

Hawaiian Ranchos Road Maintenance Corporation (HRRMC)

Monthly Board Meeting Minutes

Date: April 13, 2026

Location: Membership Services Conference Room & Virtual Meeting



Attendees: Mike Vos, Mike Hardin, Christopher Pinnow, Tom Edwards, Joel Greedy, Ed Nesmith

Absent: Gail Sanabria (excused), Mike Carlin (resigned)

Call to Order

Meeting was called to order at 5:01 PM by the Chair. Quorum established

Approval of Agenda and Minutes

- **Agenda:** Approved unanimously.
- **Minutes:** March 9, 2026, minutes approved unanimously

Treasurer's Report

- Savings: \$251,875
- CD: \$74,463 (maturing soon)
- Working Capital: \$16,000
- Outstanding reconciliation with Hawaiiana for missing funds underway.

Old Business

Liens and Foreclosures

- Discussion on unpaid road fees and property transfers without escrow.
- Board confirmed that road fees run with the property, not the owner.
- Adopted a new standardized delinquency and lien process:
 - Delinquency notice after 30 days of nonpayment.
 - Intent-to-lien notice letter 90 days later.
 - Lien filed 60 days after intent notice if unresolved.
- **Motion:** Adopt new delinquency/lien policy.
 - **Vote:** Unanimous approval.

Funding for Lien Processing

- **Motion:** Approve \$4,100 for 45 new intent-to-lien letters, 18 lien filings, and 15 re-sent letters.
 - **Vote:** Unanimous approval.

Road Maintenance Report (Mike Hardin)

- Equipment and supply shortages reported.
- **Motion:** Approve \$3,600 for maintenance supplies (diesel, roof sealant, weed eater parts, etc.).
 - **Vote:** Unanimous approval.

Hawaiiana Transition Update

- Transition from Hawaiiana Management completed April 1, 2026.
- Received check for \$237,000; approximately \$125,000 still outstanding.
- CPA and attorney engaged for reconciliation.
- CD ownership transferred to HRRMC; maturing April 17, 2026.

File Taxes

- CPA to file taxes; extension already submitted.

Office and Financial Systems Update

- Office reopened under acting manager Gail Sanabia.
- Staff manually entering data from Hawaiiana's paper records into QuickBooks.
- CPA and Lawyer recommended starting new QuickBooks file effective January 1, 2026, while preserving old records.
- Retroactive approval granted for \$3,176 in office setup expenses (over initial \$2,500 budget).
 - **Motion:** Approve retroactive expense of \$676
 - **Vote:** Unanimous approval.

Bylaws and Committee Updates

- Discussion on forming a Bylaws Committee with two board members and one or two community members.

Gate Committee discussion tabled until later in the year.

- **Motion:** Table gate discussion.
- **Vote:** Unanimous approval.

Newsletter and Budget Discussion

- Newsletter draft reviewed; minor edits pending.
- Budget discussion centered on:
 - Proposed \$230,000 operating budget (based on 75% collection rate). Debate over inclusion of capital improvement funds (chip seal projects). Uncertainty due to missing Hawaiiana funds.
 - **Motion:** Approve \$230,000 operating budget for 2026.
 - **Motion:** Budget of **\$230,000** for operating budget
 - **Vote:** 2 in favor, 3 opposed – **motion failed.**
- **Motion:** Table budget and newsletter pending Hawaiiana reconciliation.
 - **Vote:** Approved.
- Motion to hold **Special Meeting on April 27, 2026**, to finalize budget and newsletter.
 - **Vote:** Approved.

HRRMC-Owned Properties

- Discussion on two HRRMC-owned lots (Kohala and Jasmine).
- Concerns raised about legality of acquisition and bidding process.
- **Action:** Tom Edwards to research legal standing before any sale or disposition.

Next Meetings

- **Special Meeting:** April 27, 2026 – Budget and Newsletter Finalization
- **Next Regular Meeting:** May 11, 2026, at 5:00 PM HST

Adjournment

Motion to adjourn: Approved.

Meeting adjourned at 6:47 PM HST.