

COWELL HOMEOWNERS ASSOCIATION, INC.

Open Session Board of Directors Meeting • Thursday, February 26th, 2026

BOARD MEETING MINUTES

Board Members Present	Mike Kindorf Ken Dixon Brian Beckon Edward Baluta Alap Dave Rebecca D'Lima Mike Liebe	President Vice President Secretary Treasurer Director at Large Director at Large 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 January 22nd, 2026 Board of Directors meeting. **The motion carried unanimously.**

A motion was made and seconded to approve the minutes of the January 22nd, 2026 Executive Session Board of Directors meeting. **The motion carried unanimously.**

COMMITTEE REPORTS

The Board was provided with the General Manager's report detailing ongoing projects and noteworthy property updates, as well as a summary of the most recent Architectural Committee meeting and Events Committee meeting and upcoming events preparations.

TREASURER'S REPORT & FINANCIAL REVIEW

Item: Treasurer's Report

The Treasurer's Report was provided to the Board.

Item: Financials as of January 2026

The Board received and reviewed the Association's financials dated January 31st, 2026.

NEW BUSINESS / ACTION & DISCUSSION ITEMS

Item: Tennis Pro Camp & USTA Leage Request – Thor's Thunder Tennis

The Board reviewed a request from homeowner Thor Shreck to host a Junior USTA league using the Association tennis courts from March through April, as well as summer tennis camps in the months of June and July.

A motion was made and seconded to approve Mr. Shreck's request to host a Junior USTA team using the Association tennis courts per the following conditions:

- Team Captain to be homeowner Thor Shreck;
- Six-week schedule, from March to April;
- Practices permitted on Sundays from 4pm to 6pm using courts 3 and 4;
- No more than three home matches using courts 2, 3, and 4, to be coordinated and scheduled with all other CHOA-approved USTA team captains;
- \$20 fee per non-resident to be collected by the team captain (waived for CHOA residents)

and paid to the Association prior to the end of season

The motion carried unanimously.

A motion was made and seconded to approve Mr. Shreck's request to host summer tennis camps on the CHOA tennis courts in June and July per the following conditions:

- A total of up to 6 weekly camps in the months of June and July, Monday through Friday between 9am and 12pm for individuals between the ages of 6 and 15;
- Camps may utilize court 1 (and if needed due to class size, court 2 with HOA approval);
- \$20 fee per non-resident per weekly camp to be collected by Mr. Shreck and paid to the Association following the end of each camp

The motion carried unanimously.

Item: North Slope Discing

A motion was made and seconded to approve the proposal from TraxTrax, Inc. to provide fire-abatement discing services for the North Slope in the amount of \$5,115.00. **The motion carried unanimously.**

Item: 2026 Board Election Timeline

Three Board seats are up for election in 2026. A motion was made and seconded to approve the following dates for the 2026 Board of Directors election:

- **Annual Meeting of the Members:** *September 24th, 2026*
- **Nomination Deadline:** *June 20th, 2026*
- **Acclamation Meeting (if necessary):** *June 25th, 2026*

The motion carried unanimously.

Item: Outstanding 2026 Reserve Transfers Follow Up

At the January 2026 meeting, the Board approved initiating a monthly repayment plan for two outstanding 2025 reserve transfers in the amount of \$96,319.66. The repayment process began in February 2026 and is scheduled complete by the end of year, after a total of 11 monthly payments in the amount of \$8,756.33. No action was taken at this time.

Item: Central Well Water Tank Flow Meter

A motion was made and seconded to approve the proposal from PumpMan to install a 2" flow meter at the central water tank to monitor district water usage and to integrate the meter into our hotspot monitoring system in the amount of \$4,569.36. **The motion carried unanimously.**

This flow meter will allow for the hotspot monitoring service to notify management anytime excessive district water is being used during irrigation, to help call attention to any potential issue with the central well system.

Item: Greenbelt / Grass Watering Discussion

The Board reviewed a standard irrigation schedule provided by Tree West. The Board directed management to inform Tree West of a desired 20% reduction in irrigation per month for 2026.

Item: Central Well Contingency Plan Discussion

A motion was made and seconded to approve the following central well contingency plan:

- *Should the central well (or any related irrigation component servicing the central greenbelt) cease to function, the Association shall immediately reduce irrigation in the affected areas by 50% until the necessary repairs have been made.*

The motion carried unanimously.

Item: Swim Team Fitter & Faster April Clinic Request

The Board reviewed a proposal from Walnut Country Swim Team to partner with third-party *Fitter & Faster* to host a swim clinic at the Main Pool from Friday, April 24th through Sunday, April 26th. This clinic would permit a maximum of 26 swimmers and be open to competitive swimmers throughout the county. Walnut Country Swim Team Vice President Pieter Ockers was present at the meeting to introduce the proposal and answer any questions the Board might have.

A motion was made and seconded to approve the Swim Team's request to partner with *Fitter & Faster* to host a clinic at the Main Pool from Friday, April 24th through Sunday, April 26th. **The motion carried unanimously.**

The Board instructed the General Manager to work with the Swim Team to ensure compliance with the Association's insurance procedures for third-parties performing work on site.

Item: Heritage Oak Protective Fence Discussion

The Board discussed partially or completely fencing off the heritage Oak tree at the end of Adelia Ct and reviewed a proposal to provide context of the potential cost. This idea came at the suggestion of McNeil Arboriculture, who informed the Association that many of this tree's roots that absorb water are less than 6" under the surface, and delicate enough to be damaged by foot or bicycle traffic. The Board directed management to obtain additional information from McNeil Arboriculture, including whether simply adding additional soil to the area might suffice, and approximately how far out these roots might extend (to help understand which areas truly should be fenced off).

Item: Main Pool Rebuild Project – Restroom/Porta-Potty Discussion

The Main Pool rebuild project is scheduled to begin in mid-September and will last through the winter. During this time, the downstairs restrooms will be unavailable for access from the pool deck, meaning they can only be accessed from the Clubhouse during business hours. The Board discussed the option of renting portable restrooms or porta-potties and placing them near the Main Playground and tennis courts for residents to use during construction. The Board directed management to obtain proposals for renting 2-3 porta-potties with weekly service, as well as an option for more frequent service.

Item: 2026 Reserve Projects Discussion

The Board reviewed potential reserve projects scheduled for 2026 per the most recent Reserve Study and provided guidance to the General Manager regarding which discretionary projects could be deferred into future years. This discussion was prompted by the significant cost of the Main Pool rebuild project, and to ensure the Association maintained an appropriate amount of cash on hand to deal with any unforeseen expenses related to this project.

Item: Operating Expenses Review

The Board reviewed operating expenses from the 2025 year-end financials, looking for potential cost savings or reductions. No action was taken at this time.

STANDING ITEMS

Item: Rental Requests

The following rental requests were approved by the General Manager upon receipt per the Association's *Lot Rental Policy*:

- 4410 Indigo Ct
- 4403 Winterberry Ct

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 9:10pm.

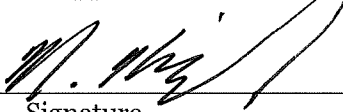
EXECUTIVE SESSION SUMMARY

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.

No Executive Session meeting was held prior to this meeting.

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. KINDORE</u>	
Director's Name	Signature

<u>BOARD PRESIDENT</u>	<u>3.26.2026</u>
Office / Position	Date