HACIENDA CARMEL COMMUNITY ASSOCIATION
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, May 28, 2026
Casa Fiesta

PRESENT:
Mr. Ken Rothstein, President & Director
Ms. Sara Harnish, Vice-President & Director
Ms. Holly Carlin, Treasurer & Director
Ms. Niki Tugwell, Corporate Secretary & Director
Ms. Rochelle Blank-Zimmer, Director
Ms. Catherine Robinette, Community Manager
Ms. Jeanne Mileti, Recording Secretary

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

1. **CALL TO ORDER**: The open meeting was called to order at 10:35 a.m. by Ken Rothstein, President.

2. **REVISION OF AGENDA**: Rochelle Blank-Zimmer added "Request to approve LSI pole lights" to the Architectural Review Committee report.

3. **MEMBER COMMENTS ON AGENDA ITEMS**: Two members made comments about the LSI pole lights.

4. **CONSENT AGENDA**:

   a. **Approval of Minutes**
      i. Regular Board Meeting of April 23, 2026
   b. **Approval of Occupancy Applications**
      Heidi Tuggle — Authorized Occupant, Purchasing #171
   c. **Acceptance of Committee Reports**
   d. **Financial Report**
      i. Verification of bank reconciliation & check register review for Mar. & Apr. 2026

   Sara Harnish made a motion to approve the Consent Calendar. Niki Tugwell seconded the motion which carried unanimously.

5. **PRESIDENT'S REPORT**: Ken Rothstein, President, reported:

   a. Report on discussion in Executive Session and any items requiring Board action:

      - The Board moved the Orientation Meeting to June 18th.
      - The Board also approved the Finance Committee minutes of April 15, 2026.

   Ken Rothstein explained that if you fill out your ballot incorrectly you can get a replacement [unless you have already turned in the ballot] by asking the business office. So far, we have received 194 ballots, 22 of which were deemed invalid by the Inspector of Elections.

PRESIDENT'S REPORT, continued

After many meetings and interviews, the Board has settled on hiring a General Manager. The selection seems to be a good fit for this association and she has a lot of experience. The Board feels confident that this was the best applicant. She will be introduced to the membership on June 18th.

b. Correspondence consisted of a letter from a member who misunderstood the water rights issue and contended that we were trying to get the rights to sell our water. In reality, we are trying to secure our water rights. There was a letter regarding the way the propositions are worded on the ballot. Ken Rothstein stated that the next Inspector of Elections can address that.

6. TREASURER'S REPORT: Holly Carlin, Treasurer

• **Reserve Fund Expenditures**:

$ 1,700.00	Paid to Casner Termite for Exterior Building Repair
$ 2,850.00	Paid to Bazart Landscaping for mowing perimeter – Fire Mitigation
$ 470.15	Paid to Ewing Irrigation for Irrigation Replacement parts
$ 1,347.36	Paid to Keith Day Co. & Drought Resistant Nursery for Landscape Replacement
$ 607.75	Paid to M.J. Murphy for materials for Laundry Rooms Renovation
$ 1,671.49	Paid to Sherwin Williams for Paint for Buildings
$25,639.86	Paid to DA Construction for Pool Deck Renovation
$34,286.61	

1: " Reserve expenses $34,287 for April, $84,372 YTD
No Basic Maintenance transfers from operating yet. We were waiting for insurance to be paid in May.
"Finance will move forward on recommending transferring reserve payments starting in June.

2: " Financial Statements
I missed April's meeting so I'm behind on the financial statements and focused primarily on April's year to date, budget to actual variances, and revenue comparted to 2025. Expenses in 2025 were on a cash basis. We are now doing accrual accounting in 2026 so I didn't compare expenses to 2025.
Good news:
Assets are up from 2025
Liabilities are down and Due to Reserve Fund paid off
Revenue: total revenue under budget after removing 2025 excess income ($66,220)
is $1,385. Total excess revenue over expenses actual vs budget is
$315,733
-270,800 transfers to reserve fund not made
- 41,000 repay reserve fund budgeted but a liability and not expense
$ 3,973 net remaining revenue over expenses budget to actual variance, which includes GM position is under budget by $16,626 so other expenses are about $12,653 over budget

3. " Systems Utilities Subcommittee

TREASURER'S REPORT, continued

"We met to discuss whether we should be rechartered for the next board year. We don't believe it is necessary. Adrienne, and then Holly did do a cost analysis of various management scenarios which were presented to the board on May 21st.

"Many thanks to all who were on this committee, at one time or another, who help document where we were, where we needed to go, and how we are going to get there. We will be turning actions items for the new GM to implement. Committee members over time: recently Holly, Fran, & Adrienne, previous members included Jackie, Dayna, and Art.

