

HAWAIIAN SHORES COMMUNITY ASSOCIATION MINUTES OF THE BOARD OF DIRECTORS MEETING

APRIL 20, 2022

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at the stables. A quorum was established. Eileen O'Hara, President, presided. The meeting was called to order at 6:07 PM.

Directors present: Eileen O'Hara – President, Jeffrey Kraybill – Treasurer, Jenny Smith – Secretary, Jeff Sargent, Kathy Klawitter, Kathy Morgan, Tom Cumming, Peter Quigley

Also in attendance: Barbara Barr, Accounting Associate, Tim Manning, Maintenance Foreman.

ANNOUNCEMENTS

None

APPROVAL OF MINUTES

March 16, 2022 Meeting of the Board of Directors

Jeffrey Kraybill moved to approve the March 16, 2022 meeting minutes. Kathy Klawitter seconded. The motion passed unanimously.

COMMUNICATIONS

Mary Quijano: Feral pig problem-feral pigs are a nuisance throughout the subdivision. The board addressed this issue during the discussion on "Board Committees" under New Business.

Barbara Felt: Guests at swimming pool-request to limit number of guests allowed in the pool, unsafe behaviors, children unsupervised, so many people in the pool that you can't really swim. The current limit at the pool is 75 and will not be changed, the board has agreed to have a camera installed at the pool to collect data relating to pool activities and for members to see online, in real time, what the conditions are at the pool on any given day.

Action item staff will be reminded to enforce the pool rules to ensure safety.

Derelict lots-Blight, unsafe, unsanitary conditions at some vacant lots in the subdivision. Eileen O'Hara will contact Planning Department Deputy Jeff Darrow to discuss County enforcement of violations on these lots.

STATEMENTS OR CONCERNS FROM DIRECTORS

Newly elected board member Kathy Morgan would like to donate (2) Disc Golf Baskets to the HSCA for use at its park facility. The board graciously accepted the donation.

Kathy Morgan also expressed concerns about the horrible conditions of some of the roads in the subdivision. She was directed to the Department of Public Works website to make an official complaint/report using the form provided on the website as this is a County issue.

REPORTS

Office Manager Report- Barbara Barr reported that Madonna and Chris passed the Certified Pool Operator exam and received their certificates, S'mon Gago was accepted into the Water Systems Operation Specialist Apprenticeship Program, she and the maintenance crew are doing weekly DSO classes, Good Neighbor of the Month is Ikaika Bianchi, 3 properties were flagged for land clearing/construction/tree work.

Maintenance Foreman Report- Tim Manning reported BacT samples are scheduled for April 19th along with the remaining 3-year cycle tests, received an order of water meters and transceivers earlier this month and have used all but two of them that we are saving for new installs, we have more on order, we still have several meters not reading and will replace them as we more meters in. All the equipment is running and maintained. We are a bit behind on mowing the easements mainly due to weather. Since the last report the maintenance crew has repainted all the picnic tables a beautiful, luscious lime and the pavilion floor a greeting green. We have pressure wash all the roofs except the office and pool building roofs. (We will need to rent special equipment to pressure wash them, I suggest we also paint them when the time comes.) We have plenty on our plate for the time being. We are running on two pumps at the pool and maintaining the crystal-clear water is taking more effort. A new pump has been ordered but with the way things are right now, there is no telling when it will get here.

Accounting Associate Report- Barbara Barr reported that second notices for assessments were mailed out in February, March and April increasing assessment collection amounts, liens are filed in April for those overdue by 2 years, water charges are normal, \$6,000 was collected in Escrow Fees (fees charged for each property transfer), Impact and Infrastructure Fees (fees charged for each lot) are going up, starting to have guests again (generating user fees), assessments are at 21% past due for March, this usually falls to 10% by the end of the year, 5 lots have open foreclosures, 1 closed in April so only 4 still open, all have liens, upon the sale of these properties HSCA will collect all past due amounts owed including finance charges.

