



Idylwood

In Houston's Historic East End

Business Plan FY 2024 Idylwood Civic Club

Accomplishments for 2023

The Idylwood Civic Club (ICC) and the neighborhood returned to in person meetings and events, tapping into the neighborhood's desire to get together. The Board created 3 committees and assigned budgets for the activities. Those active committees, plus the efforts of the Board, resulted in the following accomplishments since August 2022.

- Meetings in neighbors' homes: thanks to the generosity of people in the neighborhood, we have started meeting in various homes. This change in location has resulted in a fifty percent increase in attendance.
- 250 trees planted in neighborhood through partnerships with Trees for Houston and Harris County Flood Control District.
- Halloween and Easter parties in Spurlock Park for adults and children.
- Lawsuit filed against The Party House on Fairfield; an injunction is in place currently.
- Efforts to improve sidewalks have resulted in neighbors getting projects on the City's list for new sidewalks.
- Action taken at Sylvan/McGregor to add streetlights and remove bamboo to deter drive-by shootings.
- 2 neighborhood cleanups, one focused on street drainage clearance and the other on bamboo removal.
- Successful application to create minimum lot size for new development along Sylvan.
- New neighborhood Directory
- New Idylwood T-shirts
- 2 candidate forums
- Creation of the Centennial Task Force to focus on Idylwood's 100th anniversary in 2028.

Business Plan for 2024:

For FY '22-23, ICC had total revenues of \$4692.32, representing 43% of all households. While we budgeted \$6500, actual expenses were \$5029.97. Of that sum, \$43492.01 (70%) of the expenses, were administrative costs and charges incurred by the Deed Restrictions Committee. The activities of the Social Events committee drew in many community participants, as most recently evidenced

by the wonderful Halloween Party. The Community Improvement committee has spent little money and achieved amazing results through partnerships and community volunteers.

The Executive Committee wants to continue to engage the community at the level of last fiscal year, in addition to taking these actions to ensure that the budget is self-sustaining:

- Increase percentage of participating households to at least 50%.
- The Board has increased the dues but offered an opportunity for dues payments made in the last portion of '23 to count for 2024. We will not see the bump we need until 2025. For instance, we need 217 participants at \$30 to fund the budget; we need 163 participants to fund the budget at \$40.
- Encourage members to support the committees by donations in addition to the dues. (Some of this has already started, and we will be tracking additional donations for specified uses during the upcoming year.)
- Create fundraising events, such as a wine tasting with ticket sales.
- We are selling T-shirts, with the extra proceeds going into the Social Events Committee.

The Executive Committee and the Committee Chairs recommend that the 2024 budget remain as-is. By retaining the same levels of expenditures, we will be able to track the actual need for the projects/activities of each committee, and decide over the long term the appropriate amount of funding.

Budget for FY '24

Operating Budget Adopted January 1, 2024

The Idylwood Civic Club Board has adopted the following Operating Budget Accounts and Principles to be applied for the 2024 Fiscal Year to identify and allocate funds more clearly within the Idylwood Civic Club's Operating Budget. The budget encourages spending / investment in the Idylwood community once administrative costs for ICC have been met. This budget will follow the newly adopted Fiscal Year that aligns with the calendar year, begins January 1, 2024 and ends on December 31, 2024. Dues paid starting September 1, 2023 are allocated to 2024 Fiscal year for ICC members to bridge from previous Fiscal year ending September 30, 2023 to full calendar year through January 31, 2024.

Board Approved Dues Payments for ICC:

- Dues Paid from September 1, 2023 to December 31, 2023 remain at \$30 per year.
- Dues increase starting January 1, 2024 from \$30 per year to \$40 per year.