4: " Investment committee
CDs were maturing, instructions given on re-investing in a prior investment meeting.
Ended with $150,000 CD at 3.8% for 12 months & $150,000 at 3.95% for 12 months.
Another CD for $100,000 matured 5/14 and is in the process of being rolled over into another CD
Total investments $1,450,000

5, "Our 2016 Package & General Liability insurance in total went down $19,472
Package down $21,871 while the TIV went up $2,970,774
General Liability went up $2,399

"Premiums came in under budget by $70,000+"

Recommendation to Renew Package Insurance Policy:

Holly Carlin presented the policies that renew on May 15th, 2026. The package policy remains with MRMG/Star Surplus Lines Insurance Company. The renewal premium is $458,645.14. This policy includes the $10,000,000 umbrella. The General Liability remains with Crum & Forster Specialty. The renewal premium is $52,580.11. Due to the time constraint, the premiums have been paid, but require Board approval. Holly Carlin made a motion to approve the package and liability policies, as stated, for a total expenditure of $511,225.25. Niki Tugwell seconded the motion which carried unanimously.

7. COMMUNITY MANAGER'S REPORT:

- **Hacienda Projects**: Catherine Robinette reported that the pool deck restoration is taking longer than expected. We did not expect the rain and installation will resume once it dries out. She noted that she walked the project with Ken Rothstein yesterday and they agreed to add a silicone bead coat to prevent the surface from becoming slick when wet. We went with a lighter gray, as the darker colors show scratch marks when the pool furniture gets dragged over it.

  After the pool deck is finished, we will be installing the new fencing and gates, and then landscaping will follow.

  There will be a planned power outage on June 2nd from 10 to 11 am. Then on June 8th and June 15th, the water will be shut off to all of Hacienda Carmel to fix the backflow and replace the pressure valve respectively. We apologize in advance for any inconvenience this will cause.

8. COMMITTEE REPORTS:

- **Finance**: Fran Baca, Chair, reported:

  "The Finance Committee did not meet in May. The meeting scheduled for May 20, 2026, was cancelled by the Chair, Fran Baca. Any unfinished business or pending actions and projects will be forwarded to the new committee appointed in June. There were only two items on the agenda requiring action as follows:

  1. "The minutes of the Finance Committee meeting of April 15, 2026, were referred to the Board for approval in executive session.

  2. "Recommendation to the Board for approval of the Reserve Study Proposal for Hacienda Carmel by Association Reserves. The fee for the 2026 site visit for the preparation of the 2027 Reserve Study is $9,990. In addition, Association Reserves is quoting a price of $2,990 for the no-site visit of which, of course, we are not eligible. However, the current costs projected over the next three years total $15,970. Association Reserves is offering a discount of $1,600 if we choose the 3-year option. The total in that scenario is $14,370 with 50% ($7,185) due upon the start of the engagement and 50% ($7,185) due when the 2027 Reserve Study is completed.

  "The Committee discussed the matter via email. After discussion, the Committee voted (4 in favor and 1 opposed) to recommend acceptance to the Board of the 3-year agreement." Sara Harnish made a motion to accept the recommendation of the Finance Committee and approve the three-year option to have the reserve study prepared by Association Reserves. The amount approved is $14,370. Holly Carlin seconded the motion which carried unanimously.

- **Architectural Review**: Connie Winners, Chair, reported:

  "The committee met on May 13, 2026. There were eleven requests for change approved in accordance with the Architectural Rules. One request for change from unit 209 to close the entry door into the kitchen area, finished to match existing building materials, and convert the second entry door to a Dutch door, painted Hacienda approved color, was approved constituting a variance and referred to the Board for approval." Rochelle Blank-Zimmer made a motion to approve the variance for unit 209, as stated. Holly Carlin seconded the motion which carried unanimously.

  "The community manager reported on the status of projects. The interim manager is developing protocol for common area tree removal that will be posted on the website once board approves. Shipping containers have been placed in the dump area for maintenance to store tools and equipment. The pool deck should be completed this weekend for member use. The community manager reported that the new fencing will be bronze to match the exterior window framing of Casa Central.

  "Karen Jeffries submitted a second revised plan for replanting areas of the berm at 209/213, 1-126, and 134 reflecting revised plantings and soil enrichments.

  "The Board liaison reported that the Board approved the request from unit 222 to install a Dutch door on the south facing fence.

COMMITTEE REPORTS, Architectural Review Committee, continued

"The committee discussed the pole lights installed in two locations for consideration. The ALED/RAD fixture was rejected based on intrusive light distribution. The committee requested that the LSI light be relocated for review, and to meet again to finalize the approval. The committee met, questions were addressed and answered and unanimously approved 5-0 to send to the Board for consideration. Although the alternate's vote is not considered, and he had previously sat on the lighting subcommittee, he was fully in favor of the LSI pole light fixture to replace the current globe lights on property.

