

WAIKALANI WOODLANDS AOA

95-225 Waikalani Drive
Mililani, HI 96789

MEETING OF THE BOARD OF DIRECTORS MINUTES

Wednesday, December 4, 2024 –6:30 P.M.

CALL TO ORDER

The Board of Directors meeting was called to order at 6:30 p.m. by President Merle Kobashigawa.

ESTABLISH A QUORUM

A quorum was established.

Members Present: Merle Kobashigawa/President; Shara Chapek/Vice President; Isaiah Walters/Treasurer; Carole Amrhein/Secretary; Noelle Aiono/Director; Miriam Neuman/Director

Members Absent: Amy Herbranson/Director

By Invitation: Dwight Gillman, Resident Manager
Christian Arciaga, Hawaiian Properties

Units in Attendance: A607, D804, A402, D1205, D1103, A1008, A705, D703, A508, D901, B303, A903, A307, C805, D801, A907, A403

APPROVAL OF MINUTES

President Kobashigawa motioned the approval of the minutes of the Board of Directors meetings from September 4, 2024; October 4, 2024 Special Meeting; October 28, 2024 Special Meeting. Approved unanimously.

TREASURER'S REPORT

Treasurer Isaiah Walters presented the Treasurer's Report, which is attached as a separate document. Secretary Amrhein motioned to approve along with the financials from August, September, October and November, 2024, subject to audit. Approved unanimously.

PRESIDENT'S REPORT

None at this time.

RESIDENT MANAGER'S REPORT

Dwight Gilman gave his Resident Manager's Report. Items discussed included: Building inspections took place recently with minimal citations; emergency light checks and inspections were completed; pressure washing will commence once our staff is full; rat control efforts are ongoing; there were a couple of spalls found around the buildings and garages; the parking stripes were painted, and does goes through regular blowing; pressure washing will start up again at B building when the manpower is fully restored; the grounds are lush because of the recent rain; the top of some of the trees became heavy and fell, but no damage to the buildings or to any person; asked five arborists for a quote for a comprehensive inspection of our property; IMUA Landscaping was \$500, Arbor Spirit \$600; leaning toward Arbor Spirit; the repiping project was the most popular subject during conversation over the last couple of months.

SECURITY COMMITTEE REPORT

None at this time.

UNFINISHED BUSINESS

1. **Fire Life Safety Evaluation:** Addressed during the Treasurer's Report.
2. **Swing Set Replacement:** Table for now.
3. **DWV "Drain Waste Vent" Project Update:** Addressed during the Treasurer's Report.
4. **Massive Kinetiks:** Estimate tripled, table for now.
5. **Arborist:** Addressed in RM Report. Treasurer Walters motioned to hire Arbor Spirits for \$600 to do a study of the property. Approved unanimously.

NEW BUSINESS

1. **Kone's Settlement Offer:** Treasurer Walters motioned to accept Kone's final settlement offer in the amount of \$31,332.27. Approved unanimously.
2. **Spall Project:** Treasurer Walters motioned to approve Phase I of the spall project, estimated to be \$1.660M (budgeted at \$1.3M). Approved unanimously.
3. **Electric Inspection:** Treasurer Walters motioned to hire Douglas Engineering in the amount of \$26,701.56, pending attorney review. We are to remind Douglas to check out the WWAOAO rec center and the golf cart charging area. Approved unanimously.
4. **Dumpster Caddy Purchase:** Treasurer Walters motioned to purchase a model DM300 dumpster caddy from Master Movers in the amount of \$10,686. Approved unanimously.
5. **Bridge Contract:** Kai Hawaii was recommended to inspect bridges for any needed spalling. Estimate \$20K. Pending review by attorney.
6. **CTA Filing:** On hold, following recent court ruling.

OWNER'S FORUM

An owner's forum was held. Comments included: when we the owners begin to pay for the repiping project (questions to be addressed at special meeting on 12/12/24); owner how had numerous leaks shared leak detectors he found on Amazon; what is being done about the lights on Waikalani Dr. being out.

EXECUTIVE SESSION

At 8:20 p.m. the regular portion of the board meeting ended, and the Board of Directors entered an Executive Session at 8:37p.m.

NEXT BOARD OF DIRECTORS MEETING

The next Board of Directors meeting will be the Annual Meeting, to be held on Friday, March 21, 2025, at 6:30 p.m. at the pool/rec area.

ADJOURNMENT

There being no further business, the Executive Session adjourned at 9:55 p.m.

