

**Hawaiian Paradise Park Owners Association
APPROVED – Board of Directors Meeting Minutes
February 17, 2016**

I. Call to Order: President, Craig Crely (District 6) called the Board of Directors meeting to order on February 17, 2016 at 6:26 p.m. Quorum was established. The meeting took place in the HPPOA Hui Activity Center Library.

II. Roll Call:

Board of Directors: Craig Crely, President (District 6), Dr. Jo Maynard, Vice President (District 5), Janice Ashford, Treasurer (District 7), Ruth Mizuba (District 2), Paul Wheeless, Secretary (District 3)(6:46 arrival – opened Hui gate, but had to run home to copy up the minutes), John Rudolf (District 4),

Absent: Randi Larzalere (District 8)-[Pre-Notified the BOD-had to work], BJ Mullenix (District 9), Francis Ganon (District 1),

Guests: Tom Burnett, Leilani Bronson-Crely, Shawn Merrill, Judy Sumter, Madie Greene, Ronnette Gonsalves, Tracy Gonsalves, Dennis Stockton, Beth Evesong, Steve Crawford, Judi Houle, Terri Stratton, Don Morris, GM, Councilman Greggor Illagan

III. Approve Agenda - Ruth Mizuba (District 2) moved to approve the Agenda. Janice Ashford (District 7) seconded the motion. Discussion: New Business: items added. Old Business: A correction re: post office noting that Lorraine Fowler, the Postmistress was not coming as noted, but Ruth Mizuba (District 2) liaison will present an email of information that was okayed by Lorraine to present to the Board. New Business and Old business switched and placed after GM report. **Ruth Mizuba (District 2) moved to approve the Agenda as amended. Janice Ashford (District 7) seconded the motion. Vote: Yes-5. Unanimous. Motion carried.**

IV. Approve Past Minutes – Approval of 1-20-16 Minutes to be done at next meeting.

V. President’s Report – Craig Crely – Work is being done on playground and they will announce more tonight during Playground Committee Report.

VI. Treasurer Report – Janice Ashford – Bank Balances as of January 31, 2016:

Total checking, Savings, Investments and Bond Reserve:	\$5,201,499.56
<u>Total Accounts Receivables:</u>	<u>\$4,388,862.47</u>

VII. GM Report – Don Morris – Aloha, thank you for your road maintenance requests. The road crew really appreciates your requests. It helps them to identify the more problem areas of the subdivision that need more work than other areas.

He met with the Keaau Postmaster the first week in February and she informed him that our mailboxes for the subdivision had been approved. The Post Office is paying for the boxes and HPPOA has to prep the area for the boxes. This will require clearing the property, laying down base course and concrete pads for the boxes, and installing the boxes.

HPPOA has four areas in the subdivision where the boxes could be set in at this time. These are 20-acre parcels that are located on 16th at Maku’u, 7th at Maku’u, 15th at Kaloli and 5th at Kaloli. He suggested that they could clear a one-acre parcel on the corner of each lot. He has done some preliminary cost estimates on the work required for each 1 acre area, as well as, his ‘worst case’ scenario numbers were at least \$30,000 to \$35,000 for each area.

This seemed extremely high to several Board members and it was decided that an actual costing has to be done in order to decide what plan will be most feasible and cost effective for the Park and all residents to get mailboxes within HPP.

Equipment: The John Deere tractor is back and running fine. The repairs on the Volvo Grader have been completed and it is ready to get back on the road. The New Holland tractor has transmission problems again. We continue to do maintenance and repairs on the rest of the equipment as needed.

Chip Sealing: They are scheduled for the test mile of chip sealing on the 24th and 25th of February.

Mowing: Grasshoppers continues to mow the main roads and cut back the corners. The road crew mowed 94 miles of roadway easement.

Spraying: 33 Maku'u Dead End, 32 Maku'u Dead End, 17 Maku'u-Kaloli, 7 Maku'u-Paradise, Paradise - 17th-13th.

Watering roads: 49.5 Miles

Dropped and Rolled: 19 miles

Gravel, Graded and Rolled: 14 miles

Trees Removed: 3

Signs Replaced and New: 4 STOP signs, 15 MPH signs on all gravel crossroads, dead-end signs on dead-end roads.

Rubbish Pickup: 3 tons

Dead Animals Removed: 6 pigs, 2 bags of fig guts and bones.

Road Maintenance Requests:

105-Total Requests. 103-Resolved. 2-Unresolved.

Safety Report: No accidents or injuries for the past 19 months.

Thank you for your support.

New Business:

1) Councilman Greggor Illagan – Came to report

A) Working with mediation to create a workshop for Board members of Homeowner's Association. It is set for June 25 at Keau'u High School. Time still to be determined. Free to all board members in all subdivisions of Puna. This is to help with Homeowner's Association issues and create strong HOA leaders. Once time and location are set, he will let the public know and wanted suggestions if any, for a particular workshop.

