

HAWAIIAN SHORES COMMUNITY ASSOCIATION DRAFT MINUTES OF THE BOARD OF DIRECTORS MEETING July 21, 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 6:05 PM.

Directors present: Eileen O'Hara, President, Dawn Hurwitz, Vice President, Jeffrey Kraybill, Treasurer, Tom Cumming, Steve Bailey, Cindy Caldicott, Nikki Weingartner and Kathy Klawitter. Also, in attendance: Tim Manning, Maintenance Foreman and Barbara Barr, Accounting Associate.

Directors absent: Suzan Thompson Forrest, Secretary

ANNOUNCEMENTS

None

COMMENTS ON AGENDA BY HSCA MEMBERS

None

MINUTES

June 16, 2021, Meeting of the Board of Directors-

Cindy Caldicott moved to approve the June 16, 2021 meeting minutes. Steve Bailey seconded. The motion passed with (2) board members abstaining.

COMMUNICATIONS

Lot 845: Communication received dated July 9, 2021

Complaint regarding residence on Maiko Street. Barbara Barr reported that it is unknown if the owner lives at the residence, the water is passed due and has been shut off, assessments are past due and there is a lien on the property, staff have been writing letters, most recent letter

written was in regards to non-operational vehicles parked on the easement, owner is unresponsive.

Action item: continue with fines/lien, office staff to contact appropriate agencies to get vehicles tagged and to address other issues. Eileen will continue working with Prosecutors Office, Mayors Office, Men of Paa, Community Police (HPD) and community members to support forming a Neighborhood Watch group.

REPORTS

Office Manager Report- Barbara Barr reported that Veterans Termite found no signs of live activity at the Stables but recommends maintenance crew keep an eye on problem areas. CC&Rs were mailed out and posted online, office staff is almost done with entry of email addresses for MailChimp, 4 waterlines were flagged for clearing, 7 CC&R violation cases were closed and 490 water accounts were billed.

Maintenance Foreman Report- Tim Manning reported BacT testing is scheduled for July 20. On July 15 a waterline break was discovered that had been leaking for some time, the crew stopped the leak but have not repaired the line, the repair will be labor intensive due to the location but will be done "in house". Lead and Copper tests are scheduled for August 2 so far only 9 people have responded. Parts for the PRV stations have been installed, the hour meter for the well pump went out and was replaced, the pitot kit ordered was the wrong one the correct one has been ordered for \$500 less. Big Island Mechanics installed the new solenoid and the system is now on auto, pipes still need to be painted. Chemical shack is on hold, Engineering Partners will make necessary changes to the plans to move the project forward. Sound barriers from Sound Fighters to reduce noise levels of pumps is not feasible.

Maintenance work & equipment

All the equipment is running and being maintained, new mower has been attached to the tractor and exceeds expectations for performance. The office shed is being ordered and will be built by Paradise Shed, will be going to the site and prep the ground and order the base.

Swimming Pool

The pool was drained again and given an acid wash down, this is necessary more often because of the chemicals currently used to maintain balances in pool water, the only way to reduce cyanuric acid build up is to replace the water. The chemical tabs currently being use will be hard to get due to interruptions in the supply chain, recently purchased all Home Depot had and they do not know when they will be getting more in.

Tim Manning recommended the BOD's consider purchasing an Ozone Oxidation System to resolve current issues and help with long term issues.

Steve Bailey moved to instruct Tim Manning to purchase an Ozone Oxidation System at a cost not to exceed \$8000. Dawn Hurwitz seconded. The motion passed unanimously.

Project Report

HSCA Water system Project

Steve Bailey reported the water project is virtually done, Isemoto has (4) minor things to complete. The generator needs an annual preventative maintenance contract, considering (2) options will hold off on decisions until the next meeting.

DWSRF Projects

(2) Projects are almost "loan closed" status, transitioning HSCA office staff into project management, S'mon Gago will be the new contact person for the projects.

Tennis Courts

The tennis court patching trial was not successful, staff recommends crack sealing all the cracks on the court closest to the office and installing the new net and post.

