

CONSENT AGENDA, continued

Mr. Kelly made a motion to approve the Consent Agenda. Ms. Graham seconded the motion which carried unanimously.

5. PRESIDENT’S REPORT: President Art Sutton, reported:

- a. Report of discussion in Executive Session and any items requiring Board action:
 - The Board President signed the approved lease agreement with Central Coast Senior Services, for lease of the Assisted Care Facility, which commences on August 1st.
 - The Board discussed replacement of the General Manager and will hold a special Executive Session next week to discuss it further.
 - The security cameras were discussed. Mr. Sutton reminded all residents to please lock their cars.
 - The General Manager is working on the evacuation plan, which will be forthcoming.
- b. Correspondence from or to Residents or others.
 - There was a letter regarding an attempted break-in of a car in carport 5. Residents are advised to lock their cars.
 - We received a letter from a resident requesting an apology from the Board for the error in Section 10.6 of the CC&R’s. The error has been in the CC&R’s for many years without anyone noticing the error. A correction to this section of the CC&R’s will require a vote of the residents. Suggested language for the change to follow at a later date.
 - There was a letter stating that the insurance company will not let us change the fiscal year. This is incorrect. Our insurance company has no jurisdiction over our fiscal year. Our insurance policy has a fixed expiration date that cannot be changed. The change to our fiscal year would allow us to collect dues before the premiums are due with a goal toward reducing the need to borrow from our reserve account.
- c. Comments at last month’s meeting

There were two comments – one regarding the generator power for Casa Fiesta (which has been repaired), and the other regarding a lost car key.
- d. Additional information

Mr. Sutton elaborated on the Board’s efforts to find a new General Manager. They will appoint a committee to help the Board with the search. Board officers met with the upstairs office staff to discuss the transition. And Robert Hedberg is putting together lists of pertinent information that will be needed by the office staff and the new General Manager.

6. **GENERAL MANAGER’S REPORT:**

- **Circuit Breaker Project:** The last phase of the circuit breaker replacement project, on the back wall of Casa Fiesta, has been completed. The only thing left for Collins Electric to do is to finish labeling the panels in the main building. We have communicated with our insurance company that the new panels are in.
- **Pool Project:** Mr. Hedberg explained that the pool will be drained on October 16th. It will take six weeks to complete. Once the new plaster is installed, staff will need to brush it twice a day for two weeks before it is useable.
- **Phase II Solar True-up:** The General Manager reported that we just received the annual true-up on the four sub-systems in Phase II of the solar. If the system produces less than we use, we are charged an additional amount during the true-up, but if the system produces more than we use, we get a credit. This year we produced more than used and will receive a credit from Technology Credit Corporation for \$8,986.
- **VNA Flu Shot Clinic:** The Flu Shot Clinic will be held on October 15th this year. Mr. Hedberg is in the process of determining from VNA whether or not they will offer the COVID booster at the clinic as well.
- **Ballots for Fiscal Year End Vote:** The ballots for the vote to change the fiscal year end to December 31st will go out a week from tomorrow. They are due back by Sunday, September 1st, and there will be a special meeting to tally the votes on Thursday, September 5th.

7. **COMMITTEE REPORTS:** The following committees either presented and/or submitted reports:

- **Finance:** Jackie Graham, Treasurer and Committee Member, reported that the Finance Committee met on July 17th. The committee reviewed the June, 2024 financial statement.

Ms. Graham reviewed the Reserve Fund expenses for the month of June 2024. Details follow:

\$ (6,947.76)	Collins Electric for reimbursement for repair of the Boiler controls.
\$ 7,714.03	Home Depot & MJ Murphy for Fence Replacement.
\$ 3,400.00	HR Sheet Metal for in-unit Furnace Replacement.
\$ 1,690.60	Webstaurant Store for Ice Machine Replacement at the Guest House.
\$ 1,012.79	Granite Rock & Ewing Irrigation for Landscape Replacement.
\$ 1,284.46	Sherwin Williams for Paint for Buildings.
\$ 6,982.32	Auto Service Center for repair of the Dump Bed Truck.
\$ 8,000.00	Specialty Tree Service for Vegetation Removal.
\$ 1,405.06	Built-in Distributors for replacement of a Washer/Dryer.
\$ 3,051.35	Ferguson for replacement of a Water Heater.

