

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
April 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 | | | | |
| | Jennifer Morovitz | | | | |
| 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 to no activity in the neighborhood. Officer Reid reported that residents may refer to the Lexus Nexus website for crime reports between meetings, if needed..
- b. Resident Input - There were several residents present who brought concerns related to a car business in the neighborhood, Harmony School drop off and pickup traffic, speeding, parking issues, blocking sidewalks and deed restriction violation concerns. One homeowner reported that there were no speed limit signs on Woodchester. The city of Sugar Land will be contacted regarding this issue. Another homeowner requested that the tennis court be resurfaced with tennis court boundary lines and pickleball court boundary lines.

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 March 31, 2023 Board meeting minutes as written.

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Committee Reports:

- a. Architectural Control – An ACC member present reported that Randall Halbrook was not receiving emails from API for about three (3) months. API will look into this issue to ensure all ACC members receive submittals accordingly.
- b. Beautification Committee – The Board of Directors discussed inviting the winners of the yard of the month contest to volunteer on the Beautification Committee.

Treasurer's Report:

- a. Cash Balances as of 3/31/2023 - \$175,408.29
- b. Delinquencies – The 2023 assessments were 95% collected as of 3/31/2023.
- c. Review Financial Reports- API provided financials as of March 31, 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 – API reported that the City of Sugar Land reported that they would revert pertaining to the rental of the clubhouse to residents of Covington Woods in the upcoming week.
- e. Pool Report – API presented the Southwest Pool Management Contract to the Board of Directors. The Board requested that minor adjustments be made to the contract prior to its execution. The Board held a brief discussion about the upcoming pool season.
- f. Common Area Maintenance – No report.
- g. Landscaping Report – No report.
- h. Park Report – No report.
- h. Tennis Court Report – The Board of Directors requested that an estimate be obtained for resurfacing the tennis court with tennis court boundary lines and pickleball court boundary lines.
- i. Newsletter –The Board of Directors approved to move the next deadline for the newsletter to May 15, 2023.
- j. Website/Townsq – API reported that minor updates were made to the website. The Board of Directors requested that new layout options be provided by Prepared Publications for a refreshed website at covingtonwoods.com.

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Executive Session:

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

- a. Collections -
 - 1. Enforcement Action – No actions.
 - 2. Owner Request – No owner requests.
- b. Deed Restrictions Report –
 - 1. Enforcement Action – The Board of Directors approved three (3) certified letters pertaining to outstanding deed restriction violations. The Board of Directors approved two (2) force mow work orders. The Board of Directors approved to send one special letter pertaining to the potential beginnings of an exterior painting modification. The Board of Directors approved four (4) exterior modifications made without prior approval.
 - 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 8:38 p.m. The next Board of Directors meeting is scheduled for Monday, May 8, 2023, 7:00 p.m. to be held at the clubhouse.

Date: _____

_____, President

_____, Secretary

_____, Management