

COWELL HOMEOWNERS ASSOCIATION, INC.

Open Session Board of Directors Meeting • Thursday, May 28th, 2026

BOARD MEETING MINUTES

Board Members Present	Mike Kindorf	President
	Ken Dixon	Vice President
	Edward Baluta	Treasurer
	Brian Beckon	Secretary
	Alap Dave	Director at Large
	Rebecca D'Lima	Director at Large
	Mike Liebe	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 7:01pm. 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 April 23rd, 2026 Board of Directors meeting. **The motion carried.** Directors Baluta and Kindorf abstained as they were not present at this meeting.

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 April 2026

The Board received and reviewed the Association's financials dated April 30th, 2026.

NEW BUSINESS / ACTION & DISCUSSION ITEMS

Item: Outdoor Fitness Class Request – Strong with Sandy

A motion was made and seconded to approve a request from homeowner Sandy Mourad to host a one-time, no-cost outdoor fitness class for Association residents at the basketball courts near the Main Playground on Saturday, August 15th at 9:30am. **The motion carried unanimously.**

Sandy will provide the Association with a certificate of liability insurance naming the Association as additional insured for this event.

Item: Pickleball Court Noise – Ad-Hoc Committee Discussion and Formation

Following last month's pickleball noise discussion, the Board reviewed requests from six Association residents volunteering to be a part of an ad-hoc Committee to assist the Board in mitigating pickleball noise. The Board also reviewed a draft charter for this committee and discussed the Committee's goals and directives.

A motion was made and seconded to form the *Pickleball Courts Ad-Hoc Committee* and approve the Charter as presented, provided the maximum number of Committee members is increased to 11. **The**

motion carried unanimously. The full charter has been appended to these minutes.

A motion was made and seconded to solicit additional Committee volunteers in the June *Signal*, with a submission deadline of June 17th, with final selection to be made by the Board at the regular June meeting. **The motion carried.** Director Dixon opposed.

Item: Pickleball Court Nosie – Survey Results Discussion

The Board reviewed results from the two Pickleball surveys approved for distribution at the previous meeting and discussed how to appropriately share the results with the membership. A motion was made and seconded to make both survey results available on the Association's website but to exclude all comments submitted by participants. **The motion carried unanimously.** A link to the survey results webpage will also be included in the upcoming *Signal*.

Item: Turf Reduction Project – Grass Removal Options

As a part of the ongoing turf reduction project, the Board reviewed proposals for removing a sample area of turf using two methods: sheet mulching and mechanical removal with spraying. The Board directed management to obtain future bids using sheet mulching to remove existing turf.

Item: Turf Reduction Project – Scope Discussion

Last year, the Board approved contracting with a landscape consultant to map all turf throughout the greenbelt and provide a prioritized list of non-functional (or unnecessary) areas of turf that would be good candidates for conversion. This map and list was recently completed and the Board reviewed the completed report. Two of the top recommended areas for conversion included the east and west entrances to the community (entering from Cowell Rd and Turtle Creek Rd). The consultant also provided detailed planting plans for converting these areas from turf to low-water plants and shrubs.

The Board directed management to ask the landscape consultant to modify these planting and design plans to reduce the total number of plants by around 25-50%, to help reduce the overall cost, and to then obtain bids from the Association's landscapers.

The Board also confirmed that it would like the contracted landscape consultant to handle landscape designs and planting plans for all greenbelt turf reduction projects moving forward.

Item: Main Pool Rehab/Rebuild Project – Equipment Room Discussion

Following last month's meeting, the General Manager met with the Association's current pool maintenance vendor, Picture Perfect Pool Services, to discuss replacing components in the Main Pool equipment room as a means to extend the life of the pool until additional funding can be secured to rebuild the deck (or an alternate scope is approved).

Picture Perfect believes that the original scope to replace all Main Pool equipment can still be utilized even if the pool deck and existing plumbing will remain unchanged. Picture Perfect then provided a proposal for all recommended work in the Main Pool equipment room (mostly unchanged from the original scope they provided to Avelar for the full Main Pool rehab/rebuild project) and is also willing to create a scope of work for this project so other vendors can submit a bid.

The Board directed management to move forward with having Picture Perfect create a full scope and to then obtain additional competitive bids for the Main Pool equipment room. The Board also indicated that it did not want the wading pool heater replaced at this time (or any other wading pool related equipment), and for that to be removed from both Picture Perfect's bid as well as the scope of work.

Item: Third-Party HR Consultant Discussion

A motion was made and seconded to contract with East Bay HR Professionals on an as-needed hourly basis for HR-related concerns or projects. **The motion carried unanimously.**

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 9:36pm.

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 May 28th, 2026 and held three disciplinary hearings for homeowners whose properties are in violation of the governing documents due to issues such as visible mature weeds, damaged or inoperable garage doors, inoperable vehicles parked in the driveway for extended periods of time, and significant visible damage to the exterior of the residence; it also discussed contract renewal options and pricing for the Walnut Country Swim Team lease agreement.

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. HINDORF</u>	<u>M. HINDORF</u>
Director's Name	Signature

<u>BOARD PRESIDENT</u>	<u>25 JUNE 2026</u>
Office / Position	Date

Ad-Hoc Pickleball Courts Committee Charter

Approved at the May 28th, 2026 Board Meeting

MISSION

It is the mission of the Pickleball Courts Committee ("Committee") to assist the Board of Directors with ensuring that the Association's Pickleball courts do not unreasonably disturb nearby residents or infringe on their right to the quiet enjoyment of their property.

COMMITTEE

The Committee shall consist of a minimum of three Members of the Association who shall be appointed by the Board of Directors ("BOD") of the Association. A Member of the Board of Directors shall be appointed to serve as Chairperson of the Committee. At no point shall there be more than 11 total Committee members.

A quorum of Committee members is required to conduct business. A quorum shall consist of a majority of the appointed members.

This is an ad-hoc Committee and will be automatically dissolved once a final report has been given to the Board, or the Board indicates that the Committee's purpose has been fulfilled.

DUTIES & RESPONSIBILITIES

The Committee is tasked with:

- Generally providing recommendations and suggestions to the Board for mitigating existing Pickleball noise;
- Drafting a proposed schedule for the Pickleball courts in an attempt to find a balance between availability for players and sufficient periods of downtime for the neighboring homes;
- Experimenting with "quiet" equipment such as balls and paddles and providing direct feedback to the Board; and
- Collecting data/research as-needed for the Board to consider.

The Committee Chairperson will present Committee reports, agenda items, and recommendations to the Board of Directors as required.