Submitted by:



Carole Amrhein / Recording Secretary

Attachments:

Copy of Board of Director's Meeting Minutes dated 9/4/2024 (minutes from the 10/4/24 and 10/28/24 are **not** included since they were Special Board Meetings which were held as Executive Sessions)

Treasurer's Report presented by Isaiah Walters dated 12/4/2024

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Mililani, HI 96789

MEETING OF THE BOARD OF DIRECTORS MINUTES

Wednesday, September 4, 2024 –6:30 P.M.

CALL TO ORDER

President Merle Kobashigawa called the meeting of the Special Board of Directors to order at 6:30 p.m.

ESTABLISH A QUORUM

A quorum was established.

Members Present: Merle Kobashigawa/ President; Isaiah Walters/Treasurer; Carole Amrhein/Secretary; Shara Chapek/Director; Noelle Aiono/Director; Miriam Neuman/Director

Members Absent: Amy Herbranson/Director

By Invitation: Dwight Gillman, Resident Manager
Christian Arciaga, Hawaiian Properties

APPROVAL OF MINUTES

President Kobashigawa motioned to approve the minutes the Regular Board Meeting dated 6/5/2024, Special Board Meetings dated 6/24/2024 and 7/31/2024. Motion passed unanimously.

TREASURER'S REPORT

Treasurer Walters presented the Treasurer's Report, which is attached.

PRESIDENT'S REPORT

President Kobashigawa gave a brief report, to advise residents that a group (6-8) of older kids (late teens or 20's) were seen in C garage and may have been responsible for vandalizing several cars.

RESIDENT MANAGER'S REPORT

Dwight Gilman provided his report. Items discussed included: power washing hasn't yet started, due to being short staffed; pool usage is down; Waikalani Drive has cleared up; the recent storms have not affected our property much; current leaks are 4, two of which are new including a burst pipe due to being drilled into it by mistake; discussion about a better method to approve and record unit renovations and Christian Arciaga said he could provide a form for WWAOAO to use; still short staffed for security; discussed methods by which to control rats, decided on bait stations to be especially put by the dumpster rooms; discussed the need to make sure fire extinguishers are placed/replaced and ready for use if needed.

SECURITY COMMITTEE REPORT

None at this time.

UNFINISHED BUSINESS

- A. **FIRE/LIFE/SAFETY EVALUATION STATUS:** Pending further information.
- B. **SWING SET REPLACEMENT:** Information was covered in the Treasurer's Report.
- C. **DRAIN/WASTE/VENT PROJECT UPDATE:** Information was covered in the Treasurer's Report.

NEW BUSINESS

- A. **2025 BUDGET:** Motion was made to approve a 2.85% increase for the 2025 budget, which will increase the maintenance fees in the amount of approximately \$18/month for a 2 bedroom, and approximately \$24/month for a 3 bedroom. Approved unanimously.
- B. **MASSIVE KINETIKS:** A motion was made to hire Massive Kinetiks (pending attorney approval) to perform electrical upgrades. Approved unanimously.
- C. **ARBORIST:** A brief discussion was held regarding the need for the property to have professional guidance from an arborist so that the AOAO can properly plan the type of large scale landscaping that needs to take place. Research will be done to obtain the names of 3 different companies. Christian Arciaga will assist Dwight Gilman with this.

HOMEOWNER'S FORUM

A Homeowner's Forum was held at 7:35 PM. Items discussed included: can there be a demonstration on how to use the fire hoses and extinguishers in case of emergency; is the Treasurer's Report available to read (will be posted on the website and as part of the minutes); when will the payments for the repiping and fire alarm project go into effect (estimate mid 2025); why can't air conditioners be installed (suggested to try in unit AC with hose venting to outside, since jalousies aren't strong enough to support a typical window AC); can window jalousies be changed (as long as they resemble what's currently used, there may be some available that are more air tight and better at keeping out sound); rec area by pool is in need of being cleaned up to look more presentable; how will the new fire alarms be hooked up electrically (believed to be part of the common element).

EXECUTIVE SESSION

At 8:15 the regular session of the Board of Directors Meeting concluded and then entered into an Executive Session.

NEXT MEETING

The next meeting of the Board of Directors will take place on Wednesday, December 4, 2024 at 6:30 PM at the pool/rec area.

ADJOURNMENT

There being no further business, the meeting was adjourned at 9:45 p.m.

Submitted by:



Carole Amrhein
Recording Secretary

Attachments:

Minutes from Regular Board Meeting dated 6/5/2024 (minutes from the 6/24/24 and 7/31/24 are **not** included since they were Special Board Meetings which were held as Executive Sessions)
Treasurer's Report

Treasurer's Report – Based off **October 2024** Financial Statement

Operating Account \$221,660

Reserves at \$2,661,332

Total - \$2,882,992

Expect the Reserves to stop growing soon. Final Spall Report is complete with an estimate of \$1.6M to repair Post Tension Cables, Garage Spall and Garage coating. A further \$2.1M is expected to repair building spall, exposed rebar etc in future phases. Advised this is a high estimate and final price may be lower when bids are complete. 2025 Budget is funded at \$1.3M for spall and garage top level coating.