\$27,592.85 Total Reserve Fund expenditures for June, 2024

COMMITTEE REPORTS, Finance, continued

The Committee discussed and recommended replacement of the air handlers on the roof of Casa Fiesta. The amount recommended was not to exceed \$20,000. The item has an allocation in the Reserve Study of \$44,000. Mr. Kelly made a motion to approve an amount not to exceed \$20,000 to H&R Sheet Metal, for replacement of the air handlers on the roof of Casa Fiesta – monies to be expended from the Reserve Fund. Ms. Tugwell seconded the motion which carried unanimously.

- **Architectural Review**: Mary Pat Adams reported: The committee met on Wednesday, July 10th. They dealt with a letter from a member regarding the landscape in the common area next to her unit, and it was referred to the Landscape sub-committee. There was one request by a member for changes to a unit, and it was approved by the committee.

The General Manager reported to the committee that the maintenance crew has completed installing fencing at the west end, which expanded the RV storage and dump area. The grounds crew has been working on water leaks from the well water system around the berm. One of the leaks involved a connection line to the standpipe hose reel station. It has been repaired and the system is up and running.

The Landscape sub-committee gave a summary of their report. Ms. Adams presented the Board with plans to plant one of the areas in front of Casa Amigos, where the junipers were removed. The amount is not to exceed \$250. Ms. Graham made a motion to approve landscaping for the area in front of Casa Amigos for an amount not to exceed \$250. Mr. Carriere seconded the motion which carried unanimously.

Ms. Adams also asked the Board to review a draft “goals and objectives” of the Landscape sub-committee, and a graphic “values diagram,” to be used going forward when landscape projects come up. These will be reviewed by ARC before they come to the Board for final approval. The Landscape sub-committee has also included some ideas for a form letter that could be sent to residents when they make a request for change to the common area by their unit.

There was no report from the Lighting sub-committee.

ARC also discussed questions about trees that need to be removed. It was determined that staff can remove dead shrubs, but tree removal needs to go before the committee.

- **Fire-risk Assessment & Mitigation**: Brendan Kelly, Chair, reported: “The committee heard an update from Robert Hedberg on **agreements with Quail properties** concerning upgrading their “Ranch Road” on which Hacienda has a right of way for evacuation purposes.

“Robert has had no response from Quail management to repeated requests to discuss formal negotiations concerning improvements to the Ranch Road and keeping Hacienda grasses adjacent to Hacienda mowed. Mr. Sutton suggests that we proceed with Ranch Road improvement in the absence of a formal agreement.

“Robert has been working on a draft of an evacuation plan for Hacienda Carmel that is nearly complete. Once completed he will send the draft to the Vice President and Risk Services Manager for HUB International, for review and comment prior to the August FRAM meeting.

COMMITTEE REPORTS, Fire-risk Assessment & Mitigation, continued

“The committee also discussed **Hacienda’s proposal to Cal Fire for another fuel reduction** matching grant. Pat Ostrom & Brendan Kelly will attend the Cal Fire Board meeting tomorrow “

- **Events & Entertainment:** Flossie Stowell reported: In the month of August there are three things coming up – one is Bingo, one is the Hacienda Birthday Party, and one is a party for Robert.

We tried to switch Bingo from Thursday to Monday, but it didn’t work out. So, Bingo will go back to the third Thursday of the month, which will be on August 15th at 3:00 p.m. in Casa Fiesta, and it will be \$5.00 a card.

Hacienda’s 62nd Birthday Party will be held on August 24th. It will be \$40.00 for the dinner, and if you just want to come for hors d’oeuvres by the pool, it will be \$10.00. Hors d’oeuvres start at 5:00 p.m. and dinner is at 6:00. There will be a live band – “Moondance.”

