

Braeburn Valley Civic Association

Sections I & II

Meeting Minutes

Braeburn Valley Civic Association Meeting

Tuesday, July 21, 2026

6:30 p.m. – 8:00 p.m.

University Park Baptist Church – Fellowship Hall

7887 Beechnut Street, Houston, Texas

I. Call to Order

President Bert Ruiz called the regular meeting of the Braeburn Valley Civic Association to order at approximately 6:30 p.m. He welcomed residents, introduced the Board of Directors, and thanked everyone for their continued support of the Association and participation in neighborhood initiatives.

II. Board Members Present

- Bert Ruiz, President
- Ted Holubec, Vice President
- Christine McKeon, Treasurer

III. Resident Attendance

Residents signed attendance sheets upon arrival. Attendees included: Martha Mathew, Derek Hee, Jose Bermudez, Hans Huwyler, Rita Willhite, Niki Nikolaou, Izzy Bayles, Greg Bayles, Dick Akkerman, Ron Russell, Martha Mathew, Gus Saper, Miraya Ramirez, Allison Boyd, Daniel Boyd, Darren Spriggs, Jeanie Spriggs, Ernestine Ramirez, Thuraya Altai, Lance Rosborough, Kris Kain, Bryan Shaver, David Mathew, and Cindy Lee.

IV. Welcome and Special Recognition

Bert recognized resident volunteers Rita Willhite, Brian and Rachelle Shaver, and Mirayah Ramirez for their continued volunteerism and contributions to the neighborhood related to the distribution of American flags during the holidays, and maintenance of Crepe Myrtle trees, respectively.

V. Approval of Previous Meeting Minutes

The April 2026 meeting minutes were presented in advance via the website, for approval. After the opportunity for corrections and discussion, a motion was made, seconded, and approved unanimously to accept the April 2026 meeting minutes as presented.

Motion: Hans Huwyler

Second: Rita Willhite

Vote: Approved unanimously.

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VI. Treasurer's Report

Treasurer Christine McKeon presented the year-to-date financial report. A separate document was distributed to attendees and will be posted on the website. The report included operating account balances, reserve funds, certificate of deposit balances and interest earnings, revenues, expenditures, and membership dues collections. Discussion included the Association's financial position, continuing increases in operating costs, including neighborhood waste collection, and the importance of maintaining adequate reserves. The cost of board insurance is at roughly \$2,550 annually. The board is in the process of splitting the CD funds and taking half of that amount and moving into a money market savings account. Residents were provided an opportunity to ask questions regarding Association finances, and the Board provided clarification where requested. Total balance across association accounts is at \$103,810.27 as of July 15.

VII. President's Report

Braeburn Super Neighborhood #30

Bert Ruiz summarized recent Super Neighborhood #30 activities, emphasizing collaboration with City departments, public safety initiatives, infrastructure concerns, and regional neighborhood advocacy. Jeanie Spriggs serves as a delegate on behalf of our neighborhood. The group is focused on revising their bylaws and focusing on heavy waste pick up services.

Nairn Street Sewage Lines

An update was provided regarding ongoing discussions with the City concerning Nairn Street sewage line issues. Bert is still collecting data from residents on that street and trying to address conflicting messages regarding the cause of the backups and lines that are connected.

City-Owned Property Maintenance

The Board discussed communication with the city regarding mowing, vegetation management, litter removal, and maintenance of City-owned property. The city mows the vacant lot at 1 Hideaway Circle twice a year. The board has requested supplemental mowing support from Council Member Pollard's office. Awaiting their response.

Vacant Properties

The Board reviewed ongoing monitoring of vacant properties and coordination with property owners and City Code Enforcement to address maintenance concerns.

VIII. Neighborhood Updates

FLOCK Safety Cameras

The two FLOCK Safety Cameras, were removed without notice from HPD, after funding from Council Member Pollard's office concluded, before new funding resources could be identified. A formal request was made to Harris County Precinct 4 to install cameras at Bonham Park on

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Wanda, and Stein Park on Braes Bayou near Braeswood. Awaiting their response. Bert shared that the preference is for the board and association to not be required to monitor the data from the cameras.

