

**HAWAIIAN SHORES COMMUNITY ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING
JULY 9, 2011**

A regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held on July 9, 2011 at its recreational facilities. A quorum was established and the meeting was called to order at 10:00 a.m.

Directors present were: Eileen O'Hara, President; David Johnson, Vice-President; Kevin Wibberley, Treasurer; Solveig Lamberg, Assistant Treasurer; Caroline Webber, Secretary; Royden Pilapil; Hiroshi Yanagihara; Leon "Pat" Kellogg. Absent: Tony Thomas.

Also in attendance: Candace Martin, Director of Operations and Management (DoOM); Denise Warner, Recording Secretary of the Minutes, Michael Moylan and David Ganier from Pacific Solar Products, and several other guests.

ANNOUNCEMENTS

- a) HSCA will recruit for the position of Maintenance Foreman and current staff may apply now. Outside recruitment will take place as of July 19th.

OWNERS' COMMENTS

No owners presented comments.

MINUTES

- a) June 11, 2011 Minutes – David Johnson moved to approve the Minutes of the Meeting of the Board of Directors on June 11, 2011. Solveig Lamberg seconded the motion. Vote in favor: Unanimous approval. Motion carried.
- b) June 30, 2011 Special Meeting Minutes – David Johnson moved to approve the Minutes of the Special Meeting of the Board of Directors on June 30, 2011. Pat Kellogg seconded the motion. Vote in favor: Pat Kellogg, Hiroshi Yanagihara, Royden Pilapil, Caroline Weber, David Johnson, Solveig Lamberg. Kevin Wibberley abstained. Motion carried.
- c) June 30, 2011 Water Board Meeting Minutes – Solveig Lamberg moved to approve the Minutes of the Water Board Meeting on June 30, 2011. David Johnson seconded the motion. Vote in favor: Pat Kellogg, Kevin Wibberley, Hiroshi Yanagihara, Royden Pilapil, Caroline Weber, David Johnson. Kevin Wibberley abstained. Motion carried.

COMMUNICATIONS

- a) The Board reported that police were called on a rental property for violations of the CC&Rs, and appropriate action has been promised by the property owner who recently became aware of the violations via a letter recently received from HSCA.

REPORTS

Director of Operations and Management

Candace Martin reviewed the Operations and Management Report. The report is also attached to the Minutes for Members' review. Of note, there was a reduction of 1.4 million gallons of water pumped during the month of June. Also, possible funding may be available for the conversion of septic tanks to anaerobic systems on certain properties bordering our community. The Board noted that changes in water rules will be included with the next water bill. A reminder will also be included regarding owner's responsibilities to keep water easements clear of obstacles.

Committee Reports and New Appointments

- a) Finance – The Minutes from June 16, 2011 were read. Of note, the meeting with Mark Prescott, Principal, Hawaiian Beaches Water Company revealed that the HWBC water bill runs on an average - \$60/month for a single person household. He confirmed that HWBC will continue to provide HSCA back-up water service in an emergency. He also suggested that HSCA would run efficiently with a 100,000 gallon tank, and Agua Engineering provides an expandable tank which can provide additional storage as the need for more water storage arises.
- b) Infrastructure – The Minutes from June 11, 2011 were read. Some items of note are as follows. The Committee is still reviewing what roads need to be repaved. Installation of speed bumps is being assessed potentially for Papio and Anae Street, but additional suggestions from the general membership will be considered, as well. With respect to the Community Center, suggestions for use were considered such as for offices, storage or other uses depending on the restrictions of the special use permit. The Maikoiko Park was considered usable for a variety of programs or possibly as a dog park. A policy for tree growth along easements was referred to the Bylaws and Policies Committee. The Committee estimated that \$60,000 was needed to resurface the pool and make bathrooms ADA compliant.
- c) By-Laws – The Minutes from June 27, 2011 were reviewed. One proposed amendment was to change the Annual Membership Meeting to the 3rd Saturday in April to allow a reasonable amount of time to obtain the annual audit report. The Committee also proposed to insert into Article 12 of the Bylaws certain mandatory language outlining mediation of disputes.
- d) Community Relations – The Minutes from June 11, 2011 were reviewed. Additionally, it was announced that a Swap/Meet is planned for August 6th at the Honu Park during the hours of 9:00 a.m. to 1:00 p.m.
- e) Architectural – A summary of the meeting on June 23, 2011 was presented. It was noted that the Committee is still developing a two-step submittal process for land owners intending to clear or build. They hope to present the procedure at the September Meeting along with other recommendations.

