

**Hawaiian Paradise Park Owners' Association
APPROVED Board of Directors Meeting Minutes
Wednesday, October 18, 2023**

1. Call to Order – 5:30 pm

Board of Directors meeting called to order by Kari Hoffman President District 5 at 5:30 pm. Taken place at the HPPOA Activity Center.

2. Roll Call

Board members present: Jason Schillewaert District 1, Daniel Harris District 2, Alissa Hanshew District 3, Jon Loehndorf District 4, Kari Hoffman District 5, Naomi Hirayasu District 7, Patricia Egan District 8, and Jeff Finley District 9.

Board members absent: Brendan Freitas District 6.

In attendance: Larry Torres Jr., General Manager.

3. Adjourn to Executive Session for legal update

Jon Loehndorf District 4 moved to adjourn to Executive Session. Patricia Egan District 8 seconded the motion. Vote: Yes – 8, No – 0. Unanimous. Motion carried.

Meeting reconvened at 6:19 pm.

4. Approve October 18, 2023 agenda

Edits: Add item 15C – By Law Committee.

Jon Loehndorf District 4 moved to approve the October 18, 2023 agenda with edits. Jason Schillewaert District 1 seconded the motion. Vote: Yes – 8, No – 0. Unanimous. Motion carried.

5. Approve September 20, 2023 minutes

Patricia Egan District 8 moved to approve the September 20, 2023 meeting minutes. Alissa Hanshew District 3 seconded the motion. Vote: Yes – 8, No – 0. Unanimous. Motion carried

6. President's Report

Kari Hoffman President addressed the board. President's report attached (1).

7. Vice President's Report

Jeff Finley Vice President addressed the board. Looking for mailing solutions. Looking for updated

committee membership list. Asked that committees send in list to Shelli at associate2@hppoa.net.

8. Treasurer's report

Alissa Hanshew Treasurer addressed the board. Treasurer's report attached (2).

Question and discussion on profit and loss. Foreclosure write offs and corrected entries. Question on credit of service fees. Question of one check for all payroll taxes. Question of two checks for one item. Discussion and questions regarding check register. Legal billing of \$35,707 for August mostly for current litigation. Discussed a few items that did not get booked for the month.

9. GM Report

Larry Torres Jr. General Manager addressed the board. General Manager report attached (3).

Question on vehicle quote; quote includes taxes but does not include additional safety equipment expenses. Discussion and questions on road condition spreadsheet. Prioritized roads based upon condition. Spreadsheet is updated frequently.

10. Committee Reports

A. Finance Report

Alissa Hanshew addressed the board. Met last week. According to procedure in bylaws removed member due to lack of attendance, member replaced. Discussed spreadsheet to organize bad debt. Reviewing contract for ATT tower. Next meeting is November 8 from 12:30 – 2 pm.

Treasurer is creating spreadsheet to organize bad debt. 672 lots owe \$1,000 or more. Discussed number of lots in arrears and how many years; ability to collect.

B. Bylaw Committee

Alissa Hanshew addressed the board. Last met September 27, discussed requested bylaw amendment changes. Next meeting is Wednesday, October 25 at 4 pm in the library.

C. Human Resource Committee

Naomi Hirayasu addressed the board. Committee lost a member and is now looking for a new one. If interested email district7@hppoa.net or sign up at the membership meeting. State why interested and if any human resource experience.

D. Cultural Preservation Committee

Lanell Lua addressed the board. Meeting was last Saturday but no meeting because quorum. Question

of why archaeological survey has not been done.

Discussion and questions on archaeological survey moving forward. Company that replied to RFQ did not meet the specifications of the RFQ. Another RFQ put out with deadline on November 10 at 4 pm. Question if Cultural Preservation Committee can have access to 31 acres. Uncertainty because of what archaeologist will say. Discussion and questions regarding question. Prior permission was given for a 90 day period that is now expired. DLNR meeting on Friday with general manager. Will discuss access.

E. Road Safety and Pathways Committee

No report.

11. Community Resource Committee

Judi Houle addressed the board. Saturday, October 21 is the Albizia class at 9 am. Big Island Invasive Species Committee teaches class. Next month, the class is on Rat Lung Worm disease.

4th Tuesday, October 24 is the food pantry at 1 pm. Give away free food and clothing to residents in need. Last month gave away 150 pizzas. People were happy.

Second Saturday is the swap meet. Collected 50 books and donated them to HPP library.

Halloween in Paradise is Saturday, October 28, 5 – 7 pm. Drive through; free pizza, candy, costumes and spooky music. Friday 2 – 5 pm volunteers are needed to fill goody bags and Saturday 1 pm to decorate.

12. Owner Input

Jennifer Myers addressed the board.

Lanell Lua addressed the board. Written statement attached (4).

Kepa Maly addressed the board. Written statement attached (5).

Ray Holybee addressed the board.

Kathy Hollingsworth addressed the board. Written statement attached (6).

Nainoa Rosehill addressed the board.

Danee McFarr addressed the board. Written statement attached (7).

Kari Hoffman addressed the board.

Alissa Hanshew District 3 moved to grant usage of community center on November 10th for kapuna group at no cost. Jon Loehndorf District 4 seconded the motion. Vote: Yes – 8, No – 0.

Unanimous. Motion carried.

