

COWELL HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
June 26, 2014

MINUTES

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

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

1. CALL TO ORDER. The meeting was called to order at 7:10pm following an Executive Session.

2. OPEN FORUM/GUESTS:

Terry Shimamoto, NBS Insurance, presented an updated statement of values for the common areas and buildings. The last time the common areas were valued was November, 2010. Some things increased and some items remain the same. Mr. Shimamoto also presented quotes for EPLI policies from Travelers and Mt. Vernon insurance companies.

A homeowner voiced several concerns about the Digger pine trees recently removed behind Hock Maple Ct.

A homeowner reported that the shrubs blocking the sidewalks along South Larwin are also breaking the law. Homeowner provided useful information on the City of Concord ordinances. She also thanked the Architectural Committee for continuing to do a thankless job.

3. APPROVAL OF MINUTES.

It was moved and seconded (T.Peterson/Wright) to accept the Regular Meeting Minutes of April 24, 2014, with a minor change to the original and attaching the referenced handout. Motion carried. (S.Cardoza abstained).

It was moved and seconded (Buchanan/Cardoza) to accept the Regular Meeting Minutes of May 22, 2014, attaching the referenced handout and T. Peterson's opinion. Motion carried. (T. Peterson abstained).

4. MANAGEMENT REPORT

4.1 Clubhouse Report. Andy Steinberg reported on the quarterly alarm system tests and upcoming events. M. Weinmann reported that he received complaints from the senior's group that their Wednesday night event conflicted with a WCST meet that impacted their parking, the AC unit was not adequate, and that the microphone wasn't working. See attachment I.

a. AC Unit. Management obtained a second opinion and evaluation of unit #3. This is the oldest unit and needs to be replaced. Management will email proposal to the board and a conference call emergency meeting will be held.

4.2 Lease Approvals. It was moved and seconded (T.Peterson/Buchanan) to approve the lease for 4494 Pitch Pine Ct. Motion carried.

4.3 2014 Reserve Projects.

a. **West Pool Concrete Replacement.** Proposals from CMA and Richard Avelar & Associates (architects) were discussed. This matter was tabled pending a legal review on ADA compliance.

b. **Tennis Court Fencing.** It was moved and seconded (Lee/Wright) to accept the bid from Schryer/Thompson is replacement the cyclone fencing around tennis courts 1-4 for \$28,947 and the optional bottom rail for \$3,916. Permits and security will be paid by CHOA. Motion carried. (T. Peterson abstained)

4.4 Reserve Study & Budget Meeting. This special meeting is scheduled for July 17, at 7pm in the business office. If possible Collins Management will provide the draft budget in Excel spreadsheet format. Alternately, M. Buchanan will convert the Condomanager version to Excel by July 12.

4.5 Meet the Candidates Night/Town Hall Meeting. This meeting is scheduled for August 14, 7pm, in the clubhouse. An announcement is included in the July Signal.

5 OLD BUSINESS

5.1 EPLI. It was moved and seconded (Buchanan/Wright) to purchase an EPLI policy with a limit of \$2,000,000 from Mt. Vernon Insurance for \$5,500. Motion carried.

5.2 4480 Camstock – Fallen Tree. Pending.

5.3 Sidewalk on Ayers Rd. Unless there are delays obtaining the City permit and inspections, Schryer/Thompson will have this project finished by July 31, 2014.

6. OFFICER’S REPORTS & DIRECTOR COMMENTS

6.1 Treasurer’s Report. T. Wright reported that the balance sheet, income and expense report, and the bank reconciliation reports have been reviewed.

It was moved and seconded (Wright/R.Peterson) to reverse the indicated amounts from the indicated accounts totaling \$926. Motion carried.