Ocean Park – There was no meeting this month. Of note, signage has been ordered. Eileen asked for volunteers to help plant foliage.

OLD BUSINESS

- a) Status of actions on tenting/roofing the Stables – Kevin Wibberley – Due to a lack of a timely response from Hilo Termite Control, the Board is considering hiring another company to tent the Community Center. Mr. Wibberley also presented the Board with the suggestion of repainting the pool dark blue or black so that the sun will heat the pool.
- b) Bid for solar system for Honu Street Pool – Mike Moylan, President and David Ganier, Pacific Solar Products – The Board was presented with a plan to install solar panels and a water pump for the pool. An eGauge previously installed revealed the pump uses 8.6 kWh per hour, which costs about \$1000/month. Readings can be viewed at www.egauge.net - devices - eGauge 783. They proposed installing four Lorentz pumps (UL listed and NSF certified) which carry a warranty for five years and are designed to run for 10 years. The system would be completely off grid. Their proposed installation would run about \$85,000. Replacement parts are stocked locally. Replacement costs for pumps and parts are to be determined, but new pumps cost around \$5,000. Kevin Wibberley suggested leveling out the deeper end of the pool which would potentially decrease the number of pumps needed. It was also suggested that replacement cartridge filters be added to the proposal for periods when the principal filters are being cleaned. *Caroline Weber made the motion to pursue this project with Pacific Solar Products. Solveig Lamberg seconded the motion. Vote in favor: Unanimous approval. Motion carried.*

Mr. Moylan and Mr. Ganier left the meeting and promised to provide the Board with a more detailed proposal in the near future. At this point Mr. Wibberley left the meeting due to a prior engagement.

- c) Revision of Water Rules to allow billing to commence every 2 months – Eileen O’Hara – Revisions on the rules have been forward to the Office and will be sent out to membership. It was noted that members can still pay on a monthly/quarterly or annual basis, should they desire to do so.
- d) Status on Nenu foreclosed property – Eileen O’Hara – The tax office was informed that HSCA is no longer interested in owning this property, and it will be put up for sale on their next auction. The deed will not be pursued.
- e) Tax status of Ocean Park site – Eileen O’Hara – a letter will be sent out in the next month to the Real Property Tax Office once signage is received and pictures have been taken of the park with the signage installed.
- f) Final review of draft of survey to be sent to members with mid-year packet – Caroline Weber – The survey was amended and approved. *Solveig Lamberg moved to approve the survey as revised. Pat Kellogg seconded the motion. Vote in favor: Unanimous approval. Motion carried.*

This survey will be sent out with the mid-year packet.

- g) Update on RFP publication and planning grant option - Eileen O’Hara – The RFP will be published as previously noted at the Water Board Meeting of June 30, 2011. That is, the Request for Proposals (RFP) for the Preliminary Engineering Report (PER) and the Environmental Review (ER) will be published in the two Big Island papers and The Star Advertiser on Oahu on July 18th and the 25th.

NEW BUSINESS

- a) Maikoiko Park utilization and maintenance issues – The Board reviewed several recommendations for the park. Suzan Thompson Forrest gathered information on insurance issues related to establishing a dog park, which she will forward to Eileen O'Hara. It was also noted that the fences and the restrooms need some maintenance. Eileen O'Hara noted that some government funds may be available for cesspool conversion. *Solveig Lamberg moved to move the maintenance of the Maikoiko Park to the Infrastructure Committee. Pat Kellogg seconded the motion. Vote in favor: Unanimous approval. Motion carried.*

Pat Kellogg made the motion to refer the use of the Maikoiko Park as a dog park establishing rules to the Bylaws Committee. Caroline Weber seconded the motion. Vote in favor: Unanimous approval. Motion carried.