The status of Idylwood Civic Club's accounts are as follows:

| | |
|--|--------------------|
| Space City CU CD's (designated to enforce deed restrictions) | \$20,041.10 |
| Chase CD | \$10,000.00 |
| Paypal | \$ 560.55 |
| Chase Checking (general fund) | \$15,807.45 |
| TOTAL | \$46,405.43 |

Operating Budget Accounts

The Operating Budget will have Five Buckets (or accounts). These accounts are managed by ICC Treasurer and are not separate bank accounts. They are set up to isolate and track the Operating Budget in an excel file. The Operating budget is made up of the following:

1. General Fund Account – houses unallocated money that can be allocated to other accounts. This account houses money that ICC has accrued historically and separates it from the accounts of the current budget year. Committees may request funds from this account to be allocated to other accounts.
2. Administration Account – houses expenses related to operation of ICC. Expenses in this account include (but are not limited to) website domain, website hosting, Constant Contact account, PO Box, Insurance, and tax filings.
3. Deed Restriction Account – includes CD balances (see *ICC Constitution, Article I, Section 4*) and expenses related to deed restriction enforcement based. It is funded based on historical annual deed restriction spending.
4. Social Events Account – includes allocated budget money and expenses related to (but not limited) events such as Neighborhood Night Out, Halloween in Spurlock Park, Easter egg hunt in Spurlock Park, T-shirt Revenues and costs, and other social events for Idylwood residents.
5. Community Improvement Account – includes allocated budget money and expenses related (but not limited) maintenance or improvements to streets, parks, parkways, and community areas that benefit Idylwood residents and the community.

ICC Treasurer will include Report of Operating Budget Account balances in “Idylwood Civic Club, Treasurer Report” (monthly). See Example below. Please note, as resolved by ICC, the 2018 Idylwood Home Tour net revenues have been allocated to Community Improvement Account.

***TO BE UPDATED FOR 2024 balances but allocations are correct for initial 2024**

| Revenues 2024 | | | | \$ 1,542.43 | *Starts January 1, 2024, updated as of 20 November 2023 | | |
|---|-----------------------------|----------------------|----------|--------------------|---|-------------------------|-----------------|
| Dues | | | | \$ 1,452.43 | | | |
| Other Revenues (i.e. Donations not allocated to Committees) | | | | \$ 90.00 | | | |
| Operating Expenses 2024 | | | | | | | |
| | Budget (Initial Allocation) | Additional Allowance | Expenses | Budget Performance | Starting Account Balance | Running Account Balance | Dues Allocation |
| General Fund | | | | | | \$ 11,222.89 | |
| Administration of ICC | \$ 2,500.00 | \$ - | \$ - | \$ 2,500.00 | \$ - | \$ 2,500.00 | \$ 2,500.00 |
| Deed Restrictions | \$ 1,000.00 | \$ - | \$ - | \$ 1,000.00 | \$ 20,305.85 | \$ 21,305.85 | \$ 1,000.00 |
| Community Improvement* | \$ 1,500.00 | \$ - | \$ - | \$ 1,500.00 | \$ 7,934.65 | \$ 9,434.65 | \$ (1,957.57) |
| Social Events | \$ 1,500.00 | \$ - | \$ - | \$ 1,500.00 | \$ 442.04 | \$ 1,942.04 | \$ - |
| Total | \$ 6,500.00 | \$ - | \$ - | \$ 6,500.00 | \$ 28,682.54 | \$ 46,405.43 | \$ 1,542.43 |

*Community Improvement: Account Balance includes 2018 Home Tour Profits

Operating Budget Principles

Idylwood Treasurer will apportion and track ICC revenues (Dues or Donations or other fund raising) using the following principles to allocate Revenues into each Operating Budget Account. The budget allocations have been reviewed by Board. ICC Officers and adjusted based on historical administration costs and planned committee spending. The budget must include reserves in the General Fund sufficient to cover the Administration costs for the following fiscal year.

Budget Allocations (Fiscal Year 2024)

For 2024 allocation to Operating Budget Accounts, the General Fund will automatically fund based on amounts in the table below to serve as seed money.

