

HAWAIIAN SHORES COMMUNITY ASSOCIATION MINUTES OF THE BOARD OF DIRECTORS MEETING December 20, 2023

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. Eileen O'Hara, the President, presided. The meeting was called to order at 6:05 P.M.

Directors present: Eileen O'Hara, Kathy Klawitter, Jeff Sargent, Lori Tetrault, and Jeffrey Kraybill. Also in attendance are S'mon Gago, Office Manager, and Madonna Hoomanawanui, Office Assistant.

On Zoom: Peter Quigley

Directors Absent: Kathy Morgan

Member: Jack Wells

ANNOUNCEMENTS – None

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

APPROVAL OF MINUTES

Jeffrey Kraybill moved to approve the November 15, 2023, Board of Directors meeting minutes. Lori Tetrault seconded the motion. The motion passed unanimously.

WRITTEN COMMUNICATIONS – None

STATEMENTS OR CONCERNS FROM DIRECTORS – Eileen O'Hara stated that the storage room doorway expansion looks wonderful, other board members agreed, and the new carts for the tables and chairs make setup much easier.

REPORTS

Office Manager Report- S'mon Gago reported that the Park & Pool had been closed in the past on December 24th & 31st. Can we close the Park & Pool this year as well?

Jeff Sargent moved to close the Park & Pool on Sunday, December 24th, and Sunday, December 31st. Jeffrey Kraybill seconded the motion. The motion passed unanimously.

Jason Nau will have the playground quote next week. S'mon is working on getting quotes for installation. The DSO Exam is on January 25, 2024; S'mon and the crew are registered for the exam and the HRWA DSO review class. They will attend virtually because the in-person class is on Moloka'i. Khyme will be helping Tim while the crew is in class. Steve and S'mon had a Teams Meeting with the DWSRF Engineer, Judy Hayduscko, reviewing our State Revolving Fund projects. Judy

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has not viewed the case yet. The application and paperwork were sent to Joan back in April 2023. Everything was forwarded to Judy after our meeting. DOH is combining the Lateral and Valve Replacement loan with the New Water Meter Replacement loan to save on paperwork. DOH will send the modified application once it is completed. The remaining \$479.60 from the Transmitter loan will be added to the Valve Replacement and New Water Meter Replacement loan. DOH would like us to purchase the remaining Hydrant to close out this loan and avoid price inflation. Tim says we can store the Hydrants in the water yard. Steve and S'mon have another scheduled meeting with DOH in mid-March. Good Neighbor of the Month: Kai Manner.

Maintenance Foreman Report – Tim Manning reported that the mowing of the easement has been slow due to heavy rain and strong winds, and there is only one mower. The new grasshopper was picked up on Tuesday, December 19, 2023. The Gear-Mow mower has been repaired. To repair the gate at the stables, we will have to put a chain up so the posts can be set and the concrete can fully cure. BacT samples were done on time, and the results were negative. Starting in 2024, we begin the new 3-year cycle of tests; the goal is to get them all done within the year. January is when we do our annual flushing. LCLI is coming along slowly. Tim will look into an auxiliary pump for pool solar panels and battery backup. Tim will also look into getting a bid to heat the pool.

Accounting: S'mon Gago reported that assessment payments for 2023 are still coming, and we started receiving payments for 2024. The Water rate increase was on the December water bill. January and February water bills have the board candidate message and the website. 4 lots have open foreclosures; they all have liens. 12 Property sales were recorded in November, and 13 properties are in escrow.

Financial Report – Jeffrey Kraybill reported that the cash is \$194,664.47, investments are \$954,136.67, and long-term liability is \$2.58 million, including the DWSRF Loan until it is forgiven. Assessment collection is above budget and 85% ahead of last year. Water is under budget, but payments are up at the same level as the previous year. New water service connections are up 200%. Escrow fees are above budget by 44%. Guest fees are down due to bad weather and the pool closure. Interest and Investment income is above budget. Total income is above budget by 135%. Payroll is 16% under budget. Most of the monthly expenses are running below budget. Repair maintenance expenses include the new mower, which was put into service this week, and this expense will be reimbursed through the reserved fund. Total expenses are at budget, and Net Income is running 157% over budget after adjustment for the mower expense.

