

ASSOCIATION OF APARTMENT OWNERS
MAKAHA VALLEY PLANTATION

MINUTES - Board of Directors Meeting

Date: October 27, 1992

Place: Pokai Room, Sheraton Makaha Resort

Present: Blythe Thomas Virginia Eskola, Dick O'Donnell

Excused: Tom Youngblood

By Invitation: Charles Houtchens, Resident Manager
Marie Calder-Clayton, Hawaiiana Management Co.:
Emerald Souza, Assistant Manager:
Hope Cospier - Administrative Assistant:
Capt. John McFarland, Security:
Tom Horner - Insurance Factors:
Betty Thomas - 181-A: M/M Bob Coulter - 125-C:
Aldene Doherty - 184-B: Owen Finsted - 84-A:
M/M Cliff Weber - 163-A: M/M S. Brawley - 13-A:
M/M Abel Castro 24-C: Bob Eskola - 87C:
Tom Powers - 88-A: Charles Andrews - 37-C:
M/M William Figgis - 193-A: Betty O'Donnell - 196-A:
<M/M Bob Houser - 29: Cecil Bindel - 10-C
M/M R. Bjorklund - 138-A: A. Esperitu - 105-A.

A quorum being present, President Thomas called the meeting to order at 7:00 PM.

The Minutes of the meeting of September 29, were approved unanimously as distributed.

Correspondence

1) Hyden Corp. - to New Business

Reports of the Officers

Reports of President Thomas, Treasurer Eskola, Resident Manager Houtchens, Security Captain McFarland and Budget Chairman Weber are attached.

At this point, President Thomas introduced Mr. Tom Horner of Insurance Factors. Mr. Horner is our Insurance Agent, and he was able to answer many questions posed by our owners.

Unfinished Business

1) **1993 Budget** - Under the Budget as proposed, there will be an increase of 5.19% in Maintenance Fees. The approximate increase will be \$9.72 for a 2-bedroom unit, \$11.85 for a 3-bedroom unit and \$15.31 for a townhouse. Moved by Virginia Eskola that we accept the 1993 Budget as proposed by the Budget Committee. In favor Mrs. Eskola and Mr. Thomas - against Mr. O'Donnell. Carried.

2) Playground Equipment - Discussion of playground equipment, type and safety factors was discussed. Moved by Virginia Eskola that we accept the proposal to purchase the EC-70 Play Activity, Bouncing and place it in the Sun 'N Fun Pool area at a cost of approximately \$4200.00. In favor Mrs. Eskola and Mr. Thomas - against Mr. O'Donnell. Carried.

3) Tree Trimming - Discussion of the various proposals received and the number of trees to be trimmed. Resident Manager Houtchens had recommended Akahi Services proposal for 365 trees. Mrs. Eskola feared that some of the trimmers might "scalp" the trees. Mr. Houtchens assured her that he would be overseeing the work and, as it is well-known how he feels about greenery, he could assure her he would not permit anyone to scalp any trees. Moved by Blythe Thomas that we accept the proposal of Akahi Landscaping to trim 365 trees at a cost of \$28,474.00 plus tax.

New Business

1) Accident-Free Days - September was a Black Month

2) Pool Bathroom Dividers - The dividers in both bathrooms at both pools have deteriorated to a dangerous condition, and must be replaced. At the same time, the bathroom tile needs replacement or repair. The Hyden Corporation gave 4 proposals for different types of dividers. Resident Manager Houtchens recommended their proposal for a Solid Phenolic Core, overhead braced with stainless steel hardware and a 10-year factory warranty, along with a 1-year warranty by Hyden for the installation. Moved by Dick O'Donnell that we accept the proposal of the Hyden Corp. for the dividers for the 4 bathrooms to be made of Solid Phenolic Core at a cost of \$6,575.00, tax included. Carried unanimously.