Currently, the ICC has a net income for FY 2024 of \$1,542.43, representing 39 households. For the budget to be fully funded, we a total of 217 households. This goal is well within historic membership levels pre-pandemic of 248 households (out of a total of 345 households).

In 2024 the following Budget Allocation Principles (amounts and prioritization) will be used for funding Budget Accounts based on incoming Revenues (dues and donations). This encourages ICC Officers and Board to prioritize neighborhood dues payments.

| Budget Allocation Principles | | | |
|-------------------------------------|-----|----|---------------------|
| Administration of ICC | 1st | \$ | 2,500.00 |
| Deed Restrictions | 2nd | \$ | 1,000.00 |
| Community Improvement* | 3rd | \$ | 1,500.00 |
| Social Events | 4th | \$ | 1,500.00 |
| Community & Social | 5th | | 50/50 split balance |

Annual Treatment of Accounts

- 1) Net Balances of Community Improvement, Social Events, and Deed Restrictions Balances will Rollover annually
- 2) Net Balances of Administration will NOT Rollover but start at allocated amount each year.
- 3) Committees will request Board Approval for funds above Annual Budgeted Amount. These funds will pull from the General Fund Account.

Appendices:

1) Copy of "Idylwood Civic Club, Treasurer Report *Fiscal Year End for 2022-2023*"

| Idylwood Civic Club, Treasurer Report: Final for 2022/2023 Fiscal | | | | | | |
|--|---|-----------------------|----------------------|--|----------------------------|--|
| ICC Account Balances | | | | CD's (Designated for Deed Restrictions) | | |
| Space City CU | CD's | | \$ 20,058.28 | Maturity Date | Balance Term | |
| Paypal | | | \$ 532.32 | 11/19/23 | \$ 5,030.90 6 mo | |
| Chase | CD | NEW!!! | \$ 10,000.00 | 11/18/23 | \$ 5,061.97 1 year | |
| Chase | Checking | 11000614 | \$ 13,430.94 | 11/17/24 | \$ 5,093.22 2 year | |
| TOTAL | | | \$ 44,021.54 | 11/17/25 | \$ 4,827.19 3 year | |
| | | | | Savings Account | \$ 45.00 | |
| Revenues 2022-2023 | | | | \$ 5,037.70 | | |
| Dues | | | | \$ 4,580.74 | | |
| Other Revenues (i.e. Donations) | | | | 456.96 | | |
| Operating Expenses 2022-2023 | | | | | | |
| | Budget (Initial Allocation) | Additional Allowance | Expenses | Budget Performance | Running Account Balance | Dues Allocation |
| General Fund | | | | | \$ 16,568.87 | |
| Administration of ICC | \$ 2,500.00 | \$ - | \$ (3,729.87) | \$ (1,229.87) | \$ (1,229.87) | \$ 2,500.00 |
| Deed Restrictions | \$ 1,000.00 | \$ - | \$ (752.43) | \$ 247.57 | \$ 20,305.85 | \$ 1,000.00 |
| Community Improvement* | \$ 1,500.00 | \$ - | \$ - | \$ 1,500.00 | \$ 7,934.65 | \$ 1,537.70 |
| Social Events | \$ 1,500.00 | \$ - | \$ (1,057.96) | \$ 442.04 | \$ 442.04 | \$ - |
| Total | \$ 6,500.00 | \$ - | \$ (5,540.26) | \$ 959.74 | \$ 44,021.54 | \$ 5,037.70 |
| <i>*Community Improvement: Account Balance includes 2018 Home Tour Profits</i> | | | | | | |
| Dues Summary 2022-2023 | | | | Budget Allocation Principles | | |
| Row Labels | Sum of Paid Dues | | | Administration of ICC | 1st | \$ 2,500.00 |
| FAIRFIELD | 17 | | | Deed Restrictions | 2nd | \$ 1,000.00 |
| IDYLWOOD | 6 | | | Community Improvement* | 3rd | \$ 1,500.00 |
| LAWNDALE | | | | Social Events | 4th | \$ 1,500.00 |
| LINDY | 14 | | | Community & Social | 5th | 50/50 split balance |
| MEADOWLAWN | 28 | | | 1) Net Balances of Community Improvement and Social Balances will Rollover | | |
| MERRY | 13 | | | 2) Net Balances of Administration and Deed Restrictions will NOT Rollover. | | |
| N MACGREGOR | 6 | | | 3) Committees will request Board Approval for funds above Annual Budgeted Amount | | |
| PARK | 13 | | | | | |
| ROCKBRIDGE | 12 | | | ICC Watering | | |
| SYLVAN | 15 | | | 2018 start | \$ 1,000.00 | Garden Club Donation |
| WILDWOOD | 23 | | | 2019/2020 | \$ (288.00) | |
| Grand Total | 147 | | | 2020/2021 | \$ (224.00) | |
| Total Homes | 345 | | | 2021/2022 | \$ (512.00) | |
| Percentage Dues Paid | 43% | | | 2022/2023 | \$ (392.00) | |
| | 4 households paid in July, all previously paid for 22-23 | | | 2022/2023 | \$ 1,000.00 | Garden Club Donation in 2022 |
| DUES NEEDED!! | 70 | Additional Households | | Net | \$ 584.00 | ICC Officers Approved, Transfer back to |
| | 217 | Budget | | | | |

