

**Hawaiian Paradise Park Owners Association  
APPROVED – Board of Directors Meeting Minutes  
June 17, 2015**

**I. Call to Order:** President, Ruth Mizuba (District 2) called the Board of Directors meeting to order on June 17, 2015 at 6:10 p.m. Quorum was established. The meeting took place in the HPPOA Hui Activity Center.

**II. Roll Call:**

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

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

**Guests:** Randi Larzalere, Mayelin Stillwell, Jackie Apigo, Terri Stratton, Ken McGilvray, Steve Crawford, Bruce Derrick, Susan Escobar, Dennis Stockton, Beth Evesong

**III. Approve Agenda**

**Roseanne McLean (District 8) moved to approve agenda. Dr. Jo Maynard (District 5) seconded the motion.**

**Vote: Yes-5, Unanimous. Motion carried.**

**IV. Councilman Greggor Ilagan –** was not able to attend, but will present a report at the General Membership meeting.

**V. Approve Past Minutes**

**Roseanne McLean (District 8) moved to approve the May 20, 2015 BOD Meeting Minutes as amended. Dr. Jo Maynard (District 5) seconded the motion. Vote: Yes- 5, Unanimous. Motion carried.**

**VI. President Report – Ruth Mizuba (District 2) –** Apologized about the uncertainty at end of last meeting due to quorum confusion and their now understanding that they, having had four out of seven present is/was still a quorum.

The Postmaster in Keaau is requesting to parcels of land for cluster mail boxes and we have asked them to also consider a post office plan and that could be an asset to our community.

Another issue is the proposed county park on 26<sup>th</sup> - The county is requesting that we deed over the parcel for the park, which would be short one acre wherein the post office boxes would be – The President reported that they questioned whether we needed to deed the land, but there is a ten year provision if the park isn't completed and we can back out at any time. Getting a 19-acre park could be a benefit, so we will consult with our land use attorney about the feasibility of negotiations with the county for lease versus deed. This is an opportunity for our community. It would be a walking park, ball fields, exercise and work out areas, picnic areas. The county has allowed \$200,000 for a study and we'll have a better idea after seeing that.

Third proposal for HPPOA to consider is from Representative Joy San Buenaventura. She and Senator Ruderman have secured money for a State Library and they'd like to explore it being in HPP at 26<sup>th</sup> and Maku'u. Having a State facility of any kind would facilitate garnering funds for road improvements. The 20-acre parcel is near Malamalama School. We may look at how to bargain with them to use one acre of that 20-acres for the Postmaster's request, and looking at using 3 to 5 acres of that 20-acre parcel for the State Library to possible be there as well. A State Library would be a tremendous resource to all our children and families.

It's one of five sites to be considered including Shipman, but we'd like to show our support to have them use our site for the Library.

**VII. Treasurer Report – Janice Ashford - The Finance Committee** met on June 9, in the Activity Center Library. Members attending were Ken McGilvray, Steve Crawford, Beth Evesong, Janice Ashford and Don Morris, the GM. There will be a signup sheet for any member who'd like to be a member of the finance committee. The office is working on a side-by-side comparison of cost to consider a different vendor for acceptance of credit cards. HPPOA is with Paytrace at the moment, but the Finance Committee thinks that they will be able to get better rates through First Hawaiian Bank and they will have this information by next month.

The Finance Committee is also looking into possibly change the employee health insurance because they believe there are comparable plans available which would save the association money each month, yet still give the employees good insurance. Bank balances as of May 31, 2015 were:

|  |                 |
|--|-----------------|
| Total Checking, Savings, Investments and Bond Reserve: | \$ 5,487,068.82 |
| Total Accounts Receivables:                            | \$ 2,226,555.70 |

Per the bylaws, the treasurer is to insure that the General Manager and officers are listed as signatories on the association's operating accounts, so **Janice Ashford (District 7), Treasurer, moved to add Donald Morris, General Manager, as signatory for all HPPOA Operating banking accounts as required by the banks. Roseanne McLean (District 8) seconded the motion.** The bank requires it in our "BOD meeting minutes" in order to add him to our accounts. Ruth Mizuba as president will also be added tonight. **Vote: Yes-5, Unanimous. Motion carried.**

**Janice Ashford (District 7), Treasurer, moved to add Ruth Mizuba as a signatory to all HPPOA Operating bank accounts. Dr. Jo Maynard (District 5) seconded the motion.** Discussion: Why? Was asked and it was stated that this is in the bylaws as required. This is being done again although it was already passed at the May 20, 2015 meeting, just to facilitate this information for the bank when this document is taken in to change the info with them. **Vote: Yes-5, Unanimous. Motion carried.**

**VIII. General Manager Report – Don Morris – (SEE ATTACHED)** \*Upcoming improvement projects: They are still acquiring bids for the repairs on the Activity Center and the Road Crew Shop. \*Herbicide Spraying: They will be spraying herbicide on the roadsides and roadway easements of selected areas. There will be a signup sheet in the office to leave your contact information in order for them to let you know when they will be in your area. Spraying will begin July. \*Road Requests: Total of 60 requests for the month of May. Total completed 48, total remaining 12. \*Mowing: 129 miles total. \*Weed Eating: All front entrances of main roads. \*Dropped and rolled: 14 miles of road. \*Gravel, Graded and Rolled: 16.5 miles of road graded. \*Trees removed: 6. \*Signs replaced and new: 3 speed and stop signs in total. \*Rubbish Pickup: 2.7 tons! \*Dead animals removed: 3 pigs and 1 goat. \*Safety report: No accidents or injuries for the past 11 months. \*Please drive with Aloha when approaching the road crew. \*The Road crew has also completed a chain saw safety class and CPR training.

