

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
July 10, 2023

In attendance:

Board Members		Management		Guests	
X	Ricardo Bravo	X	Rachel Rivera, MASC Austin Properties, Inc.	X	Officer Reid, Sugar Land Police Department
X	Mark Miertschin				
	Vacant				
X	Mike Flood				
X	Joanne Williams				

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

Call Meeting to Order:

Due notice of meeting, a quorum was established, Ricardo Bravo 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 to provide a brief report of crime stats for the previous month. Officer Reid reported that there was little activity in the neighborhood, including a burglary of a motor vehicle on Stone Henge. Officer Reid reminded those present to take all belongings inside from their vehicles and make sure to lock their vehicles.
- b. Resident Input - There were a couple of residents present who brought forth a concern pertaining to inoperable vehicles and a backyard swimming pool that is not being maintained.

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 approved the June 14, 2023 Board meeting minutes as written.

Committee Reports:

- a. Architectural Control – No report.
- b. Beautification Committee – No report.

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
July 10, 2023
Page -2-

Treasurer's Report:

- a. Cash Balances as of 6/30/2023 - \$103,052.79
- b. Delinquencies – The 2023 assessments were 97.39% collected as of 6/30/2023.
- c. Review Financial Reports- API provided financials as of June 30, 2023 for the Board's review.

Management Report:

- a. Correspondence received by Association, Directors, Management – No correspondence received.
- c. Association Business and Operations – No report.
- d. Clubhouse Report – The clubhouse renovation and potential plan to rent the clubhouse for resident events is pending the result of the City of Sugar Land's clubhouse audit.
- e. Pool Report – API reported that an ADT representative stated the cameras needed to replace the existing were discontinued. A new order was placed on June 19, 2023 and ADT is awaiting the parts in order to schedule the replacement. The Board went on to discuss the option to extend the season on weekends through the end of September. The Board approved to do so pending a response from the lifeguard company pertaining to their ability to provide guards for such an extension. The Board of Directors discussed the Covington Woods Swim Team and the option to begin charging them for the use of the Covington Woods Swimming Pool. The Board deferred further discussion.
- f. Common Area Maintenance – The entrance improvements remain on hold.
- g. Landscaping Report – The landscape improvements remain on hold.
- h. Park Report – No report.
- h. Tennis Court Report – API reported 15 new tennis court keys were received and began being distributed to residents in need of a key.
- i. Newsletter – The Board requested that a reminder to avoid blocking sidewalks, and driveway replacements needed be included in the newsletter.
- j. Website/Townsq – API reported that minor updates were made to the website.

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
July 10, 2023
Page -3-

Executive Session:

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

- a. Collections -
 - 1. Enforcement Action – No action.
 - 2. Owner Request – No owners requests.
- b. Deed Restrictions Report –
 - 1. Enforcement Action – The Board of Directors approved four (4) certified letters pertaining to outstanding deed restriction violations. The Board of Directors approved two (2) self-help work orders. The Board of Directors approved an extension for one (1) homeowner. The Board of Directors approved one (1) exterior modification completed without prior approval. The Board of Directors denied one (1) request for variance.
 - 2. Owner Requests – No owner requests.

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

With no further business to be conducted the meeting was adjourned by President, Ricardo Bravo at 8:20 p.m. The next Board of Directors meeting is scheduled for Monday, August 14, 2023, 7:00 p.m. to be held at the clubhouse.

Date: _____

_____, President

_____, Secretary

_____, Management