

**REGULAR BOARD OF DIRECTORS' MEETING MINUTES  
CROWNE AT WAILUNA  
Tuesday, July 30, 2019  
On-site, Recreation Room**

PRESENT: President Scott Antinoro, Vice President Alan Richards, Director Annette Distiso, Treasurer Tami Ching, Director Ted Takasaki

EXCUSED: Director Dean Nakano, and Director Robert Volkwein, Director Richard Frey and Secretary Lydia Kahale

BY INVITATION: Dawn Ubando, Community Association Manager

CALL TO ORDER

There being a quorum present, the meeting was called to order at 6:58 p.m.

MINUTES OF THE PREVIOUS MEETING

A motion was made by President Antinoro, and unanimously carried, to approve the June 25, 2019 Board meeting minutes.

OWNERS FORUM

TREASURER'S REPORT

- A. Financial Statement – A motion was made by Treasurer Ching and unanimously carried to approve the June 2019 financial, subject to audit.

REPORTS

- A. Violations – Verbal report was given by VP Richards
- B. Design Applications – CM Ubando gave a verbal report.

UNFINISHED BUSINESS

- A. Underground Water Issue –Proposals pending.
- B. Arborist/Trees –CM Ubando will obtain three proposals to trim and cut down trees on the associations property including the travelers palms.
- C. Sidewalk re Trip Hazards –Three outstanding by HECO. pending.

D. Bulk TV/Internet Services- A total of 135 owners turned in the ballots with a total of 85% or ownership votes. Board will vote as whole at the next meeting to amend the Bylaws to allow Board members with ownership approval for the bulk services.

E. Vendor Codes- CM Ubando will delete all vendor codes on August 9, 2019.

F. Traveler Palm Removal- this will be added with the tree trimming.

G. Green Waste Bin- CM Ubando will obtain three bids.

H. Entry Gate- CM Ubando will obtain a few bids.

I. Maintenance Shed- VP Richards will look into types of sheds to be purchase for landscaper's equipment.

#### NEW BUSINESS

A. Proposed Budget and Reserve Study 2020- Community Manager Dawn Ubando presented the 2020 Operating Budget and Reserve Study for the Crowne at Wailuna to the Board of Directors for their review and approval. After review and being that the Board of Directors reached a consensus on all line items, President Antinoro moved to approve the 2020 operating Budget. The motion was seconded by VP Richards and passed unanimously. The approved 2020 budget call for \$30,640.00 per month in operating revenues; \$30,640.00 per month in expenses; \$4,738.00 per month transfer to the reserves; with a NO increase in total maintenance fees, and a property management fee of \$1,655.78 (3% increase) per month, tax inclusive, effective January 1, 2020.

B. Recreation Center Parking Stall Signs- CM Ubando will obtain three proposals.

EXECUTIVE SESSION- 8:35p-8:46p

#### NEXT MEETING

The next regular meeting of the Board of Directors will be held Tuesday, August 27, 2019 at 7:00 p.m. in the Recreation Center.

#### ADJOURNMENT



Contractor's Lic # C-05481  
1234 North School Street, Honolulu, HI 96817  
Phone: Oahu (808) 682-5771 \* Maui (808) 242-9035  
Fax: Oahu (808) 842-0994  
Email: treesofhawaiiinc@gmail.com

Submitted by Alvin Undan  
Certified Arborist #WE-3851A

**Date:** 08/07/19

**Proposal No.:** 19-00506

**Proposal Submitted To:**

Dawn K. Ubando  
Associa Hawaii

**For:**

Crowne at Wailuna  
Scott, Board President – 224-5824  
98-2051 Kaahumanu Street

**Phone:**

342-2704

**Facsimile/Email:**

dawnu@associahawaii.com

**Proposal:**

**Removal of Debris: Yes**

- (9) Travelers palms (marked with blue "X") – Remove as close as possible to ground level with a chainsaw.
- (4) Albizzia trees (between gate and power lines) – Remove as close as possible to ground level with a chainsaw.
- (2) Eucalyptus Robusta trees (between gate and power lines) – Cut back away from roadway.
- (1) Gold tree (back of Unit #37) – Remove as close as possible to ground level with a chainsaw.
- (1) Formosan Koa tree – Remove as close as possible to ground level with a chainsaw.
- Row of Eucalyptus Robusta (after the power lines, along road) – Cut back away from roadway.
- (20) Albizzia trees (turn around) – Remove as close as possible to ground level with a chainsaw.
- (2) Albizzia trees and (1) Eucalyptus Robusta tree (Board of Water) – Remove as close as possible to ground level with a chainsaw.

Subtotal:	\$19,000.00
Tax:	\$ 895.28
Total:	\$19,895.28

For Office Use Only

CT – L  
SE – 1T  
M – 4  
H – 40  
SI – N/A

**Trees of Hawaii, Inc.** will not be responsible for damage to property not visible where not specifically mentioned herein, especially underground installations. It is also the responsibility of the customer to monitor and determine the frequency of pruning by considering factors such as growing conditions, weather, age of the palms/trees, high target exposure, etc. The detection/inspection of hidden defects in the trees/palms, if any, is not a part of this proposal. We shall not be responsible for re-treating growth (suckers) that form from underground tree parts not visible from the surface, such as roots, rhizomes, bulbs, etc.

**Acceptance of Proposal** – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. **Payment Terms** – Net 30 days from completion. A 1 ½% per month FINANCE CHARGE will be applied on accounts over 30 days. **Note:** This proposal may be withdrawn if not accepted within 60 days.

Signature \_\_\_\_\_ Date of Acceptance \_\_\_\_\_