

Carmel Views Community Association  
Minutes of Board Meeting 2/13/24 / 4:00PM  
24795 Outlook Drive

*Preface: Because 2/13/2024 was the new Board's inaugural meeting, I decided to be as transparent as possible and publish details of all the areas your board is involved with during the year. All future board minutes will be more concise and general in nature. Jim Ferguson*

**AGENDA**

Agenda Note from President Jim Ferguson:

*"Members of the Association will have three minutes each to address the Board on any issue. Board members may briefly respond to statements made during Open Comments or ask a question for clarification. Otherwise, no discussion or action will be taken on items brought before the Board during Open Comments unless they are already on the agenda."*

- A. Reading and Approval of Minutes: Board Meeting, November 2, 2023
- B. Discussion of Board Activities and Schedule  
The Board, including both its incoming and outgoing members, will discuss the tasks that the Board needs to accomplish in 2024, the schedule for doing so, and any new initiatives that the Board may decide to undertake. This is an organizational meeting to plan Board activities for the next year.
- C. Roles and Responsibilities of Board Members  
The new Board will assign roles and responsibilities to each of its members. This includes choosing the Board's President, Vice President/Fire Abatement, Treasurer, Secretary, and members in charge of Infrastructure and Communications.
- D. Updates  
The Board will discuss status of annual due payments received and fire abatement work completed in 2023, and work planned for 2024.

Adjourn

**Carmel Views Community Association**

Board Meeting Minutes

2/13/24 / 5:00 to 7:30 PM

Board Attendees

Jim Fergusson, President  
Victor Lorenzo, VP & Fire Abatement  
Bob Sinotte, Communications  
Steve Murphy, Treasurer  
Gary Koeppel, Secretary  
Bill Vogelpohl, Infrastructure

Board Advisors

Bud Miller, General  
Liz Chornesky, FireTeam

Member Attendees

Maureen McEachen  
Buzz Joseph  
Laura Speakman  
Michele Nix  
Tricia Bean  
Judy Feisthamel  
Alexis Delehanty

**ATTENDING MEMBERS' QUESTIONS AND DISCUSSION**

Fifteen persons attended the meeting at the home of New Board President Jim Ferguson, who opened the meeting by welcoming the three member Advisors and seven member attendees and inviting them to comment on any subject.

Considerable discussion involved the pros and cons of continuing to utilize Zoom for CVA Board Meetings. The Board agreed to review the issue and consider whether future meetings would add video conferencing or other alternatives.

The activities of the Firewise Team were described in detail, including the importance of maintaining our matching grant status with Cypress Fire, the source of funds, which involves extensive gathering of homeowner's brush clearing costs and timely submission of the grant applications.

The subject of ingress and egress in the event of an area wildfire was discussed. As Carmel Views has only one entrance and one exit, which are one in the same, the only options for emergency fire exit from the area are through the temporary, currently unimproved and impassable road at the end of upper Outlook Drive and the road to the Water Tanks above upper Outlook Drive at the northern boundary of the development. It is imperative to resolve use of one of these options as the viable and official fire emergency exit. Firewise Team leader Liz Chornesky volunteered herself and her team to continue this essential activity with the new board on behalf of the association.

Outgoing Association president Laura Speakman volunteered to advise the new board members about any subject or question that might arise during the transition.

The meeting then underwent a detailed review and discussion of the Agenda Topics submitted by Bud Miller, an extensive and comprehensive list of responsibilities of the new Association Board. Following are the specific topics that were discussed by all attending members, the details of which took up the majority of the meeting time and proved to be an invaluable information and action resource.

### **AGENDA TOPICS SUGGESTED BY BUD MILLER**

**Insurance, Association:** Jeff Cartwright, the Association's insurance agent, quoted an excessive premium for the new policy, which our attorney, Krista Ostrich, recommend obtaining additional estimates and moving our policy to a new provider. The board member responsible for insurances is the Treasurer.

**Insurance, Workman's Comp**—Research is needed for whether to include member volunteers in this policy.

**Debit Cards**—The CVA Internet provider company requires a debit card for processing their services.

**Website** – The informative content of CVA's website (<https://carmelviews.net>) is managed and hosted by WordPress at an annual cost of \$300. Programming access is limited to only a few, including Bud Allen and Board Members.

**Legal Notices** – There are three important legal notices required by the Davis-Sterling Act. The new board needs to clarify notices and deadlines with the association attorney.

