

HAWAIIAN SHORES COMMUNITY ASSOCIATION DRAFT MINUTES OF THE BOARD OF DIRECTORS MEETING May 19, 2021

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 6:03 PM.

Directors present: Eileen O'Hara, President, Dawn Hurwitz, Vice President, Jeffrey Kraybill, Treasurer, Suzan Thompson Forrest, Secretary, Tom Cumming, Steve Bailey, Nikki Weingartner, Kathy Klawitter. Also, in attendance: Tim Manning, Maintenance Foreman, S'mon Gago, Office Manager and Barbara Barr, Accounting Associate.

ANNOUNCEMENTS

Resignation letter received from Rex Harold

Appointment of Cynthia Caldicott

Suzan Thompson Forrest moved to appoint Cindy Caldicott to the HSCA Board of Directors. Kathy Klawitter seconded. The motion passed unanimously.

COMMENTS ON AGENDA BY HSCA MEMBERS

None

MINUTES

April 21, 2021, Meeting of the Board of Directors-

Dawn Hurwitz moved to approve the April 21, 2021 BOD meeting minutes as amended correcting the spelling of Suzan (not Suzanne) Thompson Forrest's name and Barbara Barr's (not Bell) name. Suzan Thompson Forrest seconded. The motion passed unanimously.

COMMUNICATIONS

None

REPORTS

Office Manager Report- S'mon Gago reported that the Consumer Confidence Report was submitted, the Bureau of Conveyances recoded the CC&R's that were voted on from last year and will be mailed out with the Consumer Confidence Report and newsletter, PPP loan for wages was submitted, the Silverado is repaired, CW Maintenance will be cleaning the Stables

floor, office window needs to be fixed, Tree Works is using the back end of the parking lot for about 8 weeks, HSCA has been added to their insurance, they are paying \$200/week. Maintenance crew flagged 2 waterlines for clearing.

Maintenance Foreman Report- Tim Manning reported the flags to mark valves are done from the main at the water yard to the ocean, the cost of the radiator for the Grasshopper is \$1061.30 and has been ordered, there is a good used Hydraulic Hammer attachment for sale, HSCA needs one for the hydrant change outs, haven't priced materials for office storage shed yet, considering a Rubbermaid alternative, Tim Manning will have more information at the next meeting. Flooding that occurs in certain areas of the subdivision due to freak rain events can't be prevented. The board should consider the purchase of a Dump Trailer for future work projects in the subdivision. Tim Manning will have more information at the next meeting.

Steve Bailey moved to approve the purchase of a hydraulic hammer attachment for the mini excavator at a cost not to exceed \$5,500. Dawn Hurwitz seconded. The motion passed unanimously.

Action item: Steve Bailey will look in to permitting requirements for office storage shed.

Project Report- Steve Bailey reported Isemoto Contracting and their subcontractors, Big Island Mechanical, Wasa Electric, a diesel mechanic Mark uses and a process control operator referred by Wasa Electric, worked Monday through Thursday last week to finish the water project. Only 2 things left to address: a solenoid that shorted out needs to be replaced and Steve will work with EPI and the Fire Department to ensure fire hydrants are working as expected. The generator is up and running, we are prepared for hurricane season, need to decide how we'll operate during a possible long term outage, will need a constant supply of diesel to keep the 300 gallon tank full. The Department of Water Supply Revolving Fund Project/ Safe Drinking Water Branch projects: Replaces 390 electronic transmitters for automated meter read system, replaces 8 fire hydrants over a 5 year period, does all water lateral valves and asks for bids and quotes on upgrading the size of the pipes in the system.

Action item- Steve will work with EPI and the Fire Department to ensure fire hydrants are working as expected.

Accounting Associate Report- Barbara Barr reported that assessments are still coming in, people are paying their water and properties are still selling like crazy, 12 property sales recorded, past due assessment rate is falling 23% last month, 19% this month. Liens are being applied.

Financial Report- Jeffery Kraybill reported the cash as of May 2021 is \$424,141.41, investments are \$944,205, our long term liabilities \$2.65 million, the USDA water grant is \$1,160,826.03 spent to date, of the \$1.28 million grant. Second quarter assessment collection running below budget by 10%, down 2.5% from last year, water is on budget, escrow fees are way up by 200%, year to date, total income is up 261%, that's because of how grant income is reported. Total

income is at budget, year to date, and 3.5% down from previous year, payroll running below budget by 14% from last year, savings and 401K is \$4,000.00, down 5% from last year, repair expenses down 26% from last year, utilities at budget and down 3% from last year. Total expenses on budget for year to date, down 6.5% from previous year, net income up by 1%, year to date, running same as previous year when corrected for grant income. Both income and expenses deviating at plus or minus budget by less than 1% and net income is down by 1%.

DRC Report- Tom Cumming reported there were 4 plans submitted for the first step and 1 that is in step 2 of the process.

ERC Report- Steve Bailey reported that he received verification from attorney Newton Chu, anybody that started being fined at the April meeting can have liens applied, any who we had applied a fine before or who was in the middle of a recurring fine would have to be dealt with the old way. Still waiting to hear from Lincoln Ashida, if the county will deal with the worst albizia trees. The ERC regular meeting has been moved to the 4th Tuesday of the month and the next meeting will be at the Community Center (Stables).

CEAC Report- Suzan Thompson Forrest reported they had a great first meeting, did a mission statement: "Bringing the Hawaiian Shores Community Association together for social interactions also benefiting the community at large." Future CEAC meetings will be held at 12:30 p.m on the 1st Thursday of the month. They will begin working on the Slippah and Hygiene Products Drive for Keonepoko's reopening in Aug/Sept, start the Christmas Keiki Toy Drive at the August Swap Meet at the Stables and will continue brainstorming for the Welcome Back to the Park Event, should be in July or August.

Park Report- Steve Bailey reported they are working on a maintenance plan and organizing a volunteer day for Papio Park, need physical help to make it happen. The committee is really interested in moving forward with the Fruit Tree Orchard at Maikoiko Park.

ITOP- No report

OLD BUSINESS

Email vote conformation- Steve Bailey moved to affirm approval of the resolution adopting the HSCA Bylaws approved by the members. Dawn Hurwitz seconded. The motion passed unanimously.

Tom Cumming moved to affirm approval of the expenditure of a cost not to exceed \$6,500.00 to acquire materials for the construction of the chemical shack. Dawn Hurwitz seconded. The motion passed unanimously.

Reappoint Park Committee members- Tom Cumming was added to the Park Committee.

NEW BUSINESS

COVID Guidelines for Groups- Dawn Hurwitz moved to approve the Covid 19 Modified Pool Rules as amended, by leaving out the "Pavillion Reservations" piece and by adding a "1 visitor limit" and a "no lingering" policy to the modified office rules. Suzan Thompson Forrest seconded. The motion passed unanimously.

Action item- Board will revisit park rules for guests at the next meeting.


Ground lease buy out for cell tower- Cindy Caldecott moved to decline the offer by SBA IX, LLC, dated April 30, 2021. Dawn Hurwitz seconded the motion. The motion passed unanimously.

Mailchimp- Free email service for HSCA members, good for sending out notifications, people can sign up to use mailchimp on the HSCA website.

Action item- S'mon will implement Mailchimp.

ADJOURNMENT – 8:02 PM.


Suzan Thompson Forrest, Secretary


Date