81939	\$50
81253	\$50
81155	\$150
81155	\$9.50
81018	\$9.50
81802	\$9.50
81774	\$9.50
81174	\$50
81797	\$200
81390	\$19
81346	\$9.50
81018	\$50
81234	\$9.50
81447	\$100
81521	\$50
81878	\$50
81886	\$50
81915	\$50

6.2. Director Comments. S. Cardoza reported that the website needs a folder for the 2014 Minutes. She also suggested that another photo contest be held. The Landscape Committee should consider taking before and after pictures of each project. She would like the board to consider moving the meeting back to the 2nd Thursday as the Architectural Committee is having difficulties adjusting the inspection schedule. She also asked when was the last time the board considered giving the onsite manager a raise. S. Cardoza also asked when did the Landscaping Committee start accompanying

the tree service and manager on the tree maintenance walk through rather than reviewing their recommendations.

B. Lee asked if the park benches in the dog park could be cleaned and/or painted. Management noted that those items were started today and would continue tomorrow.

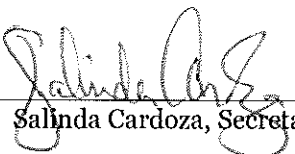
M. Buchanan commented on and presented documentation (attached) that the Governor issued an executive order to strengthen the state's ability to manage water. The order also prevents homeowner associations from fining residents that limit their lawn watering and take other conservation measures.

- 6.3 President's Report.** M. Weinmann asked the board if a policy on recording the board meetings should be considered. The consensus was that we will not record and a policy to prohibit anyone else from recording would be drafted. M. Weinmann also asked why the meeting packet was delivered late. The onsite manager replied that she has been going to physical therapy subsequent to a car accident.

7. COMMITTEE REPORTS

- 7.1 Activities Committee Liaison.** M. Weinmann had nothing to report.
- 7.2 Architectural Committee.** S. Cardoza reported that there wasn't a quorum for the last meeting. Final revisions of the Guidelines will be done at the next meeting.
- 7.3 Business Process Review Committee.** T. Peterson reported that the questionnaires have been reviewed and he will be conducting interviews with Jan and Andy.
- 7.4 Landscaping Committee.** B. Lee reported that Mr. and Mrs. Ripley attended the meeting on June 9 to voice their concerns with the removal of several Digger pine trees from the common area. Leroy Chancellor of Martells Water Systems also attended and provided the committee with information on CHOA's wells and wells in general. The proposals received for the east entrance project were discussed and the committee agreed to use Landscape Care with the proviso that they give us more details so that we have something to measure them against.
- R. Peterson voiced his concerns that the committee is putting forth only one plan/proposal for the east entrance. R. Peterson believes that the committee should develop an alternate plan that doesn't include ongoing additional maintenance costs such as beds of annuals; then ask the members which plan they prefer. That would be the democratic way.
- 7.5 Swim Team Liaison.** B. Lee had nothing to report.

VIII. ADJOURNMENT was at 10:15pm to Executive Session.



Salinda Cardoza, Secretary



Date

To: Mark Weinmann and the CHOA Board of Directors
From: George Fulmore, Crossings Seniors Club
Date: June 11, 2014
Subj: Clubhouse Operational Problems

The purpose of this e-mail letter is to document specific complaints about our experience with our Seniors Club dinner tonight at the Clubhouse. We would like a written response to our President, Caroline Jackson, on each of the following items.

1) Conflict with Swim Meet.

We had no idea that a competitive swim meet was to be held tonight at the same time as our dinner. Had we known, we would have rescheduled our event. I checked with Andy earlier in the week to confirm that we could set up in the early afternoon for the party. No mention was made that there would also be a swim meet that night. When we started to arrive at the Clubhouse at about 5:30, we were shocked to find all the parking taken, and people walking to the Clubhouse after having to park on nearby side streets.

Our complaint, of course, is that either Jan or Andy should have told us of the scheduling conflict so that we could have rescheduled. As it was, we had seniors coming to the Clubhouse with food, but no place to park. We would never want this to happen again.

2) No Air-conditioning

How long has the problem with the air conditioning been going on this round? For a year? I get varying explanations of what the problems might be. The reality is that the AC into the Clubhouse main room does not seem to work. We were lucky that the outside temperature had dropped tonight, or we would have been in trouble. As it was, it was still relatively warm in the main room, even with out side doors ajar. This needs to get fixed!

