

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
October 14, 2024

In attendance:

Board Members		Management		Guests	
X	Vernon Weinkam President	X	Rachel Rivera, MASC Austin Properties, Inc.	X	Officer Reid, Sugar Land Police Department
X	Mark Miertschin Vice President				
X	Susan Gillum 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, Vernon Weinkam 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 the crime report for the past month.
- b. Resident Input – There were several residents present who brought forth concerns pertaining to deed restriction violations and parking violations.

Call Business Meeting to Order

- a. Appointment of a Board Member – The Board of Directors unanimously approved to appoint Susan Gillum to Ricardo Bravo’s vacated position.

Actions between Meetings:

- a. Summarize Unannounced Meetings, if any – No unannounced meetings.
- b. Ratify Actions Approved Between Meetings, if any – The Board of Directors ratified the approval to cancel the existing pool area and clubhouse cleaning service. The Board went on to ratify approval to allow volunteers to take over the pool area and clubhouse cleaning.

Approve Minutes of Previous Meeting:

- a. The Board of Directors approved the September 9, 2024 Board meeting minutes as written.

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Committee Reports:

- a. Architectural Control – No report.
- b. Beautification Committee – API reported that there are signs yet to be ordered as confirmation was needed on the wording of the existing signs. Vernon Weinkam will reach out to Rick Bravo to obtain the signs and confirm wording.
- c. Pool Committee – Vernon Weinkam reported that the soda machine was removed from the premises. The Pool Committee discussed their list of requested items and requested approval for the installation of hand dryers in the restroom, first. The pool committee also discussed the need for new pool furniture and repainting the pump room exterior. The Pool Committee went on to request that a copy of the proposed revised pool rules be presented to the committee for their review and input.

Treasurer's Report:

- a. Cash Balances as of 9/30/2024 - \$60,025.18
- b. Delinquencies – The 2024 assessments were 98.24% collected as of 9/30/2024.
- c. Review Financial Reports - API provided financials as of August 31, 2024 for the Board's review.
- d. 2025 Budget – API presented the proposed 2025 Budget. Which included an assessment rate increase by 3% to \$226. After review and discussion, the Board of Directors approved the 2025 budget and assessments.

Management Report:

- a. Correspondence received by Association, Directors, Management – No correspondence received.
- b. Association Business and Operations – API presented the First Amended (2024) Minimum Acceptable Construction Standards for Woods Fences in Covington Woods For Lots Bordering Jess Pirtle Blvd. and Ivymount Dr. After review and discussion, the Board of Directors approved the amended document.
- c. Clubhouse Report – API reported that the City of Sugar Land would have their building audit report for their own review within the next two months.
- d. Pool Report – No report.
- e. Common Area Maintenance – API reported that addresses were established with CenterPoint. Wood Electrical would be reviewing the sites and obtaining materials, pending the completion of the City work on the water easements in the area.
- f. Landscaping Report – API reported that an audit of the esplanades will be conducted soon.

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- g. Park Report – API presented a proposal from Cunningham Recreation for the replacement of failing parts on the existing playground structure, as well as the replenishment of mulch in the playground. The Board approved to include these projects in the 2025 budget.
- h. Tennis Court Report – The Board of Directors approved to include the tennis court resurfacing in the 2025 Budget.
- i. Newsletter – API reported that the next newsletter content is due October 15, 2024.
- 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 reviewed one request for reimbursement and deferred approval until the account could be reviewed in further detail.
- b. Deed Restrictions Report –
 - 1. Enforcement Action – The Board of Directors denied one (1) certified letter, approved three (3) certified letters pertaining to outstanding deed restriction violations and approved four (4) exterior modifications completed without prior ACC approval. The Board went on to defer approval of one (1) exterior modification completed without prior ACC 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, Vernon Weinkam at 8:57 p.m. The next Board of Directors meeting is scheduled for Monday, November 11, 2024, 7:00 p.m. to be held at the clubhouse.

Date: _____

_____, President

_____, Secretary

_____, Management