

# **Orchidland Community Association**

## **Board of Directors Meeting Minutes**

### **March 17, 2026**

**Call to Order:** President Tara Brandon presiding. This is the OLCA Board of Directors meeting for March 17, 2026, via Zoom online conferencing, start time of 6:39 pm

**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 03172026-1:** To approve the Agenda for the OLCA Board of Directors meeting of March 17, 2026 as distributed (via pdf) for later revisions.

**Motion Passed 6 of 6**

**Motion 03172026-2:** To approve the Minutes for the OLCA Board of Directors meeting of February 17, 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

### **OLCA Treasurer - Sarah Garcia**

#### **OLCA Treasurer Report for March 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 February 2026:

#### **Administrative expenses:**

1. JB services, monthly accounting services, February 2026 = \$3,141.36.
2. JB Services, special jobs, postage and cc fees = \$42.54

3. Hawaii Accounts Processing, monthly lien mail outs and submission of liens for 2 months = \$5,300
4. Director of Finance, semi-annual property tax payment for community lot = \$474.51
5. Landa Web & Graphic Design = \$314.01

**Total administrative expenses paid in February 2026 = \$9,272.42**

**Road maintenance expenses:**

1. Watkins Paving, gravel road scarifying and re-grading = \$26,698.94
2. Yamada, asphalt cold mix materials = \$565.99

**Total Road Maintenance Expenses February 2026 = \$27,264.93**

**Total expenses paid in February 2026 = \$36,537.35**

**March 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 03172026-3:** Approve payment to JB Services, bookkeeping services for the March 2026 invoice #1833, in the amount of \$3,141.36. This is a monthly reoccurring billing.

**Motion Passed 6 of 6**

**Motion 03172026-4:** Approve payment to JB Services for invoice #18034, for special jobs, postage and cc processing fees, in the amount of \$94.85.

**Motion Passed 6 of 6**

**Motion 03172026-5:** Approve payment to Hawaii Accounts Processing for invoice ORLD-3-2026 for intent to lien letters and lien submissions in the amount of \$2,650. **Motion Passed 6 of 6**

**Motion 03172026-6:** Approve payment to Carbonaro CPAs for invoice #4256 for tax preparation of form 990, in the amount of \$2,120.42.

**Motion Passed 6 of 6**

**OLCA Road Maintenance Chair - Reed Becker**  
**OLCA Road and Maintenance Report for March 17, 2026, Board of Directors Meeting**

**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, with

approximately 4-5 days work remaining, primarily on the upper section and the dead ends. Unfortunately, no work was completed this last month, as Mr. Watkins suffered pneumonia for couple weeks, inclement weather, and mechanical issues. The other grader will be moved up from HPP if necessary; at which point, we recommend completing the scarifying rotation and 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.

**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 two (2) days of pothole filling were completed March 9-10.

**Motion 03172026-7:** Approve Watkins Paving invoice for hauling, equipment, labor, and tax for paved road pothole repairs Invoice #634361 in the amount of \$2,513.08.

**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. Sign 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. Mana Construction will replace/repair the missing/damaged stop signs (10) as a “neighborly gesture” using leftover salvage materials deemed in usable condition. I am recommending we still pay the original proposal price of \$662.50 anyways.

**Motion 03172026-8:** Approve payment for AT&H Invoice #14223 in the amount of \$8,228.27 for completion of ROW mowing in Jan/Feb 2026

**Motion Passed 6 of 6**

Mahalo for allowing me to serve in this capacity!

**Community Committee Report – Camren Cambra  
OLCA Road Chair Report for March 17, 2026, Board of Directors Meeting**

Verbal Report pending

## **New Business-**

1. Upcoming Community Newsletter
2. Upcoming Association Ballots
3. County Animal Control Lots – MRMA Fees

## **Old Business-**

1. N/A

## **Visitors Introduced and Welcomed-**

**Added Motions- Motion 03172026-9:** To approve Hokori Construction Estimate #1821 Paving proposal from Illima from 36th Ave to 37th Ave centerline including survey, 2' shoulder surface, 2" of base course, (5) driveway aprons and flared radius aprons at 37th and Illima, white painted stop bar at stop sign at intersection of Illima and 37th, and (3) 15MPH speed bumps w/ signs, and posts.

**Motion Passed 6 of 6**

**Motion 03172026-10:** To approve transfer of \$160,000 from OLCA General Fund to the OLCA Paving Fund.

**Motion Passed 6 of 6**

**Motion 03172026-11:** To approve the use of the OLCA debit card for the ballor and newsletter printing plus postage.

**Motion Passed 6 of 6**

**Motion 03172026-12:** To approve \$200,000 for an entire gravel rotation on the gravel roads with a contractor to be selected at next month's OLCA Board Meeting.

**Motion Passed 6 of 6**

## **Adjournment:**

**Motion 03172026-** : Motion to adjourn meeting 9:07 PM.

**Motion Passed 6 of 6**