

BRIARBEND COMMUNITY IMPROVEMENT ASSOCIATION
Annual Homeowners Meeting
Molina's Restaurant
October 11, 2022

Call to Order – Rene Garza- meeting called to order at 6:52 pm and welcomed the group

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

Vice President Report – Jimmy Robert

Directory Online- working to move the directory online in lieu of a paper directory

Secretary Report – Kathy Johnson

Approval of March 2022 Meeting Minutes -motion to approve made by Chad Roberts, second by Jessica Strehlow. Minutes approved.

Social / Hospitality – Braden Spalding

Halloween Party will be held on Halloween in the Chevy Chase cul-de sac. Flyers have gone out to the neighborhood.

Communications / Website – Conor Shary

Conor, Rene, and Leigh working on finishing the 2021 audit.

Architectural Control Committee – Steve Geis- no activity right now.

Legal – Peter Blomquist- Peter explained that his position is responsible for sending letters to homeowners who need to comply with deed restrictions.

Proposed Short Term Rental Deed Restriction- we were made aware that a home in our neighborhood is being used as an Airbnb.

Percentage of Homeowner Approval Required- have 50+ votes now and we need a 2/3 majority of homeowners (90) to approve the change. Deadline for turning in votes is October 31, 2022.

Security – Katie Deal- talked about the pilot program we started with our security patrol. The officers have reported back on the number of people they have asked to leave the neighborhood/park. Rene talked about the need to have increased security. One homeowner asked why the neighborhood was having to take care of the park when it doesn't belong to us. Rene explained that the park is under the supervision of the Park Rangers. Katie also explained that what happens in the park affects our entire neighborhood. Having our security officers run

off people in the park between the hours of 11 pm and 6 am is helping decrease the amount of activity in the park during those hours. Another homeowner asked about the possibility of having patrols each night of the week. Rene explained that the board felt we could more easily get approval if we raise the dues 55%. We are proposing to have security patrols 6 nights a week for 6 hours a night with a random day off on a Monday, Tuesday, or Wednesday. Rene has reached out to Charnwood asking them to participate with us. There was quite a bit of discussion about the need for security for the entire neighborhood, not just for the park. There were many expressions of encouragement asking everyone to vote in favor of the increased dues. Many at the meeting want security 7 days each week – Peter explained that the board looked at the neighborhood as a whole and felt that raising the dues to \$750/year was an amount that would pass. The board also is dipping into the reserves to pay for 6 hours a night 6 days a week.

Treasurer - Leigh Adkins

Review of 2022 Budget to Date- have collected more in interest than in previous years. Garbage expenses are lower than budgeted; auto maintenance is lower than budgeted. Leigh expects those expenses to increase with the increased usage of the car. Flock security cameras – Briarbend anticipated using 3 cameras, however the board could not get a homeowner to agree to put a camera in their yard on the north end of the subdivision, so we currently have 2 cameras. The financials are under budget and there is roughly \$23,000 in the budget to finish out the year. The budget includes a decent amount in reserves, but we will use some of that amount to pay for the increased security.

Proposed 2023 Budget- having security 6 days a week at 6 hours per night will run a deficit of \$14,007. We need 69 homeowners to vote in favor of the budget. Annette Moore made the motion to approve the budget, Betsy Miller seconded, and the 2023 budget passed.

Other Items: Mike Holsey let us know that Collector's Firearms is a polling place for the November election. One homeowner asked how effective the cameras are and we said they aren't foolproof, but they are good.

Meeting adjourned at 7:58 pm

Respectfully submitted,
Kathy Johnson
Secretary

Briarbend 2023 Budget		
Category	Budget	Notes
INCOME		
2022 Dues	\$102,750.00	137 Homes @ \$750.00
Fines	\$1,000.00	
Interest	\$1,000.00	
Refinance Fee	\$350.00	
Transfer Fee	\$500.00	
TOTAL INCOME	\$105,600.00	
EXPENSES		
Administrative Expenses	\$100.00	
Bank Charge	\$50.00	
Community Spirt		
Christmas Light Contest	\$250.00	
New Neighbor Gift	\$200.00	
Halloween Party	\$2,500.00	
Spring Party	\$1,000.00	
Election Expenses	\$200.00	
Garbage Expense	\$35,510.40	
Garbage Reimbursement	(\$9,864.00)	City of Houston
Briarbend Maintenance		
Auto Fuel	\$2,000.00	
Auto Maintenance	\$1,000.00	
Insurance		
Directors and Officers Insurance	\$2,400.00	
Auto Insurance	\$1,500.00	
Meeting Expense	\$2,200.00	
MISC	\$100.00	
Newsletter	\$100.00	
Postage	\$400.00	
Professional Fees		
Legal Fees	\$500.00	
Security		
8000 Woodway (SP Reimb)	(\$1,274.88)	
Charnwood (SP Reimb)	(\$14,051.52)	
Flock Safety	\$5,000.00	
Security Patrol	\$78,270.00	
Security Supervision	\$7,827.00	
Security Phone	\$1,200.00	
Treasurer Fee	\$2,400.00	
Website	\$100.00	
TOTAL EXPENSES	\$119,617.00	
OVERALL TOTAL	(\$14,017.00)	