Steve Bailey moved to crack seal the tennis court closest to the office, put up the new net and post, and paint lines at a cost not to exceed \$1000.00. Jeffery Kraybill seconded the motion. The motion passed unanimously.

Accounting Associate Report- Barbara Barr reported that Tree Works paid rent for using the parking lot, assessments are still coming in, a couple of past due accounts were paid and water charges are normal, 16 properties sold and 18 properties are in escrow. There is a 16% past due rate for June.

Financial Report- Jeffery Kraybill reported that as of June the cash is \$444,711.42, investments are \$944,227.84, long term liabilities \$2.617 million, the USDA water grant is \$1,204,132.23 spent to date, of the \$1.28 million grant, assessment collection running below budget by 3%, down 6% from last year, water up at budget, escrow fees are way up by 202%, year to date, new water connection and infrastructure impact fees are up by 200% and 400% respectively, total income up by 282%, total income is above budget by 1%, year to date, 4% down from previous year, payroll is still running below budget by 14%, down by 9% from previous year, total expense up 4%, year to date, up 3% from previous year, net income below budget by 5%,

year to date, down 17% from previous year when corrected for grant income, both income and expenses deviating plus or minus budget by less than 4%, below budget by 5%.

DRC Report- Tom Cumming reported there were (4) plans and (1) minor variance approved.

ERC Report- Steve Bailey reported the ERC is working on (3) things for the next meeting:

- 1) Maximum fined properties that cannot lien, putting together a PowerPoint presentation listing maximum fined properties and forwarding recommendations for each one to the BOD.
- 2) Annual drive through, making visual inspection of distressed properties.
- 3) Looking at the current fine schedule, any changes will need BOD approval.

CEAC Report- Dawn Hurwitz reported the committee is working on the Welcome Back to the Park event to be held on September 18, free to members and their families, a banner has been ordered advertising the event and will be placed on the fence, committee is requesting \$1300 for the event. Cindy Caldicott reported the committee is also working on the toiletry drive, the slipper drive and soliciting donations from stores for Christmas gifts, will kick off the Keiki Toy drive at the stables swap meet in August.

Dawn Hurwitz moved to budget a total of \$1300 for the Welcome Back to the Park event. Steve Bailey seconded the motion. The motion passed unanimously. (\$500 is already available for the event)

ITOP- No report

Park Report- Eileen O'Hara reported that she, Tom Cumming and Steve Bailey worked at the cleanup at Papio Ocean Park, no other volunteers showed up, the newsletter announcing the event arrived in mailboxes the day of the event.

OLD BUSINESS

Volunteer Day at Papio Park- board members discussed liability insurance coverage for volunteers, current provider is looking into coverage for volunteers, fruit orchard project is covered and a rider will need to be added when trees are harvested.

Fruit Orchard MOA- Eileen O'Hara reported the Memorandum of Agreement between Malama O Puna (MOP) and Hawaiian Shores Community Association (HSCA) was included in the BOD meeting packet of materials for their review. The grant amount is \$10,000 of which MOP will retain \$1000 for administration fees and will distribute the remaining \$9,000 to HSCA to cover allowable expenses for the project.

Dawn Hurwitz moved to approve the Memorandum of Agreement with Malama O Puna for the Community Fruit Orchard project. Steve Bailey seconded the motion. The motion passed unanimously.

NEW BUSINESS

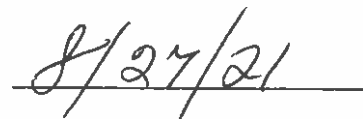
Covid Rules Update – The board discussed the possibility of returning to pre-covid operations at the Honu street park and pool, which would require rule changes to reflect current State/County restrictions. Staff has been asked to draft a statement to members informing them of the rule changes. New rules are to be workable for staff as well as park users, once completed the board will discuss them and vote via email.

Action item: Staff will draft a "Statement to Members" and email it to the BOD's.

ADJOURNMENT – 7:55 PM.



Suzan Thompson Forrest, Secretary



Date