

**Hawaiian Paradise Park Owners' Association  
APPROVED—Board of Directors' Meeting  
Meeting Minutes  
Wednesday, January 19, 2022**

**1. Call to Order**

Board of Directors' meeting called to order by Craig Crelly (District 6) at 6:04 p. m. Taken place at the HPPOA Activity Center. Social distancing and mask protocols were upheld.

**2. Roll Call**

*Present:* Corky Schoonmaker – District 2/Treasurer; Emma Hoglund - District 3 (arrived at 6:20); Kenneth Helgren – District 4/Secretary; Karin Hoffman – District 5; Craig Crelly – District 6/Vice President; Chante Ching – District 7; Jim Marquez – District 8; Jeffrey Finley – District 9. Quorum Established.

*Absent:* Larry Kawaauhau – District 1/President

**3. Approve Agenda (January 19, 2022)**

Jim Marquez (District 8) moved to approve the meeting agenda as amended by adding: "Owners Input: as item 12 (a) and, "Safety measures for Makuu Drive, Alahea, and Paradise Ala Kai" as item 10 (c) under New Business, and "Jim Marquez's proposed Resolutions" as item 10 (d), and by correcting: item 13 (a) under Announcements to read: Next Board Meeting is February 16, 2022, and item 11 (d) under Old Business to read: Repaving Pohaku Drive and paving 18<sup>th</sup> Makuu to Paradise dead end and Paradise to Makuu. Kenneth Helgren (District 4) seconded the motion. Vote: Yes – 5. No – 2 (D4&D7). Motion passed.

**4. Approve past minutes of December 15, 2021**

Kenneth Helgren (District 4) moved to approve the December 15, 2021 meeting minutes. Corky Schoonmaker (District 2) seconded the motion. Vote: Yes – 5. No – 2 (D5&D7). Motion passed.

**5. Adjourn to Executive Session: Independent Auditor's Report**

Chairman Craig Crelly recessed the regular board meeting at 6:20 p.m. and convened an Executive Session meeting that adjourned at 7:00 p.m. The regular board meeting was reconvened at 7:26 p.m.

**6. President's Report**

The President's Report will be mailed out with the annual road maintenance billing.

**7. Treasurer's Report**

Treasurer Corky Schoonmaker (District 2) reported the following:

Checking, Savings, Investments and Bond Reserve is \$7,230,626.98

Accounts receivable is \$2,325,374.84

Accounts receivable balance was approximately \$2,136,976.48

Annual billing was approximately \$3,132,000.00

Allowance for Doubtful Accounts is \$617,915.50

There were approximately 57 property transfers during the month of December.

**8. GM's Report-Don Morris**

The annual Independent Auditor's Report has been completed and will be posted on HPPOA website and available at the HPPOA office for members to pick up and review by the end of the week.

The office has started processing the President's report and the 2022 Annual Road Maintenance billing to be sent out to all members by the end of this week or beginning of next week.

Request for proposals have been sent out for repaving of Pohaku Drive and paving 18<sup>th</sup> Makuu to Paradise and Paradise to Makuu dead ends.

Equipment: The scag deck mower is down again. It is having charging problems. We are starting to have a lot of issues with it lately. The road crew continues to do daily maintenance on all other equipment. All other equipment is running fine at this time.

Mowing: The road crew mowed 90 miles of roadway easement with the sidearm mower and 16 miles with the deck mower.

Grading: Widen, dropped 1 1/2" base course graded and compacted 8 miles of roadway.

Hot Mix: Filled holes with hot mix on 33 MDE, 25 MP, 23 MP, 22 MP.

Weedwacking: Corners of Makuu from 2<sup>nd</sup> to 20<sup>th</sup>. Paradise from 2<sup>nd</sup> to 19<sup>th</sup>.

Trees Removed: Pohaku Circle, 30<sup>th</sup> PK, 27<sup>th</sup> MP, and 10<sup>th</sup> PK.

Rubbish Pickup: 2.76 tons of mixed rubbish and 2.91 tons of scrap metal and 18 tires.

Dead Animals: 3 pigs.

Safety Report: No accidents or injuries for the past 85 months.

**9. Committee Reports (limit 3 minutes per Report)**

**All Motions MUST be submitted in writing**

**a. Finance Committee Report- Corky Schoonmaker (District 2)**

There was no Finance Committee meeting, next meeting: March 2, 2022 at 5 p.m.

**Community Resource Report- Judi Houle (Albizia, Emergency Access Team, Fire Ant and Neighborhood Watch)**

Judi Houle reported that the "Mele Kalikimaka Drive Thru" event was well attended and 550 gift bags were distributed at the Holiday Food Pantry event. All events have been cancelled at the Activity Center in the month of January except for the Food Pantry which will be held on January 21, 2022 at 1 p.m. Judi also reported that she had attended a meeting with Representative Ilagan where safety issue on Highway 130 were discussed, she provided the board with statistics that include incidents from Ainaloa to Shower Drive.