Budget To Actual

1/1/2022 through 9/30/2022 Using 2022 Briarbend Budget

10/3/2022

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Category	1/1/2022 Actual	- Budget	9/30/2022 Difference
INCOME	70,135.95	68,857.51	1,278.44
2022 Dues	67,135.00	67,130.00	5.00
Fines	1,075.00	1,000.00	75.00
Interest	275.95	90.00	185.95
Capital One Interest	57.90	0.00	57.90
Frost Bank Interest	218.05	0.00	218.05
Refinance Fee	150.00	262.49	-112.49
Transfer Fee	1,500.00	375.02	1,124.98
EXPENSES	46,496.78	56,593.68	10,096.90
Occup, Rent, Utilities, Maintenance	18,065.06	22,376.98	4,311.92
Briarbend Maintenance	1,029.11	2,025.00	995.89
Auto Fuel	889.57	675.00	-214.57
Auto Maintenance	139.54	1,350.00	1,210.46
Garbage Expense	24,433.95	27,749.98	3,316.03
Other Garbage Expense	24,433.95	0.00	-24,433.95
Garbage Reimbursement	-7,398.00	-7,398.00	0.00
Other Expense	3,669.12	5,455.95	1,786.83
Administrative Expenses	0.00	74.98	74.98
Bank Charge	62.70	81.00	18.30
Online Banking	40.00	0.00	-40.00
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
COMMUNITY SPIRIT	710.43	1,650.03	939.60
Halloween Party	0.00	500.00	500.00
New Neighbor Gifts	48.62	150.03	101.41
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	1,350.00	1,900.00	550.00
MISC	50.81	74.97	24.16
Website	15.18	74.97	59.79
Printing, Publication, Postage, Shipping	159.38	288.50	129.12
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	13.50	13.50
Other Printing, Publication, Postage, ...	13.56	0.00	-13.56
Professional Fees Independent Contra...	22,803.22	26,672.25	3,869.03
Professional Fees	295.00	375.03	80.03
Professional Fees-Legal Fees	295.00	375.03	80.03
Other Professional Fees-Legal ...	295.00	0.00	-295.00
Security	22,508.22	26,297.22	3,789.00
8000 Woodway	-849.92	-956.16	-106.24
Charnwood	-10,538.61	-10,538.64	-0.03
Flock Safety	2,500.00	7,500.00	5,000.00
Security Patrol	30,992.00	30,292.02	-699.98
Other Security	404.75	0.00	-404.75
Salaries, other compensations	1,800.00	1,800.00	0.00
Treasurer Fee	1,800.00	1,800.00	0.00
Net Difference:	23,639.17	12,263.83	11,375.34

