

Briarwick Condominium Owners Association, Inc.
Annual Homeowners Meeting
Meeting Minutes

March 20, 2025

Start: 7:09 PM

Stop: 8:20 PM

Location: Platou Community Center: 11655 Chimney Rock Rd., Houston, TX 77035

Present: Yolanda Brown, Dr. Janice Gloster, Carmela Ledet, Samuel Kiteka, Ely Medina, Jonathan Galo, and homeowners

1. Yolanda Brown, President's Report

- The meeting was called to order.
- A positive resolution of the outstanding water bill with the City of Houston was achieved.
- Residents should report illegal dumping to Sam, the Property Manager.
- HOA rules and regulations are available upon request from board members or management.
- Announcement: Briarwick HOA will sponsor a shred day in the fall for secure destruction of home personal files.

2. Dr. Janice Gloster, Vice President's Report

- Reconciled records from past management companies are ready for audit, tentatively planned for July or August 2025.

3. Carmela Ledet, Secretary's Report

- Acknowledgment of the effort involved in managing the 308-unit property.
- Commendation for the dedication of the management, accounting team, and board members in supporting homeowners.

4. Ely Medina, Senior Accountant Report - Acc|Ess Project Solutions Inc.

- Presentation titled "Why Would You Leave \$500,000 on the Table?" highlighting unpaid homeowner assessment fees.
- Statute of limitations led to removal of \$67,270.07 from 2022 receivables.
- Challenges from past management caused prolonged accounting reconciliation efforts.
- Quorum percentage was not met for this meeting.

5. Samuel Kiteka, Property Manager's Report – Sam Houston Properties

- Prior to delivering his management presentation, Sam hand-delivered a copy of the 2025 Briarwick Budget to all owners in attendance.
- Roll call of Directors and Property Manager's introduction.

- Water bill update: April 5, 2023 (\$197,620.17) versus March 5, 2025 (\$0.00) The amount of \$22,421.85 was paid for the March 26, 2025 statement which brought the account balance down to \$0.00.
- Comcast debulk issue in Spring of 2022. The Board and Management are actively challenging Comcast's erroneous and intentional attempts to charge the Association unwarranted and unearned fees, despite their official termination notice dated June 30, 2022.
- Ongoing dog registrations and upcoming striping project of the Briarwick parking lot.
- Financial overview for 2025, including recurring expenses, repairs, maintenance, and projected incoming funds.
- The current balance in the Reserve Account is \$50,657.34, a minimum amount of \$6,000 is added monthly.
- Homeowner Q&A session.
- Meeting Adjourned.