**Dr Jo Maynard (District 5) moved to accept the County's proposed offer for the park by providing a letter to them indicating an interest in their proposal. Roseanne McLean (District 8) seconded the motion.** Discussion: The County wanted a letter right away, but perhaps legally it should be leased to them for one dollar for 99 years and that way we can wave goodbye if they don't follow-up and do the park. The Board will investigate the offer further and are only indicating with this letter that HPPOA has an interest in their proposal. We can pull out of this arrangement at any time that HPPOA wants to do so. **Vote: Yes-5, Unanimous. Motion carried.**

**IX. Old Business**

1. **Special Assessment Road Fees** – in March 2014 the Board passed a Special Assessment road fee could be assessed to those who over use the road. How can we regulate the trucks that come into the park? They would have to ask the road traffic safety committee to research this info. President noted that there's two trucks heavily driving on her little street – we need to assess how the roads are used and assess additional assessments based on how the roads are used and the vehicles using them. How to make the assessment and make additional fees is the question. Roseanne McLean (District 8) has a list of businesses in the park, but if the business is not registered then there's not a lot that can be done. A company has two water trucks on a road and they drive fast on that road all the time – they should be assessed. The President noted that because Road traffic safety is out there, they could add their assessment when they are out on the roads. People drive so fast – it's frightening – they're a hazard for all. We'll be looking to move forward on how to assess fees.
2. **Toilet Repaired** – The toilet is repaired in the Ladies restroom of the Hui Activity Center.
3. **Easement Clearing** – this is an ongoing issue, but if we could urge people to clear their easements before the HPPOA road crew gets there, that would be best because they will be cleared. A schedule will be done when the roads are being prepared for chip seal or whatever is decided for the roads, and people will be notified to clear them, but if they don't, then when the roadwork starts working, the easements will be cleared.

**X. Committee Reports – will be given at General Meeting this upcoming Sunday and unfortunately some committees weren't able to give reports at last meeting.**

1. **Nominating Committee – Presentation – Roseanne McLean** – They sent out over 1200 ballots and only received 150 replies. What a waste of postage. We need to look at changing the bylaws so that if no one runs or people run unopposed, then the whole costly mailing and printing process should be subverted to save the community money. The votes are in from League of women voter's there was one observer at the vote. Both people who ran unopposed won for District 6/Craig Crelly and Ruth Mizuba/District 2 won. We still have two seat openings, so we need to contact past applicants from the other districts to see if they're interested to interview to be replacements on the board. The applications that were submitted on the website following the ballots going out for the two districts can and will be considered to fill the open spots left on the board.
2. **Bylaws Committee – Craig Crelly** – we are slowly and meticulously going through the bylaws. We're meeting the 2<sup>nd</sup> and 4<sup>th</sup> Thursday, in the Hui Library at 5pm, and all are encouraged to join them. Mayelin Stillwell asked that when you come to the meetings, please write your suggestions and turn it in – the owner input form that's always up on the sign in table may be used for this as well.
3. **Emergency Action Committee – Presentation – Judy Houle** – Co-chair of EAC. Thanked Board for tasking their Emergency Response Plan and thanked Dr. Jo Maynard (District 5) for Okaying the 40-foot container for civil defense. They won't be purchasing a gate, but widening the exit that exists. A larger generator was discussed. They are looking into purchasing a generator for the Hui to use if needed in disaster. The Emergency action radio team will be running a disaster communication emergency response drill on July 4<sup>th</sup> after the neighborhood watch meeting. They will map and report from street to street using their radios to practice how to perform in an emergency. The dept of civil defense will come to the next meeting to present some info regarding what they can provide the community. Please join and consider volunteering.
4. **Fugitive Dust Committee – Presentation** – Dr. Jo Maynard (District 5) presented for Kareen Haskins – chip seal would be the best bang for the buck. The committee feels it has met their task and will become fairly inactive unless tasked by the Board to do something further.

**5. Road Traffic Safety Committee – Speed Hump Policy (Old & New) – Mayelin Stillwell** – they met recently with the GM. They reviewed the old and new policy, deciding with the GM to keep the existing policy, which they would like reposted on the website. They asked GM for speed bump inventory of the 29 purchased for \$12,000 in the past. They suggested selling those left to buy something else for the park although apparently there probably won't be any takers interested in them. They discussed a dead end signage replacement, replacing a street name sign, and will contact GM on a right of way issue.

