

COWELL HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Thursday, December 6, 2018
4498 Lawson Court, Concord, CA

MINUTES

Present: B. Collins; M. Weinmann; T Peterson; R. Ellenson; D. Glover; D. Stelter; M. Buchanan

Also Present: R. Harris, CCAM and S. Sulyma of Collins Management

1. EXECUTIVE SESSION

At 6:46 PM The Executive Session was called to order by the Board President M. Weinmann.

2. CALL TO ORDER - ROLL CALL/ADOPT AGENDA

At 7:00 PM the Board meeting was called to order. It was moved and seconded (M.Buchanan/B.Collins) to approve the agenda as amended. Motion carried.

3. MANAGEMENT REPORT

The Board reviewed the Management Report.

4. HOMEOWNERS OPEN FORUM

Several homeowner's in attendance brought to the Board's attention their interest in pickleball courts on the grounds and the possibility of using one of the upper lit tennis courts for the recreational activity. Some homeowners were concerned with the level of noise pickleball courts would cause. The installation of owl boxes on the grounds to address the rodent issues were mentioned by a homeowner who brought an article on the statics of having owl boxes on the grounds. Firewise USA was mentioned by a homeowner who noticed the signal article had different information from what was presented in the Board meeting and at the Safety & Security Committee meeting. The WCST Director attended the meeting introducing himself and inviting everyone to the community chili cookout on January 27, 2019.

5. APPROVAL OF MINUTES

Tabled to the January Board meeting.

6. RECREATION REPORTS

Clubhouse Report

The Board reviewed the clubhouse report as prepared by Clubhouse Supervisor Stephen Sulyma.

Tennis Report

The Board reviewed the tennis report provided by Thor Schreck. Thor provided an update to the Board that the upcoming Spring tennis players will grow back high usage with four teams. Last season two coaches took a break but all will be returning. Resident usage is at 25%. Board President M. Weinmann asked for the opinion on pickleball. Thor stated CHOA should explore significantly and not rush into anything. Due to excessive noise it was suggested to go out to the membership for a vote. Stated he would not want to teach next to a pickleball court due to noise.

7. COMMITTEE REPORTS

• **Activities Committee**

- D. Glover's activities report was provided for the Board's review. All activities documents are being uploaded online.
- It was motioned and seconded (D.Glover/R.Ellenson) to approve the 2019 Activities schedule. Motion carried. Management was directed to research the cost for licensing required in order to hold a family movie night on the greenbelt.

• **Architectural**

- The Board reviewed the Minutes of October 18, 2018. Management was asked to include details to the minutes for what and why applications are denied. Committee Chair was asked to remind the rest of the committee that they cannot control plant preferences.
- The Architectural Committee brought to the Board a roofing application recommendation for approval consisting of new roofing material. It was motioned and seconded (D.Stelter/D.Glover) to approved. (B.Collins/M.Buchanan/R.Ellenson) Opposed. (T.Peterson/M.Weinmann) Abstained. Motion denied. It was noted the Board has routinely denied previous roofing material due to quality. Shingles/tiles must look three dimensional and be aesthetically appealing.

- **WCST**
 - Minutes from the September 18, 2018 & October 18, 2018 Committee Meeting were provided for the Board's review. M.Weinmann made mention the September minutes make mention of the Board not being concerned, he feels this was misrepresented. R.Ellenson requested the text be broken up moving forward.
 - It was motioned and seconded (M.Buchanan/B.Collins) to approve the 2019 WCST Schedule. During discussion D. Glover pointed out the charter states only five uses of the clubhouse are allowed. M.Buchanan provided an updated on the turnout of the Family Cookie Night. The committee is seeking additional help and will be delivering flyers to each home in the association. Parents are being asked to attend the monthly Board meetings.
 - It was motioned and seconded (M.Buchanan/D.Glover) to approve the updated WCST Charter with amendments. The WCST liaison to be removed and replaced with Chairman. The number of clubhouse usages of five to be removed. Motion carried.
 - It was motioned and seconded (M.Buchanan/D.Glover) to approve the updated 2019 WCST Committee Member Roster. Motion carried.
- **Landscape**
 - Committee Chair T.Peterson advised the Board the committee will be moving to quarterly meetings starting in 2019. Occasional ad hoc meetings will take place as needed in between meetings to review projects. The N. Slope will be renovated in 2019. Management was asked to go out to bid.
 - It was motioned and seconded (T.Peterson/R.Ellenson) to approve the 2019 Irrigation Upgrades proposal to be done by Landscape Care for a cost of \$21,579.88. Motion carried. The upgrades to be completed by Winter 2019.
 - It was motioned and seconded (T.Peterson/R.Ellenson) to approve the Ayers Strip renovation project proposal provided by Landscape Care in the amount of \$27,400.00. The City of Concord will be reimbursing the association once the project is completed. Motion carried.
 - Landscape Care requested an increase to their Landscaping Contract to reflect the new monthly contract amount of \$11,091.00 of which was already approved by the Board during the 2019 Budget review. It was motioned and seconded (T.Peterson/D.Glover). Motion carried.
- **Communications**

Report was provided and reviewed by the Board. R.Ellenson will be upgrading OneDrive.
- **Facilities**
 - Report was provided and reviewed by the Board.
 - Management provided an update on the current status of the preschool construction.
- **Rules.**

D.Glover will be working with Management to update some of the Rules in 2019 as well as looking into the updating of the CC&R's.
- **Safety and Security**
 - The Board reviewed the draft Minutes from the November 20,2018 meeting.
 - B.Collins advised the Board that the security contract was reviewed and the daily reports are new. Security is correcting areas on the report that need to provide more detail. Management is working with security to get these issues resolved. It was stated the committee should not be meeting with vendors, this is a job for Management. Performance issues are not the committees place, this is a matter that should be brought to the Board's attention.
 - B.Collins updated the Board on the committees status on the Firewise USA application. E.Ellenson mentioned the quality of the professional videographer was of poor quality.
- **Scout Liaison**

No Report.

8. TREASURER'S REPORT

- **Treasurer's Report**

October 31, 2018, Financials were included in the Board packet for the Board's review.
- **Delinquency Report**

The Board reviewed the Delinquency Report in Executive Session.
- **Lien Approval**

No liens to approve in this meeting.

9. NEW BUSINESS

- It was motioned and seconded (M.Weinmann/T.Peterson) to approve the 2019 CHOA Insurance Renewal with NBS Insurance Brokers for \$51,424.78. Motion carried.

10. INFORMATIONAL/ANNOUNCEMENTS

Task List, Map, Calendar, New Tenants Forms, all in the packet.

11. MOTION TO ADJOURN

It was moved and seconded (T.Peterson/B.Collins) to adjourn to Executive Session at 10:17 pm. Motion carried. In this Executive Session, the Board discussed the earlier Hearing with the Homeowner, voted to assess Fines for continued violations and reviewed employee matters.

BOARD CERTIFICATION

I, Rich Ellenson Secretary
 Director's Name Office Held

of the Cowell Homeowners' Association do hereby certify that the foregoing is a true and correct copy of the Minutes of the Cowell Homeowners' Association Board of Directors Meeting held on December 6, 2018, as approved by the attending directors.


 Signature

2/11/19
 Date

