

COWELL HOMEOWNERS ASSOCIATION, INC.

Open Session Board of Directors Meeting • Thursday, January 27th, 2022

BOARD MEETING MINUTES

Board Members Present	Mike Kindorf Edward Baluta Brian Beckon Ken Dixon	President Treasurer Secretary 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 7:02pm. 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 December 2nd, 2021 Board of Directors meeting. **The motion carried.** Director Beckon abstained as he was not present for this meeting.

COMMITTEE REPORTS

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

The Board reviewed the Association's 2022 Annual Calendar as presented by management.

TREASURER'S REPORT & FINANCIAL REVIEW

Item: Treasurer's Report

The Treasurer's Report was provided to the Board.

Item: Financials as of December 31st, 2021

The Board received and reviewed the Association's financials dated December 31st, 2021.

Item: Collections Action

The Board reviewed two delinquent accounts. No action was taken at this time as management has been in contact with both owners and they are aware of the balance. The Board will revisit these accounts at the February meeting should they still be delinquent at that time.

NEW BUSINESS / ACTION & DISCUSSION ITEMS

Item: 2022 WCST Schedule

The Board reviewed the proposed 2022 Walnut Country Swim Team schedule. A motion was made and seconded to approve the schedule as presented by WCST. **The motion carried unanimously.**

The approved WCST 2022 schedule has been appended to these minutes.

Item: 2022 Pool Schedule

A motion was made and seconded to open the main pool for the 2022 swim season on March 7th, 2022, in conjunction with the start of the WCST Spring Clinic, and to delegate decision-making authority for

opening the east and west pools to Director Kindorf. **The motion carried unanimously.**

Item: 2022 Reserve Projects

The Board reviewed all suggested reserve projects for 2022 per the most recent Reserve Study.

Item: Pickleball Clinics

The Board discussed hosting Pickleball clinics for residents on the new courts to help generate and promote interest amongst those not familiar with the sport. A motion was made and seconded to approve sponsoring a 90-minute Pickleball clinic at the Association courts, hosted by Patricia Strazzi, and to delegate authority to the General Manager to arrange and organize the clinic with a Not To Exceed (NTE) of \$850.00. **The motion carried unanimously.**

Item: Social Media Discussion

This item was tabled.

Item: West Pool Acid Wash

The Board discussed performing an acid wash of the west pool to clean the stained areas. A motion was made and seconded to approve proposal #2732 from Sun Pointe Services to perform an acid wash of the west pool in the amount of \$7,500.00. **The motion carried unanimously.**

The Board directed management to discuss the west pool's current plaster condition with Sun Pointe, and to report back to the Board immediately if Sun Pointe believes that the pool should be re-plastered at this time rather than acid washed.

Item: Clubhouse Bridge Post Footings

The Board reviewed several proposals for replacing the damaged bridge post footings at the main entrance to the Clubhouse. Given that the most recent Reserve Study recommends that the TREX surface and structure of the bridge be replaced in 2023, the Board directed management to obtain feedback from a structural engineer on the current condition of the bridge surface and structure as a whole, and for a recommendation on timing for these projects.

A motion was made and seconded to approve the proposal #EB 70485 from The G.B. Group to repair the Clubhouse bridge post footings in the amount of \$5,980.52, contingent upon a structural engineer's feedback regarding the current condition of the bridge surface and structure as a whole. **The motion carried unanimously.**

Item: Clubhouse Reopening & Discussion

The Board discussed the potential 2022 schedule for the Clubhouse. Due to the current situation with the Omicron COVID variant, no action was taken at this time and the Board directed management to include this item on the agenda for discussion at the February meeting.

Item: Board Vacancy

The Board discussed the current vacant seat and options for filling it. A motion was made and seconded to announce via the Association's website, eSignal and February *Signal* that homeowners interested in joining the Board submit an application to the Business Office no later than March 1st, 2022 so that a special meeting may be held on or around March 15th, 2022, where Board interviews may be held with prospective candidates. **The motion carried unanimously.**

Item: Tree Damage Reimbursement Request – 4479 Snowberry Ct

The Board reviewed a reimbursement request from the owner of 4479 Snowberry Ct in the amount of \$2,232.19 as a result of damage done to her property from a common area tree branch. A motion was made and seconded to deny this owner's reimbursement request and to instead file a claim with the Association's insurance. **The motion carried unanimously.**

Item: 2022 Tree Maintenance

The Board reviewed a proposal from Arbor Vision for recommended tree trimming and maintenance for 2022. A motion was made and seconded to approve Arbor Vision's proposal #333181 in the amount of \$82,797 and proposal #331399 in the amount of \$11,178. **The motion did not carry.** Directors Kindorf and Baluta opposed.

The Board directed management to schedule a special meeting in early February with the arborist so that this proposal and plan may be discussed in more detail.

Item: 2022 Tree Removals

A motion was made and seconded to approve proposal #331342 in the amount of \$25,506 from Arbor Vision for removal of 15 trees throughout the common area per the arborist's recommendation. **The motion carried unanimously.**

The Board directed management to notice the membership of these pending removals via eSignal and the upcoming February *Signal*.

Item: Greenbelt Concrete Project Discussion

The Board was notified of the current scope of concrete in need of repair or replacement throughout the central greenbelt area. No action was taken at this time.

STANDING ITEMS

Item: Rental Requests

A motion was made and seconded to approve the following rental request:

- 4403 Canoe Birch Ct

The motion carried unanimously.

Item: Association Committees

No action taken.

Item: Late Fee Waiver Requests

No action taken.

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 9:12pm.

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 January 27th, 2022 and discussed homeowner discipline, including a Lot which had previously been called to a hearing yet remained in violation, as well as several nuisance complaints. The Board also discussed potential legal action related to a social media group page ostensibly utilizing the Association's trademark and approved the contract for HVAC maintenance of the common area facilities with Contra Costa Climate Control.

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. KINDERT

Director's Name

BOARD PRESIDENT

Office / Position

M. Kindert

Signature

02 MAR 2022

Date