3) Pressure Regulating Valve Banks - The Pressure Regulating Valve Banks located in each area to ensure that both the hot and cold water flow evenly are badly deteriorated, and may be the cause of varying pressures and temperatures in our water supply. Western Pacific Mechanical Co. was the only engineering firm to give us a proposal. In order to assure that this is our problem, the Board decided that it would be best to do one area to see if the situation improves. Moved by Blythe Thomas that we accept the proposal of Western Pacific Mechanical Inc. to replace the Pressure Regulating Valve Banks, the 664 area to be done first and checked out at a cost of \$6,550.00, with other areas to be completed later if the work done in the 664 area solves the problem. Carried unanimously.

4) Waste Line Maintenance - The expected information for this topic was not received - tabled to November meeting.

5) **Pest & Termite Control** - A suggestion to have a pest control company check for termites had been made by a homeowner. Proposals for this ranged from \$1785.00 to \$85,000.00. The Board did not feel it was necessary to expend this money as we have very little termite problem.

6) **Repairing Oil Spills** - Tabled to November meeting.

7) **Thanksgiving Certificates** - The Plantation has traditionally given certificates to the employees for Thanksgiving. Previously, the amount given was \$10.00 per employee. Moved by Dick O'Donnell that we give certificates to our employees for Thanksgiving in the amount of \$15.00 per employee. Carried unanimously.

Next meeting will be held on Tuesday, November 24th, 1992, in the Makua Room, Sheraton Makaha Resort & Country Club at 7:00 PM.

The Board went into Executive Session at 9:00 PM to discuss employee items.

The meeting was adjourned at 9:20 PM.

W. Blythe Thomas, President/Secretary

Report of the President

The former Resident Manager accused our President at that time of making reports on items which he felt were the domain of the Resident Manager. I do not plan to do this - I don't get paid - Mr. Houtchens does. Therefore, he may feel free to make any and all reports on the operation of the Plantation.

I do however, wish to speak about our 1993 Budget. After making a study of the property, Mr. Houtchens supplied Marie Calder-Clayton with the items which he felt needed to be done in 1993. Under the new law, this study and subsequent estimates of cost are a requirement. Marie incorporated these items into the Budget, along with her analysis of the known items.

Mr. Cliff Weber, the Budget Committee Chairman and I spent several hours with Marie, discussing ways to make this a lean budget, as well as getting clarification of several items. Marie then fed this information into her computer, and came up with the version which has been distributed to the Budget Committee and to each of the Board members.

On behalf of himself and Mr. Houser, Mr. Weber will be making the Budget report this evening. These two gentlemen, along with Ms Clayton and Mr. Houtchens, are to be commended for their efforts to continue to make Makaha Valley Plantation a fine and efficient place to live at the least possible expenditure. Thank you all for your contribution.

Blythe Thomas, President.

Report of the Treasurer

September, 1992

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|-----------------------------------|-------------|---------------|
| Total Receipts | | \$ 121,632.43 |
| Operating Expenses | 202,907.56 | |
| Major Improvements | 21,036.97 | |
| Total Operating Expenses | | 223,944.53 |
| Total Operating Surplus/(Deficit) | (81,275.13) | |
| Total Association Cash & Reserves | | 224,693.66 |

Virginia Eskola, Treasurer.

Report of the Resident Manager

In my report at the September meeting, I noted that we has a new finish on the jacuzzi at the Quiet pool. And then, this month, it's been down three days again, due to the filter and chlorinator systems going out. All parts have been replaced, and I hope that, as I said last month, we have no further problems.

I have been on the telephone quite a lot with BFI and Allie Refuse coordinating the changeover of refuse companies, which will take place on the 29th, 30th and 31st of this month. On those three days, some of you may see the refuse containers parked on the back road since this will be the only way we can make this changeover. Hopefully, this will not bother anyone.

