

**HACIENDA CARMEL COMMUNITY ASSOCIATION**  
**MINUTES OF THE REGULAR MEETING OF THE**  
**BOARD OF DIRECTORS**  
**Monday, December 16, 2024**  
**Casa Fiesta**

**PRESENT:**

Mr. Art Sutton, President & Director  
Ms. Fran Baca, Vice-President & Director  
Ms. Jackie Graham, Treasurer & Director  
Ms. Niki Tugwell, Corporate Secretary & Director  
Mr. Bill Bennett, Director  
Ms. Rochelle Blank-Zimmer, Director  
Mr. Brendan Kelly, Director  
Mr. Ken Rothstein, Director  
Ms. Catherine Robinette, Community Manager  
Ms. Jeanne Mileti, Recording Secretary

**ABSENT:**

Mr. Paul Carriere, Director

Forty-six members attended the open meeting in Casa Fiesta.

1. **CALL TO ORDER:** The open meeting was called to order at 10:15 a.m. by Art Sutton, President.
2. **REVISION OF AGENDA:** No changes.
3. **MEMBER COMMENTS ON AGENDA ITEMS:**
  - Mary Lou Donegan, unit 291, suggested that, in regard to the Lighting Sub-Committee recommendations, the kitchen does not need new lighting.
4. **APPROVAL OF MINUTES:** The Board considered the minutes of the Regular Board Meeting of November 16, 2024. Mr. Kelly made a motion to approve the minutes as submitted. Mr. Bennett seconded the motion which carried with one abstention.
5. **PRESIDENT'S REPORT:** President Art Sutton reported:
  - a. Report on discussion in Executive Session and any items requiring Board action:
    - New Check signers were approved.
    - The Board established an ad-hoc committee on Tree Removal Protocols.
    - Interaction with Quail Properties regarding the Memorandum of Understanding for weed removal is moving forward.
    - The Board approved an invoice for inspection of the fire hydrants.
    - Also approved was investigation by California Fire Protection to establish why Cal Am's sensor is recording backflow from our system.
    - The Board additionally discussed the management team review.

**PRESIDENT’S REPORT**, continued

Mr. Sutton announced that since many residents have food that has spoiled due to the power outage, they can call for a patio pickup and the food will be picked up and disposed of by staff.

**6. COMMUNITY MANAGER’S REPORT:**

- **Swimming Pool:** Catherine Robinette reported that after a brief delay due to the weather, the finishing touches on the pool have been completed and it can be reopened as soon as the final inspection is done. Hopefully, that will be this week.
- **Green Waste Pile:** The green waste pile has been removed. They were able to fill up a 40-yard dumpster in 4 hours. The area is being left exposed for now but will be graded and smoothed out.
- **First Alarm Inspection:** Catherine explained that the schedule prepared and implemented by Juli Jarvis made the inspection a huge success. There were only about eight units that were unable to be inspected. Juli is working on arranging access to those units so that First Alarm can return and inspect them.
- **Power Outages:** Catherine Robinette explained that there is equipment that can be purchased that can make your life a lot easier during a power outage. She will put together a presentation on the subject for those residents that are interested.

**7. COMMITTEE REPORTS:**

- **Architectural Review:** Sara Harnish, Chair, reported that the committee met on December 11<sup>th</sup> and discussed the report from the Lighting Subcommittee with the subcommittee members. There were several recommendations made by the subcommittee, but the members of ARC decided to tackle it incrementally. At this time, the Architectural Review Committee is recommending that two of the globe street lights be removed (one near the Art Studio, and one on the berm), and that the two pole lights in front of Casa Central, and pagoda lights near 260, be replaced with lighting to match that recommended by the subcommittee. Catherine Robinette is researching the different brands. The recommendation is that the replacements do not exceed \$1,000. Ms. Baca made a motion to approve an amount not to exceed \$1,000 to replace two pole lights in front of the main building and several pagoda lights near unit 260 with lights of the new design. Mr. Kelly seconded the motion which carried unanimously.

Linda Mullally, Chair of the Lighting Subcommittee, gave the Board an overview of the subcommittee’s recommendations. The committee has eight recommendations that include replacement of the streetlights, ground lights, and other lighting in the common area, as well as rules on porch lights, outdoor lighting on patios, etc. Ms. Baca made a motion to refer the revised recommendations of the Lighting Subcommittee to the Architectural Review Committee for their recommendations to the Board. Ms. Tugwell seconded the motion which carried unanimously.

Fran Baca made a motion to dissolve the Lighting Subcommittee. Ms. Tugwell seconded the motion which carried, with one abstention.

8. **UNFINISHED BUSINESS:**

- **Approval of Ground Rule 10 - Carports:** As there were no comments from the membership regarding the changes to Ground Rule 10 regarding carports, Ms. Blank-Zimmer made a motion to approve the new Ground Rule. Ms. Graham seconded the motion which carried unanimously.
- **CC&Rs 10.6 HO6 Insurance:** We are still awaiting recommendations from HUB Insurance regarding the verbiage of the rewrite. This will also be an item of discussion at the upcoming Forum.
- **Evacuation Plan:** With a few corrections suggested to the text, Ms. Baca made a motion to approve the Evacuation Plan for posting. Ms. Tugwell seconded the motion which carried unanimously.

9. **MEMBER COMMENT PERIOD:**

- Kathy Picetti, Unit 224, spoke about the lighting suggestions, correction of non-conforming windows, and overgrown trees that need to be cut down before the next storm.
- Pat Parrish, Unit 42, does not feel motion sensor lights make sense due to the local wildlife.
- Judith Woodruff, Unit 73, thanked the Lighting subcommittee for their work. She does not feel porch lights should be left on all night.
- Flossie Stowell, Unit 264, gave a rundown of upcoming activities and mentioned that the Landscape subcommittee did a lot of work on the trees.
- Linda Mullally, Unit 291, suggested residents have a battery backup for their gas fireplace, in case of power outage. She also mentioned non-conforming elements in the common area and stated it is management's job to enforce the rules.
- Dale Agron, Unit 7, noted the lighting in the parking lot behind her unit is quite inadequate. She thanked the subcommittee for their work.
- Allen Terry, Unit 196, asked if the evacuation plan will be available to members.

Mr. Sutton noted that it will be posted as soon as the corrections are made.

10. **ADJOURNMENT:** The meeting adjourned at 11:15 am. The next regular Board meeting will be held on Thursday, January 23, 2025, at 10:00 a.m. in Casa Fiesta. The Board will meet in Executive Session prior to the open meeting at 8:30 a.m. in the Egon Durr Board Room.