Briarbend Park	-6,147.32
TOTAL Liability Accounts	-6,147.32
OVERALL TOTAL	182,353.79

Budget To Actual - 2022

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

1/9/2023

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Category	1/1/2022 Actual	- Budget	12/31/2022 Difference
INCOME	70,721.25	69,100.00	1,621.25
2022 Dues	67,135.00	67,130.00	5.00
Fines	1,075.00	1,000.00	75.00
Interest	611.25	120.00	491.25
Capital One Interest	76.60	0.00	76.60
Frost Bank Interest	534.65	0.00	534.65
Refinance Fee	200.00	350.00	-150.00
Transfer Fee	1,700.00	500.00	1,200.00
EXPENSES	79,661.93	76,557.00	-3,104.93
Occup, Rent, Utilities, Maintenance	24,596.48	29,836.00	5,239.52
Briarbend Maintenance	1,806.53	2,700.00	893.47
Auto Fuel	1,417.11	900.00	-517.11
Auto Maintenance	389.42	1,800.00	1,410.58
Garbage Expense	32,653.95	37,000.00	4,346.05
Other Garbage Expense	32,653.95	0.00	-32,653.95
Garbage Reimbursement	-9,864.00	-9,864.00	0.00
Other Expense	8,010.50	10,558.00	2,547.50
Administrative Expenses	0.00	100.00	100.00
Bank Charge	82.70	108.00	25.30
Online Banking	55.00	0.00	-55.00
Signature Verification Fee	22.70	0.00	-22.70
Item Fee	4.70	0.00	-4.70
Other Signature Verification Fee	18.00	0.00	-18.00
Other Bank Charge	5.00	0.00	-5.00
COMMUNITY SPIRIT	4,113.81	3,950.00	-163.81
Christmas Light Contest	0.00	250.00	250.00
Halloween Party	3,403.38	2,500.00	-903.38
New Neighbor Gifts	48.62	200.00	151.38
Spring Party	661.81	1,000.00	338.19
Insurance	1,480.00	4,000.00	2,520.00
General Liability Insurance	0.00	2,400.00	2,400.00
Security Vehicle Insurance	1,480.00	1,600.00	120.00
Meeting Expense	2,268.00	2,200.00	-68.00
MISC	50.81	100.00	49.19
Website	15.18	100.00	84.82
Printing, Publication, Postage, Shipping	257.89	700.00	442.11
Certified Mail	12.99	0.00	-12.99
Directory	59.73	0.00	-59.73
Election Expenses	73.10	200.00	126.90
Newsletter	0.00	100.00	100.00
Postage	0.00	400.00	400.00
POST OFFICE BOX	0.00	284.00	284.00
Other Printing, Publication, Postage, ...	112.07	0.00	-112.07
Professional Fees Independent Contra...	44,397.06	33,063.00	-11,334.06
Professional Fees	1,555.00	500.00	-1,055.00
Professional Fees-Legal Fees	1,555.00	500.00	-1,055.00
Other Professional Fees-Legal ...	1,555.00	0.00	-1,555.00
Security	42,842.06	32,563.00	-10,279.06
8000 Woodway	-1,381.12	-1,274.88	106.24
Charnwood	-16,393.57	-14,051.52	2,342.05
Flock Safety	2,500.00	7,500.00	5,000.00
Security Coordination	2,930.00	0.00	-2,930.00
Security Patrol	54,782.00	40,389.40	-14,392.60
Other Security	404.75	0.00	-404.75
Salaries, other compensations	2,400.00	2,400.00	0.00
Treasurer Fee	2,400.00	2,400.00	0.00
Net Difference:	-8,940.68	-7,457.00	-1,483.68

Briarbend Income & Expense Statement - 2022

1/1/2022 through 12/31/2022

1/9/2023

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Category	1/1/2022- 12/31/2022
INCOME	
2022 Dues	67,135.00
2023 Dues	0.00
Fines	1,075.00
Interest	
Capital One Interest	76.60
Frost Bank Interest	534.65
TOTAL Interest	611.25
Refinance Fee	200.00
Transfer Fee	1,700.00
TOTAL INCOME	70,721.25
EXPENSES	
Occup, Rent, Utilities, Maintenance	
Briarbend Maintenance	
Auto Fuel	1,417.11
Auto Maintenance	389.42
TOTAL Briarbend Maintenance	1,806.53
Garbage Expense	32,653.95
Garbage Reimbursement	-9,864.00
TOTAL Occup, Rent, Utilities, Maint...	24,596.48
Other Expense	
Bank Charge	
Online Banking	55.00
Signature Verification Fee	18.00
Item Fee	4.70
TOTAL Signature Verification ...	22.70
TOTAL Bank Charge	82.70
COMMUNITY SPIRIT	
Halloween Party	3,403.38
New Neighbor Gifts	48.62
Spring Party	661.81
TOTAL COMMUNITY SPIRIT	4,113.81
Insurance	
Security Vehicle Insurance	1,480.00
TOTAL Insurance	1,480.00
Meeting Expense	2,268.00
MISC	50.81
Website	15.18
TOTAL Other Expense	8,010.50
Printing, Publication, Postage, Shipping	112.07
Certified Mail	12.99
Directory	59.73
Election Expenses	73.10
TOTAL Printing, Publication, Posta...	257.89
Professional Fees Independent Contr...	
Professional Fees	
Professional Fees-Legal Fees	1,555.00
TOTAL Professional Fees	1,555.00
Security	
8000 Woodway	-1,381.12
Charnwood	-16,393.57
Flock Safety	2,500.00
Security Coordination	2,930.00
Security Patrol	54,782.00
TOTAL Security	42,842.06
TOTAL Professional Fees Indepen...	44,397.06
Salaries, other compensations	
Treasurer Fee	2,400.00
TOTAL Salaries, other compensatio...	2,400.00
TOTAL EXPENSES	79,661.93
OVERALL TOTAL	-8,940.68

Briarbend Balance Sheet - As of 12/31/2022

Account	12/31/2022 Balance
Bank Accounts	
Capital One Money Mkt	66,267.46
Checking - Capital One	2,000.00
Frost Business Checking XX2743	200.00
Frost Checking XX1563	8,460.59
Frost Money Mkt XX0931	86,751.23
TOTAL Bank Accounts	163,679.28
Asset Accounts	
Accts Rec-City	8,220.00
Security Vehicle	9,500.00
TOTAL Asset Accounts	17,720.00
Liability Accounts	
Deferred Revenue - Next Year Du...	-12,000.00
Restricted Funds - Briarbend Park	-6,147.32
TOTAL Liability Accounts	-18,147.32
OVERALL TOTAL	163,251.96