

COWELL HOMEOWNERS ASSOCIATION, INC.

Open Session Board of Directors Meeting • Thursday, January 23rd, 2025

BOARD MEETING MINUTES

Board Members Present	Mike Kindorf Ken Dixon Edward Baluta Brian Beckon Rebecca D'Lima	President Vice President Treasurer Secretary Director at Large
Board Members Absent	Jason Moore	Director at Large
Others in Attendance	Bill Mazza of Common Interest Management Services	
Meeting Location	Cowell Homeowners Association, Inc. Business Office 4498 Lawson Ct, Concord CA 94521	

CALL TO ORDER

The meeting was called to order at 7:00pm. 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 of the December 5th, 2024 Board of Directors meeting. **The motion carried unanimously.**

COMMITTEE REPORTS

The General Manager provided updates from the Events Committee and Architectural Committee.

The Board was provided with the General Manager's report detailing ongoing projects and noteworthy property updates.

TREASURER'S REPORT & FINANCIAL REVIEW

Item: Treasurer's Report

The Treasurer's Report was provided to the Board.

Item: Financials as of December, 2024

The Board received and reviewed the Association's financials dated December 31st, 2024.

NEW BUSINESS / ACTION & DISCUSSION ITEMS

Item: Walnut Country Swim Team 2025 Schedule

A motion was made and seconded to approve the Walnut Country Swim Team 2025 schedule as presented. **The motion carried unanimously.** A copy of this schedule has been appended to these minutes.

Item: Events Petty Cash Account Transfer Request

A motion was made and seconded to approve a transfer of \$5,000.00 from the Association's operating account to the Events petty cash account, per the 2025 annual budget. **The motion carried unanimously.**

Item: Architectural Application Appeal – 4402 Spoonwood Ct

The Board reviewed an Architectural Application appeal request by the owner of 4402 Spoonwood Ct. regarding the color of their garage door. Their application was denied by the Architectural Committee at their meeting dated November 21, 2024 as the garage door color does not match the color of the base or trim of their residence as required by the Association's Rules & Regulations.

The owner provided a statement and the Board discussed the application. After careful consideration, a motion was made and seconded to deny the Architectural Application appeal for 4402 Spoonwood Ct. as the rules clearly state that the color of the garage door must match exactly the color of the base or trim of the residence. **The motion carried unanimously.**

The Board directed management to inform the Architectural Committee to temporarily pause enforcement of this garage door color requirement and to ask for their feedback on this rule by their upcoming March meeting. The Board also requested to see updated language for this rule, if there is a modification or adjustment that the Architectural Committee would like the Board to consider adopting.

Item: Winter 2025 Tree Pruning and Removals

The Board reviewed proposals from three vendors for Winter 2025 tree care, based on a scope of work created by the Association's contracted arborist. A motion was made and seconded to approve the following proposals for Winter 2025 tree care:

- ArborMD proposal #939478 for Greenbelt tree pruning in the amount of \$36,865.50.
 - **The motion carried unanimously.**
- ArborMD proposal #939411 for the removal of trees #30 and #350 due to health and safety concerns in the amount of \$4,852.00.
 - **The motion carried unanimously.**
- A-Plus Tree Care proposal #353743 for special Oak tree projects in the amount of \$5,147.10.
 - **The motion carried.** Director Baluta abstained.
- A-Plus Tree Care proposal #353766 for the removal of five eucalyptus trees in the amount of \$3,339.70.
 - **The motion carried unanimously.**

The Board also indicated that it would like to continue receiving proposals for the discretionary removal of greenbelt eucalyptus trees along with the regularly scheduled tree maintenance bids.

Item: Gopher/Mole Abatement Services Contract & Discussion

The Board discussed the current contract with Gingrich Horticulture, which provides monthly gopher and mole abatement services with unlimited service visits for a flat rate fee. Gingrich recently increased their price for 2025 and the Board discussed the benefits of this service given its cost.

The Board directed management to speak with Gingrich about an updated contract that only includes one visit per month, rather than a contract with unlimited service calls. The Board also directed management to speak with recently hired landscape consultant Dave Phelps about gopher abatement options.

Item: Main Playground Shade Sail Repairs

Several of the shade sail cables at the Main Playground shade structure have come loose, and because the structure is no longer covered by a warranty, the Association is now responsible for the cost of repairs. Management has been speaking with the installing vendor about available options, some of which include repairing the damaged components, replacing the five fabric pieces with two larger pieces to reduce the possible points of failure, or replacing the material used to connect the cables to the poles with heavier duty options, such as fan plates. Bids for all three options have not yet been received, but even the lowest-cost repair option is costly when compared against the price paid for the total structure.

The Board directed management to look into options for replacing this shade sail structure with solar panels, as a means of reducing the Association's electricity costs while also providing shade for the playground. The Board also directed management to speak with other vendors about potential options, given that this repair has been needed almost every winter since the shade sail structure was installed. The Board indicated that it would like to discuss this item again at the February meeting.

STANDING ITEMS

Item: Rental Requests

No action taken.

Item: Association Committees

No action taken.

Item: Late Fee Waiver Requests

No action taken.

