

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
February 12, 2024

In attendance:

Board Members		Management		Guests	
	Ricardo Bravo President	X	Rachel Rivera, MASC Austin Properties, Inc.	X	Officer Reid, Sugar Land Police Department
X	Mark Miertschin Vice President			X	George Sosa, AT&T Operations
X	Chester Machen Treasurer				
X	Mike Flood Secretary				
X	Joanne Williams Member At Large				

(Please mark to the left of individuals who are present)

Call Meeting to Order:

Due notice of meeting, a quorum was established, Vice Mark Miertschin the Board President, called the meeting to order at 7:00 P.M.

Call Open Forum to Order:

- a. Patrol Activity Report – Officer Gary Reid was present and provided a crime stats report from November 2023 to date.
- b. AT&T Operations – George Sosa and his associate, Doricas were present to hear about issues experienced by the homeowners. Two homeowners brought forth concerns with soliciting and unfinished work. George Sosa addressed the matters accordingly with each owner.
- c. Resident Input - There were several residents present who brought forth concerns pertaining to deed restriction violations, speeding on Woodchester and issues with AT&T fiber optics installation.

Call Business Meeting to Order

Actions between Meetings:

- a. Summarize Unannounced Meetings, if any – No unannounced meetings.
- b. Ratify Actions Approved Between Meetings, if any – No actions approved between meetings.

Approve Minutes of Previous Meeting:

The Board of Directors deferred approval of the January 8, 2024 minutes as not all Board members who attended that meeting were not present for a majority vote.

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Committee Reports:

- a. Architectural Control – No report.
- b. Beautification Committee – API reported that a cost was being obtained for new yard of the month and holiday decorations signs.

Treasurer's Report:

- a. Cash Balances as of 1/31/2024 - \$168,967.47.
- b. Delinquencies – The 2024 assessments were 81.49% collected as of 1/31/2024.
- c. Review Financial Reports - API provided financials as of January 31, 2024 for the Board's review.

Management Report:

- a. Correspondence received by Association, Directors, Management – No correspondence received.
- b. Association Business and Operations – No report.
- c. Clubhouse Report – No update.
- d. Pool Report – The Board rescheduled a call be conducted with the Association attorney, Lori Alderson and the Association insurance company, Brady, Chapman, Holland and Associates so that they may answer any questions the Board has pertaining to the potential transition. The date was tentatively set for Monday, February 19th at 1:30 p.m. API went on to discuss the swim team contract with the Board of Directors.
- e. Common Area Maintenance – API reported that the City of Sugar Land JCIP FUN Application obtained preliminary approval. The City would be meeting later in February to formalize the approval.
- f. Landscaping Report – No update.
- g. Park Report – No report.
- h. Tennis Court Report – No report.
- i. Newsletter – The Board of Directors requested that the next newsletter include articles pertaining to the need for tree trimming and curb numbers. API reported the next newsletter content is due April 15th.
- j. Website/Townsq – API reported that minor updates were made to the website.

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Executive Session:

Reconvene in Open Session and Report on Actions Approved During Executive Session:

- a. Collections -
 - 1. Enforcement Action – No action.
 - 2. Owner Request – The Board of Directors approved two (2) requests for waiver.
- b. Deed Restrictions Report –
 - 1. Enforcement Action – The Board of Directors approved four (4) certified letters pertaining to outstanding deed restriction violations, approved five (5) force mow work order to be issued, approved four (4) exterior modifications made without prior approval, denied one (1) exterior modifications made without prior approval and approved one (1) property to be turned over for attorney enforcement.
 - 2. Owner Requests – No owners requests.

Set Date, Time, and Agenda of Next Meeting/Adjournment

With no further business to be conducted the meeting was adjourned by Vice President, Mark Miertschin at 8:20 p.m. The next Board of Directors meeting is scheduled for Monday, March 11, 2024, 7:00 p.m. to be held at the clubhouse.

Date: _____

_____, President

_____, Secretary

_____, Management