

Braeburn Glen Civic Club

Board Meeting Minutes 05 May 2020

ATTENDEES: Cindy Anderson Josue A Garcia David Hernandez
Eric Johnson Patricia Johnson *ELIZA*

The meeting was called to order at 7:05 p.m.
By email notification dated ??, Manuel Barrera resigned as
President of Braeburn Glen Civic Club.

Good to Know

When using HCAD.org,
Go to Advanced Property Search,
Enter 7939 in the
neighborhood number field
to pull up info on
all properties in Braeburn Glen

Meeting Minutes

The 04 March Board meeting minutes were read.
A motion was made, seconded, and carried to accept the minutes as read.
The 10 March General meeting minutes were read.
A motion was made, seconded, and carried to accept the minutes as read.

Treasurer's Report & Finance

Attachment 1 is the April Treasurer's report.
A motion was made, seconded, and carried to accept the report as presented.
Attachment 2 is the May Treasurer's report ().
A motion was made, seconded, and carried to accept the report as presented.

After brief discussion of the balances in the savings and checking accounts, a motion was made, seconded, and carried to retain \$10,000 in the checking account and transfer the remainder to the savings account.

Discussed ways to improve quality of neighborhood (security, curb repair, street gutter cleaning)

Deed Restrictions

Cindy will begin working to develop a process and a spreadsheet(s) to record and track deed restrictions and recruit volunteers.

New Business

- We tabled renting the CCB until IRS rules are reviewed.
 - The approved April wedding was cancelled due to Covid-19 fears. The deposit and rental fee were refunded.
 - Cindy suggested hiring a paid Event Coordinator when renting out the CCB. Eliza is interested in being a coordinator.

Old Business

- Repaint red curbs – After reviewing two bids received (Attachment 3A), a motion was made, seconded, and carried to accept the bid from C&G Landscaping
- Tree trimming and cleanup of Braeburn Glen dead-end at Jason -- After reviewing two bids received (Attachment 3C), a motion was made, seconded, and carried to accept the bid from C&G Landscaping
- Repair the Gessner signs (Attachment 3B) -- Postpone until June meeting
- Traffic diverter -- David is having challenging conversations and email communications with those in charge of this project at the City of Houston
- Mahoning Community Grove - Patricia submitted a drawing of the lot (Attachment 4)
- Need focal point: In March 2020, it was approved to investigate hiring off-duty police officers to patrol Braeburn Glen during New Years Eve, 4th of July, Christmas Eve.
- Review by-laws in 2020
- Send certified letters/bills to accounts exceeding \$500
- Change/correct the name on the City of Houston water bill.
- Investigate payments (~\$220/year) to the Braes Oak Management District. Membership fee?

*approved 6/9/20
emailed to BG@gmail 7/19/20*

Attachment 1

Braeburn Glen Treasurer's Report April 1, 2020		
Beginning Balance		
Checking:	23,990.96	
Savings:	52,270.31	
Total:	76,261.27	
Checking Transactions:		
Checking Beginning Balance:	31,857.24	
Deposits:	4,556.02	
Checks Paid:	(\$2,000.00)	
ATM Withdrawals	0.00	
Electronic Withdrawals	(\$250.86)	Brilliant Energy (92.35 + 104.51), COH Water (54.00)
Ending Balance:	34,162.40	
Savings Transactions:		
Savings Beginning Balance:	52,272.30	
Interest Accrued	1.63	
Ending Balance:	52,273.93	
Total Ending Balance	86,436.33	

Attachment 2

Braeburn Glen Treasurer's Report May 1, 2020		
Beginning Balance		
Checking:	34,162.40	
Savings:	52,270.31	
Total:	86,432.71	
Checking Transactions:		
Checking Beginning Balance:	34,162.40	
Deposits:	1,389.36	
Checks Paid:	(\$200.00)	ALEXIS JENNINGS
ATM Withdrawals	0.00	
Electronic Withdrawals	(\$79.25)	Brilliant Energy (79.25)
Ending Balance:	35,272.51	
Savings Transactions:		
Savings Beginning Balance:	52,273.30	
Interest Accrued	0.85	
Ending Balance:	52,274.15	
Total Ending Balance	87,546.66	

Attachment 3

Braeburn Glen Subdivision 2nd Quarter 2020 Projects

BIDS AT A GLANCE

NO PARKING RED CURBS:

Berkeley Services - \$2229

Carlos Guevara C & G Landscaping - \$1850

Projected cost for Project: \$2900

3A

BRAEBURN GLEN ENTRANCE SIGN:

Carlos Guevara C & G Landscaping - \$575

Jimmy Hines - \$562 + Labor ?

