

**Hawaiian Paradise Park Owners Association
Board of Directors Special Meeting January 24, 2014
DRAFT Minutes**

Call to Order: The meeting was called to order at 6:00 p.m. by Interim President, Larry Brennan.

Roll Call:

Board of Directors: Larry Brennan, Interim President, Dist. 9; Judy Sumter, Dist. 5; Bill Newman, Dist. 8; June Conant, Treasurer, Dist. 6; Verne Presnall, Dist. 7; Terry Michels, Secretary, Dist. 3; [Joan Galante, Dist.4, absent; Francis Ganon, Dist. 1, absent; Skip McAlister, Dist. 2 absent.]

Guests: Scott Reilling, HPP General Manager, Leilani Bronson-Crelly, Mayelin Stillwell, Bruce Derrick, Doug Stillwell, Evan Pfaff, Dennis Stockton, Theresa Latoski incoming Recording Secretary.

Why we are having this Special meeting: Larry explained we are having this special meeting because we had a Phase V contract as a discussion item on the last agenda and he apparently got sidetracked on grubbing discussion and we never finalized phase 5 with a vote to award a contract for paving. Since this road paving issue has been moving so slowly Larry says it's time to move ahead and pave this series of roads.

Larry mentioned that there has also been concerns voiced about notifications for this special meeting. Larry mentioned everyone is welcome and if you want to be notified of these special meetings sign-up and you will be informed.

Goal is to have this meeting over in about 40 minutes.

Approval of Agenda:

*Terry moved to approve the agenda as presented. June seconded. The motion passed unanimously

Owner Input:

1. Leilani Bronson-Crelly, Dist. 6, asked when this vote was supposed to have been on the agenda? Larry said it was on agenda at the last Board meeting but the vote got overlooked with the extensive discussion of clearing and grubbing. Leilani also asked: how do we determine if this is Phase IV or Phase V? June explained depends if it's a change order adding onto Yamada or if it's a new contract. Leilani also asked about RFP...Larry said it is not RFP. Evan explained there are 2 aspects to the road project: 1. Clearing & grubbing; and 2. Base & asphalt. At the last meeting we approved clearing and grubbing but not the paving. Leilani also asked about permits required by Hawaii County for the project. We have one of 3 needed she stated. Scott said it will be a Combination Permit. We will have all permits as needed to do project.
2. Bruce Derrick of Dist. 1 referred to December 2013 Board meeting which he attended and he did not recall any discussion for getting RFPs for clearing and grubbing. He recalled Bill making a suggestion that we get some estimates from landscaping companies and that was the extent. He could recall that no proposals and the Board did not vote. Larry told Bruce that Bruce had left the meeting before the discussion occurred and a vote in favor was made by 5 Board members.
3. Mayelin Stillwell mentioned that she attended the December meeting and was present for the road discussion and says she heard the discussion but did not hear a vote. Larry said it was an informal process. Only 5 Board members were there and they all agreed to get bids so we could move forward, and so they did. Mayelin said the Minutes should reflect this informal decision. Larry concurred and said

this is a good point to be noted. Leilani asked if this was an RFP and in what media was it published? Scott replied that it was a private bid and a handful of contractors. Evan and Scott decided on 5 contractors and put it out for bid. The bids received were opened during the last Board meeting in January.

Unfinished Business

Phase IV / Phase V Paving:

*Larry made a motion to maintain the same contractor (Yamada) as part of the continuation contract for Phase IV Bid with the following exceptions:

1. Grubbing and clearing will be awarded to Ludwig Construction in the amount of \$119,600.
2. Road base prep will be conducted by the HPPOA road crew.
3. Dead End paving will be at 18ft width vs. 20ft as other roads are paved.

The intent is to use the remaining Bond monies of \$1,545,000 (rounded number) to pave:

- 32nd Avenue Maku'u to Paradise
- 23rd Avenue Paradise to Kaloli
- 25th Avenue Paradise to Shower
- 26th Avenue Kaloli to Shower
- 33rd Maku'u Dead End if funds available

*Bill seconded the motion. There was much discussion on details of contracts, budget, timelines and paving in general. Regarding Yamada, Scott has confirmed that Nov 2013 numbers are still good. We still have some retainage. Timeline estimate is 6 months as we have to fit into their schedule. Scott's addendum to change order "all terms and conditions maintained in this change order" include the list of streets to pave and to tell them no grubbing and grading is necessary and there is no preparation for the sub-grade. So that leaves base and hot asphalt." That is what his draft change order says. He will run it by Evan then send off to Yamada.

*Larry amended his motion changing wording that some remaining costs 'will' be absorbed to 'may' be absorbed. He also added 'by a later, separate vote of the Board.' to the end of the last sentence of his motion.

***amended portion wording:** It is noted that the grubbing costs will be partially absorbed by the Bonds Issue, but that some of the remaining costs may be absorbed through the road improvement fund by a later, separate vote of the Board. Bill seconded the amendment. The motion passed unanimously.

Announcements:

Next Board meeting will be February 19, 2014 at 6pm in the Library.

General Membership meeting is February 23, 2014 at 3pm.

Bike Safety Rodeo February 23, 2014 at noon.

June announced that she went and talked with collection agency and thinks we should go with them. We will get something in writing to verify the 40% fee charges.

Meeting adjourned at 6:45pm.

Respectfully Submitted and Approved:

TheressaLatoski, Recording Secretary

Date

Terry Michels, Secretary

Date

Motions Log 1-24-14

Terry Michels moved to approve the agenda as presented. June Conant seconded. The motion passed unanimously.

Larry Brennan moved to maintain the same contractor (Yamada) as part of the continuation contract for Phase IV bid with the following exceptions:

- 1. Grubbing and clearing will be awarded to Ludwig Construction in the amount of \$119,600.**
- 2. Road base prep will be conducted by the HPPOA road crew.**
- 3. Dead End paving will be at 18 feet width vs. 20 feet as other roads are paved.**
- 4. Roads to be paved with the remaining Bond monies (approximately \$1,545,000):**

32nd Avenue Maku'u to Paradise

23rd Avenue Paradise to Kaloli

25th Avenue Paradise to Shower

26th Avenue Kaloli to Shower

33rd Maku'u Dead End, if funds available

The grubbing costs may be partially absorbed by the Bonds Issue, but that some of the remaining costs may be absorbed through the road improvement fund by a later, separate vote of the Board.

Bill Newman seconded the motion and the motion passed unanimously.