**PGE** – Has the legal right to remove any trees & vegetation affecting their power line service. Several different PG&E offices are involved with vegetation management.

**Association Records** – All CVA minutes, correspondence and financial records have been scanned beginning with the year 1967 and are in the possession of the President. As they are not classified, he is allowed to have them in his possession.

**Membership List** – There are three different membership lists that do not synchronize and need to be organized. The current lists are formatted in Gmail, QuickBooks and Spreadsheet.

**Maps of Carmel Views** – The Monterey County (MOCO) Assessor’s office and the Local Agency Formation Commission (LAFCO) have online, geographic information systems, maps and property lot lines of the Carmel Views area.

### **Monterey County**

Regarding issues with road maintenance, such as potholes and striping, about improvements, guard rails and signage, and tree removal, contact Lynette Redman in the County Services 47 Advisory Committee.

### **Emergency Ingress & Egress Routes**

Much discussion surrounded the subjects of wildfire dangers, include safe ingress and Egress for the development that has a single entrance and exit.. Cypress fire recommends an access road at end of upper Outlook Drive. Many regard the best and most reliable exit route is via the water tanks at the upper property line of Carmel Views

A good contact is Jamie Tutela-Lewis, attorney at the Resource Conservation District

### **Issues with Fire Abatement Grants and Applications**

From the California Fire Safety Council issue: Loss of control.

From the Cypress Fire Matching Grants issue: Fiscal year constraint.

### **Fire Abatement Team**

Cypress Fire is the best source of grant funds Bud Miller volunteered to submit the grant Application, after which the following tasks are required:

1. Track the projects’ progress
2. Request contractor proposals
3. Approve and commit to contractor estimates
4. Verify liability insurance for work crews

Using Goats to remove undergrowth is problematic and the question was asked but left unresolved: “Can High School Students be employed for clearing?”

### **Non-Profit Legal status**

We are a common interest development homeowner’s association and not a 501 (c ) 3 nonprofit organization.

### **Firewise**

It will be helpful and important to collaborate with previous Fire Team. The Firewise Team Leader Liz Chornesky and other team members agreed to continue volunteering their experience and activities with the new board.

### **Landscaping and Roadside Maintenance**

Interviewing and hiring sub-contractors to maintain low fire levels of roadside fuels is one of the Board’s most critical activities.

### **Delinquent Dues**

Do we charge penalties and/or interest to association homeowners who are delinquent in their annual dues? This issue was discussed without a resolution. Although the CC&R's allow liens to be recorded, it was suggested at this time the best course of action is for the board to communicate the arrears to the homeowner.

### **Member Disputes**

It was suggested that if a member has a dispute with another member, the first best course of action is for the two members to attempt resolution. If unsuccessful, the Board will contact the members to resolve the dispute.

### **Cost Sharing with Ranch Rio Vista**

A copy of the Cost Sharing Memorandum can be found on the Association website at: <http://carmelviews.net/wp-content/uploads/2016/07/RRVPOA-CVCA-Cost-Sharing-Agreement-2015-07-10.pdf>.

### **Liability for Volunteer Labor on Common Land**

The question of a liability insurance waiver for volunteers was raised with no resolution.

### **Recruiting Board Members**

This task has been done but the current Board expressed interested in cultivating younger homeowners to participate in the association.

### **Fallen Trees**

Trees fallen on or from Common Areas onto other areas are the responsibility of the Association. Historically the costs are borne by the Association.

Trees fallen on a homeowner's lot is the homeowner's or its insurance company's responsibility.

The Neighbor of a Homeowner whose tree(s) pose an imminent danger or future threat of potential damage should notify the N, which may or may not affect potential liability of damage from said tree.

Neither Cypress Fire nor Monterey County are physically or financially liable for any cost incurred for preventative trimming, removal or damages/

### **Controlling Speeding on Carmel Views Roads**

Vehicular speeding on Association is an ongoing issue. Signage is ineffective. Speed bumps have been suggested in the past, but Cypress Fire objects to them due to damage they do to

fire trucks, which might be mitigated with “Speed Cushions”, but the Fire Team would need to discuss with the Captain.

### **Scenic Easement of Common Lands**

All Carmel Views Association Common Areas are dedicated as scenic easements and have no entry easements or access driveways. On the Common Areas it is prohibited to build anything and plant anything.

