

**COWELL HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Thursday, September 10, 2009**

MINUTES

Present: B. Lee; M. Montany-Campbell; T. Wright; M. Weinmann; L. DeMeo; N. Virgallito; L. Thompson
Also Present: J. York, HBM

ANNUAL MEETING

- I. **CALL TO ORDER** at 7:00 p.m. by President Lee.
- II. Management advised there were not enough ballots to meet the quorum requirement.
- III. **ADJOURNMENT** to October 8 2009, 7 p.m..

BOARD MEETING

- I. **CALL TO ORDER** at 7:00 p.m. by President Lee.
- II. **HOMEOWNERS' OPEN FORUM.** There were no homeowner comments.
- III. **GUEST – Todd Watson, Algae Busters.** Management had asked Mr. Watson for ways the association could save money. Mr. Watson presented a proposal to reduce the current daily visits to 3 times per week by installing his 24/7 monitoring equipment. There is no upfront cost for the installation of the equipment and the monthly contract amount would be reduced to \$1,650.
- IV. **SMOKESTACK UPDATE – Mark Weinmann.** The monument ring was completed and plaque installed. The celebration/dedication was held on Saturday, August 29. The mayor, vice mayor and a councilmember were present, as well as over 200 resident family members. The project remains within budget and the final walkthrough will be scheduled by the end of September.

The Board recognized Mark Weinmann's tremendous contribution to the project with a commemorative plaque and \$100 gift card.

- V. **APPROVAL OF MINUTES**
A motion was made and seconded (Weinmann/DeMeo) to accept the Minutes of the August 13, 2009 Executive Session Hearings and August 13, 2009 Board Meeting. Motion carried.
- VI. **OFFICER'S REPORTS**
 - A. **President's Report.** Bill Lee presented the results of a survey to ascertain the community's demographics and interests. A more comprehensive survey was suggested for the future.
 - B. **Treasurer's Report.** Tim Wright reported that both income and expenditures are on budget. An account at First Republic Bank has been opened to earn higher interest on CDs than is offered by First Bank.

VII. MANAGEMENT REPORT


- A. **2010 Budget Worksheet.** It was moved and seconded (Lee/Montany-Campbell) to approve the 2010 budget and set the monthly assessments at \$95/lot. Motion carried.
- B. **2010 Draft Reserve Study.** It was moved and seconded (Weinmann/Thompson) to approve the 2010 Reserve Study prepared by Barrera & Co. Motion carried.
- C. **Concord Police Letter.** Director Weinmann rewrote the letter provided by the homeowners on Weeping Spruce Ct. and the Board is waiting for their input.
- D. **Delinquent Accounts.** It was moved and seconded (Montany-Campbell/Thompson) to authorize Allied Trustee Services to publish notice of trustee's sale for account 103-4949. Motion carried.
- E. **Entrance Monuments.** Director Montany-Campbell is obtaining 3 bids for new signs at the two main entrances.
- F. **Fire Sprinkler Testing Contract.** Management confirmed that the Fire Code was recently changed to include quarterly inspections and annual testing. It was moved and seconded (Weinmann, Virgallito) to approve a contract with Cintas for \$600/year with an amendment to the pre-approved repair amount to \$250. Motion carried.
- G. **Lease Approval.** It was moved and seconded (Weinmann/Lee) to approve the leases for 4409 Prairie Willow, 4399 N. Willow Glen and 4492 Hock Maple and to deny the request of 4487 Sheepberry that the \$300 pool key deposit be waived. Motion carried.
- H. **Tax Returns & Audit.** It was moved and seconded (Wright/DeMeo) to engage William Kirby, CPA to perform an audit and prepare the 2009 tax returns for \$3,000. Motion carried.
- I. **Tree Work.** It was moved and seconded (Wright/Virgallito) to approve proposal from Traverso Tree Service to remove 13 dead Eucalyptus trees from the area at the corner of Ygnacio Valley and Cowell. Motion carried.

VIII. COMMITTEE REPORTS

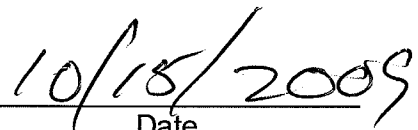
- A. **Architectural Committee.** The Committee has recommended Todd Peterson. It was moved and seconded (Montany-Campbell/Thompson) to appoint Todd Peterson to the Architectural Committee. Motion carried.
- B. **Swim Team Liaison.** The cost of pool chemicals has risen over the past several years. The Board is considering increasing the annual WCST fee to \$2,500 to better cover the expense. Issue to be placed on next agenda.
- C. **Preschool Committee.** Bill Lee sent a letter to Preschool Director Borba suggesting the monthly rent be increased to \$1,150 for 2010-11; \$1,250 for 2011-12 and \$1,350 for 2012-13. The lease is to be renegotiated for a term of 3 years. .

IX. ADJOURNMENT was at 9:30 pm.

Respectfully Submitted,



Mark Weinmann, Secretary



Date