

# COWELL HOMEOWNERS ASSOCIATION, INC.

Open Session Board of Directors Meeting • Thursday, July 22<sup>nd</sup>, 2021

## BOARD MEETING MINUTES

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<b>Board Members Present</b>	Mike Kindorf Mike Cannon Brian Beckon Rebecca D'Lima Ken Dixon George Fulmore	President Vice-President Secretary Director at Large Director at Large Director at Large
<b>Others in Attendance</b>	Bill Mazza of Common Interest Management Services	
<b>Meeting Location</b>	Teleconference	

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### CALL TO ORDER

The meeting was called to order at 7:05pm. 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 24<sup>th</sup>, 2021 Board of Directors meeting. **The motion carried unanimously.**

### COMMITTEE REPORTS

Committee Chair Dixon provided the Board with an update from the July Architectural Committee meeting and Committee Chair D'Lima provided the Board with an update from the July Landscape Committee meeting. The Board was also given the General Manager's report detailing ongoing projects and any noteworthy property updates.

### TREASURER'S REPORT & FINANCIAL REVIEW

#### **Item: Treasurer's Report**

No Treasurer's Report was provided as the June financials were not yet ready for Board review.

### NEW BUSINESS / ACTION & DISCUSSION ITEMS

#### **Item: Tennis Court Benches**

A motion was made and seconded to approve proposal #265 from DH Distribution to purchase eight 8' tennis court benches in the amount of \$12,327.20. **The motion carried unanimously.**

A motion was made and seconded to approve a spending authority with a Not to Exceed (NTE) of \$3,500.00 for the installation of these benches. **The motion carried unanimously.**

#### **Item: Lower Court Practice Board Repairs**

A motion was made and seconded to approve proposal #W21055-B from BTC Bob Tedrick Construction Inc. to replace 11 interior plywood sheets at the lower court practice board in the amount of \$5,397.60. **The motion carried unanimously.**

BTC also provided a proposal for repainting the practice board. At the June meeting, the Board approved a proposal from Signature Painting & Construction for this work. A motion was made and seconded to approve the repainting option from BTC in the amount of \$3,198.00 as a contingency plan at the General Manager's discretion, should Signature Painting & Construction's schedule not adequately line up with BTC's availability. **The motion carried unanimously.**

**Item: General Manager Spending Authority**

A motion was made and seconded to approve a spending authority of up to \$2,500.00 to the General Manager without the need for further Board approval. **The motion carried unanimously.**

A motion was made and seconded to approve a spending authority of up to \$5,000.00 to the General Manager and one of either the Board President, Vice-President, or Treasurer without the need for further Board approval. **The motion carried unanimously.**

**Item: South Slope Well Discussion**

The Board discussed the current status of the South Slope well and the available options. The Board would like to obtain additional information regarding the potential water yield and flow rate from the area in and around the existing South Slope well before taking further action. The Board directed management to work on finding a vendor or expert who might be able to use the existing well to calculate the available flow rate for the immediate area.

**Item: 2022 Reserve Study**

No action was taken on this item.

**Item: 2021 Tree Trimming Ratification**

At the June Board meeting, two proposals from Arborwell were approved, for both tree trimming and tree removal. Following a discussion with Arborwell prior to the commencement of the work, it was recommended that the scope of work be slightly adjusted so that no tree scheduled for removal within the next year was trimmed on this round of work, but instead removed immediately – the idea being that this is a cost savings, since Arborwell would no longer be trimming a tree in 2021 that they would then recommend for removal in 2022. Arborwell identified the applicable trees and presented updated proposals for approval.

A motion was made and seconded to ratify approval for updated tree trimming and removal bids from Arborwell:

- Proposal #E139118 in the amount of \$31,631.44
- Proposal #E139119 in the amount of \$11,090.56
- Proposal #139616 in the amount of \$6,768.84

**The motion carried unanimously.**

**Item: Eucalyptus Tree Removal Discussion**

No action was taken on this item.

STANDING ITEMS

**Item: Rental Requests**

No action was taken at this time.

**Item: Association Committees**

Director D’Lima reported to the Board that the Landscape Committee recently met to discuss the proposed Community Garden project. As a result of that discussion, the Committee ultimately felt it better to instead focus on the installation of Rose Garden and a Succulent Garden at appropriate locations along the greenbelt. The Board directed the Landscape Committee to continue its work on this new plan, and to present their findings and recommendations to the Board at a future meeting.

**Item: Late Fee Waiver Requests**

No action was taken at this time.

**Item: 2021 Reserve Projects Discussion**

The Board reviewed proposed, pending, and ongoing reserve projects for 2021, and updates were

provided on their respective statuses. The Board requested that this report be broken out first by status, then location.

**Item: Good of the Order / Director's Comments**

The Good of the Order / Director's Comments portion of the meeting was held for those in attendance.

MOTION TO ADJOURN

There being no further business and no objections, a motion was unanimously carried to adjourn the meeting at 9:13pm.

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 22<sup>nd</sup>, 2021 and discussed the Association's Recreation Director job description and benefits, janitorial service contracts and employment, an incident at the dog park involving an alleged aggressive dog, and third-party contracts.

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. KINDORE

Director's Name

BOARD PRESIDENT

Office / Position

M. Kindore

Signature

01 SEP 2021

Date