

**Hawaiian Paradise Park Owners Association
UNAPPROVED – Board of Directors Meeting Minutes
May 20, 2015**

I. Call to Order: President, Ruth Mizuba, District 2, called the Board of Directors meeting to order on May 20, 2015 at 6:01 p.m. Quorum was established. The meeting took place in the HPPOA Hui Activity Center .

II. Roll Call:

Board of Directors: Janice Ashford, Treasurer (District 7); Dr. Jo Maynard, Vice President (District 5); Craig Crelly (District 3), Ruth Mizuba (District 2), Roseanne McLean (District 8)

Absent: BJ Mullenix (District 9), Francis Ganon (District 1)

Guests: Mayelin Stillwell, Thomas Yost, Ruth Mizuba, Randi Larzalere, Bruce Derrick, Lenard Allen, Carl McMinimy, Deborah Koval, Kareen Haskin, Dean McKinsey, Craig Crelly, Beth Evesong, Kathy Tilton, Judi Houle, Deborah Hillman, Moani Pai-Paige, June Conant, Steve Crawford, Judy Sumter, Leilani Bronson-Crelly, Sandra Haskell, Esther Kottke

III. Approve Agenda

Dr. Jo Maynard (District 5) moved to approve the agenda with corrections. Janice Ashford (District 7) seconded the motion. Discussion: Added Verizon presentation after Greggor Ilagan update/report. Added the GM's report by Don Morris, after Treasurer's report. **Vote: Yes-5, Unanimous. Motion carried.**

Greggor Ilagan Report/Update – Background: Last year he suggested \$300,000 for planning and design for a park in HPP. He tried to amend a bond to include funding for that CIP. He only got support from two Hilo council members. This year finance doing another bond flow. He got that project in to the bond flow. On June 3rd, once bond is approved, they will have financing for planning and designing a park in HPP. There's a lot of odds against it because, there's 20 million going into a regional park as well as a regional park in Waimea, so the key is a strong relationship with the HPP Board. At 26th and Kaloli is the proposed spot, which is the most populated area of HPP, to serve the most in the district and closest to water. Setting up departments to make sure the Board is kept up to date on the project. Do they give or lease the land to the county (\$1 for 99 years) with provision with no construction occurring or it reverts back to HPP? The money is for planning and design, so when it comes through next year, they'll push for the construction. The idea is to have a walking park in the area. The county will be responsible for maintaining the park. Once the bond is approved , he will have meetings at HPP, with the community, to begin planning. A walking area is proposed with different areas for exercising, a playground area, a place where it's safe to walk within the park instead of on highway or somewhere unsafe. We need to figure out how this will look. The plan is not for any type of covered structure, but a pavilion may be in order. Those are the plans that will be discussed. Next month plan to have a meeting as soon as the bond goes through.

Regarding the roads: in order to get them to county standard: the arterial roads need to be 50 feet including easements. He suggested that it would be better for HPP to try to dedicate the four main drags instead of all the roads for the county to take over and that way were not asking for all the roads and he will, more likely, be able to work with county on that plan.

Verizon Presentation by Dennette Martin –(SEE ATTACHED Power Point report furnished by Verizon Representative). Came to discuss the Cell towers coming to improve cell communication in HPP. Verizon wireless is having issues with their capacity. Smart phones have doubled in usage so they need to add two more cell towers for HPP because it's huge and HPP will benefit with better telecommunications. Slow or non-existent use

of Internet is the problem with over capacity. She discussed the two planned locations for the Monopine towers planned to mitigate visual impacts of the 150 foot tower.: 1) on Railroad between Kaloli and Shower. It has to be 150 feet on Railroad because of the huge trees here in HPP, so they have to get above those tall trees for better reception in the park. They want to put it on a vacant lot and use the driveway of a house next door for parking the equipment as they work on it. Only the top of the Monopine tree will be visible because it's in such a wooded area 2) behind a home on 3rd Avenue and Awa Street, at the dead end – it's in the back of the home tucked back behind the garage. No ground equipment will be visible from the main street. Behind it is a ridge line to help mitigate its visibility so those on 4th and 5th will only see the top of the Monopine tower tree top.

They will have emergency generators at both the sites. Sound cowlings will be used. They are about 60 DPI so they are very quiet. The generator only runs during power outages or to cycle for maintenance. There will also be air conditioning units on each site, but they are also self-contained and very quiet.

Approve Past Minutes

Dr. Jo Maynard (District 5) moved to approve the March 18, 2015 BOD Meeting Minutes. Roseanne McLean (District 8) seconded the motion. Vote: Unanimous. Motion approved.

