

**Hawaiian Paradise Park Owners Association
The Board of Directors Meeting on December 19, 2012
Minutes**

I. Call to Order: President June Conant called the meeting to order at 6:00 p.m. Quorum was established. The meeting took place in the Activity Center.

II. Roll Call:

- a) Board of Directors: June Conant, President; Merrill (Skip) McAlister, Vice-President; Elizabeth Weatherford, Secretary; Francis Ganon, Terry Michels, Tom Nickerson and Verne Presnall. Absent: Joan Galante, Treasurer and Judy Sumter.
- b) Guests: Derek Alatan, Robert Bo?, Larry Brennan, Leilani Bronson-Crelly, Gini Byrne Harold Ching, Michael Chun, Bruce Derrick, Dorcas Liu, Bill Newman, Rod Thompson, Steven Stein. Also present, Paul Nash, Engineer, Scott Reilling, General Manager, Tommy Spencer, Roads Supervisor, Cathy Fincher, Administrative Assistant and Denise Warner, Recording Secretary.

III. Approval of Agenda:

Elizabeth Weatherford moved to accept the Agenda as amended. Merrill (Skip) McAlister seconded. Vote in favor: Unanimous approval. Motion carried.

IV. Owner Input:

- a) Rod Thompson – asked the Motions Log be kept current. He also asked that the Minutes and the Summary be written with clarifications so that the issues/motions are understandable to anyone who reads them. The Recording Secretary responded that according to Robert’s Rules and past precedent, the Board Minutes record the actions that are taken, but should not contain clarifications added by the Recording Secretary. Motions are quoted in the Minutes as they are voted on and are not up to interpretation; and all business is primarily recorded in the Minutes for review by Board members who are aware of the issues, not as a newsletter for the public. Additionally, the summary is a one page document highlighting motions passed and a brief synopsis of other agenda items. The Board agreed that putting the motions down in writing may alleviate some confusion.
- b) Derek Alatan – commented that some residents who live nearby are not happy with the installation and location of the pad for the new mailboxes.
- c) Steven Stein – Consistent with motions he cited as still in effect, Mr. Stein asked that the General Manager bring to the Board Meetings the books of complaint forms, road and machine maintenance forms with specific details as cited, and a response to the previous meeting’s Owner Input. Secondly, quoting an instance of misappropriation of funds reported in the Tribune Herald, Mr. Stein felt the State Attorney General will soon be looking into HPPOA for misappropriation of funds. Thirdly, the Albizia trees which were trimmed by professional tree cutters were supposed to be killed and are now re-blooming.

- d) Tommy Spencer, Road Supervisor - noted that the Road Maintenance Report is filled out according to the requirements mentioned and the General Manager brings that report to each meeting. Additionally, the General Manager added that the machine maintenance report and complaint log is also made available monthly for Board review.
- e) Bruce Derrick – noted that one resident witnessed the removal of a recently installed street number sign by a former board member.
- f) Bill Newman – asked why the road maintenance crew requisitioned and received a plasma steel cutter. Mr. Spencer responded that the steel cutter is used to effect repairs on equipment which saves HPPOA from sending the equipment out to be serviced; and in two years its value will be paid off.

V. Approval of Minutes:

- a) Board Meeting of November 21, 2012 – Elizabeth Weatherford moved to accept the Minutes of November 21, 2012. Terry Michels seconded the motion. Vote in favor: Unanimous approval. Motion carried.

VI. Committee Reports:

- a) Parks – No report was available, as there has been no volunteer to Chair the Committee.
Paving – No report was available.
Road Traffic Safety – Verne Presnall reported that they have been scrubbing the signs on Maku’u Dr.
- b) Finance Committee – No report was available due to lack of quorum.
- c) Path – Larry Brennan reported that they are creating a survey to get residents’ ideas on future pathways which they hope to have distributed by March 1st.
- d) Fugitive Dust – Bruce Derrick gave a brief summary of the first Committee meeting.

VII. Treasurer’s Report: The report was distributed.

Construction Fund (available for paving)	\$1,773,063.88
<u>Total Checking/Savings and Construction Funds</u>	\$5,740,639.77

VIII. General Manager’s Report and Road Supervisor’s Report: Mr. Reilling reviewed progress on the results of Soil-Sement test which did not fare well, as dust was only controlled for two weeks and was not cost-effective. The Master Work Schedule and the Road Supervisor Maintenance Recap was also distributed for review. Mr. Reilling noted that the report contains all the details the Board has requested in the past, but added that any additional details are available upon request.