Financial Report- Jeffrey Kraybill reported cash is \$526,858.91, investments are \$939,498.83, long term liabilities is \$2.56 m, income-assessment collections above budget by 4% up 7% from last year, water is at budget up 7% from last year, new water connections up 233%, escrow fees and infrastructure impact fees are continuing upward trend this FY with increases at 208 and

650%, guest fees at budget, total income above budget by 8% up 9% from previous year, expenses and payroll below budget by 13%, 2% below last year, purchases of a floor buffer and 72 curb stops increased the maintenance budget by 11%, office expenses above budget due to the purchase of a laptop and a Grammarly (software) subscription, credit card fees up by 25% from last year because of increased use of credit cards for water and assessment payments year to date \$7800 has been paid in credit card fees, total expenses down 3%, income up 20% year to date, 19% above last year.

FY2022 Final Audit

Kathy Morgan moved to approve the FY2022 Final Audit. Jeff Sargent seconded. The motion passed unanimously.

DRC Report- Tom Cumming reported: 1 plan approved for step 1.

CEAC Report- Kathy Klawitter reported that last Saturday's event was a success even in the rain!

ITOP- No report

Park & Facilities Report- No report

OLD BUSINESS

DSO Apprenticeship Program – Eileen O’Hara reported that there is a \$3000 expense for the program and grants or scholarships may be available.

Action item office staff to gather more information on potential financial assistance that is available. Kathy Morgan to draft an agreement between HSCA and DSO Apprentice for review by Newton Chu, HSCA Attorney.

Signage Compliance Report- Eileen O’Hara reported that \$10,000 will be needed to bring all HSCA subdivision traffic signs into compliance with State and County regulations, so that Hawaii County police can enforce them.

Kathy Morgan moved to approve the expenditure of \$10,000 to bring HSCA traffic signs into compliance with State and County regulations. Jeff Sargent seconded. The motion passed unanimously.

NEW BUSINESS –

Board Committees – Eileen O’Hara reported that there are 5 standing committees and 1 newly created Ad Hoc Committee of the board, HSCA Bylaws require 2 board members serve on each committee. The following is a list of the Committees and the names of the appointed members of each:

CEAC (Community Events and Activities Committee)

(Appointments deferred to the next meeting)

DRC (Design Review Committee)

Tom Cumming and Peter Quigley.

ERC (Enforcement Review Committee)

Tom Cumming and Peter Quigley

ITOP (Information and Technologies Oversight Panel)

Tom Cumming, Dawn Hurwitz and Jenny Smith

P&F (Parks and Facilities)

Jeff Sargent, Kathy Morgan, Tom Cumming, and Eileen O'Hara

FAC (Feral Animal Committee) Ad Hoc Committee (created in response to numerous feral animal complaints)

Jeff Sargent and Kathy Morgan

Kathy Morgan moved to approve the appointment of Tom Cumming and Peter Quigley to the Design Review Committee; Tom Cumming and Peter Quigley to the Enforcement Review Committee, Tom Cumming; Dawn Hurwitz and Jenny Smith to the ITOP Information and Technologies Oversight Panel Committee; Jeff Sargent, Kathy Morgan, Tom Cumming, and Eileen O'Hara to the Parks and Facilities Committee; and Jeff Sargent and Kathy Morgan to the Feral Animal Ad Hoc Committee. Jenny Smith seconded. The motion passed unanimously.

Commercial Property Insurance Audit – Barbara Barr reported that the following advisories were issued by the insurance carrier:

Papio Park coconut trees, this item was forwarded to the Parks and Facilities Committee for review and forward recommendations to board.

Honu Park Pool, Tim Manning will be fix fencing around the pool and install new gates with self-locking latches.

Maikoiko Park, this is a Mandatory advisory, more clarification needed regarding the location of cited problems.

Action item office staff to get more information regarding advisory issued for Maikoiko Park.

Volunteer Insurance

Tom Cumming moved to approve the expenditure of \$300 per year for Volunteer Insurance coverage through the Philadelphia Insurance Company. Kathy Klawitter seconded. The motion passed unanimously.

ADJOURNMENT – the meeting adjourned at 7:52 p.m.

Eileen O'Hara For Jenny Smith
Eileen O'Hara, President

July 20, 2027
Date