B) He has a Meeting set up for two days and two locations, one at HPPOA on Wednesday, March 9th at 6p (neighborhood watch will also be there and to invite people to join) This will be to allow the Police Department to come and allow the to ask questions regarding the Police department.

C) Park update – gave a timeline history handout of the park's progression. No funding just approval of design. May 14, he attached money into the CIP. Skeleton established, then hopes the money for design will come through July 1, 2016. The resolution has passed and the draft of the conveyance (for the money) is being drafted. Until it's actually conveyed to the county that is then when the clock starts. He came tonight to ask the Board to establish a Park Committee so that HPPOA can compile a list of recommendations for the design firm once he actually begins working on the design of Park, after that money appropriation is affirmed.

Discussion of how to task and create a Park Committee. John Rudolf (District 8) and Ruth Mizuba (District 2) volunteered to be on the committee. The Community Action Committee will send out questionnaires that will be returned to the office for the park committee. He stressed that the community really needs to look at the rules and laws that go with having a park. The number of phases to the park is unknown, but he stated that a walking path will be first phase, and it was noted that Path committee already has a plan that can be given to the Park

Committee to give to the Councilman. They will create park committee at the next Community Membership Meeting.

- 2) Food Bank – Leilani Bronson-Crelly – Introduced the “Bodacious Ladies” requesting use of HPP Activity Center once a month, every fourth Monday, set up after tai chi at 11:30 start March 28 at 11:15 until Food Pantry supplies are gone. Liability requirements discussed. The food basket is recognized as a statewide organization. Once we submit and you agree, that puts you on list of Civil defense. In natural disaster we can facilitate HPP getting supplies. President of Nanewale spoke that they are the hub of emergency relief. Leilani Bronson-Crelly stated that if tai chi on Monday is an issue, she has already spoken to the seniors and Tessie Tinker said it would be okay to share their day, if needed.

Janice Ashford (District 7) moved to approve “Bodacious Ladies” to facilitate distribution of Food Basket delivery to the community on the last Monday of each month in the Activity Center, starting March 28, 2016, with the provision that they supply a letter of acknowledgement from the Tai Chi class stating that they aren’t bothered and a proof of insurance bond that they have for 3-28-16. Janice Ashford (District 7) amended the motion to be on the fourth Monday of each month. Dr. Jo Maynard (District 5) seconded the motion. Vote: Yes-6. Unanimous. Motion carried.

- 3) Legal – **Janice Ashford (District 7) moved to hire an attorney for legal counsel regarding the arbitration issue. Dr. Jo Maynard (District 5) seconded the motion.** Discussion: An attorney familiar with this subdivision and because it was received by HPPOA stating a response required by February 19th, so an attorney is needed to know how to properly respond. They will choose an attorney knowledgeable of our bylaws from past issues in HPPOA, as well as, someone who knows the attitudes and emotional issues within this community. February 5 was date of letter, but it wasn’t seen until Monday, and it was emailed only. Someone stated that it doesn’t even say what the charges are, so they need a Lawyer to respond with asking for an extension in order to respond in time by the date requested. It was stated that it’s not clear what the issue is in the letter requesting arbitration and it doesn’t say what the resolution is being sought. Getting an attorney is also needed because this will set precedence in future. How much required and who to be hired discussed. Of three mentioned, it will be who is available and able to deal with it. **Vote: Yes-5, No-1 (John Rudolf), Abstain-0. Motion carried.**

Old Business:

1) Post Office – Guest Keaau Lorraine Fowler Post Master was unable to attend as scheduled, but Ruth Mizuba (District 2) was authorized by her to read an email regarding the post boxes. Ruth Mizuba (District 2) will find out about money allocation and reports that the Post Office is inclined to start in middle of park. Ask if boxes on island and when they expect to be delivered. Who owns the present boxes will be queried. Exploring if USPS has required specs for the boxes and if they have schematic requirements HPP can follow, and steps for mailbox installation. Ruth will follow up with the Post Master and report back.

2) Committee Reports

1. Albizia Committee – Judi Houle – workshop cancelled for the 2-20-16 Big island invasive species because they are being asked to help out at Lava Tree State Park at 9 am to 1p. On 2-27-16 from 9am to 10:30, there will be a presentation on Little Fire Ants to help residents. It was noted that Judi Houle was named the Big Island Invasive Species VIP of the Year and will be honored by having lunch with the Governor and receiving an award.
2. Bylaws Committee – no report this month.
3. Emergency Action Committee – Judi Houle – posters are up at the mailboxes. Regarding disaster preparedness and another fight the bite campaign for fighting the dengue fever. Meeting postponed to April with no meeting on March 9, but an April 6th at 2pm, a disaster exercise drill will occur. They invited the General manager to attend the meeting. It will be first time putting all organizations together. Meeting will be at Hui library. There will be an actual exercise, probably the last Saturday of May.

