

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

AGENDA

February 25, 1997; 7pm, Wai'anae Community Center

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

GUEST: Property Manager, Jim Coupland; Resident Manager, Jack Custer; Administrative Manager, Peggy Hoots.

CALL TO ORDER:

APPROVAL OF MINUTES: For January 28, 1997.

CORRESPONDENCE:

REPORTS: PRESIDENT:

VICE-PRESIDENT:

SECRETARY:

TREASURER: Budget report

DIRECTOR:

PROPERTY MANAGER:

RESIDENT MANAGER:

- OLD BUSINESS:**
1. Speed bumps & parking lot paving - Engineers report received and being evaluated.
 2. Custodial and Maintenance contract bids are being negotiated.
 3. Security evaluation (cameras, etc.) bids are being evaluated.
 4. Pressure regulators evaluation on hold.
 5. Traffic modifications and speed bumps will be installed soon.
 6. Coconut tree trimming and removal of 8 trees has been awarded and will start soon.
 7. Pool Personnel contract.
 8. Roof repairs are on going.

- NEW BUSINESS:**
1. Senate Bill 682 and House Bill 779.
 2. Feasibility Study on adding Solar Heating to Heat Pumps.
 3. Parking Pass changes.
 4. Accident free winner for January to be announced.

OPEN DISCUSSION: (as time permits)

NEXT MEETING: Next meeting will be March 25, 1997.

ADJOURNMENT TO EXECUTIVE SESSION FOR PERSONNEL MATTERS AND FINE APPEALS

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APPROVED MINUTES

February 25, 1997; 7pm, Wai`anae Community Center

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

ABSENT: Director, Wayne Thompson.

GUEST: Property Manager, Jim Coupland; Resident Manager, Jack Custer; Administrative Manager, Peggy Hoots.

CALL TO ORDER: A quorum being present, Ms. Larrabee called the meeting to order at 7 p.m.

APPROVAL OF MINUTES: For January 28, 1997, Mr. Duke made a correction that the \$16,000 under operating budget was for 1996. APPROVED 4-0

REPORTS: PRESIDENT: Ms. Larrabee reminded homeowners of the annual meeting that will be on March 15, 1997, and to turn in their proxy if they haven't already. We are continuing to seek bid for various projects mentioned last month. Written complaints of domestic violence are being monitored and we are making changes in the pool operation.

VICE-PRESIDENT: We are working on our heat pumps and why we are running out of hot water. It seems we do not have enough storage capacity in some areas. An engineer gave us a summery of what we need to do. We will need bids to find out how much it will cost to bring our system up to par. Parking lot paving is being evaluated and will cost us a lot of money. Stairways are also being worked on.

SECRETARY: The Board is working on a number of items. Personally I'm working on our heat pump evaluation, reviewing the engineers report on our roads and parking areas, redesigning our parking pass, and deciding who is responsible for some apartment repairs.

TREASURER: We received \$6,000 over budget in our maintenance fees due to delinquencies being paid. Reserves are at \$523,000. We will need to use some of our reserves to correct past problems and some maintenance problems.

PROPERTY MANAGER: We had a positive cash flow this month \$10,662.55. Even if you are going to come to the annual meeting send in your proxy so we know ahead of time if we have a quorum. Some proxies have been returned due to a wrong address. Their is no state law that requires homeowners to notify the management company of their change of address.

MVP REGULAR BOARD OF DIRECTORS MEETING MINUTES OF FEB 25, 1997

RESIDENT MANAGER: Report is enclosed.

OFFICE MANAGER: For January, 1997, 96 security reports were filed, 17 fines were issued, 39 oil leak citations, the gate issued 3,133 visitor passes, 10 cats were picked up by the humane society at \$5 each, one dog was picked up at no charge, 757 telephone calls were received, issued 87 decals, registered 10 people, 39 vacationers, 736 people walked into the office for various reasons, and we exchanged 191 \$10 roll of quarters. The office is very busy during a typical day and people use us as a sounding board. No Ka OI pest control will be spraying on property March 10 & 17 for common areas and the March 20 & 27 for inside treatment for \$41.64.

OLD BUSINESS: 1. Speed bumps & parking lot paving - Engineers report received and being evaluated. Total repair and refurbishing may cost as much as \$200,000 but not all areas need to be done now.

2. Custodial and Maintenance contract bids are being negotiated.
3. Security evaluation (cameras, etc.) bids are being evaluated.
4. Pressure regulators evaluation on hold.
5. Traffic modifications and speed bumps will be installed soon at the

front gate area.

6. Coconut tree trimming and removal of 8 trees has been awarded and will start soon.

7. Pool Personnel contract has been offered by Burns Security. They will provide an extra person specifically for monitoring the pools 56 hours per week.

MOTION MADE BY MS. LARRABEE TO ACCEPT THE BID FROM BURNS SECURITY FOR A MAXIMUM OF \$2,676 PER MONTH AND WILL BE ADDED TO THE EXISTING CONTRACT. MR. DUKE SECONDED THE MOTION. APPROVED 3-0

8. Roof repairs are on going. Rainbow Roofing contract will be ending soon.

NEW BUSINESS: 1. Senate Bill 682 and House Bill 779 would provide a means for Associations to collect up to six months of maintenance fees from foreclosures. This would help the Association greatly in recouping some of its losses.

MR. DUKE ASKED FOR THE BOARD TO GO ON RECORD IN SUPPORT OF THESE BILLS AND DRAFT A LETTER TO THE APPROPRIATE LEGISLATURES. MR. SILVA SECONDED THE SUPPORT. APPROVED 3-0

2. Feasibility Study on adding Solar Heating to Heat Pumps. Mr. Duke has contacted Hawaiian Electric Company and acquired information on the rebate incentives for solar heating. HECO will pay 50% of the cost of a feasibility study up to \$2,500, and 50% of the cost to retrofit with solar water heating.

MVP REGULAR BOARD OF DIRECTORS MEETING MINUTES OF FEB 25, 1997

MOTION MADE BY MR. DUKE TO MAKE AN APPLICATION TO HECO FOR CONDUCTING A FEASIBILITY STUDY TO RETROFIT OUR HEAT PUMPS AND ALSO THE POSSIBILITY OF INSTALLING SOLAR WATER HEATING. MR. SILVA SECONDED THE MOTION. APPROVED 3-0

3. Parking Pass changes and redesign are being worked on. No cost has been received as yet but should not be significant. We do have a quote for replacement of visitor passes. 350 two sided passes that have a map on the back, heading on the front with day of the week, numbered sequenced and laminated. Total cost is \$589.68 and Mr. Duke will work with the office to make this purchase.

4. Accident free winner for January is Andrew Peppers.

NEXT MEETING: Next meeting will be March 25, 1997.

ADJOURNMENT TO EXECUTIVE SESSION FOR PERSONNEL MATTERS AND FINE APPEALS

MINUTES APPROVED MARCH 25, 1997.

**ALVIN P. SILVA
SECRETARY**

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