

THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF  
BRIARGROVE PARK PROPERTY OWNERS, INC.  
HELD ON TUESDAY, DECEMBER 15, 2020  
VIRTUAL MEETING

The regular meeting of the Board of Directors of Briargrove Park Property Owners, Inc. was held on Tuesday, December 15, 2020.

Present: Kaylan Caballero, President  
Kayvan Zarea-Vice President  
Ken Guidry-Secretary  
Courtney Hencke, Treasurer  
Charles Rogers, Director  
Chris Taylor, Director  
Wendy Wall, Director  
Susan Stanton, 2<sup>nd</sup> VP

Also Present: Stefany Taylor, Association Manager  
Erica Rocha, SEAL Security

The meeting was called to order at 7:00 p.m.

Daphne Scharar addressed the Board in regard to a permit she has been trying to get from the City of Houston for a new 4 foot sidewalk. Susan Stanton said she can ask for a variance if they are not accepting our sidewalk memo. Susan has called twice asking how to ask for a variance, but has not received an answer yet. She said to keep calling everyday or two and hopefully that will get someone to help her with the process. Kayvan is also working with the City of Houston to get this resolved. Daphne said she might just wait until this is resolved.

Robin Harrison sent over the "20 is plenty sign". The Board reviewed the sample and agreed the sign looks great! He would also like a map of the neighborhood to record stop signs and street signs locations. Stefany will send the map to him.

Charles Rogers has a friend who installed his own speed bump in front of his house and the City had it removed within a few days.

Ericha Rocha with SEAL Security gave her report. There were 136 total calls, three BMV's.

Courtney discussed the financials. We are right on plan for the year. We are four properties short of collecting all of the 2020 maintenance fees. We are a little over budget on the facilities this year.

The Moms' Club holiday party went well. We still are not allowing private parties at this time.

Kim Hill said Joe Scharnberg repaired the windscreens. Some of the signs on the gate have sharp screws that need to be fixed. Stefany has hired someone to fix this.

Kayvan announced that the Board voted on the outside architect and has chosen DiNunzio Architecture. The next step will be to determine the design schedule. The Board is planning to have more info at the annual meeting in March 2021.

Three residents submitted a letter to the Association for a payment plan. Kaylan made a motion to approve the 3 payment plans discussed in the Executive Session. Ken seconded and the motion carried.

Stefany had a request to have a blood drive in January. The Board agreed it is a good idea to have this.

Carol Tuttle, liaison for Walnut Bend Elementary, asked if Briargrove Park would give Walnut Bend Elementary a \$500 donation for teacher appreciation. The Board discussed and approved this donation.

The Moms' club is judging the Christmas lights on Friday.

Courtney asked what the next steps are with DiNunzio. Kayvan said we will meet with Carlo DiNunzio soon so he can get started.

Ken made a motion to adjourn. Kaylan seconded and the motion carried.

Respectfully submitted

Approved