3) No microphone

Didn't we spend major bucks some years ago to have a first-class sound system installed in the Clubhouse? Why does the microphone no longer work? And the portable one that we are assigned has some kind of a short in it, making the sound break up. We had to stop using it. We want the microphones that go through the speakers in the Clubhouse to work once again. It used to be that there were two microphones that could be used at the same time. This needs to be fixed!

There seems to be no end to the money saved in Reserves now for Crossings facilities. Certainly, the above items can be resolved. The first is a communications problem, the others are physical/mechanical problems. We ask the Board to please get these operational and physical/mechanical problems fixed before we have our next meeting in September. This would seem to be a reasonable request.

Again, we would like a written response to our president, Caroline Jackson, on the above items. Her e-mail address is above.

Respectively,

**George Fulmore
Crossings Seniors Club**

Jan York

From: Mark Weinmann [markweinmann@sbcglobal.net]
Sent: Sunday, June 22, 2014 3:54 PM
To: caroline.jackson@juno.com
Cc: BusinessOffice@walnutcountry.com; recdirector@walnutcountry.com
Subject: RE: Seniors Club Dinner Problems

Caroline,

I'd like to take this opportunity to respond to the recent issues brought up by the Seniors Club that were experienced on June 11.

First, we do regret any negative experience and will do what is within our power to remedy these. Regarding your specific issues:

- **Conflict with Swim Meet** – Regarding the scheduling conflict, we must remember that our clubhouse serves both community groups and homeowners. While we have not had a conflict like this in many years, it was unfortunate that this occurred. We have published the Swim Meet schedule in the June Signal and, since this issue, added it to the on-line Clubhouse calendar. As far as responsibility for this goes, we would hope those using the clubhouse would check calendars but do also understand that more could have been done to communicate this.
- **No Air Conditioning** – I have been assured by both Andy and Jan that the air was turned on in the lounge area before the seniors dinner started. We understand that it was still not what was desired by the time you arrived. We have been looking at the AC situation in the lounge for some time and have worked closely with our HVAC company to remedy this issue. I will admit it has been a challenge. We have recently discovered that there may be blockage in a duct and that one of the units may need replacement. Much of this issue goes to where the units were located when installed years ago. Their current location (under the building walkway area) does not have the proper ventilation (I spoke to one of the tech a year ago and learned this). Jan has proposals for the Board to consider at this month's meeting to take action in this area. We apologize for this, understand it and will work to improve it.
- **No microphone** – The microphone that was part of our central sound system had continuous trouble and last year we had an audio tech attempt to fix it. He could not. The central sound system microphone does not work. At that time we bought a portable sound system with a microphone that can be taken anywhere in the clubhouse and works well. We have used this for events with no issue. If this is the unit you were using, we were unaware of any problems. Andy checked it out after the seniors dinner and it is working well. We will be happy to work with a representative of your group to make sure they understand how to operate it.

We will work towards the continued improvement of these issues. We want to keep your groups (and all groups who use our facilities) satisfied. I would be happy to meet with you and even perhaps attend your event in September to make sure we are improving these areas.

Please let me know if you have any questions.

Mark Weinmann
President, CHOA

From: Crossingsg@aol.com [mailto:Crossingsg@aol.com]
Sent: Wednesday, June 11, 2014 10:37 PM
To: markweinmann@sbcglobal.net
Cc: BusinessOffice@walnutcountry.com; caroline.jackson@juno.com; recdirector@walnutcountry.com
Subject: Seniors Club Dinner Problems



Office of Governor
Edmund G. Brown Jr.

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GOVERNOR BROWN ISSUES EXECUTIVE ORDER TO REDOUBLE STATE DROUGHT ACTIONS

4-25-2014

LOS ANGELES - With California's driest months ahead, Governor Edmund G. Brown Jr. today issued an executive order to strengthen the state's ability to manage water and habitat effectively in drought conditions and called on all Californians to redouble their efforts to conserve water.

"The driest months are still to come in California and extreme drought conditions will get worse," said Governor Brown. "This order cuts red tape to help get water to farmers more quickly, ensure communities have safe drinking water, protect vulnerable species and prepare for an extreme fire season. I call on every city, every community, every Californian to conserve water in every way possible."

