

**MAKAHA VALLEY PLANTATION  
ASSOCIATION OF APARTMENT OWNERS  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

**AGENDA**

October 22, 1996; 7pm, Wai`anae Community Center (Satellite City Hall)

**TO BE PRESENT:** President, Cecil Bindel; Vice-President, Bette Larrabee; Secretary, Alvin Silva; Treasurer, David Duke; Director, Wayne Thompson.

**GUEST:** Property Manager, Jim Coupland; Resident Manager, Harlow Todaro; Administrative Manager, Peggy Hoots.

**CALL TO ORDER:**

**APPROVAL OF MINUTES:** For September 24, 1996.

**CORRESPONDENCE:** 159A, Recycling & pets.

**REPORTS: PRESIDENT:**

VICE-PRESIDENT:

SECRETARY:

TREASURER: Budget report, By-Laws update

DIRECTOR:

PROPERTY MANAGER:

RESIDENT MANAGER:

**OLD BUSINESS:**

1. Speed bumps & parking lot paving delayed until work is scheduled.
2. Golf Cart / Radio evaluation.
3. Custodial and Maintenance contract bids.
4. Structural Engineer inspection.
5. Security evaluation (cameras, etc.) bids.
6. Architectural Drawings to be purchased.
7. Toilet incentive update.

**NEW BUSINESS:**

1. Backflow preventer testing.
2. Pool rule changes.
3. Phase one light fixture up grade.
4. Balcony, Patio (lanai) policy.
5. 1997 Annual Meeting
6. Telephone intercom repairs
7. Accident free winner for September to be announced.

**NEXT MEETING:** November 26, 1996; 7pm, Wai`anae Community Center ( Satellite City Hall)

**ADJOURNMENT TO EXECUTIVE SESSION FOR PERSONNEL MATTERS AND FINE APPEALS**

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**MAKAHA VALLEY PLANTATION  
ASSOCIATION OF APARTMENT OWNERS  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

**APPROVED MINUTES**

October 22, 1996; 7pm, Wai'anae Community Center (Satellite City Hall)

**PRESENT:** President, Cecil Bindel; Vice-President, Bette Larrabee; Secretary, Alvin Silva; Treasurer, David Duke.

**ABSENT:** Director, Wayne Thompson.

**GUEST:** Property Manager, Jim Coupland; Resident Manager, Harlow Todaro; Administrative Manager, Peggy Hoots.

**CALL TO ORDER:** A quorum being present, Mr. Bindel called the meeting to order at 7:03 p.m.

**APPROVAL OF MINUTES:** For September 24, 1996, was APPROVED 4-0.

**CORRESPONDENCE:** 159A suggested adding recycling bins next to our trash bins. This will be looked into for the future. Generally recycling would not be profitable for our Association but will be considered for environmental reasons. Why are pets allowed on the plantation was a question asked by 159A. Pets have been allowed on the plantation for a number of years but they are not allowed to roam freely on common areas. Cats have been a problem lately. Our three cat traps were stolen recently. New traps will be purchased soon.

**MR. SILVA MADE A MOTION THAT ANYONE TAMPERING WITH ANY TRAPS SHALL BE FINED \$100. MR. DUKE SECOND THE MOTION. APPROVED 4-0**

**REPORTS: PRESIDENT:** Mr. Bindel reported that we are trying to resolve the problems we have with troublesome tenants. Part of the cause is that some agents and homeowners are not screening their tenants.

**VICE-PRESIDENT:** Ms. Larrabee reported on our workman's compensation insurance. Our agent is continually trying to get us a better rate. She also mentioned that homeowners should pickup the free shower head that is available from public libraries that is sponsored by Hawaiian Electric.

## MVP BOD REGULAR MEETING MINUTES FOR OCTOBER 22, 1996

SECRETARY: Mr. Silva passed out new policies that will be voted on later in the meeting.

TREASURER: Mr. Duke mentioned that we are watching the budget very closely for the last few months of the year. We are still within the budget and building our reserves. Due to the projected increase in expenses for 1997, the staff have been instructed to purchase only what is really needed. By-Laws are still in the final stages with our attorney.

PROPERTY MANAGER: Mr. Coupland briefly mentioned the status of delinquencies to the Association and the difficulty in collecting. The economy is still very bad and a number of owners have difficulty in paying their maintenance fees. When foreclosures take place, we virtually have no way of collecting previous maintenance fees.

RESIDENT MANAGER: Report is enclosed.

