

COWELL HOMEOWNERS ASSOCIATION, INC.

Open Session Board of Directors Meeting • Thursday, August 27th, 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 July 23rd, 2026 Board of Directors meeting. **The motion carried.** Directors Kindorf and Liebe abstained as they were not present for 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, Events Committee meeting and upcoming events preparations, and the Pickleball Courts Committee meeting.

TREASURER'S REPORT & FINANCIAL REVIEW

Item: Treasurer's Report

The Treasurer's Report was provided to the Board.

Item: Financials as of July 2026

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

NEW BUSINESS / ACTION & DISCUSSION ITEMS

Item: 2026 Financial Audit & Tax Prep Engagement Letter

A motion was made and seconded to approve the engagement letter from Levy, Erlanger, & Company, LLP to perform an audit of the 2026 financial statements and prepare the Association's 2026 tax returns in the amount of \$3,865.00. **The motion carried unanimously.**

Item: Walnut Country Swim Team Fall Clinic Schedule

A motion was made and seconded to approve a request from the Walnut Country Swim Team to host the 2026 Fall Clinic at the Main Pool from Tuesday, September 8th through Thursday, October 29th, Monday through Thursday, provided setup of the pool and deck area not begin any earlier than 4pm. **The motion carried unanimously.**

Item: Potential Alternate Pickleball Location Trial Discussion

Following a recommendation from the *Pickleball Courts Committee*, the Board discussed hosting a short-term Pickleball trial at the upper tennis courts, to better understand the impact that it might have on neighboring residents along Oakbrook Ct and Lawson Ct (as well as those frequenting the

playground). The Committee also recommended bringing in a sound engineer or analyst to measure the sound of Pickleball during the trial to improve the amount of tangible data that might be collected.

The Board directed the *Pickleball Courts Committee* to focus on developing the scope for a limited one-off trial of Pickleball at the upper tennis courts, consisting of approximately one-hour of simulated Pickleball play in the month of September. The Board also directed the Committee to reach out to sound specialists for quotes and availability to take measurements during the trial. A motion was made and seconded to delegate authority to approve the final scope of the trial to Directors Dixon and Kindorf, so that it may be undertaken prior to the regular September Board meeting. **The motion carried unanimously.**

Item: Heritage Oak Tree Wood Chips

A motion was made and seconded to approve estimate #33132-OL from Jet Mulch, Inc. to deliver and install 50 cubic yards of redwood golden chips in the landscaped area surrounding the heritage Oak tree at the end of Adelia Ct in the amount of \$4,135.20. **The motion carried unanimously.**

Item: Heritage Oak Tree Interpretive Sign Discussion

The Board discussed the potential installation of an informative/interpretive sign near the heritage Oak tree at the end of Adelia Ct. The discussion was tabled.

Item: Outdoor Fitness Class Request – Strong with Sandy (October)

At the May 2026 meeting, the Board approved a request from homeowner Sandy Mourad to host a free outdoor fitness class at the Main Playground basketball courts. This class was held in September and a total of 9 residents participated. Ms. Mourad is requesting permission to host a follow-up class for residents in October, which would be free to those who did not attend the September class.

A motion was made and seconded to approve the request for Sandy Mourad to host a follow-up outdoor fitness class at the Main Playground basketball courts on a day of her choosing in October, to be confirmed with the General Manager. **The motion carried unanimously.**

The Board indicated to management that, if these classes were to become a regular fixture, an alternate location be considered that would not disrupt those wanting to use the basketball courts during this time.

Item: 2027 Reserve Study

The Board reviewed the 2027 draft Reserve Study presented by Reserve Analysis Consulting with several scheduling and funding options for the future Main Pool reconstruction project. A motion was made and seconded to approve the 2027 Reserve Study as presented with an annual reserve contribution for the 2027 fiscal year of \$769,078 and the Main Pool reconstruction project scheduled for 2030. **The motion carried unanimously.**

Item: Main Pool Concrete Deck Repair Discussion

The Board discussed a small area of concrete on the Southwest end of the Main Pool deck that is in need of replacement. The Board directed management to obtain bids for replacing the concrete in this area, and confirmed that at this time it would prefer to only replace whatever concrete is absolutely necessary.

Item: Main Pool Equipment Room Rebuild Project

At the regular May meeting, the Board approved enlisting the Association's current pool maintenance vendor, Picture Perfect Pool Services, to create the full scope of work for rebuilding and reconfiguring the Main Pool equipment room and replacing all applicable components. Picture Perfect has completed the scope and it has been sent to two other pool contractors in the area to bid. One vendor disagreed with some of the recommendations and would prefer to create their own scope. The Board also discussed the possibility of bringing in a neutral third-party to assist. The Board directed management to continue using the scope provided by Picture Perfect as they are familiar with the pool and have a vested interest in its success, as they will ultimately be responsible for maintaining it.

Item: Sycamore Tree Issues at Dog Park

The Board reviewed a proposal for removing a portion of decomposed granite around the three large Sycamore trees at the southern end of the dog park, replacing it with mulch, and adding pop up sprinklers throughout the area. The trees have been declining ever since the DG was installed in this location a few years ago and the Association's arborists believe it was because they became used to the significant amount of water needed for the surrounding grass. No action was taken on the proposal.

The Board directed management to discuss this issue further with the Association's arborist, to see if there is a chance these trees will acclimatize to less water, or if they will simply continue to decline if no change is made.

Item: Clubhouse Kitchen Range Hood Replacement

The range hood in the downstairs Clubhouse kitchen is currently out of order and management has thus far been unable to find an appliance repair vendor willing to work on it. The Board directed management to obtain proposals for replacing the range hood, but to continue looking into having it repaired if at all possible, since it appears only the motor needs to be replaced.

Item: City Council Town Hall / Q&A Request

The Board reviewed a request to host a Town Hall at the Association Clubhouse for the two city councilmembers running for election this November. A motion was made and seconded to deny this request. **The motion carried unanimously.** The Board indicated that it would be open to permitting the Clubhouse to be used in an official capacity by the city of Concord for a candidate Q&A event or debate, but that it was not comfortable having the Association host and organize a political event on site.

STANDING ITEMS**Item: Rental Requests**

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

- 4396 N. Sweetbriar Ct
- 4428 Marsh Elder Ct

Item: Association Committees

No action taken.

Item: Late Fee Waiver Requests

No action taken.

Item: Tennis Pro Clinic Requests

The Board reviewed a request from homeowner Thor Schreck to host two tennis clinics at the Association tennis courts along with one Junior USTA League for the Fall season (September through November). Clinics would take place weekly on Wednesdays, Thursdays, and Fridays from 4pm to 6pm on court #1, and the USTA Jr. League matches would take place on a handful of Sundays from 4pm to 6pm, to be coordinated with the existing fall USTA teams. A motion was made and seconded to approve this request provided a \$20 fee per non-resident be collected (waived for CHOA residents) and paid to the Association prior to the end of the season. **The motion carried unanimously.**

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 9:18pm.

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 August 27th, 2026 and hosted a disciplinary hearing for a homeowners whose residence was in violation of the governing documents; discussed an account with outstanding violation fines and incurred legal fees; and discussed the existing contract and Schedule A expenses for Common Interest Management Services.

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. King</u>
Director's Name	Signature

<u>BOARD PRESIDENT</u>	<u>09.24.2026</u>
Office / Position	Date