

**HACIENDA CARMEL COMMUNITY ASSOCIATION
MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS
Thursday August 27, 2026
Casa Fiesta**

PRESENT:

Ms. Sara Harnish, President & Director
Mr. Art Sutton, Vice-President & Director
Ms. Holly Carlin, Treasurer & Director
Ms. Niki Tugwell, Corporate Secretary & Director
Ms. Linda Mullally, Director
Ms. Christine Hulka, General Manager
Ms. Jeanne Mileti, Recording Secretary

ABSENT:

Ms. Catherine Robinette, Business Supervisor

Fifty-four Members attended the open meeting in Casa Fiesta.

I. CALL TO ORDER: The open meeting was called to order at 10:32 AM by Sara Harnish, President.

II. REVISION OF AGENDA: Art Sutton made a correction to New Business (8D): “Riparian Rights” should be changed to “Appropriative Rights.”

III. MEMBER COMMENTS ON AGENDA ITEMS: Two Members made comments.

IV. CONSENT AGENDA:

- A. Open Session Board Minutes – July 21, 2026
- B. Special Open Session Board Minutes – August 7, 2026
- C. Architectural Committee Minutes – August 12, 2026
- D. Events & Entertainment Committee Minutes – August 4, 2026
- E. Ratification of Occupancy Applications
Unit #80 Linda Christensen (Owner), Unit #114 Lynne Krufa (Owner), Unit #262 Cyril Colonius (Owner).
- F. Expense Ratification – Premo Roofing Change Order (NTE\$40,000 – Reserves)
- G. July 2026 Financial Statements
As recommended by the Finance Committee, the Board accepts the unaudited financial statements for July 2026.
- H. Ratification of Committee Member Appointments
Joanne Sarrica, Margee Bennett and Bill Bennett to the Events & Entertainment Committee, and David Mullally and Curtis “Kip” Myers to the Facilities & Infrastructure Committee.

Holly Carlin made a motion to approve the Consent Calendar as presented. Art Sutton seconded the motion, which carried unanimously.

V. BOARD AND MANAGEMENT REPORTS**A. PRESIDENT'S REPORT - Sara Harnish, President****1. Report on discussion in Executive Session and any items requiring Board action:**

- The Board approved renewal of the Crime/Fiduciary policy through Travelers Insurance for a premium of \$8,373 for a 3-year policy. The premium was \$45 less than the previous term.
- The Board approved the additional amount added to the Casa Central roof replacement, which is now not-to-exceed \$350,000, which will hopefully cover the interior building repairs as well.
- The Board reviewed a petition regarding the cameras at the Front Desk. The Association's attorney explained that the petition is invalid, nor is the topic appropriate for a forum. The cameras were installed at the Front Desk when the hours that the desk was manned were cut, but the lobby was left open. In order to protect the US mail that is behind the desk, a camera was installed. The cameras are video only – no audio is recorded. The Board is investigating installation of a rolldown barrier instead, so that the desk can be secured after hours.
- The Board discussed the progress on the Casa Central roof. Christine will elaborate in her report.
- Annual Information Request forms were sent to all Members and are slowly being turned in. Only about 50% of them have been returned at this point. The information is important to the administration's ability to determine what you wish to receive in your cubbies and will be utilized in Building Link as well.

2. Member Correspondence: The Board reviewed correspondence to and from Members of the Association.**B. TREASURER'S REPORT - Holly Carlin, Treasurer****1. Reserve Fund Expenditures:**

\$ 2,770.96 Paid to SmokinTex for replacement of a smoker for the kitchen
\$ 962.00 Paid to Ewing Irrigation for irrigation replacement parts
\$ 2,628.48 Paid to Drought Resistant Nursery, Keith Day, for plant replacement
& ground cover
\$ 1,153.95 Paid to Sherwin Willams for paint stock
\$ 1,750.00 Paid to Premo Roofing for repair to unit 161 roof.
\$ 9,265.39 Total Reserve Fund Expenditures for July, 2026

2. Financial Statement Report: the Association currently has \$1,016,431 in cash in the Operating Fund which is being held in anticipation of the Flood Policy renewal in November. Cash is up and expenses are down from the prior month. In determining budget to actual variances, once the balance sheet items that are budgeted for cash flow purposes are backed out, revenue is over budget by \$5,861, and expenses are under budget by \$112,327. The total excess over budget is \$118,188, which means the Association is doing well in comparison to what has been budgeted for 2026.