Country Club Fence Removal

Residents received an update regarding Braeburn Country Club's removal of the chain-link fence adjacent to the neighborhood. Discussion included contractor debris remaining along the property line, impacts to landscape maintenance, and communication with country club management who will address cleanup with their contractor.

City Contractor Debris Policy

The Board shared a City of Houston policy related to debris clean up. The city will not pick up contractor generated debris as that is the responsibility of the contractor.

Mini-Library Program

Bert Ruiz informed residents that the office of Council Member Edward Pollard had contacted the Association regarding potential participation in a neighborhood mini library program.

Residents familiar with this described the program as a community book-sharing initiative in which books are placed in a small neighborhood library (size of a mailbox) for residents to borrow, exchange, or donate. Discussion also included examples of similar structures being used in some communities to share food items or other resources.

The discussion was informational, residents seemed supportive, and the Association will revisit the opportunity.

National Night Out

Residents were encouraged to participate in National Night Out on October 6, 2026. Preliminary planning and volunteer opportunities were discussed.

Sharpstown Basin Flood Mitigation Project

Bert provided an informational update regarding two regional flood mitigation projects currently planned or underway in the southwest Houston area that are expected to provide long-term benefits to surrounding neighborhoods, including Braeburn Valley.

The first project involves infrastructure improvements within the **Braeburn Glen** neighborhood, where additional underground stormwater storage is being constructed to improve drainage capacity and reduce localized flooding. Bert Ruiz noted that the project is similar in concept to previous stormwater storage improvements completed along Braes Bayou in the Braeburn Valley area a few years ago.

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Bert Ruiz also discussed the planned **Sharpstown Basin Project**, which will convert the former **Boardwalk Apartments** site at the corner of **Braeswood Drive and Fondren Road**, into a regional detention basin. Residents were advised that the project had originally been anticipated to begin during the summer but has since been delayed until the fall.

The Board explained that both projects are City of Houston flood mitigation initiatives intended to increase stormwater storage capacity and improve drainage throughout the surrounding watershed. Residents discussed how the detention basin is expected to temporarily store stormwater during heavy rainfall events before gradually releasing it back into the drainage system, helping reduce downstream flooding.

The update was provided for informational purposes, and no action was required by the membership.

IX. Major Projects

Attorney Services

President Ruiz updated residents regarding the Board's efforts to retain legal counsel to assist with governance matters, deed restriction revisions, and other legal issues as needed.

Deed Restriction Revision Project

The Board reviewed progress on updating the Association's deed restrictions to modernize the governing documents, improve clarity, and better reflect current neighborhood needs. Residents discussed the amendment process, resident participation, and future review opportunities. Some questioned how attorney identified the association as an HOA. The board responded that the 1985 amendment to implement mandatory fees, was voted on, and resulted in moving the association into this new category.

The board shared that the first phase of services included review of official document, confirmation of our association status as an HOA, and presentation of best practices and recommendations. The board is waiting on response to final follow up questions. The board shared that the next phase would include the process of revising deed restrictions, which will require participation and vote from property owners.

During discussion, a motion was presented requesting that the Board provide transparent information regarding the engagement of legal counsel associated, costs associated with attorney services, and final assessment and recommendations from attorney.

Motion: Bob Mathew

Second: Ron Russell

Vote: Approved unanimously.

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City of Houston Prohibited Yard Parking Enforcement Program

Bert Ruiz explained the City's voluntary neighborhood participation program related to prohibited yard parking enforcement. Discussion included how the program operates, potential benefits, enforcement procedures, and the need for additional resident education before any future recommendation. The board will take next steps related to the application process to opt into the program. This will assist with enforcement of the city ordinance related to yard parking.

X. Resident Questions and Open Forum

Residents participated in an open discussion covering neighborhood safety, and Association priorities. Board members responded to questions, provided available updates, and committed to continued communication with City departments and residents as projects move forward.

XII. Adjournment

There being no further business, a motion to adjourn was made, seconded, and approved. The meeting adjourned at approximately 7:35 p.m. The next regular meeting of the Association is scheduled for Tuesday, October 27, 2026.

Motion: Richard Akkerman

Second: Rita Wilhite

Vote: Approved unanimously.