Roseanne McLean (District 8) moved to approve the April 15, 2015 Meeting Minutes. Dr. Jo Maynard (District 5) seconded the motion. Discussion: Dr. Jo Maynard (District 5) stated that Mr. Francis Ganon (District 1)'s statement regarding the water truck, saying that she (Dr. Jo Maynard) walked out of the meeting, but, in fact, no meeting occurred about the water truck at all, but was about rocks, not a water truck. The meeting minutes being approved was tabled to fix Mr. Ganon's incorrect statement.

President Report – Ruth Mizuba (District 2) – We have a big change in our Board of Directors. Moani Pai-Paige and Randi Larzalere resigned. BJ Mullenix is no longer President.

VP Report – Dr. Jo Maynard (District 5) (SEE ATTACHED Report) – A "Truth" Statement in response to accusations against her was submitted (see attached). She stated in rebuttal that they didn't cut trees on first street although accused of such activity. Down trees were moved after they were fallen. They have an arborist for important tree cutting and, Dr. Jo Maynard stated that she did not cut down the trees, but stated that they were actually removed on Beach and Paradise after they were felled by the storm. We, HPP, maintain county parks in our area and that question stands to be explored as to why e.g. Why does HPP pick up trash for it and maintain it if it belongs to the County?

Treasurer's report - Janice Ashford (District 7) – referring to packet she disturbed (see attached) – The Finance Committee met on May 12 and 19. The members of the committee were named. The proposed Budget for 2015-16 was distributed. They came in under budget by \$174,008, which was saved by Dr. Jo Maynard (District 5) VP and Janice Ashford (District 7) having acted as interim GM and Interim Treasurer, respectively, having worked for free to help garner this huge savings in the Budget this past year. All equipment purchases were also included in that budget. Extra repairs and maintainance was added to the budge. Over \$300,000 is in the account and it was suggested this would be useful to fund the chip seal road.

Dr. Jo Maynard (District 5) moved to ratify the Revised #5 budget. Roseanne McLean (District 8) seconded the motion. Discussion : Mayelin Stillwell for the bylaws committee requested \$4,000 for attorney approval of proposed bylaws. That's the approximate cost – it will probably be approved, but will need further discussion. Emergency Action Committee submitted their budget for supplies last Wednesday and it is in the budget. Regarding the chip seal budget: We saved over \$300,000 in the road improvement fund, take \$200,000 of that, plus the \$115,000 of the \$174,000 saved from last budget, and it will be enough to start \$350,000 needed for chip

seal project. We have had a couple different bids, so they are going to be given X amount of money and then will ask the contractors to do "X" amount of miles. The GM is familiar with the product proposed for the chip seal process. We have about \$300,000 to resume paving or asphalt, and HPP has chosen chip seal. Mayelin Stillwell noted that this was not discussed and it was supposed to only be an exploration of costs. She just wants it put aside for the budget paving/chip seal. This is to make sure funds are there if that is a project decided to happen. It was noted that there are some provisions for minor change within the budget. **Vote: Yes-5, Unanimous.**

Motion carried.

Treasurer, Janice Ashford (District 7) continued her report. In the packet there is a copy of all the equipment and vehicles purchased this year (SEE ATTACHED REPORT).

GM Report - Don Morris – He has a background in construction of 40 years. Holds a General Contracting license. Upcoming improvement projects were mentioned. Past due reminders will be going out at the end of June for road maintenance fees to do the projects. He wants to start herbicide spraying again around signposts and places needing that weed control. Has been here four weeks and had a lot of requests about speed humps. There is a current speed hump policy still in effect and copies are available in the office. It's a ten to 12 page report detailing what people need to do if they really want speed bumps. There were 82 road requests with 77 completed and 5 not completed. Lots of mowing: 134 miles of easement. Weed eating was done at all mailboxes. Gravel graded and rolled: 19.5 miles of road; Roads Watered – 4 roads watered – rain has helped dust quite a bit. Trees removed: 5 trees blocking roads; Signs : 29 new in total including : stop, dead end, blind hill, neighborhood watch signs; Rubbish pickup: 3.4 tons of rubbish – please call in license plates if you see dumping so we can call police; Dead animals removed: 7 pigs and 1 cow (it was dragged off someone's property and illegally dumped, but they were found – please don't drag your dead animals onto the roads!! Safety report: no accidents or injuries for the past 10 months. Please drive with aloha when approaching our road crew. Safety is everyone's concern.

