

HAWAIIAN SHORES COMMUNITY ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

May 15, 2024, 6:04 PM

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at the Stables (Community Center). Quorum was established. Eileen O'Hara, the President, presided. The meeting was called to order at 6:04 P.M.

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

On Zoom: Vladimir Vorobets

Members present: Jack Wells, Kauai Lucas, Roger Guenette, Stephan Schlich, Bill Grace, Sandi Adams, and Hilary Cabana.

ANNOUNCEMENTS – None

COMMENTS ON AGENDA ITEMS BY MEMBERS – 3 MIN. LIMIT – The board allowed members to hold their comments until they hear the Guenette proposal.

APPROVAL OF MINUTES

Lori Tetrault moved to approve the April 17, 2024, Board of Directors meeting minutes. Jeff Sargent seconded the motion. The motion passed unanimously.

WRITTEN COMMUNICATIONS –

- a. Guenette: Presented a Feral Pig Pilot Project Proposal.

Jeff Sargent moved that the Hawaiian Shores Community Association support the concept of the feral pig pilot project proposal pending further research and discussion. Kathy Klawitter seconded the motion. The motion passed unanimously.

STATEMENTS OR CONCERNS FROM DIRECTORS –

- a. Polly Quigley expressed concerns about the tone of the meeting and wanted everyone to be more respectful of everyone.

REPORTS

Office Manager Report – S'mon reported that Derrick's Drilling confirmed that the pump is in. They are waiting for confirmation from Ryan Imata regarding the drilling permit. Barbara is out of the office Thursday, May 16th & Friday May 17th. Park & Pool summer hours start on May 28th, Tuesday – Friday. 11 AM – 6:30 PM, Saturday & Sunday, 12 PM – 7:00 PM. The park attendance will be splitting the hours. We expect the park attendance to go up. We are preparing the supporting documents for the water loss audit. The maintenance crew flagged 1 property.

Maintenance Foreman Report – Tim Manning reported maintenance has been difficult due to weather and equipment breakdown. Still waiting for the well pump to get delivered and installed. Derrick measured the depth. In till we get the well pump, we will continue to get water from HBWC, which involves shutting down the booster pumps around 8 pm, discontinuing the flow from HBWC at 5:30 am, and turning on the booster pumps. This must be done 4 to 5 times a week, depending on water usage. There are no updates on LCLI, Brian said we have 11 more properties to physically inspect and hope to get on it as soon as possible. We have all the materials for Maikoiko Park's new gate and hope to have it installed by Friday.

Accounting Report: Barbara Barr reported that we have collected more assessments than usual due to property sales. Water charges are normal. Escrow fees are down. Liens on past-due accounts are fined.

Financial Report – Jeffrey Kraybill reported Cash is \$320,228.58, Investments is \$969,199.66, and long-term Liability is \$2.55 million. This will include the DWSRF Loan until it is forgiven. P&L 2nd QTR April 2024 Assessment collection is 3% above budget for the year. Collections are 2% ahead of last year. The 2024 Assessment second notices response has been good. Water is under budget by 5%, but payments are 8% 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 and infrastructure impact fees are below budget, most likely due to insurance issues. 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 3% above budget. Payroll is 2% over budget. Most of the monthly expenses are running at budget at this time of the year. Repair & maintenance expenses include the new mower and the costs associated with the well pump repair. These expenses will be reimbursed through the reserved fund. Total expenses are at budget and Net Income is 8% above budget after adjustment for these expenses.

CEAC REPORT – Kathy Klawitter reported that Karaoke, Trivia night, and Bingo are doing well. CEAC is thinking of hosting an event involving the community and kids. Jeff Sargent suggested a talk-story event where people can come and have a social hour.

DRC REPORT – Jeffery Kraybill reported Step One for Lot 1033 on Malolo St. was approved without conditions; however, the plans were difficult to read and understand. Step Two for Lot 726 on Lai St. was approved without conditions.

NEW BUSINESS –

Updated Schedule of Fees:

- a. Water Billing Late fee of \$4 - Recommended raising to \$5.
- b. Returned Check Fee Of \$25 – Recommended raising to \$27.
- c. Tenant Refundable Water Deposit of \$200 – Recommended raising \$250
- d. Reconnect Water Service Fee of \$150 – Recommended raising to \$175.
- e. Emergency Turn Off/On Fee after Hours of \$35 – Recommended raising to \$100.

Kathy Klawitter moved to approve the Draft Audit Changes. Jeff Sargent seconded the motion. The motion passed unanimously.

Board Committees:

- a. DRC – Jeffrey Kraybill and Kathy Morgan
- b. ERC – Lori Tetrault, Mike Tompkins, and Jeffrey Kraybill
- c. CEAC – Kathy Klawitter and Jeff Sargent
- d. PFPC – Jeff Sargent, Lori Tetrault, Kathy Morgan, Mike Tompkins, Eileen O’Hara, and Vladimir Vorobets
- e. Ad-Hoc Committee; ITOP – Lori Tetrault, and Polly Quigley
- f. Ad-Hoc Committee; FACC – Jeff Sargent, Polly Quigley, and Mike Tompkins

Jeff Sargent moved to approve the standing board members on each committee. Kathy Morgan seconded the motion. The motion passed unanimously.

OLD BUSINESS –

- a. CC&R Fines

Jeffrey Kraybill moved to approve raising #7's finning schedule from \$100 to \$500. Mike Tompkins seconded the motion. The motion passed unanimously.

Adjournment – 8:15 P.M.

Lori Tetrault

Lori Tetrault

6-19-24

Date