IX. Unfinished Business:

- a) Motions Log (on-going) – It was noted that the motion to help put up a gate on Railroad at the HPP border has been dropped.
- b) Online Payments for Road Fees – Mr. Reilling noted that a contract has been signed with a firm to provide the merchant services and the web page. Testing of the system is in process.
- c) Potable Water for the Park – Mr. Reilling reported that no additional progress is available at this time, but the Mayor has agreed to help facilitate the installation.
- d) Mailbox concrete pad has been relocated on Shower Drive – Mr. Reilling noted that the pad has been moved.
- e) Speed Limits – Elizabeth Weatherford noted that HPP's roads are not listed in the traffic schedule book for speed limits. June Conant is currently working on resolving this issue.

Clarification on Motion Made at November 21, 2012 Meeting – *Merrill (Skip) McAlister moved to amend the motion from Nov 21, 2012 by adding the clarification "2 for Phase IV contract" so that the motion will now read: "Elizabeth Weatherford moved that the change order 2 for Phase IV contract will not exceed 1.6 million dollars." Terry Michels seconded. Vote in favor: Unanimous approval. Motion carried. Francis Ganon abstained.*

X. New Business:

- a) Phase IV Change Order 2 Modifications – Mr. Nash suggested reducing costs by some \$190,000 by eliminating extra expenses for the clearing, grubbing, grading and preparing paving cross-sections. Such work would include costs incurred by Mr. Spencer for trucking and hauling, but would also eliminate the need for a NPDS permit, because the Road Supervisor is allowed to do such work under the function of "maintenance". After review, the Board requested that Mr. Nash provide a proposal in writing, along with supporting evidence that such action is legal and acceptable business practice. The Board agreed that clarification is also needed to determine whether this next phase is technically a Phase IV change order 2 (since the contract retainage has not been released and final inspection has not been done), or is a new Phase V of paving, which would open up the possibility for additional bids.
- b) General Manager's Goals and Objectives for 2013 – The report was reviewed by the Board.
- c) Tom Nickerson's five year development plan, land survey, waiver of development standard of arterial roads, application for road dedication of arterial roads – Mr. Nickerson presented an oral report summarizing a process for dedicating the arterial roads to the County, which includes a land survey needed to expose all deviations from standards for county roads. He suggested that the bylaws be amended so that the fees for 20 acre parcels be set on a price per acre basis. He offered to get three proposals from surveyors. In response to a similar suggestion, June Conant reported that 'access to the shore' and 'emergency access' were used on the application to have Maku'u Dr. dedicated to the County and the application was still denied.
- d) Approval for office to sign escrow papers for lot purchased by HPP at foreclosure sale – *June Conant moved to approve herself as President, Merrill (Skip) McAlister as Vice-President or*

Elizabeth Weatherford as Secretary to sign the escrow papers. Tom Nickerson seconded. Vote in favor: Unanimous approval. Motion carried.

- e) Larry Brennan to open a discussion with the Board to reconsider passing a motion to donate a 20 acre parcel for a County Park – Mr. Brennan asked the Board reconsider a motion to donate a 20 acre parcel for a County Park and suggested the Councilman be present during the discussion.
- f) Bus Route – June Conant noted that the Board must present a proposed route at a meeting with Billy Kenoi, Tiffany Kai and others on January 25th at 9:00 am at the County Office Building.
- g) Web Page – Merrill (Skip) McAlister reported on progress and possible additions such as inclusion of a Committees page. He also noted that there is some real estate advertising links on the main page.
- h) Five Percent Deduction for Road Fees – It was suggested that a blanket five percent deduction be applied across the board for all who pay their fee in full by the due date, regardless of whether or not they are current.

Terry Michels moved to offer a five percent deduction in road fees for all who pay their fee in full by the due date. Francis Ganon seconded. Discussion ensued. Vote in favor: Unanimous approval. Motion carried.

- i) Gift cards for employees for Christmas – In addition to \$5/employee contributed by Ms. Conant, the following motion was adopted:

Elizabeth Weatherford moved that we provide gift cards for employees for Christmas in the amount of \$45. Terry Michels seconded. Vote in favor: Terry Michels, Verne Presnall, Elizabeth Weatherford, Tom Nickerson. Opposed: Francis Ganon. Merrill (Skip) McAlister abstained. Motion carried.

XI. Announcements:

- a) Next Board Meeting: Wednesday, January 15, 2013 at 6:00 p.m. in the Library.
- b) Next Membership Meeting: Sunday, February 24, 2013 at 3:00 p.m. – Activity Center.

XII. Adjournment of Meeting:

The meeting adjourned at 8:50 p.m. and the Board convened for Executive Session.

Respectfully Submitted and Approved:

Denise Warner, Recording Secretary of Minutes

Date

Elizabeth Weatherford, Secretary

Date

Motions Log

Elizabeth Weatherford moved to accept the Minutes of November 21, 2012. Terry Michels seconded the motion. Vote in favor: Unanimous approval. Motion carried.

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