

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
March 11, 2024

In attendance:

Board Members		Management		Guests	
X	Ricardo Bravo President	X	Rachel Rivera, MASC Austin Properties, Inc.		Officer Reid, Sugar Land Police Department
X	Mark Miertschin Vice President				
	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, 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 not present for this meeting.
- b. Resident Input - There were several residents present who brought forth concerns pertaining to deed restriction violations, and a suggestion to amend the Jess Pirtle fencing requirements to no longer require that fences on Jess Pirtle be painted. After discussion, the Board approved for API to contact the association's attorney, Lori Alderson to begin the process for amending the fencing requirements.

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 January 8, 2024 and February 12, 2024 minutes as written.

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
March 11, 2024
Page -2-

Committee Reports:

- a. Architectural Control – No report.
- b. Beautification Committee – The Board of Directors approved a proposal from Great Signs for the replacement of the yard of the month and Christmas decorations contest signs, pending the verification of the exact wording of the existing signs prior to API placing the order.

Treasurer's Report:

- a. Cash Balances as of 2/29/2024 - \$179,444.82.
- b. Delinquencies – The 2024 assessments were 89.67% collected as of 2/29/2024.
- c. Review Financial Reports - API provided financials as of February 29, 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 – After a lengthy discussion of the advice provided by the associations attorney and insurance company pertaining to the transition of pool operations to Swim at Your Own Risk, Ricardo Bravo called for a vote to approve said transition. Mike Flood approved with the contingency that the diving board could be reinstalled in its soon to be former position, Ricardo Bravo approved, Joanne Williams abstained, and Mark Miertschin denied. While he was not present, Chet Machen relayed to API that he approved the transition. With a majority vote, The Board approved the transition to a SAYOR pool. The Board went on to approve a work order to JR.D Construction to remove the lifeguard chair and diving Board, pending the determination of whether the same diving board could be reinstalled in its soon to be former position. The removal of the lifeguard chair and diving board, along with implementing proper registration procedures, community notifications, gate access control and onsite physical signage is required for this transition.
- e. Common Area Maintenance – API reported that the City of Sugar Land JCIP FUN Application obtained official approval approval. Vendors will be notified to begin work once the completely executed agreement is received.
- f. Landscaping Report – No update.
- g. Park Report – No report.
- h. Tennis Court Report – No report.
- i. Newsletter –API reported the next newsletter content is due April 15th and should include information for pool registration.

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
March 11, 2024
Page -3-

- j. Website/Townsq – API reported that minor updates were made to the website.

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 of interest.
- b. Deed Restrictions Report –
 - 1. Enforcement Action – The Board of Directors approved six (6) certified letters pertaining to outstanding deed restriction violations, approved two (2) force mow work order to be issued, approved one (1) exterior modification made without prior approval and approved one (1) exterior modification made without prior approval with a stipulation.
 - 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 President, Ricardo Bravo at 8:38 p.m. The next Board of Directors meeting is scheduled for Monday, April 8, 2024, 7:00 p.m. to be held at the clubhouse.

Date: _____

_____, President

_____, Secretary

_____, Management