In January, the Governor declared a drought state of emergency. Since then, state water officials say that reservoirs, rainfall totals and the snowpack remain critically low. Current electronic readings show the snowpack's statewide water content at just 16 percent of average.

In the order, Governor Brown directs the Department of Water Resources and the State Water Resources Control Board to expedite approvals of voluntary water transfers to assist farmers. He also directs the California Department of Fish and Wildlife to accelerate monitoring of drought impacts on winter-run Chinook salmon in the Sacramento River and its tributaries, and to execute habitat restoration projects that will help fish weather the on-going drought.

To respond to the increased threat of wildfire season, the order streamlines contracting rules for the Governor's Office of Emergency Services and CALFIRE for equipment purchases and enables landowners to quickly clear brush and dead, dying or diseased trees that increase fire danger.

The order also calls on Californians and California businesses to take specific actions to avoid wasting water, including limiting lawn watering and car washing; recommends that schools, parks and golf courses limit the use of potable water for irrigation; and asks that hotels and restaurants give customers options to conserve water by only serving water upon request and other measures. The order also prevents homeowner associations from fining residents that limit their lawn watering and take other conservation measures.

The order provides a limited waiver of the California Environmental Quality Act for several actions that will limit harm from the drought. This waiver will enable these urgently needed actions to take place quickly and will remain in place through the end of 2014.

Last December, the Governor formed a Drought Task Force to closely manage precious water supplies, to expand water conservation wherever possible and to quickly respond to emerging drought impacts throughout the state. In May 2013, Governor Brown issued an Executive Order to direct state water officials to expedite the review and processing of voluntary transfers of water.

Governor Brown has called on all Californians to reduce their water use by 20 percent - visit SaveOurH2O.org to find out how everyone can do their part, and visit DroughtLCA.gov to learn more about how California is dealing with the effects of the drought.

The text of the executive order is below:

A PROCLAMATION OF A CONTINUED STATE OF EMERGENCY

WHEREAS on January 17, 2014, I proclaimed a State of Emergency to exist in the State of California due to severe drought conditions; and

WHEREAS state government has taken expedited actions as directed in that Proclamation to minimize harm from the drought; and

WHEREAS California's water supplies continue to be severely depleted despite a limited amount of rain and snowfall since January, with very limited snowpack in the Sierra Nevada mountains, decreased water levels in California's reservoirs, and reduced flows in the state's rivers; and

WHEREAS drought conditions have persisted for the last three years and the duration of this drought is unknown; and

WHEREAS the severe drought conditions continue to present urgent challenges: water shortages in communities across the state, greatly increased wildfire activity, diminished water for agricultural production, degraded habitat for many fish and wildlife species, threat of saltwater contamination of large fresh water supplies conveyed through the Sacramento-San Joaquin Bay Delta, and additional water scarcity if drought conditions continue into 2015; and

WHEREAS additional expedited actions are needed to reduce the harmful impacts from the drought as the state heads into several months of typically dry conditions; and

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Governor Brown to Speak at 2014 BIO International Convention in San Diego Tomorrow 06-24-2014



Governor Brown Signs Legislation 06-23-2014



Governor Brown Issues Proclamation Declaring Juneteenth 06-21-2014



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Governor Brown Signs Legislation 06-20-2014



Governor Brown Signs 2014-15 State Budget 06-20-2014

10. The Water Board will adopt statewide general waste discharge requirements to facilitate the use of treated wastewater that meets standards set by the Department of Public Health, in order to reduce demand on potable water supplies.

11. The Department of Water Resources will conduct intensive outreach and provide technical assistance to local agencies in order to increase groundwater monitoring in areas where the drought has significant impacts, and develop updated contour maps where new data becomes available in order to more accurately capture changing groundwater levels. The Department will provide a public update by November 30 that identifies groundwater basins with water shortages, details remaining gaps in groundwater monitoring, and updates its monitoring of land subsidence and agricultural land fallowing.

