

April 2017



Board Shorts

COMMUNITY UPDATE:

Save the Date: Koko Isle Community Town Hall Meeting planned for Thursday April 27th, 2017 from 4:00 to 8:00 pm. As described in the Community Town Hall Meeting Announcement and Project Description attached, we are embarking on a coordinated community effort to create a community Conceptual Master Plan that will synchronize our renewal investments to reflect a comprehensive professionally appealing project that allows the community to help plan what we want to look like over the next 20 years. Architects Hawaii Limited will host our first Community Town Hall Meeting to allow the Community, AOA Leaders and Committees to brainstorm, collaborate, and share ideas to allow for coordinated decisions that will simplify work towards achieving our Master Plan's buildings, landscape, and amenity upgrades to ensure property values and the future marketability of Koko Isle real estate remains competitive. More information on this progressive plan is attached and more to follow before the April 27th meeting.

Maintenance Fees: As you recall, we submitted an insurance claim for wind damage that happened a year ago and we recently were awarded settlement by our insurance company to replace the pitched roofs. We had previously planned on spending 1.2 million on reroofing our sloped roofs with less expensive materials in 2021 due to our expensive Nature Guard roof materials failing sooner than its warranted lifespan. As a result, we will be replacing our second floor pitched roofs this year and will save the 1.2 million that was to be paid out in 4 years while maintenance fees stay the same for 2017.

This major event was why we felt it necessary to delay processing our budget and reserve study as confirming the successful claim allows us to pay for the smaller project upgrades and more appropriate budget planning.

Preparation for Roof Replacement: In preparation for replacing the pitched roofs, owners need to prepare in two major areas. First, those owners with Solar or PV equipment on the second floor pitched roofs are responsible to coordinate for the removal and re-install of your equipment to allow the AOA to replace the roofing material. Secondly, those owners with storage in attics need to prepare to have stored items removed or covered to protect from exposure and dust/debris during the replacement process. More guidance on both these and other issues soon to follow.

Pest Control: Rats continue to invade Koko Isle. Hoxie Termite & Pest Control has doubled their eradication efforts in servicing Koko Isle. As requested earlier, each resident needs to do their share in helping to eliminate the rodent problem. Please set your own traps and or call Hoxie for assistance. Residents are offered a discounted price of \$83.77 including tax for General Pest Control Services for individual units. To schedule individual services, call 808-262-5321.

PROJECTS IN PROCESS:

1. **Preventative Maintenance: Plumbing Inspections:** Kama Hele Plumbing completed their inspection of all our units. To schedule your plumbing repairs with Kama Hele Plumbing & Gas LLC, contact Toby at 808-724-2660 or email to: kamaheleplumbing.toby@gmail.com. We have replaced many old inoperable main gate valves but have many more to go. We will continue to coordinate repairs by building to minimize water disruptions to residents. If you choose your own plumbers, please coordinate with the RM for the scheduled Board of Water shut off date.

NEIGHBORHOOD RULES & SAFETY AWARENESS: In March, we issued 1 Green Parking Violation Notices and towed no vehicles. Please remind guests of Koko Isle parking rules and obtain guest passes as needed. Help your guests enjoy Koko Isle. Most common rules guests are not aware of:

- a. No overnight parking without a parking pass.
- b. Pets shall not be allowed out of a unit or on the common elements unless in the custody of the owner or responsible handler and kept on a leash.
- c. Cats: We continue to receive many complaints about cats loose, entering neighbor's private courtyards and doing their "business" around other units. As a reminder cats are not to be let out of your privacy area to roam free on the property.
- d. The following conduct is prohibited: Skateboarding, skating, waveboarding or using other such devices on any portion of the common elements.

Koko Isle Safety Tip:

Hey neighbors – Here is a Koko Isle House Rules safety reminder that all units should have a Fire Extinguisher as described below:

Koko Isle House Rules page 13 Maintenance of Units: 3. In addition to any other requirements of law, each unit shall contain at least one (1) working two 2 lb. dry chemical extinguisher located in or near the kitchen and shall contain such number of working smoke/fire detectors as may be recommended by the Honolulu Fire Department or by another recognized authority, located in accordance with such recommendations.

Board Minutes:

Approved Koko Isle Board Meeting Minutes are available to view in Resident Manager's Office.

Up Coming Events:

Bulk Pick Up: Wednesday April 26th, 2017

Town Hall Meeting: Thursday April 27th, 2017 4:00pm to 8:00pm

Next Board Meeting: Monday May 8th, 2017 6:30pm



Community Town Hall Meeting

Topic: Koko Isle Revitalization Plan 2017

Koko Isle Revitalization Project: Our Koko Isle Revitalization Project 2017 kicks off with a Town Hall meeting hosted by Architects Hawaii Limited! The purpose of our Community Town Hall meeting is to allow Owners the opportunity to contribute ideas and thoughts for consideration in the development of a comprehensive Koko Isle Conceptual Community Master Plan.