2) Copy of "Idylwood Civic Club, Treasurer Report Fiscal Year 2023 as of 18 November 2023

| Idylwood Civic Club, Treasurer Report: Interim 2023 | | | | Date | 11/18/23 | | | | |
|--|--|---|-------------------------------------|---|--------------------------|--|--------------------|-------------------------------|--|
| ICC Account Balances | | | | CD's (Designated for Deed Restrictions) | | | | | |
| Space City CU CD's | | \$ | 20,042.10 | Maturity Date | Balance | Term | | | |
| Paypal | | \$ | 555.93 | 11/16/23 | \$ 5,050.08 | 6 mo | | | |
| Chase CD | Added 2023 | \$ | 10,000.00 | 11/18/23 | \$ 5,100.92 | 1 year | | | |
| Chase Checking | | \$ | 15,807.40 | 11/17/24 | \$ 5,055.31 | 2 year | | | |
| TOTAL | | \$ | 46,405.43 | 11/17/25 | \$ 4,788.29 | 3 year | | | |
| | | | | Savings Account | \$ 47.50 | | | | |
| Revenues 2023 | | | | *Started Sept 1 2023 w new Fiscal Year | | | | | |
| Dues | | \$ | 1,542.43 | | | | | | |
| Other Revenues (i.e. Donations) | | \$ | 90.00 | | | | | | |
| Operating Expenses 2023 | | | | | | | | | |
| | Budget (Initial Allocation) | Additional Allowance | Expenses | Budget Performance | Starting Account Balance | Running Account Balance | Dues Allocation | Officers Proposed Fiscal 2023 | |
| General Fund | | | | | | \$ 13,831.69 | | | |
| Administration of ICC | \$ 825.00 | \$ - | \$ 1,200.41 | \$ 2,025.41 | \$ 1,525.51 | \$ 3,550.92 | \$ 2,500.00 | \$ 825.00 1/3 Funded | |
| Deed Restrictions | \$ 330.00 | \$ - | \$ (228.91) | \$ 101.09 | \$ 20,305.85 | \$ 20,406.94 | \$ 1,000.00 | \$ 330.00 1/3 Funded | |
| Community Improvement* | \$ - | \$ - | \$ (244.72) | \$ (244.72) | \$ 7,934.65 | \$ 7,689.93 | \$ (1,957.57) | \$ - Keep Current | |
| Social Events | \$ - | \$ - | \$ 483.91 | \$ 483.91 | \$ 442.04 | \$ 925.95 | \$ - | \$ - Keep Current | |
| Total | \$ 1,155.00 | \$ - | \$ 1,210.69 | \$ 2,365.69 | \$ 30,208.05 | \$ 46,405.43 | \$ 1,542.43 | | |
| <i>*Community Improvement: Account Balance includes 2018 Home Tour Profits</i> | | | | | | | | | |
| Dues Summary 2024 | | | | Budget Allocation Principles | | | \$ 6,500.00 | | |
| Row Labels | Sum of Paid Dues | *Started over on Sept 1 2023 w new Fiscal Year | | Administration of ICC | 1st | \$ 2,500.00 | | | |
| FAIRFIELD | 8 | | | Deed Restrictions | 2nd | \$ 1,000.00 | | | |
| IDYWOOD | 1 | | | Community Improvement* | 3rd | \$ 1,500.00 | | | |