3. **Investment Report:** \$100,000 CD matured August 5th and was rolled over to a CD with Bank of America for 18 months, with an interest rate of 4.15 % and maturing on February 22, 2028.

C. **GENERAL MANAGER'S REPORT - Christine Hulka**

Casa Central Roof Repair: The Casa Central roof replacement is progressing. The Board approved a change order after previously concealed damage was discovered. The project is expected to be completed shortly after Labor Day.

Pool Deck: A slightly darker finish coat is planned for the pool deck. Although this work was originally scheduled for after Labor Day, damage to the new deck has been discovered. The Association is working with the manufacturer to determine appropriate corrective action and ensure that any additional work is completed properly.

Seabreeze: Staff is preparing the information needed to transfer the Association's financial records to Seabreeze. The transition is scheduled to begin October 1, although accounting coordination will continue through the end of the year. the Association will receive monthly statements from Seabreeze electronically, print them and distribute them to residents' cubbies. The first Seabreeze statement will not include a prior balance forward.

Annual Information Request Form: Approximately 50% of Annual Information Request Forms remain outstanding. Please return completed form as soon as possible as the information is important for Building Link. Renters should contact their unit owner regarding authorization for materials to be distributed to the renter's cubby at the front desk.

Trees: the Association is seeking a qualified arborist to prepare a three-year tree care plan for the community. The arborist recommended by Cypress Fire is unable to take on the project at this time, so the search is continuing.

Correspondence to the Board: Members wishing to submit correspondence to the Board do not need to make separate copies for each director. Letters should be provided to the General Manager, who will distribute them to the directors and ensure they are included in the appropriate Board meeting packet.

VI. **COMMITTEE REPORTS**

A. **Architectural Review - Karen Jefferies, Chair**

1. The Committee approved the following requests that do not require variances:

- **Unit #20** – Replace kitchen & bathroom windows with new dual-pane windows in the required beige color.
- **Unit #114** – Install washer and dryer in patio shed.
- **Unit #273** – Reroute existing gas line to convert electric stove to gas range.

2. The Committee also approved the following Member request last week via email, as the owner requested it be expedited because the contractor could start work September 1st:
 - **Unit #50** – Remodel of kitchen and bathroom, including removing pony wall, installing new water line to new free-standing island with sink and dishwasher, adding new appliances (including electric stove), and replacing shower with a bathtub.
3. The Committee also approved the following request that requires a variance and therefore Board review:
 - **Unit #65** – Install an 8'x8'x8' triangle shade on the patio. Color to match fence. The Committee further discussed this matter and agreed to request that the Board vote to allow this type of sunshade under existing Architectural Rules.

The Board considered the variance for unit 65. Linda Mullally made a motion to approve the sail cloth, to be positioned on the patio as submitted to the Committee. Niki Tugwell seconded the motion which carried unanimously. Karen Jefferies added that the Committee is looking at possibly adding shade cloths to the Approved Architectural Components. Committee will undertake proposed revisions for Board consideration.

4. The Committee denied the following request that requires a variance and therefore Board review:
 - **Unit #240** – Plant lavender in common area by patio gate side of fence.

The Chair extended a personal thank you to the Member for going through proper channels, but planting in common areas is not in compliance with the Association CC&Rs Section 7.1(c). The Board considered the variance for unit 240 and it was noted that the denial of this request ties into the bigger issue of fire restrictions on landscape. There was no Board action taken, which allows the Committee denial to stand.

B. Events & Entertainment Committee - Flossie Stowell, Co-Chair

The Committee continues to oversee smaller group events, such as the many games, and recently launched a new activity called “Meet Your Neighbor.” The first of these was very successful with 50 people attending and the guest was Bill Solmes, who spoke about his aviation career. The Committee will try to have one of these each month and may switch them to Saturdays.

Hacienda Carmel’s 64th Birthday Party is coming up this Saturday (August 29th) at 4 PM on the pool deck. There will be high-end hors d’oeuvres and John and Shelly will play music. The price is \$20. Residents can pay that day, or it can be billed on account. In honor of the Birthday, the Committee prepared a retrospective of the first 20 years of Hacienda, which is showing on a screen in the Lobby. If residents haven’t seen it, check it out, as it will be there for a limited time.