## **ORIGINAL BOARD AGENDA**

*Note: After the initial comments from the attending association members and the subsequent review of Bud Miller’s excellent and extensive list of the Board’s operational tasks and the Association’s general responsibilities, two hours had passed before the Board’s Agenda could be addressed.*

1. The November 2, 2023 Annual Board Meeting minutes were approved.
2. The new Board’s Activities and Schedule were tabled for lack of time.
3. The new Board’s positions are in Addendum I.
4. The update of dues receipts and fire abatement were previously discussed.

### **ADDENDUM I**

President – Jim Ferguson  
VP/Firewise – Victory Lourenco  
Treasurer – Steve Murphy  
Secretary – Gary Koeppel  
Infrastructure – Bill Vogelpohl  
Communications – Bob Sinotte

### **ADDENDUM II**

**Chipper Program Specifics**  
**Submitted by Lara Speakman**

### **CHIPPER DAYS**

The Cypress Fire Protection District has announced its chipper program for 2024. The first dates for the program are:

- March 4 – 15, 2024

- Also Please do not put out anything to be chipped more than two weeks before the start of the next chipper program. Piles of cuttings left next to the road for long periods of time are unsightly, and they could become a fire hazard as they dry out
- All cut limbs must be stacked (no higher than 4 feet) along the roadside, no later than 8:00 am. The limbs must be:
  - Stacked neatly with the butt end perpendicular to the road.
  - All limbs/branches/brush must be no more than 6 inches in diameter and may be any length.
  - All material to be chipped must be clear of metal objects (no nails or other objects in the wood).
  - No genista.
  - No poison oak.
  - No vines.
- The chipper contractor will not accept genista. Please put it in your green yard waste container. Also, the chipper contractor will not accept brush that is too small to be fed safely into a chipper

*Please call Shayon Ascarie at 831-594-1427 or Josh Silveira at 831-601-8540 if you think that Cypress Fire's contractor worked in Carmel Views but missed a pile of branches. Shayon is a Fire Captain and Josh is a Battalion Chief at the Cypress Fire Protection District. Please call promptly while the contractor is still in the area.*

### **ADDENDUM III**

## **Firewise Summary for Incoming CVCA Board – 2024**

### **By Liz Chornesky, Fire Team Leader**

#### **What is the Carmel Views Firewise Team?**

CV Firewise is a volunteer effort that focuses on spurring homeowners to reduce wildfire risks to their properties through home hardening and landscaping choices.

We do this through:

- Quarterly “Fire Preparedness Update” (FPU) emails are sent out to all Carmel Views homeowners with “news you can use” about upcoming events, resources, and updates on local and state regulations.
- Community-driven events, such as targeted campaigns and presentations by

fire, landscaping, and legal experts.

- Participation in the Monterey County regional network of 40 Firewise communities – a gateway to useful information, relationships, and resources.
- Collaboration with the CVCA Board to deepen relationships with important partners and develop grant funding opportunities.
- Maintaining Carmel Views’ good standing as a Firewise-recognized community by submitting annual renewal applications and periodic Action Plans.

## What is its relationship to the CVCA Board and our HOA?

CV Firewise is, by design, a volunteer-driven activity. It is not an official activity of our HOA. Instead, CV Firewise collaborates with our HOA to improve wildfire safety in the community. Our primary focus is improved engagement and actions on private property by community members, but we have collaborated with the Fire Team on other activities, such as grant development.

## What does the CVCA Board do to support CV Firewise?

Previous CVCA Boards have supported CV Firewise efforts, including by:

- Distributing the *Fire Preparedness Updates* to the HOA email list.
- Posting Firewise-related materials on the Carmel Views website, including our annual certificate of “good standing” and Action Plan.
- Distributing the *Risk Assessment Survey* (every 3 years) in hard copy form, with the annual dues statement, then returning the completed confidential surveys submitted by residents to the CV Firewise lead.
- Convening and coordinating the *Carmel Views Fire Team*.
- Providing data each year on the HOA Board’s investments (financial and volunteer time) to reduce wildfire risks. These are included in CV Firewise’s annual application for renewal of our community’s Firewise “good standing” status.
- Purchasing and posting banners announcing Chipper days.
- Purchasing and posting banners for special events – such as the *Genista Eradication Campaign* in 2023.
- Occasionally providing modest financial support for Firewise events, such as refreshments for the in-person demonstration event in 2021.

**End of CVA Meeting Minutes of 2/10/2024**