

COWELL HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
April 22, 2014

MINUTES

Present: T. Wright; M. Weinmann; B. Lee; T. Peterson; R. Peterson

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

1. CALL TO ORDER. The meeting was called to order at 7:08pm following an Executive Session.

2. OPEN FORUM/GUESTS:

A homeowner wanted to confirm that his violation had been closed. Management confirmed.
A homeowner commended the Architectural Committee for doing a thankless job but tabledf further comment until the AC chairwoman was present.

3. APPROVAL OF MINUTES.

It was moved and seconded (Lee/R.Peterson) to accept the Regular Meeting Minutes of March 27, 2014 and the Executive Session Minutes of March 27, 2014. Motion carried.

4. MANAGEMENT REPORT

1. Clubhouse Report. Andy Steinberg was not present.

2. Lease Approvals. There were no leases at this time.

3. 2014 Reserve Projects.

a. West Pool Concrete Replacement. CMA submitted a proposal to do a cost/feasibility study for \$15,000. Management was directed to ask CMA to assign the number of hours each task would take.

*** It was noted that Director Rich Peterson left the meeting at this time.

b. Tennis Court Fencing. Management presented bids from Borg Fence (\$32,122) and Schryer/Thompson (\$28,947). Director Lee's opinion was that this project could be put off for a couple of years. This item was tabled until next month.

c. Sidewalk on Ayers Rd. Schryer/Thompson and LHI submitted bids that included the removal of all roots. It was moved and seconded (T.Peterson/Wright) to accept the Schryer/Thompson bid of \$3,250, pay for the City permit, hire security and avoidance of detour. Motion carried.

d. Computers for Clubhouse and Office. It was moved and seconded (T.Peterson/Lee) that a recommendation from Collins Management be obtained, anti-virus component be included, and the computers be purchased for \$2,000 or less. Motion carried.

4. HVAC Service Contract. Management continues to obtain comparable proposals from other vendors. It was suggested that Stewart Heating be contacted.

5. N. Larwin Eucalyptus Trees. It was moved and seconded (Lee/Wright) to telephone Dr. Taylor to let him know that the board approved the removal of the Eucalyptus trees in two weeks and ask for a response. Motion carried.

6. Annual Calendar. No changes were suggested.

5. OLD BUSINESS

- a. **Directory.** An update on the amount of advertising needed and the amount actually sold. By general agreement the directory was scrapped.
- b. **EPLI.** NBS Insurance submitted an application to Philadelphia and denied coverage. Mr. Shimamoto is now applying to Travelers Insurance.
- c. **4480 Camstock – Fallen Tree.** The homeowner paid 50% of all the costs but still hasn't returned the settlement agreement. Management to follow-up.
- d. **Accident - 2/26/14, YV Rd. and South Slope.** Responsible party was contacted and asked to pay\$140 for plant replacement and debris clean-up. Waiting for response.
- e. **South Slope Well.** Martells replaced the pump and everything is working. Item closed.
- f. **Clubhouse Truss Repair.** Carrasco Construction is scheduled to begin and finish this work the week of May 12 – 16.
- g. **PG&E Tree Removal.** Management followed up on PG&Es tree removal plan. No trees within the Crossings are affected. The PG&E plan has now been put on hold. Item closed.

6. OFFICER'S REPORTS & DIRECTOR COMMENTS

- 6.1. **Director Comments.** The board reviewed the handout R. Peterson asked be distributed when he left the meeting. It was agreed that R. Peterson will be asked to address the handout at the next meeting.

It was suggested that a temp agency be used to employ the recreation staff. Management asked to investigate.

- 6.2 **Treasurer's Report.** T. Wright reported that the Aging list is growing. There are 10 accounts that owe from \$1,200 to \$20,000; 49 accounts owe between \$100 and \$999; 70 accounts owe from \$50 to \$99; and 85 accounts owe less than \$49.

Treasurer Wright met with management to review many of the past due accounts. It was moved and seconded (Wright/Lee) to write off \$628.77 as specified in list provided by management. Motion carried.

- 6.3 **President's Report.** In the interest of time M. Weinmann made no report.

7. COMMITTEE REPORTS

- 7.1 **Activities Committee Liaison.** M. Weinmann thanked the directors that "poured" at the wine tasting event. The Cinco de Mayo potluck is our next event.

- 7.2 **Architectural Committee.** T. Peterson commented that the AC does not have the authority to approve, for example, artificial turf. It was moved and seconded (T.Peterson/Wright) to appoint Barry Collins to the committee. Motion carried.

- 7.3 **Landscaping –** It was moved and seconded (Lee/T.Peterson) to approve \$14,920 for tree trimming and removal as outlined in the bid from Traverso Tree Service. Motion carried.

It was moved and seconded (Lee/T.Peterson) to have management obtain 2 more bids for the East Entrance planting plan. Motion carried.

- 7.4 **Swim Team Liaison.** No report at this time.

7.5 Business Process Review Committee. T. Peterson stated he would be doing what he does with every company he goes into: define requirements, responsibilities & expectations; create job descriptions. Jan York and Andy Steinberg would be given surveys to complete.

VIII. ADJOURNMENT was at 9:40pm to Executive Session.

Salinda Cardoza, Secretary

Date