4. Community Action Committee – Judy Sumter – They’ve been meeting once a week and hope to have a presentation and questionnaire regarding the Park, so people can be informed to make decision and thoughts about the things they’d’ like to see in the Park and that information will to go to architect of Park to give him an idea of what the Community would like to see in the park, but won’t necessarily be what he designs.
5. HR Committee – nothing to report tonight.
6. Paths Committee – no report tonight
7. Road Assessment Committee – March 14, 2016 at 4pm in the Hui Library, they will be meeting to discuss their previously tasked findings being researched by three committee members.
8. Playground Committee – Judi Houle –A play set and swing set were purchased. The swing set hasn’t arrived yet, but play set has. Fencing has been installed and painted “CAUTION” yellow to prevent people from backing into it. They are discussing installing some type of concrete bumpers like those in parking stalls to be most cost effective. One of the ropes was damaged in freight and will be re-sent by company to replace it. Experienced engineers and contractors being put together to work out installation and placement this weekend to determine anchoring system, measurements, and to make sure all is squared and done properly. Backhoe hammer will be needed for hole digging. There will be a lock on the gate and signage, indicating park hours in daylight time and advising the children 12 and under must be accompanied by an adult. A possible camera may be used to point towards the playground to watch for vandalism, injury, or other possible issues. They will try to start installing swing set first. If they have any money left, possibly \$600 or \$700, then they will look into a seating area or something. They might ask for donations and they will do a presentation at the upcoming General Membership meeting. Dr. Jo Maynard (District 5) will be personally donating a child’s picnic bench when it’s ready. They hope to finish it by spring break and then have a party to celebrate it. Naming the playground could occur. Keiki Kingdom perhaps? They hope for completion by the end of March.
9. Nominating Committee – Leilani Bronson Crelly – thanks to staff getting east Hawaii mailing list. 1700 labels and 1730 potential candidates were mailed out to in order to try for candidates to run who own property in HPP, live outside the area, but on the island. They have four or five candidates. She noted that Community Member, Richard Sully, was present this evening and is interested in running for District 1.

Owner Input (3 minutes per owner)

Shawn Merrill – Newly moved from San Francisco and has attended three Board meetings. Questioned why the basketball area was closed on Saturday and told that there is an entrance gate on 17th street to enter in order to play basketball on weekend. She asked what about the Board’s concern with liability, stating that advocating a not normal route over rocks is concerning. It was noted that Main gate is open when there’s activities.

Steve Crawford – Wanted to mention that the website agenda doesn’t have “our arbitration on it and it needs to be discussed in an open meeting.” Regarding the mailboxes: stated it needs to be budgeted and went on to say, “since this isn’t road maintenance, it needs to be prepared and voted on.”

Dennis Stockton - Stated that the Treasurer’s report seems to have an abundance of money, so he wanted to know why the road maintenance fee was raised this year. Wanted to know what the Board is doing to get absent board members to show up. Noted that all District members can do is vote for a recall, but in two or three months they are up for reelection, so he wants the bylaws to note that if people just don’t show up, something can be done. Stated that can be done by inserting a new law in bylaws would be most effective way to proceed. REPLY: It was noted that the Board couldn’t remove them; it’s up to the community to recall the Board Members who are continually absent without excuse or communication. Appointments can be reversed, but the membership voted in the continually absent Board members in question, so the constituents who voted them in must remove them. Robert’s rules say a letter can be sent censuring

them and that has been done by the Board, but they can't do anything beyond reprimand them. The election will finally remedy this problem, but there is no penalty at this time for the absentee Board member's repeated non-attendance.

Tom Sawicki – District 2 Community Member upset regarding what he termed “a paving scheme due to the original fraud bond and then thievery, I'm paying for other people roads.” He stated that in his opinion chip seal is “crappy paving. There's not one inch of pavement in district 2 and I don't like chip seal” Put money in an account for the main roads. There's a terrible pothole on 17th and I tried for six months for gravel. Not until GM came did I get gravel. He stated his appreciation to the present GM for the gravel his road received.

XII. Announcements

- 1. **Next Board of Directors Meeting: March 16, 2016 at 6 pm.**
- 2. **Next General Membership Meeting is Sunday, February 28, 2015 at 3 pm.**

XIII. Adjournment to Executive Session

Ruth Mizuba (District 2) moved to adjourn the meeting to Executive Session. Janice Ashford (District 7) seconded the motion. Vote: Yes-6, No-0, Abstain-0. Motion carried. Meeting adjourned at 8:37 pm.

Respectfully Submitted and Approved:

Susan Bambara, Recording Secretary

Paul Wheelless, Secretary

Date

Date

BOD Motions Log 2-17-16

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