| LAWNDALE | 1 | | | Social Events | 4th | \$ 1,500.00 | | | |
| LINDY | 3 | | | Community & Social | 5th | 50/50 split balance | | | |
| MEADOWLAWN | 8 | | | Annual Treatment of Accounts | | | | | |
| MERRY | 4 | | | 1) Net Balances of Community Improvement, Social Events, and Deed Restrictions Balances will Rollover annually | | | | | |
| N MACGREGOR | 1 | | | 2) Net Balances of Administration will NOT Rollover but start at allocated amount each year. | | | | | |
| PARK | 6 | | | 3) Committees will request Board Approval for funds above Annual Budgeted Amount. These funds will pull from the General Fund | | | | | |
| ROCKBRIDGE | 2 | | | ICC Watering | | | | | |
| SYLVAN | 3 | | | 2018 start | \$ 1,000.00 | Garden Club Donation | | | |
| WILDWOOD | 2 | | | 2019/2020 | \$ (288.00) | | | | |
| Grand Total | 39 | | | 2020/2021 | \$ (224.00) | | | | |
| Total Homes | 345 | | | 2021/2022 | \$ (512.00) | | | | |
| Percentage Dues | 11% | | | 2022/2023 | \$ (392.00) | | | | |
| | | | | 2022/2023 | \$ 1,000.00 | Garden Club Donation in 2022 | | | |
| DUES NEEDED!! | (1) Additional Households | | | Net | \$ 584.00 | NEED TO EARMARK, NO EASTEND WATERING CONTRACT FOR 2023/2024 | | | |
| | 39 Budget | | | | | | | | |
| Impact of Dues Increase | | | | | | | | | |
| | Fiscal Year | Dues | To meet \$6.5k Budget # of Payments | % of Homes | | | | | |
| | Fiscal 2023 (Sept-Dec'23) | \$30 | 217 | 63% | | | | | |
| | Fiscal 2024 (Cal 2024) | \$40 | 163 | 47% | | | | | |
| | 63 Administration | | | | | | | | |
| | 25 Deed Restrictions | | | | | | | | |
| | 88 Total \$40 Dues needed for basic Operations | | | | | | | | |
| 2024 Project Ideas | | | | | | | | | |
| Social | | | | Comm Service | | | | | |
| Progressive Porch Party (Wine + Food Tasting (April) | | | | Bamboo Stump Grinding | | | | | |
| Easter (Early April) | | | | Park Stairs Paint Project | | | | | |
| NNO | | | | Dog Park Ground Breaking Fixtures + Pet Parade | | | | | |
| Halloween | | | | | | | | | |
| Holiday Party | | | | | | | | | |
| Fundraisers | | | | | | | | | |
| Progressive Wine + Tasting, \$15 to \$25 pp | | | | | | | | | |
| Dog Park, Brick or Bench memorial + tree planting + pollinator plants/garden | | | | | | | | | |
| Easter Bake Sale: Social Committee | | | | | | | | | |
| T-shirts: Social Committee | | | | | | | | | |