

COWELL HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 27, 2014

**MINUTES**

**Present:** T. Wright; M. Buchanan; M. Weinmann; B. Lee; T. Peterson; R. Peterson; S. Cardoza

**Also Present:** D.Byrne and J. York, Collins Management

1. **CALL TO ORDER.** The meeting was called to order at 7:05pm following an Executive Session.

2. **OPEN FORUM/GUESTS:**

**Edi Birsan**, Concord City Council, asked the board to consider whether the city should be divided into districts and if so how many districts. Mr. Birsan presented both pro and con reasons but stressed that he wanted to know what information would be wanted in order to choose among the alternatives he outlined.

**Cherree Peterson** explained that there was an accident that may have resulted in damage to the South Slope landscaping. As Mrs. Peterson came upon the situation she suggested to the police officer making the report that the representative of the property owner was at the business office and should be informed of the driver's information in case of damages. The officer replied to the effect that it was only a couple of bushes. Cherree asked Mr. Birsan to ask the Police Chief to direct his officers to be more aware that associations should be able to pursue collection for damages in the same manner as any other private property owner.

**Dan Olshansky** presented his conceptual drawings for the sample project on the South Slope and at the East entrance.

3. **APPROVAL OF MINUTES.**

It was moved and seconded (Buchanan/Wright) to accept the Regular Meeting Minutes of January 9, 2014 (with a minor change made to the original) and the Executive Session Minutes of January 9, 2014. Motion carried.

4. **MANAGEMENT REPORT**

1. **Clubhouse Report.** The Board is satisfied with the information presented in the monthly report and asked that the clubhouse continue to track clubhouse use.

It was moved and seconded (Lee/Cardoza) to donate a free clubhouse rental to the annual preschool fund raising silent auction. Motion carried.

2. **Lease Approvals.** It was moved and seconded (Lee/Wright) to approve the leases for 4393 N. Shellbark and 4493 Sweet Shrub. Motion carried.

3. **2014 Reserve Projects.**

a. **Main Pool Heater.** The older of the two heaters failed and in order to start up the pool for the swim clinic it was replaced. The cost was \$8,750. Management believes that storing the pool chemicals in the same area as the equipment contributed to the heater's demise. The board authorized the manager to look into adding a separate storage area.

b. **West Pool Concrete Replacement.** Rather replacing the older concrete this year and replastering next year, the board wants to look into doing both projects and making plumbing upgrades if needed all at the same time. It was agreed that a construction manager would be necessary. Todd Peterson agreed to write a description of the proposed project for management to use to obtain proposals from construction management companies.

4. **Delinquent Accounts.** None at this time.

5. **HVAC Service Contract.** A motion was made, seconded and then tabled (Lee/Wright) to approve an increase of \$180 to the annual HVAC maintenance contract. Management was asked to obtain comparable proposals from other vendors.

6. **Dog Park Dirt.** Dog park users have asked management for more dirt to fill holes. Rather than just leave piles of dirt, Landscape Care provided a proposal to build two enclosures for the dirt and implements. The cost was \$5,554 including dirt. The Board did not approve the enclosures.

7. **N. Larwin Eucalyptus Trees.** Onsite Manager met with Traverso and his recommendation was to remove the tree closest to Cowell and prune and thin the other two. The board directed management to obtain bids to remove all the Eucalyptus except the Blue Gum. Landscape Care will be asked to provide a bid to improve this area.

## 5. OLD BUSINESS

**Greenbelt Bench.** Has been installed by Landscape Care. Item closed..

**Garbage Can Replacement.** Work completed by Landscape Care. Item closed.

**Tree Maintenance.** Management inspected all the work completed by Traverso. Item closed.

**Tile Replacement.** Airtight Construction completed the work on the exterior showers at the Main, East and West pool bathrooms. Item closed.

**Directory.** The Publisher has sold only about one half of the necessary advertising. Publication may not be possible until this summer.

## 6. OFFICER'S REPORTS & DIRECTOR COMMENTS

6.1. **Director Comments.** M. Buchanan pointed out that the last time the reward for reporting vandalism was in the Signal was November. T. Peterson reported that there is a car parked in the backyard of 4419 Arrowwood. Mr. Peterson also requested that the AC inspectors walk the greenbelt as many of the fences are leaning. He also asked that bushes need to be cut back off the sidewalk, in the Signal.

6.2. **Treasurer's Report.** T. Wright reported that the water expenses have now been reported correctly in the December financial report. Mr. Wright also presented reports on the monthly water expense comparing 2012 to 2013.

6.3. **President's Report.** M. Weinmann reported on the responses he received from Mr. Birsan to the board's questions:

Q: Can the City take better care of the strip on Ayers Rd. or deed it over to CHOA so we can?

A: Because of budget cuts the City can only focus on the median. However the Director of Public Works would like to meet with the Landscaping Committee.

Q: Why is this neighborhood darker at night than other parts of the City?

A: Because the lighting was put in to the standards of the time. If a funding source becomes available more poles or new fixtures could be installed.

Q: Can anything be done about the commuters using S. Larwin?

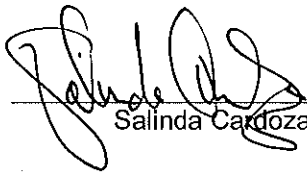
A: The Police Chief has been asked to respond.

Mr. Weinmann also asked that Board members send their agenda items to Jan by the second Thursday of the month. Every board member should have their own private email account for board correspondence.

**7. COMMITTEE REPORTS**

- 7.1 **Activities Committee Liaison.** The committee is losing yet another member. All directors were asked to pour at the wine tasting event in April. A new event, the Cinco de Mayo potluck, has been announced.
- 7.2 **Architectural Committee.** There was a small controversy at the AC meeting over a wooden retaining wall on Arrowwood Ct. This sparked discussion of nit-picking vs. consistency. The AC plans to schedule inspection training sessions for all members.
- 7.3 **Landscaping** – It was moved and seconded (Lee/T. Peterson) to table the planting plan for the South Slope and approve the proposal from Dan Olshansky for a planting plan for the East Entrance for \$2,600. Motion carried. Manager to notify Dan Olshansky.
- 7.4 **Swim Team Liaison.** The swim clinic starting March 3, 2014 has 66 sign-ups and 13 additional interested swimmers that haven't paid as of today.
- 7.5 **HOA Business Committee.** Mark Weinmann and Todd Peterson reported that the committee has not yet met.

VIII. **ADJOURNMENT** was at 10:20pm to Executive Session.

  
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Salinda Cardoza, Secretary

03/27/14  
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Date