

# **Orchidland Community Association**

## **Board of Directors Meeting Minutes**

### **February 17, 2026**

**Call to Order:** President Tara Brandon presiding. This is the OLCA Board of Directors meeting for February 17, 2026, via Zoom online conferencing, start time of 6:37pm

**Present:** Tara Brandon (Pres), Juanita Ray (Vice Pres), Sarah Garcia (Treasurer), Reed Becker (RM Chair), Mitchel Tresslar (Secretary), and Jason Tice

**Absent:** Lisa Cabral and Camren Cambra (Community Chair)

**Motion 02172026-1:** To approve the Agenda for the OLCA Board of Directors meeting of February 17, 2026 as distributed (via pdf) for later revisions.

**Motion Passed 6 of 6**

**Motion 02172026-2:** To approve the Minutes for the OLCA Board of Directors meeting of January 20, 2026, as distributed (via pdf).

**Motion Passed 6 of 6**

### **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 a couple of motions and updates for our community. Some motions may be added at the end to keep the number sequence for the recorded Minutes.

**Mahalo,**

Tara Brandon, OLCA President

### **Sarah Garcia - Treasurer Report**

**OLCA Treasurer report for February 17, 2026, 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 January 2026:

**Administrative expenses:**

1. JB services, monthly accounting services, December 2025 = \$3,141.36.
2. JB Services, special jobs, postage and cc fees = \$42.49
3. JB Services, OLCA 2<sup>nd</sup> Billing 2026, International Postage, OLCA 2<sup>nd</sup> Billing 2026 Supplies = \$3,577.40
4. JB Services, Preparation and filing of Federal & State 2025 Form 1099 & Form N-136 = \$565.44
5. Brown & Brown, Insurance Premium Audit = \$2,215.03

Total administrative expenses paid in January 2026 =\$9,541.72

**Road maintenance expenses:**

1. Watkins Paving, gravel road road scarifying and regrading = \$11,688.47
2. Watkins Paving, paved road pothole repairs = \$2,513.08
3. Yamada, asphalt cold mix materials = \$401.74
4. Hakori, final payment of completed speed bump project = \$12,617.16

Total Road Maintenance Expenses January 2026 = \$27,220.45

Total expenses paid in January 2026 = \$36,762.17

**February 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 02172026-3:** Approve payment to JB Services, bookkeeping services for the January 2026 invoice #1807, in the amount of \$3,141.36. This is a monthly reoccurring billing.

**Motion Passed 6 of 6**

**Motion 02172026-4:** approve payment to JB Services for invoice #1808, for special jobs, 1<sup>st</sup> class postage, and cc processing fees, in the amount of \$42.54.

**Motion Passed 6 of 6**

**Motion 02172026-5:** Approve payment to Hawaii Accounts Processing Inc, Invoice #ORLD-1-2026, for Managing Lien Letters, Demand Letters and Submittal of Liens, in the amount of \$2,650.00.

**Motion Passed 6 of 6**

**Motion 02172026-6:** Approve payment to Hawaii Accounts Processing Inc, Invoice #ORLD-2-2026, for Managing Lien Letters, Demand Letters and Submittal of Liens, in the amount of \$2,650.00.

**Motion Passed 6 of 6**

**Motion 02172026-7:** Approve payment to Director of Finance, for semi-annual property tax payment for community lot, in the amount of \$474.51

**Motion Passed 6 of 6**

## Road and Maintenance Report – Reed Becker

### **Unpaved/ Gravel Road Maintenance:**

In October 2025, OLCA approved a budget of \$100,000 for gravel hauling, spreading, and grading using Watkins Paving. We have decided to first scarify and regrade all roads to recapture as much existing material as possible and cut/refill potholes before spreading any new gravel. Watkins has spent a total of twenty two (22) days thus far, and only 40<sup>th</sup> Ave and dead end streets remain. We recommend at this point to utilize at least the remaining approved budget to place new gravel in the worst of areas and then we can discuss our next move. We are awaiting specifics from a proposal made by Hokori Construction to compare with others and decide our next course of action. The project at 41<sup>st</sup> & Auli'i approved in May 2025 has been on hold awaiting the completion of ROW clearing. Now that the ROW mowing is complete, we will be revisiting the project with AT&H, however there has been no recent progress this month.

**Motion 02172026-8:** Approve Watkins Paving Invoice #634360 in the amount of \$26,698.94 for equipment, labor, and tax associated with road scarifying and regrading.  
**Motion Passed 6 of 6**

### **Asphalt Pothole Repairs:**

Since August 2024, Watkins Paving is operating with an approved budget of up to \$5500/month (labor and materials combined) for pothole filling. We fill on an as needed basis only; however, with the return of regular rains and road decay, we have been filling on a regular monthly basis again. This month however, we did not require any pothole filling, as there was not at least one full day's work needed.

**Motion 02172026-9:** Approve Yamada Invoices #167270 & 167294 in the amounts of \$292.89 & \$273.10 respectively, totaling \$565.99, for asphalt cold mix materials.  
**Motion Passed 6 of 6**

### **Paving Projects:**

In August 2025, 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 now complete. In December, OLCA Board approved up to \$135,000 to finish paving the top of Ilima St. We have one bid and will have at least one more once we have the specs for comparison with other contractors, so that we can make a choice next month and commence with the project.

### **Mowing and ROW Maintenance:**

In May 2025, OLCA approved AT&H to finish ROW clearing of "entire subdivision." Work began June 3, 2025, and the work is now said to be complete after last tractor mowing. We are looking to establish a long-term maintenance contract with one of several interested contractors once we complete this rotation. We have received a proposal from Mana Construction for both stop sign replace/repair and installation of street name markers atop newly installed stop signs.

**Motion 02172026-10:** Approve proposal from Mana Construction to replace five (5) missing stop signs and repair five (5) damaged signs using some of the remaining serviceable parts and remainder new in stock in the amount \$662.50 for labor and materials.

**WITHDRAWN**

Mahalo for allowing me to serve in this capacity!

## **Community Committee Report – Camren Cambra**

Verbal Report pending

### **New Business-**

1. Upcoming Community Newsletter
2. Upcoming Association Ballots
3. County Animal Control Lots – MRMA Fees
4. 130 Holdings w/ Attempt at Commercial Property Permit Amendments

### **Old Business-**

1. N/A

### **Visitors Introduced and Welcomed-**

### **Added Motions-**

**Motion 02172026-11:** Approve Landa Web and Graphic Design Invoice #3125 for the Annual General Hosting of Orchidland.org in the amount of \$314.01.

**Motion Passed 6 of 6**

### **Adjournment:**

**Motion 02172026-12** Motion to adjourn meeting 7:54PM

**Motion Passed 6 of 6**