Old Business

Corporate policy changes – Janice Ashford, Treasurer (District 7) – copy of old and new policy changes were distributed. Old policy shows changes and new rates. It reads word for word with everything clearly noted for the few changes. The third page from end: approval of purchases and contracts. GM can approve for \$1500 or less and anything above has to come to board for approval. One officer designated by Board could authorize \$10,000 in old Corporate policy, which was not right so that was taken out because everyone should need to come to the Board for purchases above \$1500. This was amended back in February and still not approved. **Janet Ashford (District 7) moved for Board to approve HPPOA corporate policy as amended on 2/18/15. Roseanne McLean seconded the motion.** Discussion: Craig Crelly (District 3) asked about 2010 corporate policy, in which former President, June Conant stated had been passed, but he noted that it was never signed. Mayelin Stillwell asked about the Government section and Janice Ashford noted that a small paragraph at end, does put limits, but that it's not going to pertain to HPPOA because we don't do Federal work; however, it has to be in there. Everything will go to the approval of Board first. **VOTE: Yes-5, Unanimous. Motion carried.**

Website – Dr. Jo Maynard (District 5) – Noted that it had been incorrectly presented at the last meeting that they are going to pursue companies to spend money for another company; however, she clarified that it was not true that our HPPOA website is being held hostage by Jeff Grey and HPPOA has complete control of their website, so spending more money would be unnecessary. Discussion tabled to discuss with BJ Mullenix (District 9) what was decided. The website is up and they hope it will stay updated from now on.

Easement Violation Letters – Dr. Jo Maynard (District 5) – Newly former Secretary, Randi Larzalere and Dr. Jo Maynard created an Easement Violation Letter, and a picture will be attached to the letter, if and when

implemented. **Roseanne McLean (District 8) moved to approve the violation letter with explanation of violation and the homeowner's response form. Janice Ashford (District 7) seconded the motion.** Discussion: Judy Sumter asked where the rules are being cited from, since we have no CCNR's. It was replied that this letter falls under placement bylaws. The easements belong to the subdivision roadways. Road easement is on the deed. Where ever your property pins are is your property, outside of it belongs to the park. It's established by the State. Craig Crelly (District 3): noted that it stated the homeowner could request hearing, and that it then says a contradiction to that option. The last line was removed regarding the statement that the "general manager will review the request" **Roseanne McLean moved to remove the last line and to approve the Easement Violation Letter as amended. Janice Ashford (District 7) seconded the motion. Vote: Yes-5, Unanimous. Motion carried.**

Nominating Committee – Roseanne McLean (District 8) - Ballots for District 2 and 6 have gone out on the 25th of April. League of Women will count the ballots by June 2nd. Anyone interested in observing may do so at 12:30 pm on June 2nd at the East Hawaii Center. When you fill out nominating forms, please put on phone numbers. They will need to interview anyone who'd like to be considered. Ballots were printed before Moani Pai-Paige resigned, so that was the explanation given to her question as to why her name is still on them. It was stated that the ballots were sealed so they couldn't go back and change them. Moani Pai-Paige stated that the Board never approved the ballots so they shouldn't have gone out at all. **Roseanne McLean (District 8) moved to ratify the ballots. Dr. Jo Maynard (District 5) seconded the motion.** Discussion: Moani Pai-Paige stated that the correct process wasn't followed. Roseanne McLean replied that she had a limited amount of time to create the ballots. Moani Pai-Paige stated that her name should not have been on the ballot and was concerned that everyone in District 6 will think that she's still running even though she is not. She wants them to run the ballots again. **The discussion and vote was tabled.**

Finance Committee – Janice Ashford, Treasurer (District 7)– The report was given earlier with the Treasurer's report except the following motions:

Janice Ashford (District 7) moved to have BJ Mullenix and Randi Larzalere, removed off of the banking cards as signors. Roseanne McLean (District 8) seconded the motion. Discussion: It was noted that Bruce Derrick was also still on and needed removing. **Janice Ashford (District 7) amended the motion to remove BJ Mullenix, Randi Larzalere, and Bruce Derrick, or any other parties who should not be on the banking or credit cards as signors. Roseanne McLean (District 8) seconded the motion. Vote: Yes-5, Unanimous. Motion carried.**

Janice Ashford (District 7) moved to add Ruth Mizuba (District 2) as signer to bank accounts and to add Don Morris as a signer. **Janice Ashford (District 7) rescinded the motion.**

Janice Ashford (District 7) moved to add Ruth Mizuba (District 2) as a signer on the checking accounts. Dr. Jo Maynard (District 5) seconded the motion. Vote: Yes-5, Unanimous. Motion carried.

