

**HACIENDA CARMEL COMMUNITY ASSOCIATION  
MINUTES ARCHITECTURAL REVIEW COMMUNITTEE MEEETING  
Wednesday, September 10, 2025, Egon Durr Board Room**

**COMMITTEE MEMBERS PRESENT**

Connie Winners, Chair  
Karen Jeffries  
Sam Parsons  
Flossie Stowell

Rochelle Blank-Zimmer  
David Mill, Alternate  
Ken Rothstein, Board Liaison  
Catherine Robinette, Community Manager

**CALL TO ORDER**

Ms. Winners called the meeting to order at 9:30 AM.

**APPROVAL OF MINUTES**

The committee approved the minutes of the August 13, 2025, meeting with the following corrections:

- Item 6: “gate of 146” corrected.
- Item 7(c): “Casa Fiesta” shall be corrected to “Casa Central.”
- Item 7(d): Delete the table.

Motion to approve the minutes with corrections was made by Ms. Blank-Zimmer, seconded by Mr. Parsons, and carried unanimously.

**CORRESPONDENCE**

Letter received regarding unnecessary USPS mailboxes at Hacienda.

**COMMUNITY MANAGER REPORT**

- Areas on the berm are being prepped for planting.

**BOARD LIAISON REPORT**

The Board approved:

- The PowerPoint presentation for areas of the berm at 1–126, 151, 213, 217–214.
- Holding work on 134.
- The site preparation recommendations of August 6, 2025.
- Management to contact Cagwin & Dorward to view the site at 169/170 and prepare a landscape design proposal.

**MEMBER REQUESTS FOR CHANGE OR ADDITION TO UNIT**

- **Unit 67:** Approved by email 8/25/25.
  1. Relocate and replace electrical panel.
  2. Replace all windows and doors with dual-paned.
  3. Remove tub and replace with shower.
- **Unit 113:** Motion to approve request to replace master bedroom window with dual-paned French door, pending signature of indemnification clause. Motion made by Ms. Jeffries, seconded by Mr. Parsons, approved unanimously.

- **Unit 192:** Approved by email 8/25/25.
  1. Replace and relocate electrical panel.
  2. Replace windows and patio slider with dual-paned.
- **Unit 205:**
  - Motion to approve extending patio storage unit by 7' to a maximum height of 84" and configuring plumbing in both bathrooms (tub-to-shower conversions). Motion made by Ms. Blank-Zimmer, seconded by Ms. Jeffries, approved unanimously.
  - Motion to approve shortening non-bearing wall between kitchen and living room from 4' to 2'. Motion made by Ms. Blank-Zimmer, seconded by Ms. Stowell, approved unanimously.
- **Unit 244:** Motion to approve replacing all windows with dual-paned. Motion made by Mr. Parsons, seconded by Ms. Blank-Zimmer, approved unanimously.

### UNFINISHED BUSINESS

- **Plant Choices for Berm Planting:** Motion made by Ms. Stowell, seconded by Mr. Parsons, to approve the plant selection in the PowerPoint presentation as presented to the Board and to now include area at 134 (previously held). Motion approved 4–1 (Ms. Winners opposed).
- **Lighting:** Ms. Blank-Zimmer suggested an evening walk to review globe lights and path lights. Committee agreed. Motion made by Ms. Winners, seconded by Mr. Parsons, to approve substitution of path light (RAD LL323B) temporarily so management can replace non-functioning fixtures. Approved unanimously.
- **Self-Service Mailboxes:** Mr. Parsons reported insufficient space for the recommended units. Recommendation: Table until smaller boxes are available or space can be reconfigured.
- **Pool Deck Refurbishment:** Community Manager is seeking an additional supplier to bid. Two proposals currently reflect different methods and costs.
- **Landscape Designer 169/170:** Community Manager met with Cagwin & Dorward; awaiting quote for landscape design.
- **Entrance Design Plan:** Tabled.
- **Refurbishment of Casa Fiesta Kitchen and Bathrooms:** Discussion included storage needs. Due to stove safety concerns, committee requested Community Manager to provide information on a four-burner gas stove for review by email prior to the September 25 Board meeting.

### NEW BUSINESS

E&E proposal for a digital TV for the Casa Central lobby was presented by Ms. Stowell. Motion made by Ms. Jeffries, seconded by Mr. Parsons, to approve purchase of a digital TV and thumb drive not to exceed \$300, with E&E covering half the cost. Approved unanimously.

### MEMBER COMMENTS

None.

### ADJOURNMENT

The meeting was adjourned at 11:30 AM. The next meeting is scheduled for Wednesday, October 8, 2025, at 9:30 AM in the Durr Room.