

**Lanai Condominium Association
HOA Bi-Monthly Meeting – March 19, 2026
Ohana Room and virtual**

Meeting called to order by at 7:03: Board members in attendance: David Starkweather, Matthew Lea, Nat Hancock, Adam Lippert, Debbie Swanson. Alyssa from Associa Management company was also present via video.

HOA Minutes – minutes from January bi-monthly meeting were approved. Minutes and all HOA related documents are available online at <https://lanaicondominium.com/documents/>

Firefly AI- being used tonight for minute taking. Meeting will be recorded and audio will be deleted once written minutes are approved.

Treasurer's report: Matthew presented the financial reports for November 2025, December 2025, January 2026, and February 2026 with the following highlights.

The community maintained strong financial discipline in 2025, with operating income and expenses closely aligned to budget targets. Total 2025 expenses were \$857,000, approximately \$6,000 under budget, keeping overall spending within 1% of the plan. Monthly reserve contributions remained around \$14,000 through November, with total reserves reaching approximately \$575,000 by year-end. Despite utilities running over budget by about \$9,100 due to higher gas and electric costs, the overall financial standing remained sound. Administrative and contracted services expenses were under budget, with insurance costs coming in \$6,400 below estimates. Repairs and maintenance closely tracked budget, with a notable \$8,700 charge for boiler actuator installation flagged as a significant expense. Insurance premiums forecasted to be \$195,000, but actual costs came in significantly lower, generating savings of around \$4,400 monthly. Utilities were under budget in January but spiked in February due to gas service overages and double billing for telephone service. Repairs and maintenance remain under budget by approximately \$3,600 through February, with critical engineering retainers paid for south wall issues. Operating expenses through February were about \$9,300 below budget, indicating a positive start to the year.

Special assessment payments reached over \$150,000 by February. There are 4 delinquent owners. They have received 2 notices to date with Associa following up on appropriate action.

Handbook Updates

Common Area Storage and Use Policy: New policies were adopted to maintain safety, cleanliness, and accessibility of common spaces, including strict rules on personal property placement. Homeowners, tenants, and guests are prohibited from placing or storing personal items in common areas. Items such as furniture, artwork, plants, and packages found in these areas will be removed after a 48-hour community notice. Residents can donate books to the community library by leaving them with contact info in designated shelving areas. The board unanimously approved adding this policy to the owner's manual for immediate implementation.

Temporary Rooftop Pet Relief Policy During Elevator Outages Access to a dedicated pet relief area on the rooftop will be granted only when the elevator is out of service. The area will be designated with artificial grass, placed away from grilling and recreation zones to avoid conflicts.

Cleanup is the pet owner's responsibility, with recommended use of diluted dish soap and strict leash enforcement. The policy is based on an honor system for vaccination and microchipping, with revocation of access for violations. The board approved the policy with conditions to clarify start and end dates aligned with elevator outages and modernization completion, plus communication protocols for activation.

Elevator Modernization and Repair

- Significant progress is underway on elevator modernization, with critical engineering and permitting challenges impacting the timeline and costs.
- A \$5,000 repair to the elevator control board temporarily restored service, but the elevator is over 20 years past its expected lifespan.
- The modernization project includes a complex rebuild of the 13th floor penthouse area to meet updated building codes.
- Contractor Timberline and elevator company Sandoval are actively working with city officials to minimize construction scope and costs.
- Fire engineering consultant Veritas identified unnecessary unit-level alarm upgrades, saving the community over \$100,000.
- A grandfathering amendment is being filed to avoid costly in-unit work, focusing only on mandated upgrades.
- Potential additional costs may arise from installing a water pressure booster pump for rooftop fire safety compliance.
- The bidding and permitting process is expected to be lengthy, with bids anticipated by the end of May and work starting in late July or August.
- The full elevator modernization outage is expected to last approximately 12 weeks, likely starting in August.
- Weather considerations, especially avoiding snow, influence the project schedule, with some preparatory work possible before elevator downtime.
- Coordination between the 13th floor rebuild and fire panel installation is critical, as permits and work sequencing depend on one another.
- A resident offered to leverage city contacts to expedite permitting and approvals, emphasizing collaborative problem-solving.

South Wall Structural and Weatherproofing Repairs: The entire south wall requires re-skinning to upgrade insulation, weatherproofing, and fire code compliance. A point solution for water leakage at unit 1001 was approved, involving an \$8,000 design fee plus a day of contractor work. The main cost driver remains crane or scaffolding rental, which requires permits and street closures. The full south wall project is a long-term plan, with no immediate full-wall work scheduled.

Boiler and Hot Water System Fixes: Hot water inconsistency complaints were linked to failing boilers; repairs have restored service on two boilers. The third boiler awaits a part, but overall hot water issues have diminished significantly. Residents are encouraged to report any ongoing hot water problems promptly for quick resolution.

Rental Policy: The rental cap remains at 20 units, with a significant waiting list, and efforts are underway to improve transparency and access to rental information. Community input reflects mixed views on rental impacts, but the current policy balances demand and neighborhood quality.

Homeowners Forum:

Ongoing bird nesting and feeding issues are causing noise and property damage. The board plans to increase reminders and post flyers to reinforce the no-feeding policy. Residents are urged to submit tickets for pest issues to ensure timely action.

Management closes tickets once they acknowledge receipt, moving issues to a task list for ongoing work. Closure of a ticket does not necessarily indicate issue resolution, which can cause confusion among residents. The board is aware and working with Associa to improve communication and ensure unresolved issues stay visible.

The board acknowledged excellent support from Associa's leadership.

Meeting adjourned 8:30pm