**OLD BUSINESS:** 1. Speed bumps & parking lot paving delayed until civil engineer is consulted.

2. Golf Cart and Radio sale to Burns Security has been negotiated by Mr. Duke. Burns is willing to pay us \$8521.50 for three golf carts and three radios. In exchange our cost for security will increase from \$11.77 to \$12.10 per hour per guard. This increase is equal to Burns payment for the equipment. The Association will benefit by not having to maintain these items and saving on parts and our maintenance work hours. We will also save money by the lowering of our auto and liability insurance.

MR. DUKE MADE THE MOTION TO ACCEPT THE OFFER FROM BURNS SECURITY AND MAKE FINAL NEGOTIATIONS AND CONTACT OUR ATTORNEY TO DEVELOP A CONTRACT. MR. SILVA SECOND THE MOTION. APPROVED 3-0 MR. BINDEL ABSTAINED SINCE HE WAS NOT HERE DURING THE NEGOTIATIONS.

3. Custodial and Maintenance contract bids are still being accepted and reviewed.

4. Structural Engineer inspection is still being worked on.

5. Security evaluation (cameras, etc.) bids request letter went out to a number of security companies. The dead line for submitting proposals is November 18, 1996.

6. Architectural Drawings that we wanted to purchase has not been received as yet. Other drawings came in but not the plantation. We will continue to pursue this mater.

## MVP BOD REGULAR MEETING MINUTES FOR OCTOBER 22, 1996

7. The Toilet Incentive has not been taken advantage of. Mr. Silva will be developing a new program to encourage residents to up grade their appliances.

**NEW BUSINESS:** 1. Backflow preventer testing must be done every year by a certified tester.

MR. SILVA MADE THE MOTION TO ALLOW DIVERSIFIED PLUMBING TO DO THE TESTING. THEY ARE CHARGING US THE SAME AS LAST YEAR (\$437.50) AND ARE VERY FAMILIAR WITH OUR PROPERTY. MR. DUKE SECOND THE MOTION. APPROVED 4-0

2. Pool rule changes needed to be made to avoid violating current state and federal discrimination laws. Ms. Larrabee and Mr. Duke have been working with our attorney and he has been working with the Equal Rights Commission to re-word our pool rules.

MR. DUKE MADE THE MOTION THAT THE BOARD ACCEPT THE REVISION OF THE POOL RULES IN OUR HOUSE RULES AS RECOMMENDED BY OUR ATTORNEY. MS. LARRABEE SECOND THE MOTION. APPROVED 4-0

MR. DUKE MADE THE MOTION THAT THE NEW POOL OPERATION POLICY BE APPROVED. MR. SILVA SECOND THE MOTION. APPROVED 4-0.

3. Phase one light fixture up grade is being recommended by Mr. Silva. The up-grade encompasses replacing current incandescent light fixtures to match current fluorescent lighting that are in most areas. Stair ways and the cabanas are the two main area that will be converted. The estimated cost is \$3,000 for the fixtures. We will be saving about \$2,280 per year in electricity cost and Hawaiian Electric is giving a cash incentive to up grade our lighting fixtures.

MR. SILVA MADE THE MOTION TO SPEND \$3,000 TO UP GRADE OUR INCANDESCENT FIXTURES TO FLUORESCENT FIXTURES. MR. DUKE SECOND THE MOTION. APPROVED 4-0

4. Balcony, Patio (lanai) policy was developed to clarify the repair responsibility. Our attorney has approved this final draft and it is supported by our By-Laws. This policy will be sent to all homeowners.

MR. SILVA MADE THE MOTION TO ACCEPT THIS POLICY. MR. DUKE SECOND THE MOTION. APPROVED 4-0.

**MVP BOD REGULAR MEETING MINUTES FOR OCTOBER 22, 1996**

5. 1997 Annual Meeting will be scheduled for March 15, 1997.

6. Telephone intercom repairs have been proposed to prevent a total failure of the system.

MR. DUKE MADE THE MOTION TO SPEND \$1500 TO REPAIR THE INTERCOM. MR. SILVA SECOND THE MOTION. APPROVED 4-0.

7. Accident free winner for September was Joe Mahoe.

**NEXT MEETING:** November 13, 1996; 7pm, Wai'anae Library

**ADJOURNMENT TO EXECUTIVE SESSION FOR PERSONNEL MATTERS AND FINE APPEALS**

**MINUTES APPROVED NOVEMBER 13, 1996.**



**ALVIN P. SILVA  
SECRETARY**