Our Community Town Hall Meeting is scheduled at Koko Isle Club House on the date below:

Thursday, April 27th, 2017 from 4:00 pm – 8:00 pm

Project Background / Description/ Goals:

Our 124-unit townhomes of Koko Isle is a special island community. However, the buildings are 49 years old and now showing signs of deterioration and in need of modernization efforts to correct maintenance issues, update exterior building materials and aesthetics, increase energy efficiency, replace old and worn interior and exterior components such as sewer and plumbing, increase safety and visibility, and reduce maintenance costs.

Our proud community that was able to thrive for 50 years has not been able to withstand the economic pressures of today's markets nor remain relevant with new developments in Hawaii Kai.

To build its brand and upgrade its facilities, Koko Isle needs to call on the entrepreneurial spirit of its Owners to focus their energies on community regeneration and beautification with the end-goal of bringing the Koko Isle experience to life and to increase property values with contemporary and culturally sensitive assets.

Over the next few years we have many capital improvement projects scheduled to be funded and projects to be kicked off. Your Koko Isle Board of Directors determined to make the best decisions possible decided to invest in professional guidance from industry experts in real estate development, community revitalization, architecture, and community improvements to help ensure our investments are implemented correctly, wisely, and adds value to our Koko Isle Community.

Over the next 5 years, we are currently scheduled to invest about \$4.2M in capital improvements that includes replacing all our main roofs, re-paint for all 24 buildings, club house renovation, railing replacement, replace community boat dock, replace club house and pool furniture, update irrigation systems, pool retiling, replace street & walkway lights, and re-cover carport aprons with asphalt or pavers.

Thus, the purpose of the revitalization Master Plan is to synchronize our renewal investments to reflect a comprehensive coordinated professionally appealing project plan that allows the community to select what we want to look like over the next 20 years and to allow Boards and Committees to make informed coordinated decisions working towards achieving the Master Plan's buildings, landscape, and amenities resulting in increased property values and community life experiences.

However, we need a partnership to make this a reality. It is prudent to give future Koko Isle Boards a technically sound and professionally developed road map to follow.

After an extensive search, the Koko Isle AOA Board of Directors selected Architects Hawaii Limited (AHL) to help guide us through this journey. AHL and Community Owners will come together to design a revitalization plan which is effective, implementable, inspiring, and sustainable.

The project will be completed in 2 phases. The request for proposal and creation of the Koko Isle Conceptual Master Plan addresses the first phase of the project. The second phase will be execution per the terms of our Reserve Plan under the guidance of the newly created Revitalization Plan 2017.

In the first phase, Koko Isle will develop the community revitalization plan with the objective of complementing the core investments already delivered such as the Endwood Vinyl Fencing by Enduris in Sable color and Abbotsford Concrete Interlocking Pavers in Indian Summer color.

The revitalization plan will also consider the suggested enhancement specifications discovered by meetings with the Koko Isle Community, AOA Board Members, Building & Grounds, Landscape, and Club House Committees or discovered through on site visits.

We are asking each Koko Isle Owner to take this opportunity to contribute your ideas and thoughts to our host Architects Hawaii Limited, or to one of your Committees, Landscape, Club House, and Building & Ground Committee Members.

The goal of developing a Revitalization Plan is four-fold:

- 1. To create a community Conceptual Master Plan to synchronize our renewal investments to reflect a comprehensive coordinated professionally appealing project plan that allows the community to visualize and select what we want to look like over the next 20 years.**
- 2. Allow the community, through AOA Leaders and Committees to make informed coordinated decisions that simplify work toward achieving the Master Plan's buildings, landscape, and amenity upgrades.**
- 3. Ensure property values and the future marketability of Koko Isle real estate remains competitive.**
- 4. Expand awareness of how a long-term revitalization plan enhances the economic, cultural and contemporary lifestyle elements that create the "Koko Isle experience" Owners enjoy.**

The Board understands that there are many potential directions for a project of this magnitude and appreciates your patience and cooperation.

Thank you in advance for your thoughts and contributions!

To help describe the process, attached are 4 Process Flow Diagrams that maps the journey we are about to embark!

Please feel free to contact the Resident Manager if you have any questions at 808-395-3355.

Thank you,

The Koko Isle AOA Board of Directors

Vince Dydasco

Resident Manager, Koko Isle AOA

Frequently Asked Questions:

a. When will the project begin?

Answer: Kick Off Town Hall Meeting, Thursday April 27th, 2017 and construction of various projects sometime this summer of 2017.

b. What is the Koko Isle Revitalization Project?

Answer: The Koko Isle Revitalization Plan 2016 is a project to create a community Conceptual Master Plan to synchronize our renewal investments to reflect a comprehensive coordinated professionally appealing project plan that allows the community to visualize and select what we want to look like over the next 20 years.

c. How can Owners prepare for it?