Victor Cadena - \$602 using Fast Signs
\$814 using Signletters.com

Projected cost for Project: \$900

3B

TREE TRIMMING AND CLEANUP:

(Braeburn Glen and Jason Dead End)

Carlos Guevara C & G Landscaping - \$650

Houston Lawn Care and Tree Service- \$950

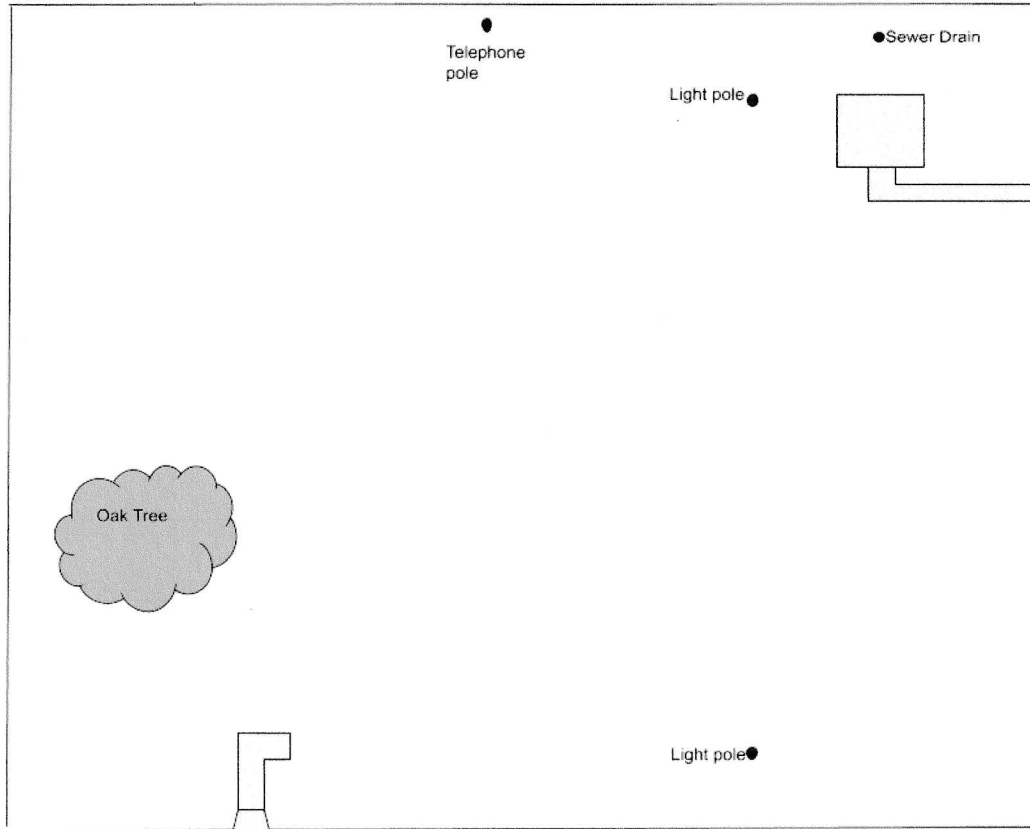
Projected cost for Project: \$1200

3C

Created By David Hernandez
5/2020

Attachment 4

Braeburn Glen Pool Lot



Imogene

1 in = 20 ft

Mahoning

Created By Patricia Johnson
5/2020



Attachment 5

Braeburn Glen Civic Association Board Meeting

May 5, 2020 at 7:30 PM

Agenda (5 min)

- ✓ Call to order – Patricia
- ✓ Read/Approve Minutes (Secretary) - Cindy

Audio Conference Call Phone Number: 978-990-5148

Access Code: 3188396

Finances (5 min) - Eric

- ✓ Treasurer's report (2020 maintenance fee update, deposits and expenses)

Deed Restrictions (10 Min) - Anya

Update New and Old Actions (letters, legal)

Appearance and grounds (5 min)

Update New and Old Actions (Civic center, Mahoning Park, Braeburn Glen and Mahoning dead end)

~~Security (10 min)~~

~~Update New and Old Offenses~~

Old Business (10 min)

- ✓ Vote on bid for: No Parking Red Curbs
- ✓ Vote on bid for: Entrance Sign (North) *June*
- ✓ Vote on bid for: Tree Branch Trimming and cleaning of dead at Braeburn Glen and Jason
- Traffic Diverter (adopt and irrigation)
- Review by-laws *delayed*
- Update on civic club use (was there a wedding?)
- Update on Mahoning Community Grove ✓

New Business (10 min)

Open

Adjourn- Stay safe everyone!

Notes: _____