"I would like to make a request for the board to approve the purchase of 34 LSI OPS pole lights from CED not to exceed $33,000, and to be paid from the Reserves account. This request cumulates 11 months of research and evaluation that meets the community's needs for safety, dark-sky compliant, and long-term cost effectiveness." Rochelle Blank-Zimmer made a motion to approve the LSI pole lights from CED for an amount not to exceed $33,000. Ken Rothstein seconded the motion. The Board discussed the proposal, and it was noted that company policy states that the amount of the purchase requires three bids. Rochelle Blank-Zimmer amended the motion to approval of this type of light only: LSI. Ken Rothstein agreed to the amendment. Following further discussion the question was called. The motion was defeated with two voting in favor, three opposed.

"As the final meeting of the Architectural Review Committee, I extend my sincere gratitude to the committee members who have dedicated their time and expertise. Their commitment, despite the challenges of lengthy meetings, has been instrumental in supporting our community. Volunteers are an invaluable asset to any community, and I encourage you to consider volunteering your time and skills to contribute to the betterment of the community. I have always believed in the potential of Hacienda, and I am confident that through the efforts of volunteers, we can foster a sense of unity and community pride."

- **Events & Entertainment**: Flossie Stowell reported:
  The committee met on May 5th. Mary Young's travel presentation on the 17th was fabulous and well attended. The committee would love to see more presentations like this. The Memorial Day event was, likewise, well attended and the food was great.

  The Conscious Aging Group is a group that is facilitated by Rose Welch. That group has agreed to take over the new resident welcoming function. They are organizing a process for doing this and will be under the umbrella of Events and Entertainment.

  Upcoming events include a Scavenger Hunt – tomorrow, May 29th at 1 pm. We will end up, instead of in the Garden Area as planned, in Casa Fiesta due to the weather. The Gemini Sun Sign Luncheon will be held on June 4th in the Dining Room. Legal Services for Seniors will give a presentation on Scams on June 17th in Casa Fiesta. There will be an Art Group Reception on June 12th at 4 pm, and Gustavo Romero will play on Sunday June 28th at 2:30, also in the Casa Fiesta.

- **Ad Hoc Water Rights Committee**: Art Sutton, Committee Member. The committee is still awaiting a response in writing from Noland, Hamerly, Etienne and Hoss regarding a recap of their meeting in March and names of the attorneys in Sacramento that we were referred to. This will allow us to continue investigating possible appropriative rights, which have no restriction on year round use, whereas riparian rights technically have a seasonal restriction.

9. UNFINISHED BUSINESS:

- **Appointments to Facilities Maintenance Committee**: The Board tabled this. Appointments will be made at the Organizational Committee meeting on June 4th.

10. NEW BUSINESS:

- **Renewal of Property and Liability Insurance Policies** : Approved in Treasurer's Report.

- **Adoption of Committee Charters**: The Interim General Manager crafted a Committees Policy and Committee Charters for the ARC, Finance, Investment, E&E, and Facilities Maintenance committees. The Board has reviewed the charters. Sara Harnish made a motion to approve the Committees Policy and Charters. Holly Carlin seconded the motion which carried unanimously.

- **Letter re: Zinsco Panels**: The Association's counsel has drafted a letter to be sent to all members who still have Zinsco panels in their units. The Board reviewed the letter and suggested a few edits. Once approved, the letter will go out within 2 weeks. Members will be given a 90-day period to comply with the requirement to change out the panel. Any questions should be directed to the Hacienda Carmel business office. Niki Tugwell made a motion to approve the letter, with the edits, to be sent to members. Sara Harnish seconded the motion which carried unanimously.

- **Discussion of Gas Leaf Blowers**: With recent correspondence from a member regarding the use of gas leaf blowers, the Board has discussed the issue several times over the last few months. As the current equipment ages out, the Association will be replacing the gas versions of grounds equipment with electric versions.

11. MEMBER COMMENT PERIOD: Seven members made comments ranging from lighting, charters, Zinsco panels, electric blowers, Building Link, crew schedules, committee formation, and a map at the meetings.

12. ADJOURNMENT: The meeting adjourned at 12:25pm. The next regular Board meeting will be held on Thursday, June 25, 2026, at 10:30 am in Casa Fiesta. The Board will meet in Executive Session at 8:30 am in the Egon Durr Board Room, prior to the open meeting. Prior to that meeting, the Annual Meeting will be held June 1st, with the business portion of the meeting starting at 1 pm. The Organizational meeting will be held on June 4th, at 10 am. A meet and greet for the new General Manager will be held on June 17th. And the Board will hold their Orientation meeting on June 18th.