

Covington Woods Community Association, Inc.
Board of Directors Meeting Minutes
March 13, 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 – No report.
- b. Resident Input - There were no residents present.

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 February 13, 2023 Board meeting minutes as written.

Committee Reports:

- a. Architectural Control – API reported that Joe Sinclair and Vernon Weinkam were successfully added to the distribution list for the Architectural Control Committee.
- b. Beautification Committee – The Board of Directors discussed inviting the winners of the yard of the month contest to volunteer on the Beautification Committee.

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Treasurer's Report:

- a. Cash Balances as of 2/28/2023 - New First Bank Ckg - \$24,363.91
New First MMA - \$30,221.12
New First ICS - \$120,282.63
- b. Delinquencies – The 2023 assessments were 89.26% collected as of 2/28/2023.
- c. Review Financial Reports- API provided financials as of February 13, 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 – No report.
- e. Pool Report – Mike Flood reported that he had been researching the cost of installing pool heaters so that the pool could potentially be used during the regular off-season. The work included breaking concrete in the parking lot on Pinecroft for CenterPoint to pull a gas line and run to the new meter location near the pump area. This work, plus the purchase and installation of the heaters brings the total cost to approximately \$23,000.00. After discussion the Board tabled the topic until after the 2023 swim season. The Board went on to discuss options to bring in additional funds to offset the cost of the heater project and other improvement projects for the pool area. Lastly, the Board of Directors reviewed lifeguard proposals for the 2023 swim season. After review and discussion, the Board approved Southwest Pool Management at a cost of \$31,223.00.
- f. Common Area Maintenance – No report.
- g. Landscaping Report – No report.
- h. Park Report – No report.
- h. Tennis Court Report – No report.
- i. Newsletter –The next newsletter content is due April 15, 2023.
- 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 actions.
 - 2. Owner Request – No owner requests.
- b. Deed Restrictions Report –
 - 1. Enforcement Action – The Board of Directors approved five (5) certified letters pertaining to outstanding deed restriction violations. The Board of Directors approved four (4) force mow work orders. The Board of Directors approved to send one special violation letter. The Board of Directors approved four (4) exterior modifications made without prior approval. The Board of Directors approved for one account to be turned over to the attorney for deed restriction enforcement.
 - 2. Owner Requests – The Board of Directors approved one owner request.

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 8:45 p.m. The next Board of Directors meeting is scheduled for Monday, April 10, 2023, 7:00 p.m. to be held at the clubhouse.

Date: _____

_____, President

_____, Secretary

_____, Management