Orchidland Community Association

Board of Directors Meeting Minutes
June 16, 2026

Call to Order: President Tara Brandon presiding. This is the OLCA Board of Directors meeting for June 16, 2026, via Zoom online conferencing, start time of 6:33 pm.

Present: Tara Brandon (Pres), Juanita Ray (Vice Pres), Sarah Garcia (Treasurer), Reed Becker (RM Chair), Mitchel Tresslar (Secretary), T. Viliami Tukuafu

Absent: Jason Tice

Motion 06162026-1: To approve the Agenda for the OLCA Board of Directors meeting of June 16, 2026 as distributed (via pdf) for later revisions**.**
Motion Passed 6 of 6

Motion 06162026-2: To approve the Minutes for the OLCA Board of Directors meeting of May 19, 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 June 16, 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 has been 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 May 2026:

Administrative Expenses:

1. JB services, monthly accounting services, May 2026 = $3,141.36.
2. JB Services, special jobs, postage, and cc processing fees = $14.66.
3. JB Services, OLCA ballot tabulation and report = $628.27

4. Hawaii Accounts Processing, monthly lien mail outs and submission of liens = $2,650.00
5. Landa Web Services; upload newsletter and message to website = $26.18

Total administrative expenses paid in May 2026 =$6,460.47

Paving Expenses:

1. Hokori Construction: completion of Ilima paving project = $117,933.86.

Total Road Maintenance Expenses May 2026 = $117,933.86.

Total expenses paid in May 2026 = $124,394.33.

June 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 06152026-3: Motion to Approve payment to JB Services, bookkeeping services for the June 2026 invoice #1904, in the amount of $3,141.36. This is a monthly reoccurring billing.
Motion Passed 6 of 6

Motion 06152026-4: Motion to approve payment to JB Services for invoice #1905, for special jobs, postage and cc processing fees, in the amount of $27.23.
Motion Passed 6 of 6

Motion 06152026-5: Motion to approve payment to Hawaii Accounts Processing for invoice ORLD-6-2026 for intent to lien letters and lien submissions in the amount of $2,650.
Motion Passed 6 of 6

Motion 06162026-6: Motion to approve payment to Landa Web & Graphic Design for invoice #3159 for 6 months of service of uploading monthly website stats and PDF uploads to the OLCA website in the amount of $439.79.
Motion Passed 6 of 6

OLCA Road Maintenance Chair - Reed Becker
OLCA Road and Maintenance Report for June 16, 2026, Board of Directors Meeting

Unpaved/ Gravel Road Maintenance:

In March 2026, OLCA approved a budget of up to $200,000 for soft surface road maintenance. We held a synchronous email vote at the beginning of May and approved Hokori Construction to complete our next rotation of road maintenance. Proposal will be signed and work to commence, start to finish, hopefully around June 22, as they finish two other small jobs and relocate machinery necessary. Work will be completed at $4000/mi (approx. 29+ miles) + materials to be purchased by OLCA. We will be stock piling material on the community lot and Hokori will install temporary gates for security, as we will also have access. Weather pending, the goal is to complete one mile of road/day.

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 accelerated road decay, we have been filling on a regular monthly basis again. In May there was no pothole filling; however, they have begun filling again this last week and are hoping to get caught up again.

Motion 06162026-7: Approve Yamada Invoices #168486 & 168468 in the amounts of $355.00 & $447.21 respectively, totaling $802.21 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. Sign project is now complete. In March, OLCA accepted the proposal from Hokori Construction in the approximate amount of $190k + tax to complete the paving project on the top of Ilima. Weather and lack of availability of AC hindered progress; however, project was completed second week of June. It was determined that an additional $12,000 approximately was needed for completion due to increased material/fuel costs since acceptance and currently await final invoice.

Mowing and ROW Maintenance:

After completing a full sweep of ROW cutback/maintenance in 2025, we are looking to establish a long-term maintenance contract with one of several interested contractors. Also, AT&H was deployed for storm damage/cleanup and trash removal the week of March16 and spent a total of four (4) days. We also sent them out for emergency cleanup/trash removal on Ilima May 29, in order to finish paving project. Finally, Mana Construction replaced/repaired the ten (10) missing/damaged stop signs as a “neighborly gesture” in late March, using leftover salvage materials deemed in usable condition.

Motion 06162026-8: Approve payment to AT&H for Invoice #14899 in the amount of $465.17 for trash cleanup, hauling, tipping fees, and tax.
Motion Passed 6 of 6

Mahalo for allowing me to serve in this capacity!

Community Committee Report – Vacant
OLCA Road Chair Report for June 16, 2026, Board of Directors Meeting

Verbal Report pending

New Business-

1. TBD

Old Business-

1. N/A

Visitors Introduced and Welcomed-

Added Motions-

Motion 06162026-9: Motion to approve payment to Hokori Construction in the amount of $62,827.20 for the deposit for complete round of gravel road maintenance and repairs identified on Estimate # 1828.
Motion Passed 6 of 6

Adjournment:
Motion 06162026-10: Motion to adjourn meeting at 8:29 pm.
Motion Passed 6 of 6