

# HAWAIIAN SHORES COMMUNITY ASSOCIATION

## MINUTES OF THE BOARD OF DIRECTORS MEETING

### AUGUST 21, 2024 6:00 PM

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at the Stables (Community Center). A quorum was established. Jeff Sargent, the Vice President, presided. The meeting was called to order at 6:04 P.M.

Directors Present: Jeff Sargent, Jeffrey Kraybill, Vladimir Vorobets, Polly Quigley, and Lori Tetrault. Also in attendance are Tim Manning, Maintenance Foreman, Barbara Barr, Accounting Associate, and S'mon Gago, Office Manager.

Directors Absent: Mike Tompkins, Eileen O'Hara, Kathy Klawitter, and Kathy Morgan

Members Present: Tom Cumming, Michael Moore, and Patti Parr

**ANNOUNCEMENTS** – None

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

**APPROVAL OF MINUTES**

*Lori Tetrault moved to approve the July 17, 2024, Board of Directors meeting minutes. Polly Quigley seconded the motion. The motion passed unanimously.*

**WRITTEN COMMUNICATIONS** – None

**STATEMENTS OR CONCERNS FROM DIRECTORS** – None

**REPORTS**

**Office Manager Report-** S'mon reported that the office contacted Terminix three different times and scheduled for Terminix to come out and look at the office. Terminix was a no-show or call for all three scheduled appointments. The office called Pacific Termite, who came out and gave a quote for the pool pump room and the office. The new playground ETA is August 29<sup>th</sup>. We had our virtual inspection with the insurance agent regarding the well pump and motor. We are still awaiting the full report from Derrick's Drilling and Vili. Keoki, Christopher, and George passed

the DSO grade 1, and S'mon passed the DSO grade 2 exam. Good Neighbor of the Month is Michael Ogata. Bad Elf GPS equipment is needed for the GIS.

*Jeffrey Kraybill moved to approve the Bad Elf Quote. Vlad Vorobets seconded the motion. The motion passed unanimously.*

**Maintenance Foreman Report** – Tim Manning reported that all equipment has been maintained and is working. Mowing is caught up, and the cutbacks are coming along. A fire hydrant on Hou St. has been replaced. Someone had backed into or bumped it, causing it to be at a slight angle. The well at the water yard hasn't gotten a negative result on the BacT test. I took in another sample on Tuesday, waiting on the results. The crew that passed their DSO 1 are preparing for the DSO 2 in January. HSCA is on the cusp of the DSO to be at least 2. Early next year, we will take another census count.

**Accounting Report** – Barbara Barr reported that Assessments are still coming in due to property sales. Six properties closed in the last two weeks. The 2025 annual assessments will go out the second week of November. If the assessment is raised, a letter must be sent to every signal member by September 30.

**Financial Report** – Jeffrey Kraybill reported Cash is \$250,112.58, Investments is \$855,183.83, Total Cash/Investment is 1,105,296.44, and Long-term Liability is \$2.51 million; this will include the DWSRF Loan until it is forgiven. Assessment collection is at budget for the year. Collections are 4% ahead of last year. Water is under budget by 2%, but payments are 12% above the previous year. The water deficit is correcting itself as we replace the broken water meters. New water service connections are up 50%. Escrow fees and infrastructure impact fees are 5% above budget and 17% above budget, respectively. Guest fees are at 14% under budget. Pool attendance has picked up. Interest and Investment income are over budget. Total income is 2% above budget. Payroll is 4% over budget due to the well pump repair. Most of the monthly expenses are running at budget at this time of the year. Repair & Maintenance expenses include the new mower, the playground, and the costs associated with the well pump repair. To date, we have transferred \$160,000 from the Edward Jones Emergency Reserve and \$30,000 from Edward Jones Parks Reserve to reimburse the Operating Fund for the mower and well pump repair expenditures. Total expenses are 3% above budget, and Net Income is at budget after adjustment for these expenses.

**CEAC REPORT** – Jeff Sargent reported that the Watercolor class, Trivia Night, Karaoke, and Bingo are doing well. The next Game night is August 28, 2024. A Dance is set for August 30, 2024. The party at Honu Park has been canceled.

**DRC REPORT** – Jeffery Kraybill reported Step One for Lot 1940 on Opihi St. has been approved on condition that outdoor lighting does not interfere with their neighbors. Step Two for Lot 304 on He’epali St. has been approved.

**ERC REPORT** – Lori went over the July 17, 2024, ERC report.

**NEW BUSINESS –**

- a. Pacific Termite Contract -

*Jeffrey Kraybill moved to approve the Pacific Termite Contract. Lori Tetrault seconded the motion. The motion passed unanimously.*

- b. FY2025 Draft Budget – The board was given the FY2025 Draft Budget and budget notes.

**OLD BUSINESS – None**

**Adjournment – 7:25 P.M.**



Lori Tetrault



Date