Item: Tennis Pro Clinic 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 9:03pm.

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 met in Executive Session on January 23rd, 2025 where it held a homeowner reimbursement assessment hearing for legal fees incurred as a result of continued non-compliance, and resolved to levy a reimbursement assessment of \$1,247.33 against the responsible owner. The Board also discussed a property that has been in violation of the governing documents going back to 2020, despite a hearing and the ongoing assessment of monthly fines, and resolved to engage legal counsel for assistance should the issue remain outstanding by April 1st, 2025.

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.

<u>M. KINDORF</u>	<u>M. [Signature]</u>
Director's Name	Signature

<u>BOARD PRESIDENT</u>	<u>2.27.2025</u>
Office / Position	Date

Date	Event	Event Note	Event location	Event time	Event total time w/ setup/breakdown
Monday, March 3, 2025	Spring clinic start		Pool		3:30-8pm
Thursday, April 3, 2025	Spring clinic end				
Sunday, February 02, 2025	Chili Cook Off	Clubhouse Rental needed	Clubhouse	3-5pm	2-6pm
Sunday, March 23, 2025	Ice Cream Social	Clubhouse Rental needed	Clubhouse	2-3:30pm	1-4pm
Monday, April 7, 2025	Regular Season Practice Starts		Pool Deck/Kitchen		3:30-8pm
Wednesday, April 16, 2025	Parent Meeting	Clubhouse Rental needed	Clubhouse	7-9pm	6-9:30pm
Friday, May 9, 2025	Spaghetti Feed	During Practice	Pool Deck/Kitchen	5-7pm	3-8pm
Saturday, May 10, 2025	Morning Meet	Time Trials	Pool Deck/Kitchen		7am-12:30pm
Monday, May 12, 2025	Mom Day Celebration	During Practice	Pool Deck/Kitchen		8-12am
Saturday, May 17, 2025	Morning Meet w/ YW	HOME	Pool Deck/Kitchen		7am-12:30pm
Saturday, May 31, 2025	Lap A Thon		Pool Deck/Kitchen		7am-12:30pm
Saturday, June 07, 2025	Morning Meet w/OCC	HOME	Pool Deck/Kitchen		7am-12:30pm
Saturday, June 07, 2025	9/10 Camp Out	Age Group Event	Green Belt	6-11:59pm	5-11:59pm
Sunday, June 08, 2025	9/10 Camp Out	Age Group Event	Green Belt	12-8am	12-8:15am
Monday, June 09, 2025	Morning Summer Practice Starts		Pool		7:30am-12pm
Tuesday, June 10, 2025	Summer Spirit Week - Snack Exchange/ Picture Day	During Practice	Pool Deck/Kitchen		8-12am
Wednesday, June 11, 2025	Summer Spirit Week - Buddy Signs	During Practice	Pool Deck/Kitchen		8-12am
Wednesday, June 11, 2025	Evening Meet w/ SCC	HOME	Pool Deck/Kitchen		5-9pm
Thursday, June 12, 2025	Summer Spirit Week - RayBuck Wallet Decorating	During Practice	Pool Deck/Kitchen		8-12am
Friday, June 13, 2025	Summer Spirit Week - Tie Dye Team Shirts	During Practice	Green Belt		8-12am
Saturday, June 14, 2025	Morning Meet w/ MCST	HOME	Pool Deck/Kitchen		7am-12:30pm
Monday, June 16, 2025	Dad Day Celebration	During Practice	Pool Deck/Kitchen		8-12am
Wednesday, June 18, 2025	Evening Meet w/ Aquanights	HOME	Pool Deck/Kitchen		4pm-9pm
Friday, June 20, 2025	Parent Night Out - LR & 6U	Clubhouse Rental needed	Clubhouse	6-8:30pm	5-9pm
Thursday, June 26, 2025	13+ Game Night	Clubhouse Rental needed	Clubhouse	6-8:30pm	5-9pm
Wednesday, July 02, 2025	WCST Float Day		Pool Deck		4-9pm
Friday, July 11, 2025	Evening Meet - Crossings Challenge	HOME	Pool Deck/Kitchen		12pm-9pm
Saturday, July 12, 2025	Morning Meet - Crossings Challenge	HOME	Pool Deck/Kitchen		8am-8pm
Tuesday, July 22, 2025	City Spirit Week	During Practice	Pool Deck/Kitchen		8-12am
Wednesday, July 23, 2025	Orange & Blue Dance	Clubhouse Rental needed	Clubhouse	6-8:30pm	5-9pm
Thursday, July 24, 2025	City Spirit Week	During Practice	Pool Deck/Kitchen		8-12am
Friday, July 25, 2025	City Spirit Week	During Practice	Pool Deck/Kitchen		8-12am
Wednesday, July 30, 2025	Evening Meet - Family Fun Meet	HOME	Pool Deck/Kitchen		5-9pm
Thursday, July 31, 2025	County Dinner	Clubhouse Rental needed	Clubhouse	6-8:30pm	5-9pm
Sunday, August 17, 2025	Awards Night		Green Belt	5-7pm	4-8pm