Answer: To prepare for the project, please brainstorm, collect, and submit any ideas that you would like considered to help Koko Isle maintain its aging facilities, improve its appeal in today's real estate market and most of all increase its property values! Ideas include: Outdoor exercise equipment, deck extension around pool area, repair sauna, landscape design, lighting considerations, color palette for exterior paint, color palette for main roofs, etc.

d. Who is hosting our Community Town Hall Meeting:

Answer: Architects Hawaii Limited (AHL) Emile Alano, AIA, LEED AP, Vice President & COO
Tom Rudary, AIA, LEED AP
Nathan Saint Clare, AIA
HHF Planners (Landscapers) Rick Quinn, ASLA, LEED AP, Certified Arborist, Principal
Tomoko Naka, Landscape Designer



project description

Based on the RFP dated 20 November, 2016 we carefully studied the work effort required and understand the project scope to be as follows:



124-unit town homes in need of modernization to correct structural issues, update exterior building materials and aesthetics, increase energy efficiency, replace old and worn interior and exterior components such as sewer and plumbing, increase safety and visibility, and reduce maintenance costs.

Bring the Koko Isle experience to life and to increase property values with contemporary and culturally sensitive assets.

Co-develop a revitalization plan for Koko Isle, working closely with the Community AOA and Resident Manager.

The project will be completed in 2 phases. This request for proposal addresses the first phase of the project. The second phase will be execution per the terms of the Reserve Plan under the guidance of this Revitalization Plan.

During the first phase Koko Isle will develop a community revitalization plan with the objective of complementing the core investments

The revitalization plan will also consider the suggested enhancement specifications by the Koko Isle AOA Board Members, Building & Grounds, Landscape and Club House Committees as described in the attached "Koko Isle Revitalization Specifications / Considerations Per Committee" or discovered through on site meetings.

We understand the goals of the Revitalization Plan to be:



1.

To create a community Conceptual Master Plan to synchronize our renewal investments to reflect a comprehensive coordinated professionally appealing project plan that allows the community to visualize and select what we want to look like over the next 20 years.



2.

Allow the community, through AOAO Leaders and Committees to make informed coordinated decisions that simplify work toward achieving the Master Plan's buildings, landscape, and amenities upgrades.



3.

Ensure property values and the future marketability of Koko Isle real estate remains competitive.



4.

Expand awareness of how a long term revitalization plan enhances the economic, cultural and contemporary lifestyle elements that create the "Koko Isle experience" residents enjoy.



Our design approach begins with listening and learning.

With your project goals in mind, we will tailor our approach to Koko Isle's specific needs. Each project, client and community is unique and our design process reflects this understanding. We have developed a working method (outlined below) that is flexible enough to meet your needs while still providing the structure necessary to ensure a successful outcome. How this approach influences the design process will be shown in more detail in the preliminary project schedule.

Collaborate

The design process is a collective endeavor. Collaborating closely with your committees and ADAO Board, the Design Team will participate in Community Town Hall events to share and discuss the design progress. From these meetings the Design Team we will listen to your feedback and incorporate your input into the next round of presentation materials.

STEP ONE



Listen + Learn

In charting any course, orientation is key. Our proposed first step would be to immediately involve all parties in a creative engagement process to define and understand the scope and the specific objectives of the project. Out of these intensive meetings, clarity of purpose and a coherent set of ideas can be established to guide the development of the project.

STEP THREE



Create

We understand that Koko Island needs a Revitalization Plan that is effective, implementable, inspiring and sustainable. This means at the end of the Master Planning process, you need more than a clear set of priorities and principles guiding the next 20 years of development - you need a vision. We want to help you create these first seeds of inspiration to help Koko Isle grow in a sustainable and competitive direction.

STEP TWO



We want to help you listen and learn too.

We understand that facilitating a decision making process is as much of an art as it is a skill. Fortunately, we have years of experience navigating large and small groups (public & private) through a variety of problem solving exercises. Our priorities are making sure everyone's voice is heard, that information is captured, and that goals and priorities are set. Below are a few ideas on engagement techniques that have worked for us in the past.

GOALS

Members are better prepared to contribute and meet goals if they know what they are. We will work with you to define and distribute objectives for each step of the process.

STICKER MAPPING

Participants place stickers on a map of Koko Isle to designate successful locations and areas that need improvement. This can be repeated with different goals and is fun and simple way to get the Community out of their seats and actively engaged in the design process.

VISIONING

Have an open and free discussion on any improvement idea that comes to mind. This isn't about any one solution, we are trying to uncover possibilities for the community.

INTERACTION

The sharing of ideas is essential to the engagement process. Having each person discuss their goals and expectations makes sure every voice is heard and no one person or group is overly dominant.



SWOT ANALYSIS

- (S) Strengths
- (W) Weaknesses
- (O) Opportunities
- (T) Threats

Provides a simple framework for understanding your organization's current situation. It helps you focus on your strengths, address weaknesses, minimize threats, and take the greatest possible advantage of opportunities available to you.

SURVEY

Surveys are an excellent way to address multiple and complex issues and questions in a way that is organized and quantifiable. It also allows quieter voices to be heard in a safe manner. This is an excellent way to define priorities.

AGENDA

Time is valuable and having an agenda helps keep the conversation focused on the goals and the items under consideration.

PRIORITIES

Essential to this process is the capturing and organizing of information so that the Community can make informed decisions and provide the Design Team has clear direction.