

Orchidland Community Association

Board of Directors Meeting Minutes

July 28, 2026

Call to Order: President Tara Brandon presiding. This is the OLCA Board of Directors meeting for July 28, 2026, via Zoom online conferencing, start time of 6:35 pm

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

Absent:

Motion 07282026-1: To approve the Agenda for the OLCA Board of Directors meeting of July 28, 2026 as distributed (via pdf) for later revisions.

Motion Passed 7 of 7

Motion 07282026-2: To approve the Minutes for the OLCA Board of Directors meeting of June 16, 2026, 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 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 July 28, 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 June 2026:

Administrative Expenses:

1. JB services, monthly accounting services, June 2026 = \$3,141.36.
2. JB Services, special jobs, postage, and cc processing fees = \$27.23.
3. Hawaii Accounts Processing, monthly lien mail outs and submission of liens = \$2,650.00

5. Landa Web Services; 6-months of service for OLCA uploads to website = \$439.79

Total administrative expenses paid in June 2026 = \$6,258.38

Road Maintenance Expenses:

1. AT&H: Trash cleanup, hauling and tipping fees = \$465.17

Paving Expenses:

1. Hokori Construction: deposit for complete round of gravel road maintenance = \$62,827.20.
2. Yamada: asphalt cold patch for pothole repairs = \$802.21.

Total Road Maintenance Expenses June 2026 = \$64,094.58.

Total expenses paid in June 2026 = \$70,352.96.

July 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 07282026-3: Motion to Approve payment to JB Services, bookkeeping services for the July 2026 invoice #1933, in the amount of \$3,141.36. This is a monthly reoccurring billing.

Motion Passed 7 of 7

Motion 07282026-4: Motion to approve payment to JB Services for invoice #1934, for special jobs, postage and cc processing fees, as well as annual printing supplies including ink, paper, and envelopes, in the amount of \$568.80.

Motion Passed 7 of 7

Motion 07282026-5: Motion to approve payment to Hawaii Accounts Processing for invoice ORLD-7-2026 for intent to lien letters and lien submissions in the amount of \$2,650.

Motion Passed 7 of 7

Motion 07282026-6: Motion to approve payment to Brown & Brown Insurance Services, Inc. for the renewal of the OLCA General Liability policy in the amount of \$21,686.00 via ACH transfer.

Motion Passed 7 of 7

Motion 07282026-7: Motion to approve payment to U.S. Postal Service for the 12-month renewal of the OLCA PO Box, in the amount of \$230.00.

Motion Passed 7 of 7

Motion 07282026-8: Motion to approve payment to Director of Finance for the property tax payment for the OLCA Community Lot at 16-1674 36th Ave, in the amount of \$427.30.

Motion Passed 7 of 7

OLCA Road Maintenance Chair - Reed Becker
OLCA Road and Maintenance Report for July 28, 2026, Board of Directors Meeting

Unpaved/ Gravel Road Maintenance:

In March 2026, OLCA approved a budget of \$200,000 for soft surface road maintenance. Then in May '26, we approved the Hokori Construction proposal for \$120,000+tax to complete our next rotation of road maintenance on ALL gravel roads. OLCA will be responsible for material costs and hauling (up to approx.. \$75k). Work began June 25th stock piling material on the community lot and Hokori installing temporary gates for security, which we also have access. Weather pending, the goal is to complete one mile of road/day. Progress is steady yet hindered with several rainout days. To date, work on 35th/38th, Laniuma to Ali'I, is nearly complete. Hokori is working every "good weather" day.

Motion 07282026-9: Approve payment for Hokori Construction Invoice #2208 in the amount of \$3,335.08 for labor costs associated with mowing (11hrs.) and gravel hauling (6 loads) including fuel and taxes.

Motion Passed 7 of 7

Motion 07282026-10: Approve payment for June '26 Statement from Sanford's Service Center (4 invoices) in the amount of \$5,915.59 for 1½" basecourse material, hauling, fuel, and taxes.

