THE BOARD OF DIRECTORS OF COMMONWEALTH CIVIC ASSOCIATION HELD THEIR REGULAR BOARD OF DIRECTORS MEETING ON THURSDAY, FEBRUARY 28, 2019 AT 6:00 P.M. AT THE ASSOCIATION CLUBHOUSE. MEETING NOTICE ATTACHED AS EXHIBIT "A".

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DIRECTORS PRESENT: Dave Bristow, Courtney Hochhalter, Sumita Ghosh and Rajesh Walawalker. Also present: Heather Esteban of Crest Management Company and homeowner Judy Dae.

CALL TO ORDER/ADOPTION OF AGENDA

The meeting was called to order at 6:08 P.M. by Dave Bristow. The agenda was adopted as presented.

MEETING WITH ADT

ADT was not in attendance the Board instructed Ms. Esteban to contact other alarm and camera companies to obtain pricing.

MEETING WITH A-BEAUTIFUL POOLS

The Board met with Heather Dominy and Sam Perez with A-Beautiful Pools to discuss the recent recommendations to install blind spot mirrors at the pools as well as relocating life guard stands. Mrs. Dominy explained the blind spot mirrors are to help see the corner of the stairs closest to the guard stand that is hidden by the corner of the pool. The relocation of the guard stands is not required but ABP feels that this will give the lifeguards a faster response time to all areas of the pool zoned to that particular lifeguard stand. Mrs. Dominy advised the Board they could always put in a portable stand and see how it works for a year and to also get the lifeguards feedback. Mrs. Dominy will provide the Board with a price for a portable lifeguard stand.

APPOINTMENT OF DIRECTOR TO FILL VACANT POSITION

A motion was made, seconded and approved by all to appoint Judy Dae to fill the vacant position on the Board with a term ending May 2019.

DISPOSITION OF MINUTES

The Board was presented with the minutes of the January 24, 2019 meeting. After discussion, a motion was made, seconded and the minutes were approved.

FINANCIALS

The January 31, 2019 financials were presented to the Board. As of January 31, 2019, there was a total cash balance of $1,218,830.81 in the Operating Account, the Capital Reserve Account had a balance of $398,911.25 and the Non-Capital Reserve Account had a balance of $372,385.90. Account receivables totaled $175,361.15.

BUSINESS

Blind Spot Mirror Installation at Both Pools – The Board was presented with proposals to install one freestanding blind spot mirror at each pool. After discussion and review the Board approved the installation of the mirror at Briarwood. The Board asked ABP to see if the mirror at Knightsbridge could be mounted to the building.

Relocation of One Lifeguard Stand at Each Pool – The Board was presented with proposals to relocate a lifeguard stand at each pool. After discussion the Board asked ABP to provide a proposal for a portable lifeguard stand.

Diving Board at Knightsbridge – The Board was presented with a proposal to replace the diving board at the Knightsbridge pool. After discussion and review the Board approved the proposal at presented.

Storage Shed for Pool Chemicals at Knightsbridge – The Board was presented with a proposal to remove shrubs and pour a larger concrete pad outside of the pump room so that a shed could be put in that location to store the pool chemicals. After discussion and review the Board approved the proposal as presented.

Required Signs for Pool Slide – The Board was presented with a proposal to install 5 required signs for the pool slide at Knightsbridge. The Board made a few minor changes to the recommended rules sign. A motion was made, seconded and approved by all to order the signs with revisions to the rules sign.

Install Shrubs Outside of Knightsbridge Pool Fence to Screen Storage Shed – The Board was presented with a proposal to remove the shrubs inside the pool area and install shrubs outside the fence to screen the new shed. After discussion the Board approved the installation of the new shrubs but declined to have Native remove the shrubs inside the pool area as that work was included in the proposal submitted by ABP.

Paint Wrought Iron Fences at Pools – The Board was presented with proposal to sand, grind and repaint the wrought iron fences around both pools. After discussion and review the Board approved the proposal submitted by McKenna Contracting.

Install Ceiling Fan in Clubhouse – The Board was presented with a proposal to remove the existing chandelier int eh clubhouse and replace it with a ceiling fan. Mr. Hochhalter requested Ms. Esteban put this item on hold as this item will be assigned to the Community Enhancement Committee.

Install Additional Lighting at Castlewood Playground – the Board was presented with proposals to install motion sensor lighting shining towards the playground and the boardwalk area. Mr. Hochhalter requested Ms. Esteban put this item on hold as this item will be assigned to the Community Enhancement Committee.

Swim Team Request to Use Clubhouse – The Board reviewed a request from the Swim Team to use the Knightsbridge pool and clubhouse on May 18th for stroke judge training and a CPR class. After discussion the Board approved the request.

Camera Discussion – This item was tabled for discussion at the next Board meeting.

Candidate Meet and Greet – The Board discussed hosting a meet and greet for the upcoming school board elections at the clubhouse. Sumita Ghosh volunteered to set something up and coordinate it.

Tennis Court Reservation System – Courtney Hochhalter advised the Board that he would like to purchase an online reservation system for the tennis courts to help manage use of the courts. After discussion the Board approved Mr. Hochhalter spending up to $1000 to purchase a reservation system.

Common Are Inspection Report – The Board reviewed the reports from the playground inspections. The Board asked that McKenna check off all items once repairs are completed. The Board also instructed Ms. Esteban to contact Kompan about the gap in the slide at Knightsbridge.

Action Item Report – The Board reviewed the action item report as presented by Ms. Esteban.

EXECUTIVE SESSION

The Board reviewed the collection report as presented by Ms. Esteban

The Board reviewed the deed restriction report as presented by Ms. Esteban. The Board instructed Ms. Esteban to report an inoperable vehicle parked in a driveway on Warwick to the City of Sugar Land for pursuit.

NEXT MEETING

The next regular Board meeting will be held on Thursday, March 28, 2019 at 6:00 p.m.

ADJOURNMENT

There being no further business, and upon a motion duly made and seconded, the meeting was adjourned at 8:45 pm.

APPROVED:

Dave Bristow, President