Increase in 2025 Maintenance fees will cover monthly operating cost and put \$26,682 a month into the Reserves for future projects.

Interest Bearing Accounts

- **\$891,277** in CDs at **4.6%** Average Interest
- **\$1,770,054** in Savings/MM at Average 1.6% Interest – This money will pay for the Garage
- Average Total Interest at 3.1% Netting **\$6869** month or **\$82,437/year**
- Homestreet Money Market Account *4752 is \$501,506. **This needs to be rebalanced below the FDIC limit. Needs to be done before next meeting. No reason to have more than \$250k. Transfer to Morgan Stanley Savings account.**

Money owed to the Association:

- **~\$170,186** in delinquencies owed, Financial Statement number of \$192,186 not completely accurate. There is little the Association can do other than wait for the legal process to play out for the high value delinquencies. These delinquencies increase over \$10,000 a month
- Over 70 units in some form of delinquency from a \$50 fine to over \$20,000 in late payments/legal fees. 13 units are responsible for over \$150,000 This may affect our DWV/Fire Alarm Loan Rate.
- **One foreclosure unit in limbo until foreclosure sale can go through.**
- **STILL** need to pay out ~\$14,000 insurance payout for Feb 2023 Water Heater leak
- ADT needs to reimburse Association or give credit for about \$1500 in labor charges that were covered under contract. Talked to ADT/Everon rep and need to verify we got credit.

Big bills we have paid since last meeting:

- Insurance Premiums – Paid 3 of 5 invoices for \$335,508 of \$569,063 owed. Think of it as ~\$2000 an owner to insure a \$450,000 unit.
- Native Tech Invoices – Paid \$81,718 of \$392,954
- Struktura Pre Phase 1 payment - \$23,821 of \$71,250 contracted services

Big Bills we will owe:

- Kone - \$31,332 final settlement. Basically \$1740 a month for 18 months of service. Got about \$23,000 in concessions that we paid the attorney about \$2000 to facilitate.
- \$17,280 for rust abatement to Centric for C Building

- Native Technologies Management Fee – Still owe \$311,236 as we move from design to construction phase. Once we get our loan we will stop paying from the reserves.
- NT Fire System Proposal - \$32,407 – Executed 8.5.2024 – haven't seen this on financials yet
- Pragmatic Engineering Proposal - \$59,000 Fire System/ \$130,796 DWV – Awaiting legal review, they keep sending invoices
- Insurance – 2 more payments totaling \$233,555.
- Temporary Admin Assistant at \$6500 a month.
- Trees removal? Need a plan to deal with trees.

2024 Capital Projects (From our \$2.5M Reserves):

- Spall Repair budgeted at \$980,000 – pulling NT money from here.
- Spall Assessment and Permitting - \$80,000 – Struktura
- Electrical Upgrades/ Golf Cart Shack electrical upgrade - \$65,000 – Douglas Engineering is new front runner for electrical inspections. Golf Cart shack has space for 4 carts. We need a new cover.

2025 Capital Projects

- C Building needs new roof at \$180,000
- Water proofing of garage as part of spall repair at \$334,000 – Part of Struktura Phase 1
- Additional security cameras - \$12,000 – Talked to ADT in November to get central monitoring station, unifying systems and getting additional cameras
- High Efficiency lights - \$10,000 bulbs (4.5w at 800 lumens) should save about \$20,000 annually on electric cost – maybe need enclosure rated lights? Low priority project

How will we pay for repiping and fire alarm system?

Ballot has been mailed to owners to approve the Association securing a loan up to \$11,000,000. Alternative is a special assessment paid out by each owner at once. Expect maintenance fees to increase between \$200 and \$350 per owner depending on loan interest rate, unit size and total cost of the projects. Town Hall December 10th at the pool where more information will be put out.

Bills we may owe:

- \$30,000 new Ford F150? Ford Ranger is on its last legs. Budgeted for 2025
- \$65,000- \$140,000 for a Swingset/play area – budgeted \$75,000 for 2025
- \$73,000 for Tree removal at B and C Building?
- New golf carts at ~\$6000 each/ maybe ATV instead of golf cart?

2025 Maintenance fee increases - \$18 for 2BR and \$23 for 3BR. Expect this to increase with inflation (2-3%) annually. Bulk of our maintenance fees go to utilities, insurance, repairs/maintenance and payroll.