CEAC REPORT – Jeff Sargent reported that Trivia night went well. The staff Appreciation Luncheon also went very well. Game night will be on December 27. Bingo Bank rests at \$168.12 after paying out expenses. Karaoke will begin the new year on January 8, 2024, and will be held weekly unless attendance drops below 10; then, we will switch to bi-monthly. The Let's Get Lit home Christmas decoration contest has 5 entries. We are thinking of doing a spring dance, and to cut costs, we will do our own DJ and make our own photo booth. Storage room reorganization will be held in mid-January. Jeff will be making a CEAC bulletin board for the stables.

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DRC Report- Peter Quigley reported lots 85 and 726, step one, was approved. Mr. Prasad requested a 24-month extension. The DRC will discuss the matter at the next meeting.

ERC Report- Lori Tetrault reported that the fines for Lot 480 Ina St. and 711 Anae St. have been waived. Lot 1599 on Opae St. is the lot that could have unpermitted construction and setback encroachment occurring. Steve Bailey will follow up on this matter. The ERC conducted an annual review of the Fine Procedures and Fine Schedule and passed a motion recommending the Board consider adopting the following addition to the Fine Procedures. The board discussed the addition to the Fine Procedures and decided to postpone till the next meeting. ERC discussed placing a special Assessment on lot 1032 on Manalo and lot 1382 on Nehu St. to remove the Albizia tree.

Peter Quigley moved to approve placing a special Assessment on lot 1032 on Manalo St to remove an Albizia tree. Kathy Klawitter seconded the motion. The motion passed unanimously.

ITOP Report – Eileen O'Hara reported that the website is ready to go live.

Jeff Sargent moved to approve the website to go live. Lori Tetrault seconded the motion. The motion passed unanimously.

PFPC Report – Eileen O'Hara reported a \$4,000 bid to expand the gate opening at Maikoiko Park so trucks can drive in and fill the pool. The item was deferred; the Board needs information before making a motion. Lori Tetrault reported that Long Limbs completed the work, trimming the Banyan tree and removing ironwood at Papio Park. The Albizia poisoning was put on hold due to waiting on tractor parts. Tim reported tractor parts arrived. Tom will need to schedule time to use it. Papio Park Volunteer Days will be every other month. EPI is backlogged by two months and won't be able to inspect the removal of support beams at the back of the stables until January or February. Loeffler Construction checked the Honu Park tennis courts and concrete slab at Maikoiko Park for conversion to pickleball courts. The donated disc golf is at the Honu Park warehouse. Kathy Morgan will research a mini course for disc golf.

NEW BUSINESS –

- a. AED Quote –

Jeff Sargent moved to approve the AED Quote of \$1,214.00 for the stables. Lori Tetrault seconded the motion. The motion passed unanimously.

OLD BUSINESS –

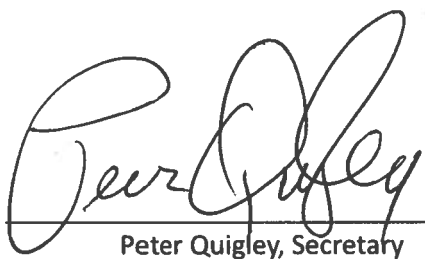
- a. Nomination Committee – Jeff Sargent, Peter Quigley, and Eileen O'Hara
- b. Confirm Email Votes – CLA 2023 Audit and D&O Liability Insurance.

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Eileen O'Hara moved to approve the CLA 2023 Audit. Jeff Sargent seconded the motion. The motion passed unanimously.

Eileen O'Hara moved to approve the D&O Liability Insurance. Jeff Sargent seconded the motion. The motion passed unanimously.

Adjournment – 7:28 P.M.


Peter Quigley, Secretary

1-19-24
Date