

HAWAIIAN SHORES COMMUNITY ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

August 20, 2025 6:00 PM

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at the Stables (Community Center). A quorum was established. Jeff Sargent, the President, presided. The meeting was called to order at 6:03 P.M.

Directors Present: Jeff Sargent, Mike Tompkins, Polly Quigley, Lori Tetrault, William Schofield, and Tom Cummings. Also, in attendance were Barbara Barr, Accounting Associate, and Tim Manning, Maintenance Foreman.

Directors Absent: Kathy Morgan

Zoom: Vladimir Vorobets and Peter Easterling

Member Present: Eileen O'Hara, Chris & Nikki Weingartner, Petronila Blank, Jack Wells, John Quemada, Robin Kloda, Mike & Pat Sauer, and Rene Schofield.

ANNOUNCEMENTS – None

APPROVAL OF MINUTES

Lori Tetrault moved to approve the July 16, 2025, Board of Directors meeting minutes. Polly Quigley seconded the motion. The motion passed unanimously.

REPORTS

Financial Report – Lori Tetrault reported Cash is \$193,125.15, Investments are \$787,898.32, Long-term Liability is \$2.44 Million, Assessments are below budget by 5%. Water is under budget by 7%. New water service connections and IIF are above budget. Escrow Fees are below budget by 17%. Guest Fees are 34% over budget. Interest and Investment income are over budget. The DWSRF Transceiver Loan was forgiven and was credited to income. \$30,000 was transferred from our principal reserve balance into the savings account. Total income is above budget by 8%. Payroll is 4% under budget. Maintenance/Park expenses are above budget. Total expense is above budget by 13%. Net income is under budget by 8%.

Mike Tompkins moved to approve the Financial Report. William Schofield seconded the motion. The motion passed unanimously.

Comments on Reports:

President's Report – Jeff Sargent reported that Jeff Beard's first day will be August 21, 2025, and he will be part-time for now and will eventually go full-time. S'mon will be transferring to the field but also working part-time in the office until Jeff Beard gets familiar with the Manager duties. For the accounting position we received 8 resumes. Mike, Lori, Jeff B, and Barbara will sit in on the interview. A motion was made to waive the Community Center fee for the Moku O Keawe Malama na Kupuna event. Talk about letting Keonepoko use the Community Center Parking lot doing drop off in the morning and pick up after school, Jeff Sargent will speak with the school topic was tabled.

Lori Tetrault moved to approve waiving the Community Center Fee for the Moku O Keawe Malama na Kupuna event. Polly Quigley seconded the motion. The motion passed unanimously.

Office Manager Report – S'mon Gago's report stated that the stables' bathrooms are now ADA compliant. Keoki, George, and Chris are testing for their Grade 2 certification in October, and Khyme is testing for his Grade 1 certification. S'mon is taking the public notary exam in November. SDWB approved the sponsorship registration requests for S'mon, Keoki, and George to attend the 2025 HRWA Training & Technical Conference in November. Madonna is on vacation until September 2nd, and Tim will be on vacation from August 28th to September 30th. – No board member comments.

Maintenance Foreman Report – Tim Manning's report stated that all equipment is operational and maintained according to schedule. Since the last board meeting, two mowings have been completed and a third is in progress. Lot numbers will need to be repainted due to recent roadside cutbacks and edging. Other completed tasks include responding to service tickets, conducting meter checks, replacing office fans, and modifying stable bathrooms for ADA compliance. The side yard at the warehouse is being cleared of debris that has accumulated over several years, a process typically performed every 2 to 3 years or as necessary. The drainpipe designed to protect the ground gauge has been successfully installed and is functioning effectively. The 6-inch inline gate valve at the water yard has been replaced due to a faulty seal in the previous valve, which rendered it ineffective. Additionally, we have replaced what is referred to as a four-way assembly, which includes the valves for the fire hydrants and a shut-off valve for the lateral distribution line, along with new pipes and connections. Furthermore, three new hydrants have been installed. I continue to monitor the well at the water yard. Due to the recent dry weather, the static water level has decreased slightly—from 6.4 psi (383.16 ft) to 6.2 psi (383.7 ft)—reflecting a difference of 0.46 feet. The nitrate test is scheduled for the 25th of this month. This assessment will complete all State of Hawaii testing requirements for the current year and the preceding nine years, excluding the ongoing monthly BacT tests. – No board member comments.

Accounting Report – Barbara Barr’s report stated that 79 accounts are on a payment plan for 2025. 6 properties have open foreclosures, 11 property sales were recorded in July, and 16 properties are in escrow. – Jeff Sargent commented that there were a lot of property sales in July, and 16 properties in escrow.

Comments on Committee Reports:

DRC/ERC – The Design Review Committee report stated that they approved 1 Step One for Lot 746 on Lalakea Street, and 4 Step Two approvals on Lai, Anae, Mahimahi, and Papai Streets. No board member comments

PFPC – The Park & Facilities Planning Committee report stated that they reviewed and recommended changes to the Park Master Plan and Asset Management Replacement Plan. The PFPC will continue the review at the next meeting to be able to make recommendations to the board as they set the next fiscal year’s budget. The PFPC discussed the best ways to utilize Maikoiko Park with the help of volunteers and how to best provide access. The toilet in the functioning bathroom needs to be fixed as it runs continuously, and the other toilet needs work as it takes a long time to reset. The bathhouses need a paint job. The committee asked whether volunteers could do the painting. The meeting adjourned at 6:58 pm. If meetings continue to run past 6:45 pm, the PFPC will need to select another meeting time as it conflicts with CEAC’s Karaoke. Comments

BWC (Ad-hoc) – Eileen discussed the progress of the Backup Well Committee.

NEW BUSINESS –

Comments on Agenda Items by Members – Eileen requested that members testify to the Council concerning the county's purchase of Honolulu Landing. Other members present requested that a copy of the reports be available to members at the meeting. A representative from Moku O Keawe Malama Na Kupuna gave a update on the Kupuna program.

Statements or Concerns from Directors – None

Written Communication-

- a. Weingartner – Requested permission to place a 20’ X 8’ container on the easement in front of their property for 30 days while their house is being remodeled.

Jeff Sargent moved to approve the Weingartner’s request of place a container on the easement for 30 day. Lori Tetrault seconded the motion. The motion passed unanimously.

OLD BUSINESS –

a. Attendant Shack Quote – Deferred, Get a more detailed quote.

b. Memorial Contribution –

Lori Tetrault moved to approve the Memorial Contribution. William Schofield seconded the motion. The motion passed unanimously.

c. Selling the Nissan -

William Schofield moved to approve the sale of the Nissan as is. Mike Tompkins seconded the motion. The motion passed unanimously.

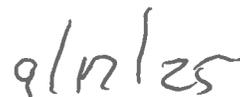
d. Appointing Treasurer & Secretary –

Jeff Sargent moved to approve Lori Tetrault as Treasurer and Mike Tompkins as Secretary. Tom Cumming seconded the motion. The motion passed unanimously.

Adjournment – 7:16 P.M.



Mike Tompkins, Secretary



Date