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

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DIRECTORS PRESENT: Dave Bristow, Sumita Ghosh, Jim Levermann, and Rajesh Walawalkar. Also present: Heather Esteban of Crest Management Company.

CALL TO ORDER/ADOPTION OF AGENDA

The meeting was called to order at 6:11 P.M. by Raj Walawalker. The agenda was adopted as presented.

ENHANCEMENT COMMITTEE REPORT

DISPOSITION OF MINUTES

The Board was presented with the minutes of the September 26, 2019 meeting. After discussion, a motion was made, seconded and the minutes were approved.

FINANCIALS

The September 30, 2019 financials were presented to the Board. As of September 30, 2019, there was a total cash balance of $709,925.63 in the Operating Account, the Capital Reserve Account had a balance of $398,801.09 and the Non-Capital Reserve Account had a balance of $371,174.59. Account receivables totaled $19,329.60.

BUSINESS

2020 Draft Budget – The Board was presented with the proposed 2020 budget. A lengthy discussion was held and each individual line item was discussed and adjusted accordingly. A motion was made, seconded and carried to approve the budget as amended. The 2020 budget is attached as *Exhibit B.*

Set 2020 Assessment Rate – A motion was made, seconded and unanimously approved to set the 2020 assessment rate at $965.00 per lot which represents no increase from 2019. A motion was made, seconded and approved to set the 2020 commercial assessment rate at $1901 which represents no increase from 2019.

Administrative Agreement – The Board was presented with the contract renewal from Crest Management. After discussion and review a motion was made, seconded and approved by all.

City of Sugar Land Water Cost Reimbursement Contract Renewal- The Board was presented with the one-year contract renewal and after discussion and review the Board approved the renewal.

City of Sugar Land 4B Agreement – The Board was presented with the agreement from the City of Sugar Land approving funding for the lighting of all monument signs in Commonwealth. After discussion and review the Board approved the signing the agreement and the consent to encroach.

Clubhouse Lighting – The Board reviewed two proposals to retrofit all lighting inside and outside of the clubhouse to LED fixtures. After discussion and review the Board approved the proposal submitted by Sugar Land Electric.

Resignation of Director – The Board accepted the resignation on Courtney Hochhalter.

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 sign a contract with Prepared Publications for website design at a one-time fee of $300.00 and $75 per month for hosting and maintenance.

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.

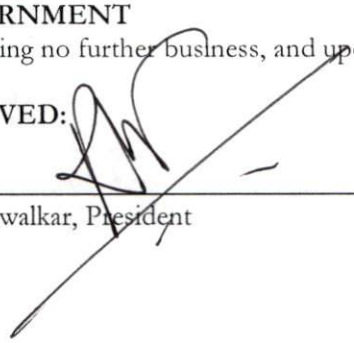
NEXT MEETING

The next regular Board meeting will be held on Thursday, November 21, 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 8:35 pm.

APPROVED:



Raj Walawalkar, President