Motion Passed 7 of 7

Asphalt Pothole Repairs:

Currently, 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. With the return of regular rains and accelerated road decay, we have been filling on a regular monthly basis again. So far, three days of filling have been complete June 16-17, 29 and are nearly caught up, but have had delays due to bad weather days in conjunction with lack of cold mix production. Watkins is on standby for more material to complete all roads.

Motion 07282026-11: Approve payment for Watkins Paving Invoice #634365 in the amount of \$3,769.63 for hauling, equipment, labor, and tax for "paved" road pothole

Motion Passed 7 of 7

Motion 07282026-12: Approve payment for Yamada Invoice(s) #169840, 169260, 169394, 169416, 169586, 169647 in the amounts of \$405.71, \$8.02, \$557.86, \$647.77, \$223.61, \$663.90 respectively, totaling \$2,506.87 for asphalt cold mix materials.

Motion Passed 7 of 7

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 complete. In March, OLCA accepted the proposal from Hokori Construction for the total amount of \$201,650 + 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. We are currently awaiting final invoice. Also, we are currently seeking bids for future hammerhead pavements at select intersections to eliminate ongoing pothole filling in those areas.

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; however, we have not received any proposals to date. AT&H was deployed for storm damage/cleanup and trash removal the week of March 16 and spent a total of four (4) days. We also sent them out for emergency cleanup/trash removal on Ilima May 29, so paving project could be completed. Finally, Mana Construction replaced/repainted the ten (10) missing/damaged stop signs as a "neighborly gesture" in late March, using leftover salvage materials deemed in usable condition.

Mahalo for allowing me to serve in this capacity!

Community Committee Report – Vacant OLCA Road Chair Report for July 28, 2026, Board of Directors Meeting

Requesting that the prior Community Committee Director provide an accounting of the funds collected as the OLCA Bookkeeper has not received a deposit of the funds collected.

New Business-

1. OLCA attorney Kai McGuire spoke regarding contested hearing case against 130 Holdings - Initiate Collections New Calcs for MRMA - OLCA to initiate ROW Violation per Bylaws - Declaratory Judgment Issue w/ Roads - Prepare for Contested Case - Survey from Lot Owners
2. 130 Holdings – Mediation Update
3. Amendments to the By-Laws – Proposed Wording – Tabled to next meeting
4. Short Form Master Contractor Agreement – Proposed Wording – Tabled to next meeting
5. Review JB Services new Contract
6. County Tax Credit for MRMA fees – Collection period July 1st to September 20 – Must be in current standing – Only applies to members with Homeowner Exemption on Property Tax record

Old Business-

1. Reminder to Treasurer to remove Douglas Anderson from PO Box access and have the box re-keyed.

Visitors Introduced and Welcomed-

Added Motions-

Motion 07282026-13: Motion to approve new JB Serviced Bookkeeping Contract for initial 5-year term.
Motion Passed 6 of 7

Motion 07282026-14: Motion to send a letter to HAP Services thanking them for their services with 30 day notice to end Month to Month Agreement.
Motion Passed 6 of 7

Motion 07282026-15: Motion to proceed with OLCA Attorney to file for clear title of OLCA roads to approve OLCA attorney to file for clear title of our roads and to approve for collection after our bookkeeper files the lien. The chair clarified that it covered that it included filing for clear title to the roads, the bookkeeper handling MRMA and right-of-way liens first; and then OLCA attorney will pursue a judgment and collection against 130 Holdings.

Motion Passed 7 of 7

Motion 07282026-16: Motion to approve payment to Big Island Lawyer, LLC for Trust Request #2557 in the amount of \$8,000.00 to replenish the retainer as OLCA continues to oppose the amendment requests to the Special Permit issued to 130 Holdings. There is currently \$130.38 remaining in the original retainer.

Motion Passed 7 of 7

Adjournment:

Motion 07282026-17: Motion to adjourn meeting at 9:14 PM

Motion Passed 7 of 7