

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
April 8, 2024

In attendance:

Board Members		Management		Guests	
X	Ricardo Bravo President	X	Rachel Rivera, MASC Austin Properties, Inc.	X	Officer Reid, Sugar Land Police Department
X	Mark Miertschin Vice President			X	Amanda Budnik, President of CWST
X	Chester Machen Treasurer				
	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 present and provided the monthly crime stats report.
- b. Resident Input – Amanda Budnik, the President of the Covington Woods Swim Team Board was present to discuss the upcoming swim season. There were several residents present who brought forth concerns pertaining to deed restriction violations, and carports in the community.

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:

- a. The Board of Directors approved the March 11, 2024 minutes as written.

Committee Reports:

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

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Committee Reports:

- c. Architectural Control – No report.
- d. Beautification Committee – No report.

Treasurer's Report:

- a. Cash Balances as of 3/31/2024 - \$174,292.26.
- b. Delinquencies – The 2024 assessments were 92.8% collected as of 3/31/2024.
- c. Review Financial Reports - API provided financials as of March 31, 2024 for the Board's review.

Management Report:

- a. Correspondence received by Association, Directors, Management – No correspondence received.
- b. Association Business and Operations – After discussion, the Board of Directors approved the revised Minimum Acceptable Construction Standards for Wood Fences on Jess Pirtle and Ivymount.
- c. Clubhouse Report – No update.
- d. Pool Report – API provided an update, stating that the registration application for the 2024 pool season, the notification to residents and the proposed pool signage was submitted to the association's attorney for review. API advised that a pool schedule handout is needed. After discussion, the Board approved to keep the pool schedule the same as 2023 for the sake of consistency for this first year of SAYOR transition. The Board of Directors went on to discuss the implementation of a contract with the Covington Woods Swim Team. After discussion the Board approved to implement a contract, but that any charges to CWST would be implemented for the 2025 season.
- e. Common Area Maintenance – API reported that the fully executed agreement between the City of Sugar Land and the association was received. API reported that Wood Electrical requires a 50% down payment in order to begin work, and that a scheduled start date would be determined following check receipt.
- f. Landscaping Report – No report.
- 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.
- 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 denied two (2) requests for waiver of penalties.
- 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) exterior modifications made without prior approval and approved one (1) property to be turned over to the attorney for enforcement. The Board approved one (1) special worded letter pertaining to an existing deed restriction violation.
 - 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 8:25 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