Some discussion ensued on how to provide secure access, such as installation of a combination lock whose number would be revealed to members as they pay for usage of the park on a quarterly basis.

- b) Mid-Year packet – Identify items for inclusion and specify target mailing date – Items included in the packet include a letter from the President, member survey, rule changes, the audit and the Annual Meeting Minutes.

ADJOURNMENT

Meeting adjourned at 12:20 p.m. by general consent.

Approved:



Caroline Weber, Secretary

Date:

8/18/2011

Director of O&M Report for July 9, 2011 Board of Director's Meeting

Water System Update – Water pumping averaged 5.11 hours per day during June for a total of 3.62 million gallons, which is an average of 120,792 gallons per day. This is a reduction of 1.4 million gallons from the May usage levels. The average flow for the well pump was 391 gpm. The average chlorine residual at the tank was 0.68 mg/L and at the end of the system was 0.28 mg/L (DOH recommended minimum 0.2 and maximum 1.0 mg/L). The bacteriological samples taken in April were negative for coliforms. The June samples were delivered to the DOH lab on June 21st by Keoki Kaheiki.

We had 0 water service disconnects and 19 reconnects. There were a total of 391 active service connections in June. Waterlines were flushed June 16-23. The meters were not read due to vacation, but will be read on 7/14/2011 and will include new installations. Report will be emailed to the Board.

We another leak at a service connection; repair was made. The results are reflected in the run times listed above. We anticipate seeing another reduction in the electric bill. We continue to look for leaks. Updates will continue.

Waterlines were located and flagged for 5 properties in the subdivision for clearing by the owners.

The 2011 Consumer Confidence Report on water quality was completed and mailed out to all consumers on June 29th as required by the EPA.

I met with Dan Chang from the Safe Drinking Water Branch regarding a Wellhead Protection Grant that we applied for in 2009. Due to funding issues and internal political issues it has taken a long time to get to the funding stages. It appears we will be funded for the conversion of septic tanks to anaerobic systems on the properties located in our zone of influence of the wellhead. We also requested monies for a spill pallet for the day tank and some fence and security equipment (ie, cameras). We will see how much of that portion is funded. The Board will be kept updated.

Roads – Road mowing was scheduled to be done during my vacation. Due to very wet and rainy conditions, it was limited to 3 days on the roads and 1 day for Honu St park area.

Other maintenance – The pool filter tank sprung a leak from a large rusted area in the top. Sheldon welded a plate over the hole and the repair was made the same day.

On June 27th, HELCO experienced a reduction in power on the Hawaiian Beaches/Hawaiian Shores grid. This resulted in the burning of our pool pump and booster pump #1. We replaced the pool pump with our spare and are awaiting direction from the Board on whether to have the old one rewound or if it will be replaced by new pumps from the solar installation. A motor repairman is scheduled to come out on July 12th to assess the condition of booster #1. It may need to be pulled and rewound as well. In the meantime we are utilizing booster #2 and the system is operating well.

The Honu park main pavilion/office building was painted in June. A small area on the Kapoho side remains to be finished as we need dry conditions to finish. Scaffolding was provided at no charge by Sheldon Clarose.

CCR violations – We have addressed the complaint regarding the rental home on Puni Lapa East. The owner has contacted us and explained he has been out of touch with the property since May when his wife was diagnosed with lung cancer. She passed away on July 2nd. He has asked for a few days to get a

handle on the situation and has assured us that he will not tolerate this type of behavior. If the tenant will not comply he will be evicted.

Regarding the chicken farm on Niuhi St., a letter has gone to the owner and the tenant. They have been notified to remove all the chickens by August 8th. In the event they are not removed, staff will remove them at the cost of the owner. The board will be kept updated.

Maintenance Projects – New meter installations are scheduled for July. We will begin at the top of the subdivision and work our way down. The painting of the pavilions at Honu St. and the painting of the fence is also on the schedule.

We are looking for chicken traps, neither Del's nor Miranda's has them. A company on Kauai has them for \$400 each plus about \$30 for shipping. We are looking for other alternatives.

Respectfully Submitted July 8, 2011
Candace Martin, Director O&M