

MAKAHA VALLEY PLANTATION  
BOARD OF DIRECTORS' MEETING  
TUESDAY, JUNE 23, 1998 -7:00 P.M.

AGENDA

- I. CALL TO ORDER
- II. ESTABLISH A QUORUM
- III. APPROVE MINUTES OF THE MAY 26, 1998 BOARD MEETING
- IV. TREASURER'S REPORT
  - A. Delinquency Report
- V. MANAGEMENT EXECUTIVE REPORT
- VI. RESIDENT MANAGER'S REPORT
- VII. SECURITY REPORT
- VIII. UNFINISHED BUSINESS
  - A. Document Amendments - Another Mailout?
  - B. 152A Claim Payment
  - C. Budget Reduction
  - D. Pressure Release Valve Replacements - Schedule & Approval
- IX. NEW BUSINESS
  - A. Meeting of June 27, 1998
    1. Engineering Forensics Report
  - B. Replacement of Sprinklers - Schedule
  - C. Plumbing Clean-out Schedule
- X. EXECUTIVE SESSION
- XI. DATE, TIME AND PLACE OF NEXT MEETING  
Tuesday, July 28, 1998, 7:00 p.m., Waianae Satellite City Hall
- XII. ADJOURNMENT

MINUTES OF THE BOARD OF DIRECTORS' MEETING  
OF MAKAHA VALLEY PLANTATION  
TUESDAY, JUNE 23, 1998  
7:00 P.M., WAIANAE SATELLITE CITY HALL

CALL TO ORDER

The regularly scheduled meeting of the Board of Directors of Makaha Valley Plantation was called to order at 7:18 p.m., by Secretary Silva.

ESTABLISH A QUORUM

A quorum was established.

Members Present:                      Alvin Silva                                      David Duke  
    Bobbie Castro                                      Dale Fajardo (Arrived 7:20 p.m.)

Members Excused:                      Bette Larrabee

Present by Invitation or as Guests: Peggy Hoots, Resident Manager  
    Jim Coupland, Hawaiiana Management Co., Ltd.  
    Capt. Ken Mesa, Burns Security

APPROVE MINUTES

The minutes of the April 28, 1998, Board meeting were approved with the following changes; OLD BUSINESS, Paragraph 2, 6<sup>th</sup> line, should read "\$4600.00 per month, including tax", following a motion to approve by Treasurer Duke, a second by Director Castro and a unanimous vote to approve.

The minutes of the May 26, 1998, Board meeting were approved as corrected following a motion to approve by Treasurer Duke, a second by Director Castro and a unanimous vote to approve. The minutes will be changed and re-distributed.

TREASURER'S REPORT

- A. Treasurer Duke reported that the reserves continue to grow, but that times are tough.
- B. Delinquency Report - Deferred to Executive Session.

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MANAGEMENT EXECUTIVE REPORT

The management executive reviewed the major variances for the Board, explaining those that required explanation. He announced that the end of May 1998, Cash and Reserves, were \$714,699.39, of which \$697,591.55 was in reserves.

The new insurance package has been received. A deposit of \$47,000.00 was sent in and the rest set up on six equal monthly payments. The insurance was about \$20,000.00 less this year.

RESIDENT MANAGER'S REPORT

The resident manager's report was distributed prior to the meeting. A copy of her report is on file in her office and Hawaiiana Management Company, Ltd.

The resident manager reported the following additional significant items:

A. The owner of 122A, Mr. Sokolowski, had a sewer back-up due to tree roots.

SECURITY REPORT

Captain Ken Mesa presented the Burns' Security report. Burns is requesting the pool hours be cut, because covering the pools with one officer per pool is reducing their patrols, since there are not enough people available. They are utilizing a new sign-in/out list at the pools. They questioned whether the Board could limit the number of people in the pools at any one time. The Board directed the management executive to see if there is a maximum limit in the pools, established as a result the Civil Rights Case of a few years back.

A discussion ensued concerning guns being taken up into the Valley. It was determined the resident manager would place a note on the electronic calendar showing "No Hunting is Allowed in the Mountains."

Captain Mesa reported a total of 54 incidents the past month, 13 Domestic, Honolulu Police Department was called 13 times, 12 Citations given and 19 Fines were issued. The visitor count came to 3985.

