Orchidland Community Association

Board of Directors Meeting Minutes

October 27, 2026

Call to Order: President Tara Brandon presiding. This is the OLCA Board of Directors meeting for October 27, 2026, via Zoom online conferencing, start time of 6:39 pm

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

Absent: Juanita Ray (Vice Pres)

Meeting does not have a Qurom per OLCA By-Laws – No Current or New Business will be discussed – Only billings will be reviewed with approval to issue payments

Motion 10272026-1: To approve the Agenda for the OLCA Board of Directors meeting of October 27, 2026, as distributed (via pdf) for later revisions**.**
Motion Approved

Motion 10272026-2: To approve the Minutes for the OLCA Board of Directors meeting of August 25, 2026, as distributed (via pdf).
Motion Approved

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 October 27, 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 September 2026:

Administrative Expenses:

1. JB services, monthly accounting services, August 2026 = $3,246.07.
2. JB Services, private road exempt monthly fee = $785.34.
3. JB Services, special jobs, postage, cc processing fees = $273.39
4. JB Services, OLCA Lien program = $2,168.68
5. Landa Web & Graphic Design, updates to OLCA website = $167.54

Total administrative expenses paid in September 2026 = $6,641.02.

Road Maintenance Expenses:

1. Hokori Construction, mowing and gravel hauling = $7,150.63.
2. Sanford's Service Center, materials for road maintenance = $7,714.74
3. Watkins Paving, paved road pothole repairs = $6,282.76
4. Yamada, asphalt cold mix material, = $624.71.

Total Road Maintenance Expenses September 2026 = $21,772.84.

Paving Expenses:

1.

Total Paving Expenses September 2026 = $0.00.

Mowing and ROW Maintenance Expenses September 2026:

1.

Total Mowing and ROW Maintenance Expenses September 2026 = $0.00.

Total expenses paid in September 2026 = $28,413.86

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 10272026-3: Motion to Approve payment to JB Services, bookkeeping services for the October 2026 invoice #1968, in the amount of $3,246.07. This is a monthly reoccurring billing.
Motion Approved

Motion 10272026-4: Motion to approve payment to JB Services for invoice #1971, for special jobs, postage and cc processing fee, in the amount of $327.23.
Motion Approved

Motion 10272026-5: Motion to approve payment to JB Services for invoice #1970, for finishing the private road exemption credit program, submitted by deadline, in the amount of $785.34.
Motion Approved

OLCA Road Maintenance Chair - Reed Becker
OLCA Road and Maintenance Report for October 27, 2026, Board of Directors Meeting

Unpaved/ Gravel Road Maintenance:

In March 2026, OLCA approved a budget of $200,000 for soft surface road maintenance. Later in May ’26, the Board 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 25 th stock piling material on the community lot and Hokori installing temporary gates for security. Weather pending, the goal was to complete one mile of road/day. Rotation was completed on October 13 th . To date, we have spent $89,173.82 for gravel materials/hauling (including $18,900 +tax for mowing). In October, we can expect a final statement from Sanford’s for approximately $18,620 for a total material/hauling cost of around $87,900. Road chair authorized overage based on need in problem areas due to hurricane damage and cost increase due to Sanford hauling more material than expected.

Motion 10272026-6: Approve payment for Hokori Construction Invoice #2221 in the amount of $5,130.89 for labor costs associated with mowing (28 hrs.) including taxes.
Motion Approved

Motion 10272026-7: Approve payment for Hokori Construction Invoices #2220 & #2223 in the amount of $62,827.20 for final payment (balance from $122,827.20 w/$60,000 deposit) from gravel rotation approved in 04/26, including taxes and $1,256.54 totaling $64,083.74.
Motion Approved

Motion 10272026-8: Approve payment for September ’26 Statement from Sanford’s Service Center (11 invoices) in the amount of $33,415.60 for 1½” basecourse material, hauling, fuel, and taxes.
Motion Approved

Asphalt Pothole Repairs:

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 usually repair every month; however, no filling took place this last cycle. Lack of cold mix production coupled with poor weather have caused delays with repair scheduling.

Motion 10272026-9: Approve payment for Yamada Invoice(s) #170378,170431, and 170962 in the amounts of $673.12, 594.74, and 6.73 respectively, totaling $1,274.59 for asphalt cold mix materials associated with last rotation of filling with Watkins Paving.
Motion Approved

Paving Projects:

Last year we were able to finally complete our past paving plan with paving the upper portion of Ilima St. We are currently seeking bids for future hammerhead pavements at select intersections to eliminate ongoing pothole filling in those areas but have not received any yet. Also, we are seeking bids for paving top of Auli’I as well as discussed repair associated with unauthorized work done on Orchidland Dr.

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. We have received proposals from both Mana Construction and AT&H. At this time, AT&H has been approved to mow along paved roads and clearing of major intersections.

Motion 10272026-10: Approve AT&H Invoice 15304 for $9715.96 for approximately 76 hrs. mowing and intersection clearing along paved roads, utilizing several different machines.
Motion Approved

Mahalo for allowing me to serve in this capacity!

Community Committee Report – Vacant
OLCA Road Chair Report for October 27, 2026, Board of Directors Meeting

Verbal Report pending

New Business-

1. Enchanted Forest Event
2. Road Contractor Proposals for Damaged Section of Orchidland Drive
3. HAP Invoices
4. Multi-Unit Building under construction on 37th

Old Business-

1. N/A

Visitors Introduced and Welcomed-

Added Motions-

Motion 10272026-11: To approve proposal from Watkins paving to remove unapproved waterline, and remove and replace paving and restore right of way from 130 Holdings Property to Water main connection at Gelsons in the amount of $174,000 with 50% deposit of $87,000.
Motion Approved

Motion 10272026-12: To approve not paying HAP invoice ORLD-9-2026 in the amount of $3,230 for final monthly services and final records submission.
Motion Approved

Adjournment:

Motion 10272026:13: Motion to adjourn meeting at 9:01 PM
Motion Approved