In the last three years, we have had minimal termite problems at 106 and 107-A, and also in the cabana at the Fun 'N Sun Pool. We had 106 done by a contractor, while the cabana was done by our own maintenance staff. All wood which was termite-infested was removed, and the surrounding ground area was treated for termite infestation. We have a date set to do the repairs at 107-A, which should be done in November. I received a call from one of our homeowners, wanting a termite company to come out and give us estimates for checking the whole Plantation. We went through this same procedure some three years ago, and we had ridiculous estimates then and we are receiving the same now. Jamie, with Gaspro at that time, came out and took me over the Plantation and showed me what other companies were calling termite problems. For a very minimal amount, he showed us where our problems are very few and far between. When this homeowner suggested I make the call, I got two estimates - one was for \$85,000, and I hung up the telephone. The other was from Meekins Termite and Pest Control which is for \$1785 and because of how we have rectified the problems in the past, I would recommend to the Board that they do not approve this termite inspection.

We have 15 new poolside straight chairs, and we distributed 8 at the Quiet Pool and 7 at the Sun 'N Fun Pool, at a cost of \$779.84.

At present we have four proposals from different tree-trimming companies, ranging in price from \$18,000 to \$29,000. What makes the difference is the number of trees each company has proposed to trim. Our trees have grown now for almost twenty years, and with the exception of the coconut palms, the only trimming has been an occasional limb. There are several huge trees touching the buildings. With this, centipedes, rats, etc. can climb up the trees and enter the buildings. I have actually seen rats under the facial board in a 'C' unit. We've also had several reports of centipedes as high as the 'C' units. It is now at a point where something must be done. I recommend that the proposal from Akahi Landscaping be accepted. They have 365 trees on their proposal for \$28,000 while the next nearest one is 178 trees for \$29,350.

Parking receipts for the month of September were \$4125.00.

Charles Houtchens, Resident Manager.

Report of Security

October 1992

I have received several compliments from residents directed toward Security. A few of these are - Security Officers are seen in all areas, the noise level at the Quiet Pool has decreased, along with the noise level overall on the property. Several tenants have stated how much quieter it is now compared with last year at this time. The eviction of residents continuously making noise is contributing to making this a more serene place to live.

In the 638 area we received numerous complaints concerning a vehicle alarm continuously going off, day and night. Due to the many complaints, we advised the vehicle owner that this would have to cease or his vehicle would be denied entry. The resident turned his alarm off and we have had no more complaints in this area.

I am pleased with the job that Security is doing now. One night, for example, one of the officers observed a flashlight inside one of the units, making him suspicious. Another Security Officer was advised and they went to the door. The resident reported to the officers that he had been asleep, and was awakened by a noise. He was checking with a flashlight. He complimented the officers and commented that Security was really on the ball.

A wallet was stolen from a unit, and was later found by a Security Officer in the parking area. We were able to find out who stole it, and all the money was returned.

Security has responded to several calls where an ambulance was needed. One of these was for a heart attack while a second was for a lady in labor. Security Officers responding were able to clear the area of onlookers so that the paramedics could quickly get to the residents who needed their assistance.

In September of this year, HPD officers were called five times for different domestics. In October, I'm happy to report, HPD has been called only once for a domestic.

John McFarland, Security Captain.

Report of the Budget Committee

After reviewing the proposed 1993 Budget as submitted by Hawaiiana Management Co., and recommending some minor additions and changes (most of which were incorporated), we find the Budget, as revised to October 21, 1992, to be fundamentally austere as is possible, while retaining a solid base of fiscal responsibility.

Although the City and County of Honolulu Consumer Price Index has increased approximately 15.1% from January 1991 through August 1992, the Budget, as submitted, incorporates a modest 5.19% Maintenance Fee increase.

We feel comfortable with this, and wholeheartedly commend the Board of Directors and Marie Calder-Clayton for a job well-done.

Now that we have, at long last, found a capable Manager, we can only see on-going efficiency and improvements in the future.

We therefore approve the 1993 Budget as revised on 21 October, 1992.

Clifford Weber, Chairman,
1993 Budget Committee.

Robert Houser,
Committee Member