

# HAWAIIAN SHORES COMMUNITY ASSOCIATION

## MINUTES OF THE BOARD OF DIRECTORS MEETING

### April 17, 2024, 6:00 PM

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at Honu Park under Hawai'i Pavilion. A quorum was established. Eileen O'Hara, the President, presided. The meeting was called to order at 6:03 P.M.

Directors present: Eileen O'Hara, Kathy Klawitter, Jeff Sargent, Jeffrey Kraybill, Mike Tomkins, Kathy Morgan, and Lori Tetrault. Also in attendance are S'mon Gago, Office Manager, and Barbara Barr, Accounting Associate.

Members present: Jack Wells

**ANNOUNCEMENTS** – None

**COMMENTS ON AGENDA ITEMS BY MEMBERS – 3 MIN. LIMIT** – None

### APPROVAL OF MINUTES

*Kathy Morgan moved to approve the March 20, 2024, Board of Directors meeting minutes. Lori Tetrault seconded the motion. The motion passed unanimously.*

**WRITTEN COMMUNICATIONS** – None

**STATEMENTS OR CONCERNS FROM DIRECTORS** – None

### REPORTS

**Office Manager Report-** S'mon reported that Kip with TNT regarding a battery backup to run our pool pumps after hours, will be scheduling a visit. The crew is retesting Thursday, April 25, 2024. Tim and I are going to Nanawale Friday, April 19, 2024, to look at their saltwater pool. The final quote for the playground equipment is \$5,476.31, over the suggested price recommended by the Park & Facilities Planning Committee. Good Neighbor of the Month Nomination Suggestion: Buan Ohana.

*Kathy Morgan moved to approve the Playground Quote of \$ 61,476.31. Lori Tetrault seconded the motion. The motion passed unanimously.*

**Maintenance Foreman Report** – S'mon Gago reported maintenance is on schedule; the weather has limited us from mowing the sub and it will get done as soon as it dries up some. The crew and I will be working at the stables this week doing the annual cleaning and repairs. A spring assist to the ramps has been added to both trailers. We are still waiting for a delivery date for the new pump; once Derrick's Drilling has a date we will schedule drilling the well deeper and install the new pumps. Villa has installed the new brain and will return to program it once the pump is in. For the meantime, we shut the booster pumps off around 8 p.m., beginning the HBWC. At 5:30 a.m. the next morning we stop the transfer and turn the booster pumps on. While clearing a lot on Lai St. an owner punctured our 6" water line that runs at the rear of the property. The lot owner did not schedule the lot to be flagged. We had to replace 6' of the pipe. Around a dozen new meters have been replaced.

*Kathy Morgan moved to approve the Well Pump Quotes of \$116,719.59. Mike Tomkins seconded the motion. The motion passed unanimously.*

*Jeffrey Kraybill moved to remove the money for the Well Pump Quote from the Emergency Fund. Jeff Sargent seconded the motion. The motion passed unanimously.*

**Accounting Report:** Barbara Barr reported 8 property sales were recorded in March and 20 properties are in escrow. 4 lots have open for closures. Assessments are still coming in. Lien on accounts past due for 2023/2024 will be filed 4/30/2024. 61 accounts are 2 years past due, liens to be filed April 2024(\$52K). 115 accounts are past due 3+ years and have liens on them (\$498K) including finance charges.

**Financial Report** – Jeffrey Kraybill reported Cash is \$358,475.36 Investments are \$966,365.50, long long-term Liability is \$2.56 million this will include the DWSRF Loan until it is forgiven. Assessment collection is at budget for the year. Collections are 1% ahead of last year. Second notices for the 2024 Assessment went out this month and liens will be applied to delinquent accounts in April. Water is under budget by 4%, but payments are 5% above the previous year. The water deficit is correcting itself as we replace the broken water meters. New water service connections are up 100%. Escrow fees are at budget for the first time in several years. Guest fees are down for the month due to the weather. Pool attendance should pick up in the summer. Interest and Investment income are over budget. Total income is at budget. Payroll is 4% over budget. Most of the monthly expenses are running at budget at this time of the year. Repair maintenance expense includes the new mower which was put into service and this expense will be reimbursed through the reserved fund and will be moved into fixed assets. Total expenses and Net Income are at budget after adjustment for mower expense.

**CEAC REPORT** – Kathy Klawitter reported Watercolor class, Karaoke, Trivia night and Bingo are doing well. Nikki is taking the lead in the organization for the HSCA Annual Meeting. Office will provide sugar for the meeting. CEAC is trying to come up with ideas for Youth activities.

**DRC REPORT** – Kathy Morgan reported two lots step one where approved Lot 950 on Maikoiko St. and Lot 1180 on Mano St.

**ERC REPORT**- Lori Tetrault reported the ERC will be holding action on Lot 734 on Lai St. as owner is still waiting for the County to issue a demolition permit. And hold on 1601 on Opae St. as the owner was actively working on resolving the violation. And for Lot 1599 set back violation has been reported to the County. The ERC committee recommended to the Board that Liens be applied to the following lots for failure to mitigate violation. Lot 160, on Alamihi St., Lot 262 Aweoweo St., Lot 1355, 1357 and 1359 on Nehu St. Lot 328 on Hinalea St. a 60-day extension to clear the violation. Lots 519 on Ina and 1386 on Nehu St. to be fined. Action to be hold for lot 1505 on Oio St. and lot 1779 on Miii St. as trees had fallen with no damage or debris at this time.

*Lori Tetrault moved to increase adopt the New Language for Step 4 of the ERC rules. Jeffrey Sargent seconded the motion. The motion passed unanimously.*

**P&F REPORT** – Jeff Sargent reported Tim, Steve and Jeff discussed the Maikoiko Park work and set up a Volunteer day at Maikoiko Park to work on the Orchard. Spoke with a contactor about solar for the pool, still waiting for a call back.

## **NEW BUSINESS –**

### **a. Draft Audit:**

*Kathy Klawitter moved to approve the Draft Audit. Jefe Kraybill seconded the motion. The motion passed unanimously.*

### **b. Updated Schedule of Fees: Differed till next meeting.**


## **OLD BUSINESS –**

### **a. Annual Meeting – Eileen will ask if permission to modify agenda.**

## **Adjournment – 7:12 P.M.**



Lori Tetrault, Secretary



Date