**6. Community Action Committee – Presentation – Beth Evesong** - they are intending to have the survey plan results on the website. They will try to implement community forums about the upcoming decision-making process and hope for more participation. Only 400 people responded to the survey, so they hope more of the community will get more involved in HPPOA.

Don Morris – GM – Stated that he used to be a resident in HPP and knows that there is 135 acres sitting here since 1959 yet still no community park for kids after a generation was raised here. Let's do something for this community!

**7. HR Committee – is Non-active at this time**

**8. Albizia Committee – Judy Houle** – She is now the Chairman. They've had over 100 volunteers participate in their Albizia control workshops and the next one is this Saturday and all are invited. Handouts were passed out, noting that the Big Island Invasive Species group will be in attendance to help teach this workshop on Saturday. At 9 am, they meet in front parking lot under a canopy put up near the Hui office. They will be handing out, to all interested, a step by step guide with important contact info to help with contacting absentee owners with albizia trees that need removal.

**9. Paths Committee – John Seastrom** – reporting on recent finished project. They cleared the back path along the property line so that people will have a walking path secured at ends with boulders to prevent vehicles from using them to four-wheel. They have a small but energetic group of volunteers clearing by hand. There will be a nice walking path all the way around. It's a rough road right now until it is further improved. They will be asking for volunteers to smooth it out and make it a bit safer.

#### **XI. Owner's Input (3 minutes per Owner)**

**Ken McElvrey (District 3)** – Noted that signature cards were discussed, but since we're having a General Membership meeting next week, felt that it's a waste of time tonight. The question he has is a concern. There's a website we used to have and now we have another one that has minutes missing. His real concern with the website is that 2,651 dollars were spent on a website that is completely useless to him. If you can't provide him with minutes then he wants to know who's paying for it. He wants the website up and running now.

**Leilani Bronson-Crelly** – Noted that Greggor Ilagan should be referenced on the agenda by his title of "Councilman" when referenced. Regarding Old Business of Special assessments: Unless you have trip generations and a host of things in place before a special assessment, it would be highly risky legally. It will require a rational nexus. You cannot assume that the Road, Traffic, Safety Committee can do your job and you have to have a rational nexus in play to explain why you feel you can put in special assessment or the Association would be open to lawsuits.

There's \$15,000 in the general ledger since the coqui frog eradication, that money could be used for playground equipment.

With regard to special meeting notification: The bylaws require that any time you have a Special meeting, you have to inform the membership in advance.

The League of Women Voters provides their result tabulations, and it was supposed to be in your packet today. This agenda was just made available today – previous to today’s meeting, she asked the employees for an agenda and not one of the three paid employees could provide it, yet it needed to be done seven days in advance of today’s meeting.

Terry Stratton – one suggestion regarding road fees and special use assessments: what about the new homes being built, why not assess the builders and lumber delivery people who should have to pay for the heavy wear on our roads, rather than the community who is suffering. Please do more regarding dirt bikes and quads in lower HPP.

Herbicide treatment – noted that anyone treating with fire ants, needs to know that treatment for them is negated by spraying Round-up. The herbicide spraying negates the treatments for fire ants.

Website – Wordpress is simple and free – please consider using it so people in HPP can have a private forum, to talk amongst each other, online.

Jackie Apigo – stop changing procedures regarding signing in.

Regarding the Activity center – in order to rent any part you must be an owner, I would like to know why the policy that non-owners are being allowed to rent it. This is costing the association and everyone seems to have keys to the center.

When did that play field behind the Hui become an unleashed dog park?

**XII. New Business**

- 1. **Elect Committee to recommend candidates for annual service awards** – It was to be done by June Conant who was given the Chairmanship; however, no one has heard from her as reported by Craig Crelly and Randi Larzalere who were also on the committee and waiting to hear from her in order to begin their task. They discussed what to be done and it was decided to not do them this year because there’s only four days to pick and choose them. No one had been nominated either. June Conant told Craig Crelly that she had people in mind for the award, and that no board member should be in charge of the committee; however, nothing was ever done by her at all.
- 2. **Proposed potential Library – Representative Joy San Buenaventura will be at the General Membership meeting this Sunday to discuss.**

**XIII. Announcements:**

- 1. **Next Board of Directors Meeting: July 15, 2015**
- 2. **Next General Membership Meeting is Sunday, June 21, 2015**

**IV. Adjournment to Executive Session**

**Roseanne McLean (District 8) moved to adjourn to Executive Session. Dr. Jo Maynard (District 5) seconded the motion. Vote: Yes-5, Unanimous. Motion carried. Meeting Adjourned at 8:00 p.m.**

Respectfully Submitted and Approved:

\_\_\_\_\_  
Susan Bambara, Recording Secretary

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Janice Ashford, Treasurer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**BOD Motions Log 6-17-15**

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

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