

COWELL HOMEOWNERS ASSOCIATION

Open Session Board of Directors Meeting • Thursday, July 23rd, 2020

BOARD MEETING MINUTES

Board Members Present	Mike Kindorf	President
	Mike Cannon	Vice-President
	Edward Baluta	Treasurer
	Brian Beckon	Secretary
	Rebecca D'Lima	Director at Large
	Ken Dixon	Director at Large
	Peggy McCurdy	Director at Large

Others in Attendance Bill Mazza of Common Interest Management Services

Meeting Location Teleconference

CALL TO ORDER

The meeting was called to order at 7:03pm. It was determined that a quorum was present.

HOMEOWNER'S OPEN FORUM

The Homeowner's Open Forum was held for those in attendance.

APPROVAL OF MINUTES

A motion was made and seconded to approve the minutes from the June 25th, 2020 Board of Directors meeting. **The motion carried unanimously.**

COMMITTEE REPORTS

Committee Chairman Dixon provided the Board with an update from the July Architectural Committee meeting.

The General Manager provided the Board with an update regarding ongoing maintenance and property updates for the month of July, including the hiring of more pool monitors, the expanding of the pool operating hours, the replacement of the West and East pool pump motors, and the removal of another beehive at the Clubhouse.

TREASURER'S REPORT & FINANCIAL REVIEW

Item: Treasurer's Report

Director Baluta provided the Treasurer's Report to the Board.

Item: Delinquent Accounts/Record Lien Approval

A motion was made and seconded to approve recording a Notice of Delinquent Assessment (Lien) for the following accounts:

- Account #021801
- Account #024701
- Account #061701
- Account #066301

The motion carried unanimously.

Item: Financials as of June 30th, 2020

The Board received and reviewed the Association's financials dated June 30th, 2020.

NEW BUSINESS / ACTION & DISCUSSION ITEMS

Item: 2021 Reserve Study

The Board reviewed the draft 2021 Reserve Study presented by Reserve Analysis Consulting. A motion was made and seconded to delegate authority to review, make any necessary changes, and provide final approval of the 2021 Reserve Study to Directors Kindorf, Baluta, and Dixon. **The motion carried unanimously.**

Item: Reserve Account CD Rollover Investments Discussion

The Board discussed the Association's Reserve Account, which is currently maintained by Morgan Stanley, and is made up of cash and several CDs. These CDs eventually mature or expire. A motion was made and seconded to delegate reinvestment authority of maturing CDs to the Association's Treasurer, to be reported to the Board at following month's meeting. **The motion carried unanimously.**

Item: *Signal* Distribution Discussion

Given the current COVID-19 pandemic and shelter-in-place orders, the Board discussed options for the *Signal's* physical distribution, which is currently on hold. After weighing the potential health risks with the physical *Signal's* communication benefits, the Board directed management to continue the postponement of a physical distribution of the *Signal*. The Board also directed management to continue to notify residents to sign up for the e-Signal email newsletter, and to include this information in future notices such as the upcoming election results notice.

Item: Main Pool Remodel/Repairs Project

The Board provided those in attendance with an update regarding the main pool remodel/repairs project. The Board discussed and considered a recommendation by Aquatic Technology that the current filter at the Main Pool be replaced with an upgraded unit, and that it be relocated to either the East or West Pool. No action was taken at this time.

Item: Coronavirus/COVID-19 Discussion – Common Area Bike/Mask Signage

The Board discussed a request from an owner to install additional signage throughout the Greenbelt reminding owners that pedestrians have the right-of-way and that cyclists need to slow down and move to the side, as well as a request for signage reminding owners to wear masks when walking along the Greenbelt.

A motion was made and seconded to delegate authority to the General Manager to install a maximum of 8 signs to be installed at 4 locations (so that a sign faces in each direction) with a maximum spending authority of \$1,000. **The motion carried unanimously.**

The Board discussed and considered the request for the installation of mask signage throughout the Greenbelt, but ultimately no action was taken.

STANDING ITEMS

Item: Rental Requests

No action taken at this time.

Item: Association Committees

No action taken at this time.

Item: Late Fee Waiver Requests

A motion was made and seconded to approve waiving all outstanding late fees in the amount of \$40.00 for the owner of 4393 N. Marsh Elder Court. **The motion carried unanimously.**

MOTION TO ADJOURN

There being no further business and no objections, a motion was unanimously carried to adjourn the meeting at 8:34pm.

EXECUTIVE SESSION SUMMARY

Per Civil Code § 4935(e), any matter which was discussed in Executive Session must be generally noted in the minutes of the immediately following open Board meeting.

The Board of Directors met in Executive Session on July 15th, 2020 and held seven disciplinary hearings for owners found to be in violation of the governing documents. The Board also terminated the pool maintenance agreement with Aqua Pool Company and hired Sun Pointe Services to assume pool maintenance on August 1st, 2020.

The Board of Directors met in Executive Session on July 23rd, 2020 and approved the replacement of the pump motor at the West Pool as well as the hiring of three new Pool Monitors. The Board also discussed several delinquent accounts, including a proposed settlement agreement from an owner in collections, considered a repayment plan request from another delinquent owner, and took action on an account that has been delinquent for some time. The Board also reviewed and approved two requests to waive violation fines because the lots had since been brought into compliance, as well as a concern for a lack of adequate documentation confirming that hearings were properly held.

BOARD CERTIFICATION

I do hereby certify that the foregoing is a true and correct copy of the Minutes of the Cowell Homeowners Association Board of Directors meeting as approved by the attending Directors.

M. KINDERF
Director's Name

M. Kinderf
Signature

PRESIDENT
Office / Position

01 SEP 2020
Date