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UNFINISHED BUSINESS

- A. Document Amendments - Another Mailout - The highest return for any proposed amendment to date is 57.42%; 65% is needed to pass. Treasurer Duke moved to send out another mailout right away. Director Castro seconded the motion. The vote was three for the motion with Secretary Silva voting against the motion. The motion passed.
- B. Unit 152A Claim Payment - Treasurer Duke moved to ratify the Board decision to reimburse the unit owner of 152A, \$1,500.00 for damages suffered as a result of multiple sewer back-ups. Secretary Silva seconded the motion and the motion passed unanimously.
- C. Budget Reduction - Income is behind the budgeted amount by approximately \$85,000.00 through May. There appears to be no end in sight for this shortfall. A list of potential cost savings measures were reviewed, such as replacing some back gate flood lights with motion detectors, looking at converting the current cablevision programming with just the basic system and putting a note on the electronic calendar for residents to conserve water. The Board directed the management executive to accomplish a study on how to reduce overall expenses 10%.
- D. Pressure Relief Valve Replacements - Schedule & Approval - Three proposals were obtained by the resident manger to replace six pressure relief valves; Clean Sewer Lines - \$1,546.87; Clean -N- Rooter \$1,176.87 and Action Plumbing \$1,141.25. The last two included changing the larger valve only. Vice President Fajardo moved to change one valve per month and to give the staff the authority to select the priority for replacing the valves. Director Castro seconded the motion and the motion passed unanimously.

Director Castro moved to select the Clean Sewer Lines proposal. Secretary Silva seconded the motion. The motion passed unanimously.

NEW BUSINESS

- A. Meeting of June 27, 1998 - The preliminary design package from Engineering Forensics, Hawaii will be reviewed in detail and the projects prioritized. The meeting will be held at Hawaiiana Management Company, Ltd., on Saturday from 10:00 a.m. to 5:00 p.m.

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- B. Replacement of Sprinklers - Schedule - The Board directed the management executive to obtain the cost for pop-up sprinklers, so that cost can be compared to the cost of stand-up sprinklers. The Board requested the management executive develop a schedule and have the cost and schedule ready for the next meeting.
- C. Plumbing Clean-Out Schedule - Two units have their sewer lines plugged by trees: 152A and 122A. Director Castro moved to have the two trees removed and new plumbing lines installed, at a cost not to exceed \$2,000.00. Vice President Fajardo seconded the motion and the motion passed unanimously.
- D. Request For Proposal - Grounds Maintenance Contract - The management executive stated he will solicit proposals to maintain the grounds. Treasurer Duke moved to include in the contract, maintenance of the irrigation system, removal of green waste off the property and to give the staff discretion to add to the list as necessary. Secretary Silva seconded the motion. The motion passed unanimously.
- E. Pest Control - Bids from three pest control companies to provide quarterly pest control were received by the resident manager. They are: No Ka Oi \$1,010.41 per quarter and \$41.67 per homeowner; Terminex \$270.00 per month or \$3,240.00 per year and \$75.00 for a one-time service for each resident; Diversified, initially \$1,500.00 and then \$700.00 per quarter and \$25.00 per unit.

Treasurer Duke moved to accept Diversified proposal. Vice President Fajardo seconded the motion, which passed unanimously.

- F. Note of Appreciation from Director Bobbie Castro - Bobbie Castro wanted to express her appreciation to the office staff and security staff who were marvelous toward her during her time of great need. She says Aloha to everyone who supported her, visited her and attended the service for her husband, Abel.

EXECUTIVE SESSION

The Board adjourned to Executive Session at 9:13 p.m., to discuss legal matters.

The Board reconvened to Regular Board meeting at 9:32 p.m.

The results of the Executive Session were, the Board approved filing liens against units 36A plus, 52C, 164A and to foreclose on 093B and 160B.

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DATE, TIME AND PLACE OF NEXT MEETING

The next regularly scheduled meeting of the Board of Directors will be held on July 28, 1998, at 7:00 p.m., Waianae Satellite City Hall.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:33 p.m.

Submitted by:

  
Jim Coupland  
Recording Secretary

Approved by:

Alvin Silva  
Secretary

(Corrected & Approved 7/29/98)