

**LAKEWOOD COVE HOA
BOARD OF DIRECTORS MEETING MINUTES**

DATE: February 4, 2025

TIME: 7:30PM

PLACE: Sterling Kingwood Office – 1521 Green Oak Place, Suite 196 – Kingwood, TX 77339

ATTENDEES:

Board members Denise Moore, Kaci Sheridan, and Jorge Avalos were present. Gina Keller and Brooke Brittan attended representing Sterling ASI. There was one homeowner was in attendance.

Call to Order

President Denise Moore called the meeting to order at 7:19PM.

Approval of Meeting Minutes

Kaci made a motion to approve the meeting minutes from the October 22, 2024 regular meeting of the Board, seconded by Jorge, and unanimously approved.

Financial Report

The 2024 preliminary year-end financials were reviewed. The Operating account ended with a balance of \$90,319.47 and the Reserve account had \$103,666.57. The year ended with a surplus. Kaci made a motion to approve the financials, seconded by Denise, and unanimously approved.

Old Business

Landscape Projects

Mowing behind Laurel Sage has been completed every month. Board members agreed that this should be done on an as-needed basis since there is less growth in winter months. The clearing on Trail Tree Lane and through the electric easement have been completed. The tree trimming on Trail Springs Court has begun. The tree trimming on the north side of the lake will take place once the ground is dry enough.

New Business

Playground Shade Cover

Three bids were received for the addition of a playground shade structure:

All Aquatics & Kids Playgrounds: \$30,604.05

All Play: \$21,424

Adventure Playground: \$27,923.83

Both All Aquatics and Adventure Playground would require the removal of at least one of the trees from the side of the playground. Adventure Playground, who installed the playground equipment, took nearly a year to complete installation and charged additional fees beyond the initial estimate. Board members agreed that more information should be requested from All Play, including potential additional fees and the estimated timeframe for installation. Once this information is received, it will be sent to the board to review.

Website Maintenance

The website has not been updated in a couple years as no one is familiar with how to do so. Prepared Publications submitted a proposal for website maintenance for \$100/month. This is an all-inclusive price for any updates needed each month. The contract is month-to-month and can be cancelled with 60-days'

notice. Kaci motioned to approve the contract with Prepared Publications, seconded by Jorge, and unanimously approved.

Fence at Lake

A section of the fence on Trail Tree Lane near Hamblen, which encloses the lake, was knocked down by a vehicle several years ago. There was discussion about replacing this fence, but the overgrown trees and shrubs would need to be cleared beforehand. Board members agreed to table the discussion for now to prioritize more critical landscaping items.

Water Well

The permit for the well is due for renewal. Previously, the board discussed capping the well since it would require repairs before becoming functional. At the time, it was believed that capping the well and discontinuing the permit would prevent future permitting. A call was made to the Harris-Galveston Subsidence District for clarification on the matter. They advised that if the well is capped, it could still be permitted in the future should board choose to use it for irrigation. A water well service company has been consulted to determine what would be required to cap the well and the cost. Once this information is received, it will be sent to the board to review.

Other New Business

Community events for the year were discussed. An Easter Egg Hunt will be scheduled for April 13th from 2-4PM. A Fall Festival will take place on November 15th from 2-4PM. Yard signs will be scheduled for the last day of school before summer break and back to school in the fall. The spring garage sale will be scheduled for May 3rd.

Executive Session Summary

Discussion of delinquent accounts and attorney status report.

Adjournment

With no further business to discuss, the meeting was adjourned at 8:24PM.

Meeting minutes were prepared by:


Brooke Brittain, Sterling ASI

Accepted by:


Denise Moore, President Lakewood Cove HOA