13. Old Business

A. Update on Mailbox Project

4th and 6th streets are complete and ready for mailboxes to be installed. 14th has been cleared and 16th in the process of being cleared. No service agreement from Post Office received yet. Agreement is specific, outlines how many boxes to which spot and post office is still getting addresses updated. Next meeting with post office is coming Monday.

Enter discussion on lighting at mailbox sites. Hokori gave estimates on lighting; solar lighting comes on a night. Two finished sites need lights. Discussed light pollution, height of lighting and not being intrusive on other properties, dark skies ordinance.

Jon Loehndorf District 4 moved that general manager go out and by next board meeting have a proposal on getting lights installed on the two finished mailbox sites with timeline on installation. Jeff Finley District 9 seconded the motion. Vote: Yes – 8, No – 0. Unanimous. Motion carried.

B. Update on Archaeological Survey

Request for proposals put back out to bid to 40 companies. Deadline is November 10.

C. Discussion and Approval on paving 1 mile 2023-24 FY

Enter discussion on survey given to board on which road to pave. Ala Heiau consistence choice to be paved. Discussion on paving Ala Heiau completely; two bids with asphalt removed and asphalt kept.

Jeff Finley District 9 moved to pave Ala Heiau from cliffs to Beach Road with speed table, Beach Road to dead end with speed tables, and 1/10 mile fronting mailbox sites on 14th and 6th with speed tables. Patricia Egan District 8 seconded the motion. Vote: Yes – 8, No – 0. Unanimous. Motion carried.

D. Update on Road Equipment purchases

Enter discussion. Summarized in GM report. Question and discussion on grader.

E. Conflict of Interest Policy

Attorney has not been able to revise policy. Pushed until November.

F. Discussion on Members Meeting for October 2023

No meeting agenda suggestions were sent to Shelli by deadline. Members are asked to submit agenda items to office.

14. New Business

A. Discussion on Road Fees for 2024

Enter discussion. Need to determine road maintenance fees between now and December. Increased cost for roads. Aging equipment needs to be replaced. Discussion of increasing fee by 5 percent or 10 percent. One increase in 5 years. Bylaws state cannot increase more than 10 percent. Discussed what additional revenue would be. Discussed recouping back road fees and difficulty of retrieving money.

Jon Loehndorf District 4 moved to increase road fees for next year to \$415. No director seconded the motion.

Jeff Finley District 9 moved to increase road fees for 2024 by \$39 to \$435. Jason Schillewaert District 1 seconded the motion. Yes – 6, No – 2, Alissa Hanshew District 3, Jon Loehndorf District 4. Motion carried.

Question of when bond is paid off; paid off in 2026. Additional increase would not be able to pave another mile of road until bond is paid off.

Discussion, questions, and opposition from audience. Question on how county can pave HPP roads.

B. Change in policy to increase capitalization limit from \$500 to \$5000

Enter discussion. Recommendation from auditors to increase capitalization limit. Over \$500 needs to be depreciated. Increase to \$5000 would be easier for accounting.

Jon Loehndorf District 4 moved to raise capitalization limit from \$500 to \$5000. Patricia Egan District 8 seconded the motion. Vote: Yes – 7, No – 1, Jason Schillewaert District 1. Motion carried.

C. Bylaw Committee

Patricia Egan District 8 moved to immediately dissolve the current member Bylaw Committee and a create new board committee of 5 members; 3 from members from board and 2 members selected by board. Naomi Hirayasu District 7 seconded the motion. Yes – 5, No – 1 Jason Schillewaert District 1, Abstain – 2 Alissa Hanshew District 3, Jon Loehndorf District 4. Motion carried.

Enter discussion. Need to be compliant with state law. Board has responsibility to be in compliant with law and members do not. Current bylaw committee formed in 2017, been working on bylaws and have not be able to do that. Can seek members at next membership meeting.

15. Announcements

Next board meeting is November 15, 2023 at 6 pm

Next General membership meeting is October 29, 2023 at 3 pm. 2 pm check in.

16. Adjourn

Jon Loehndorf District 4 moved to adjourn to Executive Session. Jeff Finley District 9 seconded the motion. Vote: Yes – 8, No – 0. Unanimous. Motion carried. Meeting adjourned at 8:34 pm.

Attachments:

President's report (1) pg. 9.

Treasurer's report (2) pg. 10.

GM report (3) pg. 11.

Lanell Lua written statement (4) pg. 12.

Kepa Maly written statement (5) pg. 13.

Kathy Hollingsworth written statement (6) pg. 14.

Daneee McFarr written statement (7) pg. 15.

**HPPOA Board of Directors Meeting
Motions Log
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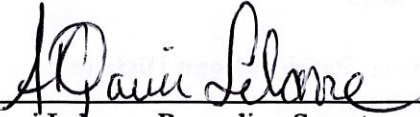
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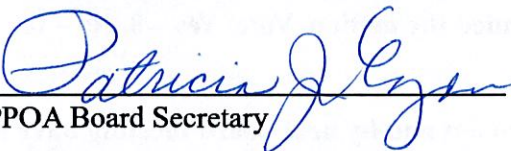
I, Al-Qawi Lebarre, undersigned as an independent neutral third-party, present this report as a summary of these events to the best of my ability.



Al-Qawi Lebarre, Recording Secretary

12/20/23
Date

Upon acceptance,



HPPOA Board Secretary

12-6-23
Date