Orchidland Community Association Board of Directors Meeting
Minutes October 21st, 2025

Call to Order: President Tara Brandon presiding. This is the OLCA Board of Directors meeting for October 21, 2025, via Zoom online conferencing, with a **start time of 6:33 pm**.

Present: Tara Brandon (Pres), Juanita Ray (Vice Pres), Sarah Garcia (Treasurer), Pat Murakami (Secretary), Reed Becker (RM Chair), Jason Tice, Lisa Cabral, and David Miller

Absent: Kekoa Cambra, Mitchel Tresslar (excused), Camren Cambra (Community Chair)

Motion 10212025-1: Approve the Agenda for the OLCA Board of Directors meeting of October 21, 2025, as distributed (via pdf) for later revisions**.**
Motion passed 7 of 7.

Motion 10212025-2: Approve the Minutes for the OLCA Board of Directors meeting of September 16, 2025, as distributed (via pdf).
Motion passed 7 of 7.

Message from OLCA President - Tara Brandon:
Aloha, Orchidland Directors and Guests, I would like to thank everyone for attending the meeting this evening. I appreciate all of you, volunteering your time for our community. I have many motions and updates for our community.

Motion 10212025-3: Approve the use of OLCA Debit Card for the Semi-Annual Membership Meeting, November 22nd, postcard invitation. The costs will include printing from Office Max, USPS postage, and mailing.
Motion passed 7 of 7.

Motion 10212025-4: Approve the use of OLCA Debit Card up to $400 for security at the semi-annual membership meeting November 22, 2025.
Motion passed 7 of 7.

Sarah Garcia - Treasurer Report:
OLCA Treasurer report for October 21, 2025, Board of Directors meeting. The following information has been provided by the OLCA Bookkeeper, JB Services, Hilo, Hi. and Sarah Garcia, OLCA Treasurer.

A separate PDF document with the OLCA bank accounts balances and other financial information will be sent to each board member and can also be found on the Orchidland.org website, Financials.

The following is a summary of the expenses paid by OLCA in the month of September 2025:

Administrative expenses:
1. JB services, monthly accounting services, September 2025 = $3,141.36.

2. JB Services, special jobs: research and reference for small business owner lots = $2,842.93
3. JB Services, postage reimbursement = $37.44
4. Hawaii Accounts Processing, September 2025 liens processing = $2,650.00
5. Honeybee Farm, agenda formatting = $83.20
6. Brown & Brown, general liability insurance = $21,811.00

Total administrative expenses paid in August 2025 = $30,565.93.

Road maintenance expenses:
1. Hokori Construction, deposit due for speed bump construction = $5,469.52
2. AT&H - Roadside mowing = $6,308.90

Total Road Maintenance Expenses September 2025 = $11,778.42

Total expenses paid in September 2025 = $42,344.35

October meeting:
Details for the individual administrative invoices submitted for payment approval can be read from the actual invoice as provided to each BOD member via email.

Motion 10212025-5: Approve payment to JB Services, bookkeeping services for the September 2025 invoice #1719, in the amount of $3,141.36. This is a monthly recurring billing.
Motion passed 7 of 7.

Motion 10212025-6: Approve payment to JB Services for invoice #1720, for postage reimbursement, in the amount of $40.56.
Motion passed 7 of 7.

Junita Ray joined the meeting.

Motion 10212025-7: Approve payment to JB Services, Invoice #1721, for special jobs: processing fees for online and cc payments, in the amount of $102.62.
Motion passed 8 of 8.

Motion 10212025-8: Approve payment to HAP, invoice # ORLD-10-2025 in the amount of $2,650.00. This is a monthly reoccurring billing.
Motion passed 8 of 8.

Motion 10212025-9: Motion to approve payment to Brown & Brown, crime bond renewal (coverage for theft of funds), Invoice #22004076, in the amount of $533.00.
Motion passed 8 of 8.