Budget To Actual - 2022

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

10/3/2022

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Category	1/1/2022 Actual	- Budget	12/31/2022 Difference
INCOME	70,218.75	69,100.00	1,118.75
2022 Dues	67,135.00	67,130.00	5.00
Fines	1,075.00	1,000.00	75.00
Interest	358.75	120.00	238.75
Capital One Interest	57.90	0.00	57.90
Frost Bank Interest	300.85	0.00	300.85
Refinance Fee	150.00	350.00	-200.00
Transfer Fee	1,500.00	500.00	1,000.00
EXPENSES	47,320.78	76,557.00	29,236.22
Occup, Rent, Utilities, Maintenance	18,065.06	29,836.00	11,770.94
Briarbend Maintenance	1,029.11	2,700.00	1,670.89
Auto Fuel	889.57	900.00	10.43
Auto Maintenance	139.54	1,800.00	1,660.46
Garbage Expense	24,433.95	37,000.00	12,566.05
Other Garbage Expense	24,433.95	0.00	-24,433.95
Garbage Reimbursement	-7,398.00	-9,864.00	-2,466.00
Other Expense	3,674.12	10,558.00	6,883.88
Administrative Expenses	0.00	100.00	100.00
Bank Charge	67.70	108.00	40.30
Online Banking	45.00	0.00	-45.00
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
COMMUNITY SPIRIT	710.43	3,950.00	3,239.57
Christmas Light Contest	0.00	250.00	250.00
Halloween Party	0.00	2,500.00	2,500.00
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	1,350.00	2,200.00	850.00
MISC	50.81	100.00	49.19
Website	15.18	100.00	84.82
Printing, Publication, Postage, Shipping	159.38	700.00	540.62
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,...	13.56	0.00	-13.56
Professional Fees Independent Contra...	23,622.22	33,063.00	9,440.78
Professional Fees	1,114.00	500.00	-614.00
Professional Fees-Legal Fees	1,114.00	500.00	-614.00
Other Professional Fees-Legal ...	1,114.00	0.00	-1,114.00
Security	22,508.22	32,563.00	10,054.78
8000 Woodway	-849.92	-1,274.88	-424.96
Charnwood	-10,538.61	-14,051.52	-3,512.91
Flock Safety	2,500.00	7,500.00	5,000.00
Security Patrol	30,992.00	40,389.40	9,397.40
Other Security	404.75	0.00	-404.75
Salaries, other compensations	1,800.00	2,400.00	600.00
Treasurer Fee	1,800.00	2,400.00	600.00
Net Difference:	22,897.97	-7,457.00	30,354.97

Briarbend Income & Expense Statement

1/1/2022 through 9/30/2022

10/3/2022

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Category	1/1/2022- 9/30/2022
INCOME	
2022 Dues	67,135.00
Fines	1,075.00
Interest	
Capital One Interest	57.90
Frost Bank Interest	300.85
TOTAL Interest	358.75
Refinance Fee	150.00
Transfer Fee	1,500.00
TOTAL INCOME	70,218.75
EXPENSES	
Occup, Rent, Utilities, Maintenance	
Briarbend Maintenance	
Auto Fuel	889.57
Auto Maintenance	139.54
TOTAL Briarbend Maintenance	1,029.11
Garbage Expense	24,433.95
Garbage Reimbursement	-7,398.00
TOTAL Occup, Rent, Utilities, Maint...	18,065.06
Other Expense	
Bank Charge	
Online Banking	45.00
Signature Verification Fee	18.00
Item Fee	4.70
TOTAL Signature Verification ...	22.70
TOTAL Bank Charge	67.70
COMMUNITY SPIRIT	
New Neighbor Gifts	48.62
Spring Party	661.81
TOTAL COMMUNITY SPIRIT	710.43
Insurance	
Security Vehicle Insurance	1,480.00
TOTAL Insurance	1,480.00
Meeting Expense	1,350.00
MISC	50.81
Website	15.18
TOTAL Other Expense	3,674.12
Printing, Publication, Postage, Shipping	13.56
Certified Mail	12.99
Directory	59.73
Election Expenses	73.10
TOTAL Printing, Publication, Posta...	159.38
Professional Fees Independent Contr...	
Professional Fees	
Professional Fees-Legal Fees	1,114.00
TOTAL Professional Fees	1,114.00
Security	404.75
8000 Woodway	-849.92
Charnwood	-10,538.61
Flock Safety	2,500.00
Security Patrol	30,992.00
TOTAL Security	22,508.22
TOTAL Professional Fees Indepen...	23,622.22
Salaries, other compensations	
Treasurer Fee	1,800.00
TOTAL Salaries, other compensati...	1,800.00
TOTAL EXPENSES	47,320.78
OVERALL TOTAL	22,897.97

Briarbend Balance Sheet - As of 9/30/2022

Account	9/30/2022 Balance
Bank Accounts	
Capital One Money Mkt	76,324.80
Checking - Capital One	2,113.96
Frost Business Checking XX2743	150.10
Frost Checking XX1563	-174.50
Frost Money Mkt XX0931	106,929.57
TOTAL Bank Accounts	185,343.93
Asset Accounts	
Accts Rec-City	5,754.00
Security Vehicle	9,500.00
TOTAL Asset Accounts	15,254.00
Liability Accounts	
Deferred Revenue - Next Year Dues	0.00
Restricted Funds - Briarbend Park	-6,147.32
TOTAL Liability Accounts	-6,147.32
OVERALL TOTAL	194,450.61

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 Briar bend 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
Briar bend 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