**10. New Business**

a) Road Fee's and President's Report mailed out.

b) Pick up current application for upcoming open director's positions to be filled (District 1, District 3, District 6 and District 9) will be open seats. Applications should be dropped off in person.

c) Makuu Safety: Jeff Finley reported that he had a meeting with Don Morris the General Manager relating to increasing traffic safety and reducing HPPOA liabilities. Ideas for Makuu Alahea/Alakai included lowering the speed limit, speed bumps and directional signage.

**Jim Marquez suggested hiring an engineer to assess traffic safety issues in Paradise Park and Jeff Finley suggested forming a Road Safety Committee to come up with a presentation for the engineer. Kari Hoffman (District 5), Jeff Finley (District 9) and Jim Marquez (District 8) volunteered to be on the Road Safety Committee and will prepare a report for the board by March 16, 2022.**

d) Jim Marquez's proposed Resolutions:

1) Long range planning; a zip drive was distributed for board members to review for discussion at the next regular meeting.

2) 16 consent items: a copy of the proposed resolution was distributed to board members to review for discussion at the next regular board meeting.

**11. Old Business**

a) Employee yearend Bonus following Paid Time Off passed and added to Handbook.

b) Update on Attorney in regard to Bylaws – a NEW search started. Don Morris has begun looking off island.

c) Update on hiring Archeological Firm to Survey and fencing contractor on 18<sup>th</sup> between Paradise and Makuu. Don Morris will bring cost estimate to the board.

d) Repaving Pohaku Drive and paving 18<sup>th</sup> Makuu to Paradise dead end and Paradise to Makuu. Don Morris to get bids for the project.

e) Update on Street signage – GM has samples to vote on and implement. Don Morris showed the samples to board members and quoted a cost of \$5,550 for 150 one-sided signs.

**Kenneth Helgren (District 4) moved to approve the black and yellow signs. Craig Crelly seconded the motion. Vote: Yes – 8. No – 0. Unanimous. Motion carried.**

**Don Morris to get quotes for both sides of intersections.**

f) Searching and hiring back-up Recording Secretary – update by District 5. Karin Hoffman reported that no one was found for the position yet.

g) Current make-up of Finance and Bylaws Committee implementing Committee guidelines to be followed according to Bylaws passed.

**Action item: Put “Start new Bylaws Committee” item on the meeting agenda for the Membership meeting in February.**

**12. CDC guidelines will be enforced (masks, social distancing) \*10 people maximum per “New State” guidelines\***

HPPOA a business organization that can allow 10 or more if they can be socially distanced. Email information to Don Morris for the February Membership meeting, the board will accommodate as many as possible with social distancing.

a) Owners input: An owner asked why the board dismissed the nomination committee and the reason for not recognizing the Ad Hoc Nominating Committee. It was explained that there was not a quorum to hold the last membership meeting.

**Kari Hoffman (District 5) moved to allow the Ad Hoc Committee to continue doing the work then be voted on by the members at the February Membership meeting, if it fails, members must nominate new members to the committee. Jim Marquez (District 8) seconded the motion. Vote: Yes – 3. No – 4. (D6, D3, D7&D4) Abstain – 1. (D2). Motion failed.**

### **13. Announcements:**


Next Board Meeting is February 16, 2021

Next General Membership Meeting is February 27, 2022

### **14. Adjourn to Executive Session – to discuss legal and personnel matters.**

**Kenneth Helgren (District 4) moved to adjourn at 8:50 p.m. Craig Crelly (District 6) seconded the motion. Vote: Yes–8. No–0. Unanimous. Motion carried.**

I, Barbara Lively, undersigned as an independent neutral third-party, present this report as a summary of these events to the best of my ability.

  
\_\_\_\_\_  
Barbara Lively, Recording Secretary

  
\_\_\_\_\_  
Date

Upon acceptance,

  
\_\_\_\_\_  
HPPOA Board Secretary

  
\_\_\_\_\_  
Date

**Motions Log for Board of Directors' Meeting  
Wednesday, January 19, 2022**

Approve Agenda (January 19, 2022)

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Update on Street signage – One-sided, numbered, reflective signs for intersections on main streets

**Kenneth Helgren (District 4) moved to approve the black and yellow signs. Craig Crelly seconded the motion. Vote: Yes – 8. No – 0. Unanimous. Motion carried.**

**Don Morris to get quotes for both sides of intersection.**

Owners input: An owner asked why the board dismissed the nomination committee and the reason for not recognizing the Ad Hoc Nominating Committee. It was explained that there was not a quorum to hold the last membership meeting.

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