Janice Ashford (District 7) moved to add Donald Morris to the credit card account. Dr. Jo Maynard (District 5) seconded the motion. Discussion: This is so that he can have a credit card in his name for HPPOA business only. Ruth Mizuba stated that she was told by the office that Donald Morris needs to be on as a co-signer on the bank account. Randi Larzalere: asked it be noted on the record in these minutes that her name was never on any bank accounts or credit cards. **Vote: Yes-5, Unanimous. Motion carried.**

CAC – Community action Committee - Lenny Allen – the purpose of CAC has solely been to update the master plan from 1997 to 2015. The master plan is a living document and should be updated every ten years, but HPP has not done so to date. The master plan draft doesn't contain recommendations, opinions, or suggestions, it simply updated info like adding albizias and little fire ants along with other invasive species. They asked everyone to view the document, so they can submit before or on June 6 for the subdivision. **Roseanne McLean (District 8) moved to approve the CAC report. Dr. Jo Maynard (District 5) seconded the motion.** Discussion: What does this bind us

to? Answer: Nothing. The percentage that responded to the survey of 400 only 3 ½ percent of park, but it's a place to start. **Vote: Yes-5, Unanimous. Motion carried.**

HPP Emergency response plan –(see attached) copies of the plan were given to board along with budget. A report was given regarding disaster preparedness for the residents in the park. The GM would be the instant manager to coordinate with CERT, neighborhood watch, Emergency response, ET. al. They will provide information about resources, supplies, what's happening with power company and any info they can get. They will help distribute what ever is donated. They asked for \$1900 for a generator to have power at Hui. They requested an additional gate for access to community center. They want to send out Mailing info for renters and those living in park who aren't owners. They need a canopy to use if activity center is not available to hand out supplies, or if they have to go to an alternate location. The report includes a list of supplies needed. They will approach members at next membership meeting for donated supplies needed. **Janice Ashford (District 7) moved for the Board to approve the Emergency Action Committee proposal for their Budget of 2025. Roseanne McLean (District 7) seconded the motion.** Discussion: The finance committee did already budget money for it. Craig Crelly (District 3): queried who will install the gate and where. Dr. Jo Maynard (District 5): noted that it will be in back left corner of the Community center property with exact location there to be determined, but that will make the traffic flow in through the front and out the left side gate once it is added. The question was asked whether the pumps are able to run it all and, a resounding, NO was answered. The cost of water discussed. Members of EAC are willing to meet with the GM regarding where to put the container. **VOTE: Yes-5, Unanimous. Motion carried.**

Director, Roseanne McLean (District 7) had to leave the meeting at 8:30; however, Committee reports continued because all business voting was done before her exit.

***NOTE: All committee reports will be attached to the minutes even if they weren't actually presented as planned for this evening in the meeting.

Craig Crelly (District 3) moved to adjourn. Dr. Jo Maynard (District 5) seconded the motion. Vote: Yes-4, Unanimous. Motion carried. Meeting adjourned at 8:42 pm.

Respectfully Submitted and Approved:

Susan Bambara, Recording Secretary

Date

Date

BOD Motions Log 5-20-15

Dr. Jo Maynard (District 5) moved to approve the agenda with corrections. Janice Ashford (District 7) seconded the motion. Vote: Yes-5, Unanimous. Motion carried.

Dr. Jo Maynard (District 5) moved to approve the March 18, 2015 BOD Meeting Minutes. Roseanne McLean (District 8) seconded the motion. Vote: Unanimous. Motion approved.

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Roseanne McLean (District 8) moved to approve the violation letter with explanation of violation and the homeowner's response form. Janice Ashford (District 7) seconded the motion. Roseanne McLean moved to remove the last line and to approve the Easement Violation Letter as amended. Janice Ashford (District 7) seconded the motion. Vote: Yes-5, Unanimous. Motion carried.

Janice Ashford (District 7) moved to have BJ Mullenix and Randi Larzalere, removed off of the banking cards as signors. Roseanne McLean (District 8) seconded the motion. Janice Ashford (District 7) amended the motion to remove BJ Mullenix, Randi Larzalere, and Bruce Derrick, or any other parties who should not be on the banking or credit cards as signers. Roseanne McLean (District 8) seconded the motion. Vote: Yes-5, Unanimous. Motion carried.

Janice Ashford (District 7) moved to add Ruth Mizuba (District 2) as a signer on the checking accounts. Dr. Jo Maynard (District 5) seconded the motion. Vote: Yes-5, Unanimous. Motion carried.

Janice Ashford (District 7) moved to add Donald Morris to the credit card account. Dr. Jo Maynard (District 5) seconded the motion. Vote: Yes-5, Unanimous. Motion carried.

Roseanne McLean (District 8) moved to approve the CAC report. Dr. Jo Maynard (District 5) seconded the motion. Vote: Yes-5, Unanimous. Motion carried.

Janice Ashford (District 7) moved for the Board to approve the Emergency Action Committee proposal for their Budget of 2025. Roseanne McLean (District 7) seconded the motion. VOTE: Yes-5, Unanimous. Motion carried.

Craig Crelly (District 3) moved to adjourn. Dr. Jo Maynard (District 5) seconded the motion. Vote: Yes-4, Unanimous. Motion carried.