Reed Becker- Road and Maintenance Report

Unpaved/ Gravel Road Maintenance:
In June 2025 OLCA approved up to $30,000 to complete regrading of all gravel roads in OLE. Project was completed August 11, under budget. For four months, now we have been attempting to gather bids for gravel hauling/grading from three different road contractors. To date we only have a response (June 2025) from Watkins Paving. We havenot received anything from Hokori or Civil Construction. It has been nearly six months since spreading any new material and the need is now overdue. The project at 41st & Auli'I approved in May 2025 has been on hold awaiting the completion of ROW clearing. We will be revisiting the project with AT&H after. As a reminder, in October 2024, OLCA also approved $10,000.00 for backhoe work to address drainage issues and visibility problems within ROW's (right of ways). Over half of that budget is still available for work to resume when heavy rains begin again.

Motion 10212025-10: Approve $100,000.00 for next gravel rotation, using Watkins Paving at a rate of $468/15-16 ton load, for labor only hauling, spreading, and grading of material on EVERY block of soft surface roads within OLE (excluding GE tax). OLCA to pay Puna Rock directly for all materials.
Motion passed 8 of 8.

Asphalt Pothole Repairs:
Beginning August 2024, Watkins Paving is operating with a newly approved budget of up to $5500/month (labor and materials combined). Currently, we will continue filling on an as needed basis only. We have been averaging around $3200/month for last six months because of the success of this program. No pothole filling was necessary this past month again but are expecting to do 2-3 days filling during next business cycle.

Paving Projects:
There currently are no new paving projects scheduled, as former plan was completed on June 7, 2024. OLC Aapproved up to $70,000 in July for installation of speed bumps on Pohaku Dr. and paved 40th Ave. We also have twodonor commitments for $5000 each. In August OLCA approved the proposal from Hokori Construction in the amount of $44,229.09 for installation of eighteen (18) speed bumps, including signage and painting. Speed bump project is underway, and proposed placements have been marked and inspected (I am satisfied with number/placement and have gathered some other input). Materials have been ordered and I believe installation will begin by end of this month.

Mowing and ROW Maintenance:
In April 2025 OLCA approved $40,000.00 for more intensive mowing/cut back of our right of ways with Watkins Paving utilizing a flail arm mower. Project was completed May 27, 2025. In May 2025, OLCA approved AT&H to finish ROW clearing of "entire subdivision." Work began June 3, 2025. To date, the project is around 90% (?) done. We will be looking to establish a long term maintenance contract with one of several interested contractors once we complete this rotation. Also, in May 2025 OLCA approved up to $50,000.00 for

stop sign/entry sign replace/repair using Mana Construction. Project was completed August 20th just under budget (excluding tax).

Lisa Cabral left the meeting.

Motion 10212025-11: Approve AT&H Invoice #13922 in the amount $1,767.02 for a small amount of ROW clearing, tire disposal, and disposal of large rubbish items (appliances, etc.) including tax and tipping fees.
Motion passed 7 of 7.

Motion 10212025-12: Approve Charlie's Roofing Solutions & Home Repairs Invoice #259 in the amount $3,874.34 foreight (8) days rubbish collection/removal, including labor, hauling, and tipping fees in August/September 2025.
Motion passed 7 of 7.

OLCA Road & Maintenance Committee would like to have a meeting outside of regular OLCA Board meeting "soon" to develop a list of objectives and times for our next fiscal year based on a projected budget for planning purposes, not necessarily commitments. Please let me know your availability. Thank you for allowing me to serve in this capacity. Any road concerns prior, I can be reached at: Email dakinedrywallguy@hotmail.com Phone (808) 936-7254

Community Committee Report – Camren Cambra
Camren was not present.

New Business:
1. Insurance Policies with Brown & Brown
2. Reminder for Semi-Annual Membership Meeting

Old Business

Visitors Introduced and Welcomed

Executive Session approved during September's BOD Meeting:
1. Contractor/Vender contracts
2. ROW Violations
3. Updating OLCA Bylaws

Off Record Recording stopped: 8:06 PM
On Record Recording started: 9:11 PM

Added Motions:
Motion 10212025-13: Approve contact with OLCA Attorney about issues discussed during Executive Session.
Motion passed 7 of 7.

Motion 10212025-14: Approve Pat Murakami, Secretary, to send a letter as discussed during executive session.
Motion passed 7 of 7.

Adjournment:
Motion 10212025-15: Motion to adjourn meeting at 9:20 PM.
Motion passed 7 of 7.