Sara Harnish noted that Member Janet Crosby has inquired about having a Peace of Mind pet rescue event here at Hacienda Carmel. The Board would like the Events and Entertainment Committee to look at the possibility.

C. Finance Committee - Fran Baca, Chair

The Committee met on August 20, 2026. One Member attended the open session. The Committee has no recommendations requiring Board action, but does have two items of information:

1. In September, the draft of the 2027 Reserve Study will be presented to the Board for discussion with a possible recommendation to approve.
2. In September, draft #3 of the 2027 budget will be presented to the Board for discussion with a possible recommendation for a joint Board and Finance Committee meeting for the purpose of finalizing the budget as has been done for the past several years.

D. Facilities & Infrastructure - Art Sutton, on behalf of Sam Parsons, Chair

Art Sutton reported the Committee is in the process of coming up with an agenda. Sara Harnish noted that since Zone 0 for fire is now impending, the Board would like the Committee to take the lead on planning for a 5-year implementation of elements required by the law.

E. AD HOC WATER RIGHTS

Sara Harnish reported that the Board has decided to hold off pursuing this any further. The Committee will not be disbanded at this time as the Association will continue to follow community updates on the water appropriation applications in Sacramento.

VII. UNFINISHED BUSINESS**A. Ground Rule 13 – Mail, Package Delivery, Resident Cubby Communications**

The change to Ground Rule 13 was posted for a 28-day Membership review. Art Sutton made a motion to approve the change to Ground Rule 13. Linda Mullally seconded the motion, which carried unanimously.

VIII. NEW BUSINESS

- A. Crosswalk/Red Curb Safety:** The Board would like to adopt a consistent approach to red curbs near crosswalks on the property. California's Daylighting Law requires a 20-ft. red curb be installed next to a crosswalk to prevent cars from parking and blocking the view of approaching drivers. It was noted the Association may not be bound by California law as it is private property. The Board briefly discussed the issue and requested feedback from Members on this matter, as well as the speed limit in the Association.
- B. Landscape Plan Implementation:** The pending legislation on the 5-foot zero zone will affect the decisions made on moving forward with the landscape plan. In moving forward, the areas that had plants removed for fire mitigation purposes will be planted first and then other areas will follow.
- C. Time Sensitive Tree Removals:** An ISA Certified Arborist, engaged by the Association to review some of our trees, has recommended that two large pine trees (located behind the art studio) be removed due to hazard concerns. One of the pines is dead and the other has notable declining physiological health and is leaning in close proximity to community housing and utility powerlines. Additionally, the arborist recommended four aging Chinese Elm trees be removed due to structural deficiencies such as decay features, etc. (These trees are located by units 226-

229 and to the right when entering the circle from the bridge.) The Board discussed the matter but there was no Board action taken.

- D. **Appropriative Rights**: The Board's decision to discontinue pursuit of appropriative water rights is reported under Committee Reports.
- E. **Member Communication, Context & Engagement**: Currently, the Association utilizes the Bulletin Board, the Bulletin, the information center, the website, as well as minutes and items required to be sent directly to Members to communicate with the Membership. the Association will soon have BuildingLink to add to these resources. Let the Board know if you have any ideas for improvement in this area.
- F. **Common Area Room Use/Fees**: The Association currently has a Board-approved list of fees for private parties and groups to use these rooms. There has been a complaint that the fees are enforced selectively. Board Members will be meeting with the individuals and will report further.
- G. **Front Desk Camera – Member Update**: Discussed under the President's Report.
- H. **Dog Park Shade Structure**: A group of volunteers has asked permission to construct a shade structure in the dog park. The Association have contacted the insurance company, and they will provide the Association with a quote on a Volunteer Accident Policy.
- I. **Board Meeting Schedule 2026-2027**: September and October will follow the regular schedule. November will be one week early on November 19th, there will be no regular meeting in December, and January will be two weeks early on January 14th. The regular meeting schedule will resume again in February 2027.

IX. **MEMBER COMMENT PERIOD**: Thirteen Members commented.

- X. **ADJOURNMENT**: The meeting adjourned at 12:20 PM. The next regular Board meeting will be held on Thursday, September 24, 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.

APPROVED:

Signature

Title

Date