THE BOARD OF DIRECTORS OF COMMONWEALTH CIVIC ASSOCIATION HELD THEIR REGULAR BOARD OF DIRECTORS MEETING ON THURSDAY, JANUARY 24, 2019 AT 6:00 P.M. AT THE ASSOCIATION CLUBHOUSE. MEETING NOTICE ATTACHED AS EXHIBIT "A".

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IRECTORS PRESENT: Dave Bristow, Courtney Hochhalter and Sumita Ghosh. Rajesh Walawalker and David Cao were not in attendance. Also present: Heather Esteban of Crest Management Company.

CALL TO ORDER/ADOPTION OF AGENDA

The meeting was called to order at 6:05 P.M. by Dave Bristow. The agenda was adopted as presented.

RESIGNATION OF DIRECTOR

The Board accepted the resignation received from David Cao.

HOMEOWNER HEARING

The owner of account #123CP0305008 was not in attendance. Ms. Esteban advised the Board that Crest Management has been pursuing this owner to clean the mildew from the side of the home. After discussion and review the Board instructed Ms. Esteban to send a 10-day final demand letter to clean the mildew. If the mildew is not cleaned by the deadline the Board approved the account to be forwarded to the attorney.

DISPOSITION OF MINUTES

The Board was presented with the minutes of the December 13, 2018 meeting. After discussion, a motion was made, seconded and the minutes were approved.

FINANCIALS

The preliminary December 31, 2018 financials were presented to the Board. As of December 31, 2018, there was a total cash balance of $834,161.36 in the Operating Account, the Capital Reserve Account had a balance of $312,243.25 and the Non-Capital Reserve Account had a balance of $372,385.90. Account receivables totaled $43,014.84.

JSINESS

...ndscape Contract Renewal – The Board was presented with the contract renewal from Native Land Design. After discussion and review the Board approved a three-year renewal contingent on requested wording changes.

Landscape Enhancement Proposals – The Board was presented with estimates for replacement and enhancement work throughout the community. After discussion and review the Board approved estimate #17059, #12845 and #17060 and tabled estimate #17061 and #17062.

Castlewood Playground Repair – The Board was presented with a proposal to replace the fire damaged panel on the play structure. After discussion and review the Board approved the proposal.

Recycling Cans at Pool – The Board was presented with pricing to add recycling bins at the pool areas. After discussion and review the Board approved purchasing one bin for each pool.

Shed at Knightsbridge Pool – The Board reviewed an estimate to remove shrubs near the Knightsbridge pump room and install a concrete pad and new storage shed for chemicals. The Board asked that Ms. Esteban ask the landscape company what shrubs can be planted around the shed to block the view. The Board also asked that a picture and specifications of the shed be provided.

Recommendations from A-Beautiful Pools – The Board reviewed a request from A-Beautiful Pools to install a blind spot mirror at each pool location as well as relocating one guard stand at each location. The Board asked that A-Beautiful Pools attend the next Board meeting to explain the requests.

Safety 1st Playground Inspections – The Board reviewed an estimate to inspect the playgrounds. After discussion and review the Board approved the estimate.

...mmon Area Inspection Report – The Board reviewed the common area inspection report as presented by Ms. Esteban.

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

Ratification of Decisions Made Between Board Meetings – The Board ratified the decision to offer a payment plan to account #123CE0201014 on January 10, 2019.

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.

NEXT MEETING

The next regular Board meeting will be held on Thursday, February 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