



Kailua View Estates

MEETING MINUTES
OF THE BOARD OF DIRECTORS
KAILUA VIEW ESTATES
June 8, 2016

PLACE:

Hawaiiana Management Company, Ltd., conference room at 74-5620 Palani Road, Kailua-Kona, HI 96740.

CALL TO ORDER:

There being a quorum, President Christina Gross called the meeting to order at 3:02 p.m. HST.

PRESENT:

President Christina Gross, Vice President Ted Leaf, Secretary/Treasurer Robert Oswald, Directors Darlene Dabbling, Peggy Stelmachowic, and Jim Grimes were present in person. Director Lee Johnson joined the meeting via conference call.

EXCUSED:

Director Directors Sharon Exley and Pat Fornataro were unable to attend.

BY INVITATION:

Management Executive [ME], Nan Cain from Hawaiiana Management Co. Ltd. ME Cain acted as Recording Secretary by general consent.

GUESTS:

None.

PREVIOUS MEETING MINUTES:

The Regular Meeting Minutes of May 4, 2016 was approved as written by general consent.

TREASURER'S REPORT:

The Financial Statements of April 2016 were approved as presented by general consent subject to audit.

The unpaid balance from Lot 32019, previous owner's account, should be written off. This home was a bank foreclosure and the debt is uncollectable. The Board approved writing off the unpaid balance of \$4,353.07 by general consent.

MANAGERS REPORT:

ME Cain informed the Board that all items on the Property Managers 'Action List' were either in progress or completed.

ME Cain was directed to obtain bids for the car entrance gate stop at the rec center. The existing gate stop is rusted through and will not stand up.

COMMITTEE REPORTS:

House Rule Committee – The Board of Directors all agreed to review the current Covenant, Conditions and Restrictions (CC&Rs) and provide suggestions for 'House Rules Draft' a House Rule Committee meeting date will be determined via email.

Covenant Enforcement Committee – The quarterly inspection was completed May 25, 2016.

UNFINISHED BUSINESS:

Compliance Review

- a. Ongoing Construction at **Lot 32080** – Director Exley met with the owner on May 11, 2016 and an agreement was reached regarding the completion of the construction on the exterior of the home. ME Cain was directed to send the owner an agreement letter which stated the following agreed upon items:

Within the next six months (November 30, 2016) the owner would:

1. Fully enclose the house including the currently open walls on the side of the home and garage; paint siding to match the existing home color.
 2. Install glass where necessary to enclose the house, including panes in jalousie windows.
 3. Complete and paint all siding on the house, continuing with the current paint color.
 4. Install a garage door and paint to match the house.
 5. Move the piles of gravel that are currently sitting near the front fence out of view from the front of the house.
 6. Install at least minimal landscaping at the front of the house.
- b. Unapproved Addition at **Lot 32009** – No update was given.
 - c. Maintenance violation at **Lot 32016** – ME Cain was directed to issue another violation letter.
 - d. Unapproved Addition at **Lot 32048** – ME Cain was directed to issue another violation letter.

- e. Vacant **Lots 33087 and 33089** are again overgrown. ME Cain was contacted by each lot owner. Each owner is in the process of hiring a landscaper to remove the vegetation from both lots.

Rec Center Repairs

- a. ME Cain and Secretary/Treasurer Oswald reviewed the repairs authorized at the May 4, 2016 meeting and reported that the repairs were complete.
- b. Water Fountain at Rec Center – Director Grimes had not yet inspected the fountain to determine if it can be repaired as he did not have a rec center key. ME Cain was directed to issue him a key following the adjournment of this meeting.
- c. The removal of barbed wire surrounding the Rec Center was completed by Secretary/Treasurer Oswald.
- d. Bid for vacant lot palm removal – ME Cain provided the Board with several bids. The Board determined that the estimates were too expensive. ME Cain was directed to obtain additional bids.
- e. Bid for gutter screening – ME Cain met with a contractor regarding the installation of screens for the gutters at the Rec Center and will forward the bid to the Board for review. ME Cain was directed to obtain additional bids.

Roadway Striping

ME Cain contacted Ron Thiel of the Traffic Division in the Building Department regarding his request for a ‘Town Hall Meeting’ to discuss the proposed ‘Traffic Calming Striping’. The meeting is scheduled for June 23, 2016 at 6:00 p.m. HST. ME Cain was directed to inform all of the owners via email, to create signage, publish signage and to post the signage on site for the meeting.

NEW BUSINESS:

Assessment and Fine Policy

ME Cain was directed to draft an ‘Assessment and Fine Policy’ that would clearly state the procedures for dealing with future Assessments and Fines.

House Rules

The Board agreed that each Director would review the CC&Rs and note items they deem need clarification in order to draft the new ‘House Rules’. A ‘House Rules Committee’ meeting will be scheduled for a future date.

NEXT MEETING:

The next regular Board Meeting is scheduled for July 13, 2016 at 3:00 p.m. HST at the Hawiiana Management Company conference room.

ADJOURNMENT:

There being no further business to be brought before the Board of Directors, meeting was adjourned by general consent at 4:56 p.m. HST.

EXECUTIVE SESSION ADJOURNMENT:



Secretary/Treasurer Robert Oswald

Submitted by:

Nan N. Cain, CMCA®, AMS®,
Management Executive
Hawaiiana Management Co. Ltd.
Managing Agent for Kailua View
Estates Association