The Events and Entertainment Committee was charged by the Board to put together a going away party for Robert. We decided to call it “Aloha, Robert.” Aloha, meaning goodbye and hello. It will be a casual Hawaiian themed party out by the pool. This will be on Saturday, August 31st. There will be some nice hors d’oeuvres, and perhaps champagne, and it will be free to everyone and probably run 3:30 to 5:30 or so (the exact time is still being determined).

There will be a Pickleball Exhibition on September 21st. And I did want to put a plug in here for people giving us suggestions. Every month we receive suggestions from residents, and they are very welcome. We look at them, think about them, and discuss them. At our last meeting we talked about field trips, karaoke, the dance party, and a singer/guitarist. So, give us your suggestions – we welcome them.

- **Ad Hoc Fire Alarm:** No report this month.
8. **UNFINISHED BUSINESS:**
- **Revisions to CC&R’s Section 10.6:** Mr. Sutton announced that this is tabled until completion of the draft, which our insurance agent is to review.
 - **Revision to Ground Rule 10 – Parking:** Additionally, this item is tabled pending appointment of a committee.

UNFINISHED BUSINESS, continued

- **Recommendations Regarding use of Open Space in West End:** The Board received two suggestions for improvements to the West End. The first, from the Garden Club, was to expand the orchard. The other, from Bill Quinn, was to install a labyrinth there. Mr. Hedberg explained that he received a phone call from Thomas Christensen, Environmental Resources Manager of the Monterey Peninsula Water Management District, one of the agencies with jurisdiction over the Carmel River. Before much of the clearing had been done down there, Mr. Christensen walked the property with Bill Quinn, Mary Pat Adams, Mary Molle, and Robert Hedberg. Mr. Christensen explained that he feels much more was cleared than he advised. He is advising that no more be added to the improved areas down in the west end and will be sending a letter to the Board members regarding this issue. Mr. Sutton agreed that the decision to make any additional improvements there will be held until we hear from him.

9. **NEW BUSINESS:**

- **Appointment to Fill Opening on ARC:** Mr. Sutton noted there is an opening for an alternate on the Architectural Review Committee. Although announced last month, no one has stepped forward to volunteer.
- **Appointment to Fill Opening on FRAM:** There is also an opening on the Fire-risk Assessment & Mitigation Committee. Mr. Kelly announced he had two individuals express interest, and made a motion that Sara Harnish be appointed to the committee. Ms. Adams seconded the motion which carried unanimously.
- **Discussion of Open Forum:** Ms. Baca suggested an additional open forum be held on the idea of changing the Fiscal Year, to allow members to ask questions. The President asked for a show of hands from the members present, as to how many wished to have an additional forum on the subject. Only one member raised their hand, and Ms. Baca offered to answer any questions that member had.
- **Aerial Photography for Tree Canopy:** Mr. Kelly explained that currently Myrleen Fisher, John Hale, and he are working on a comprehensive inventory of the trees at Hacienda Carmel. Mr. Kelly has business associates visiting this week who have offered to video the entire development at no charge to aid in the completion of the inventory. The Board discussed the project, which would be done on Friday or Saturday. Ms. Adams made a motion to accept the offer of free drone photography. Mr. Bennett seconded the motion. Ms. Baca explained that since the item was not on the agenda when it was posted, they cannot vote on it. After further discussion, and based on the fact that the offer would expire when Mr. Kelly's guests depart, it was decided that time was of the essence and the motion was approved. The General Manager will post notice to all residents immediately.

10. **COMMENT PERIOD FOR MEMBERS:**

- Mary Lou Donegan, unit 291, requested that we need to look at our spending.
- John Hale, unit 158, applauded the Board’s decision to pause on the West End.
- Madeline Head, unit 216, asked what the Board procedure is for hiring a replacement for Robert Hedberg.

Mr. Sutton explained that this is to be handled next week in Executive Session. The Board is responsible for hiring a General Manager but, if they choose to, can appoint a committee.

11. **ADJOURNMENT:** The meeting adjourned at 11:26 a.m. The next Regular Board Meeting will be held on Thursday, August 22nd at 10:00 a.m. in Casa Fiesta. The Board will meet at 8:30 a.m. in the Durr Room prior to the open meeting.