



# Poinciana Matters

Newsletter – August 2023

*Aloha mai kākou. We live in a relatively safe and crime free community but like other communities in our area we do experience some criminal activity from time to time. Recently, a resident reported that a vehicle was stolen from the parking garage in the early afternoon and recovered later that evening in Kailua town. Security cameras captured images of the alleged perpetrator and staff is working with law enforcement to apprehend this individual.*

*Since that incident, no further criminal activity has been reported on the property. The Board takes crime prevention and safety very seriously and has taken steps to ensure our community remains a safe place to live. Also, we need your help. Get to know your neighbors and look out for each other. Lock your homes and cars. Remove visible items from your vehicles or lock them in your trunk. Keep your eyes and ears open and report suspicious activity to the office, security and/or by calling 911. Mahalo for your support and kokua. Working together we can ensure that Poinciana Manor remains a safe and secure place to live and raise our families.*

## BOARD MEETING NOTES

- Board approved proposal from Wiss, Janney, Elstner Associates, Inc. (WJE) to perform a condition assessment of the property building envelope and structure. The completed report from WJE will include descriptions of any significant deterioration or distressed conditions, potential causation, probable effects, and recommended repairs. Recommendations for repairs will be separated into three timelines: 1) immediate, 2) one to three years, and 3) beyond three years.
- Board approved proposal from Okahara and Associates, Inc. to prepare a limited mechanical building condition assessment for Poinciana Manor. The review will include a limited visual assessment of existing ventilation and plumbing systems: storm drain piping; sanitary waste and sanitary vent piping; roof drains; area drains; cold water piping; pool equipment; fire standpipe; exhaust fans located on roof and roof dryer vent ducting located on roof. A summary of findings will be prepared with a list of recommended improvements and corresponding opinion of probable construction cost and photographs.
- The Kailua Gardens Community Association (KGCA) which provides for the maintenance of the Aoloa Street security arm, decided at their July meeting that the arms will no longer be in use for an undetermined time. The KGCA cited expense, frequency of breakdowns and length of time to complete repairs as the reason for their decision.
- Resident Manager Warren Ford reports that new elevator lobby and hallway walkway signs have been fabricated and will soon be installed.



## BOARD OF DIRECTORS 2023-2024

Johnny Farfan, President ~ Rose Kauina, Vice President ~ Darrell Beckmeier, Treasurer ~ Kirby-Lee Garbett, Secretary  
Directors: Marion Douglas ~ Anna Moody ~ Judith Stilgenbauer

*Your concerns or suggestions requiring Board action are welcomed and can be submitted in writing one week prior to the Board meetings, by sending to our Property Manager.*

The Board welcomes owner and resident feedback, and comments may be submitted to the Resident Manager or Touchstone Properties. Also, owner attendance is encouraged at Board meetings which are usually held at 6:30 p.m., on the second Thursday of the month, at St John’s Lutheran Church, 1004 Kailua Road. Board meetings are conducted in accordance with Robert’s Rules of Order and during the open forum that begins each meeting, owners have the opportunity to voice their concerns. The Board will take matters raised during the open forum under advisement, so owners should not expect an immediate decision or comments on any issues raised during the open forum. However, each owner will receive a written response to their concerns. For those seeking more involvement, board member elections are held at the annual meeting in March. Board members are elected for staggered terms so there will be two board seats available at the next annual meeting.

**NEXT BOARD MEETING**  
 Thursday, September 14, 2023  
 6:30 p.m. – St. John Lutheran Church

## HURRICANE PREPAREDNESS

The central Pacific hurricane season begins June 1 and runs through November 30. The last few hurricane seasons have been pretty quiet which might cause some to let down their guard. But it’s important to have an evacuation plan. Assemble disaster supplies: food, water, battery, charger, radio and cash. As an isolated island state, a 2-week supply of food and water per person is recommended. Get an insurance checkup and document your possessions. Finally, prepare your unit and remove any items from lanais or outdoor areas that could become airborne.



## UPCOMING EVENTS

Kanikapila in Kailua Town presents a free monthly Hawaiian music series, one Saturday every month in the 1st floor parking garage at Kailua Town Center across Longs. Hosted by Kawika Kahiapo, all shows are free, from 4-5:30 pm. Chairs are provided, but you can bring your own, just in case they’re full. Remaining performers are: Sept 9 Sean Na’auao; Oct 14 Hi’ikua; Nov 11 Anthony Fluke; Dec 9 Blayne Asing. Mark your calendars.

## CONTACT INFO

Resident Manager  
 Warren Ford  
 (808) 263-7654

[Poincianamanor1@gmail.com](mailto:Poincianamanor1@gmail.com)

Property Manager  
 Cindy Kuhlman Low  
 (808) 566-4100

[Cindy@Touchstoneproperties-hawaii.com](mailto:Cindy@Touchstoneproperties-hawaii.com)

## FAQ

Question: I want to remodel my unit, what steps do I need to take to get my project approved by the HOA?  
Answer: The Architectural Standards Design Review Manual attached to the House Rules, was designed to clarify the process of HOA approval of certain improvements. The House Rules are available for review on the Poinciana Manor website. Major modification and renovation work requires Board notification and approval, and the use of licensed contractors. Contractors must submit a certificate of insurance to the Resident Manager prior to beginning work. For major work, the owner will be required to sign a recordable maintenance agreement (indemnity provision). A Request Form for Modification is available at the Resident Manager’s office and should be completed and submitted to the Board for approval prior to commencing work.