

**HAWAIIAN SHORES COMMUNITY ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS MEETING
NOVEMBER 15, 2017**

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at its Community Center. A quorum was established. Roger Guenette presided.

The meeting was called to order at 6:00 p.m.

Directors present: Roger Guenette, President, Kathryn Kuhlman, Vice-President; Lance Decker, Treasurer; Tom Cumming, Secretary; Genevieve Armanini, Rex Riley, Caroline Weber, Dennis Wood. **Absent:** Mike Dolson. **Also in attendance:** Steve Bailey, Project Manager, Sara Tokura-Ellsworth, General Manager and HSCA Members.

MINUTES

October 18, 2017 Meeting of the Board of Directors –

Rex Riley moved to accept the Minutes. Kathryn Kuhlman seconded. Motion passed with unanimous approval.

COMMUNICATIONS

Michael Liao - Herbicide spraying – Mr. Liao requested that staff not spray harmful chemicals on Mano St. as his property is down wind and he is affected by multiple chemical sensitivities. Mr. Guenette agreed that staff are aware of his request and willing to comply. The Board acknowledged that staff is presently only spraying the cracks of the roads to prevent plant growth. No plans have been made to increase spraying.

REPORTS

General Manager – Sara Tokura-Ellsworth reported. As of the end of October, we have switched our payroll services over to ADP and have ended our contract with Altres. There was discussion at the last meeting regarding having draft minutes available for review prior to the following meeting where they are approved. Draft minutes will be available in the office for review for any members interested. They are usually available two weeks after the meeting.

Several complaints were made about cane grass over taking the easements and about grass cuttings on the streets and in driveways. Due to inclement weather and downed trees blocking roadways maintenance was delayed. We are now back on schedule. I have had several discussions with the crew about getting the same complaints again and again and how a better, more efficient and consistent job can be done.

HSCA does not have the equipment to do a proper inspection and flow test of our fire hydrants. A review of our hydrants shows some have to be replaced and maintenance is needed on others.

Project Manager – Steve Bailey reported. Isemoto continues valve replacements for the water project.

The Roads project hit a snag as Title Guaranty omitted items from their original title searches and both they and USDA wrongly concluded that we did not have clear title to the roads. Their confusion was based on the fact that the roads were quit claimed deeded to us as a part of a bankruptcy reorganization and not transferred via a typical warranty deed. This has again delayed the closing. Our attorney has been contacted and efforts are being made to find the documents showing the transfer of the deeds to HSRA and to resolve the problem.

Crack sealing is set to begin again in late November and early December with a goal of completing one street each week.

Quarterly Financial Report – Lance Decker reported.

DRC Committee – Tom Cumming reported. Draft language for definition of natural grade/ground and height limitation was presented to the Board.

Natural ground/grade will be defined as the point of natural ground/grade that exists at the time of submittal of the Review Application unless there is clear evidence of excavation or filling. This grade point will be used as a permanent datum point during the course of land clearing, excavation and construction.

For lots that have elevations above the pavement edge at any point – the difference of the highest point of natural ground on any property line and the height of the roadway pavement at the midpoint of the property line abutting the road divided by two.

For lots that are completely below the pavement edge - lots can be backfilled to provide reasonable drainage at the rate of ¼' per foot of lot depth.

The Committee also suggested an audit take place to compare application approvals to the actual sites.

It was also noted that the Fines Schedule has been approved by our attorney, Mr. Newton.

Community Events and Activity Committee (CEAC) – Caroline Weber reported. Employee Appreciation Day will take place December 1st.

ONGOING BUSINESS

Fine Schedule for CC&R Violations – Approved.

CERT Training – Rex Riley reported. Training was successful. Mr. Riley will continue the process to get HSCA CERT approved.

Review New DRC Forms – Still ongoing.

NEW BUSINESS

Use of HSCA Fire Hydrants by HI Fire Dept. for Hawaiian Beaches – Once the fire hydrants are flushed, the Fire Department will take over maintenance.

Removal of Junk Cars by HSCA (Awa St.) – Steve Bailey reported. The Board agreed that the lot owner should be contacted to remove the car or staff will remove it and bill the lot owner.

ADJOURNMENT

The meeting was adjourned at 6:55 p.m.

Respectfully Submitted and Approved,



Tom Cumming, Secretary

12-20-17

Date