12. The California Department of Public Health, the Office of Emergency Services, and the Office of Planning and Research will assist local agencies that the Department of Public Health has identified as vulnerable to acute drinking water shortages in implementing solutions to those water shortages.

13. The Department of Water Resources and the Water Board, in coordination with other state agencies, will provide appropriate assistance to public agencies or private water companies in establishing temporary water supply connections to mitigate effects of the drought.

14. For the protection of health, safety, and the environment, CAL FIRE, the Office of Emergency Services, the Department of Water Resources, and the Department of Public Health, where appropriate, may enter into contracts and arrangements for the procurement of materials, goods, and services necessary to quickly mitigate the effects of the drought.

15. Pursuant to the drought legislation I signed into law on March 1, 2014, by July 1, 2014, the California Department of Food and Agriculture, in consultation with the Department of Water Resources and Water Board, will establish and implement a program to provide financial incentives to agricultural operations to invest in water irrigation treatment and distribution systems that reduce water and energy use, augment supply, and increase water and energy efficiency in agricultural applications.

16. To assist landowners meet their responsibilities for removing dead, dying and diseased trees and to help landowners clear other trees and plants close to structures that increase fire danger, certain noticing requirements are suspended for these activities. Specifically, the requirement that any person who conducts timber operations pursuant to the exemptions in Title 14, California Code of Regulations sections 1038 (b) and (c) submit notices to CAL FIRE under the provisions of Title 14, California Code of Regulations, section 1038.2 is hereby suspended. Timber operations pursuant to sections 1038(b) and (c) may immediately commence operations upon submission of the required notice to CAL FIRE and without a copy of the Director's notice of acceptance at the operating site. All other provisions of these regulations will remain in effect.

17. The Water Board will adopt and implement emergency regulations pursuant to Water Code section 1058.5, as it deems necessary to prevent the waste, unreasonable use, unreasonable method of use, or unreasonable method of diversion of water, to promote water recycling or water conservation, and to require curtailment of diversions when water is not available under the diverter's priority of right.

18. In order to ensure that equipment and services necessary for drought response can be procured quickly, the provisions of the Government Code and the Public Contract Code applicable to state contracts, including, but not limited to, advertising and competitive bidding requirements, are hereby suspended for directives 7 and 14. Approval by the Department of Finance is required prior to the execution of any contract entered into pursuant to these directives.

19. For several actions called for in this proclamation, environmental review required by the California Environmental Quality Act is suspended to allow these actions to take place as quickly as possible. Specifically, for actions taken by state agencies pursuant to directives 2, 3, 6-10, 13, 15, and 17, for all actions taken pursuant to directive 12 when the Office of Planning and Research concurs that local action is required, and for all necessary permits needed to implement these respective actions, Division 13 (commencing with section 21000) of the Public Resources Code and regulations adopted pursuant to that Division are hereby suspended. The entities implementing these directives will maintain on their websites a list of the activities or approvals for which these provisions are suspended. This suspension and that provided in paragraph 9 of the January 17, 2014 Proclamation will expire on December 31, 2014, except that actions started prior to that date shall not be subject to Division 13 for the time required to complete them.

20. For several actions called for in this proclamation, certain regulatory requirements of the Water Code are suspended to allow these actions to take place as quickly as possible. Specifically, for actions taken pursuant to directive 2, section 13247 of the Water Code is suspended. The 30-day comment period provided in section 1726(f) of the Water Code is also suspended for actions taken pursuant to directive 2, but the Water Board will provide for a 15-day comment period. For actions taken by state agencies pursuant to directives 6 and 7, Chapter 3 of Part 3 (commencing with section 85225) of the Water Code is suspended. The entities implementing these directives will maintain on their websites a list of the activities or approvals for which these provisions are suspended.

I FURTHER DIRECT that as soon as hereafter possible, this Proclamation shall be filed in the Office of the Secretary of State and that widespread publicity and notice be given to this Proclamation.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 25th day of April, 2014

EDMUND G. BROWN JR.
Governor of California

ATTEST:

DEBRA BOWEN
Secretary of State

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