

Hawaiian Paradise Park Owners' Association
HPPOA BOD Meeting Minutes
Wednesday February 19, 2025

1. Call To Order

BOD meeting called to order by Karin Hoffman, District 5 at 6:04pm. Taken place at HPPOA activity center.

2. Roll Call

Board Members present: Jason Schillewaert District 1, Darice Unick District 2, Alissa Hanshew District 3, Teresa Bayne District 8, Karin Hoffman District 5, Jeff Finley District 9, Lanell Lua District 6.

Board member absent: Melina Rajaei District 4, Naomi Hirayasu District 7

In attendance: Larry Torres General Manager

3. Approval of the February 19, 2025 Agenda

Teresa Bayne District 8 motion to approve February 19, 2025 agenda. Jeff Finley District 9 seconded motion.

Vote: Yes - 7, No - 0, Abstain - 0

Motion carried

4. Approval of the January 15, 2025 Minutes

Teresa Bayne District 8 with corrections to be made.

Alissa Hanshew District 3 motion to approve as amended. Teresa Bayne District 8 seconded motion.

Vote: Yes - 7, No - 0, Abstain - 0

Motion carried

5. President's Report

President's report presented and read by Karin Hoffman District 5.

6. Vice President's Report

Jeff Finley District 9 with no report.

7. Treasurer's Report

Treasurer's report presented and read by Teresa Bayne District 8.

Jason Schillewaert District 1, with question of difference, was there a large purchase to account for difference?

Larry Torres General Manager, with answer. Yes, a new compressor.

8. GM's Report

Larry Torres General Manager, presented Karin Hoffman District 5 with 6 sealed bids for the BOD to review for speed humps.

GM's report presented and read by Larry Torres General Manager.

9. Committee Reports

a. Finance Committee Report

Report presented and read by Teresa Bayne District 8.

b. Bylaws Committee Report

Report presented by Ray Holybee. Last meeting did not occur and the next meeting has not been scheduled.

c. Nominating Committee Report

Report presented by Debbie Skaggs. Since the last BOD meeting committee has met on 1/17 and 2/7. Posters and banners have been placed around HPP. Working with Larry to secure the League of Women Voters for ballot counting. Had a table at this month's swap meet to answer questions and solicit any potential Board members. Will have a table again at next month's swap meet. Meetings are 1st and 3rd Fridays of every month. Next meeting is 2/21. As a reminder this year has three, 3yr term openings in districts 1, 6 and 9. And one, 1yr term in district 8.

d. Human Resources Committee Report

Naomi Hirayasu District 7 absent, no report.

e. Cultural Preservation Committee Report

Historic Preservation and Stewardship Recommendations report, page 2, Stewardship Recommendations For The 31-Acre Study Area, reviewed and read by Lanell Lua District 6. Requested a schedule for line b. Consult regarding the findings of the survey and plan to voluntarily protect and conserve the cultural features. Chair of burial council requested the report be shortened and an additional board member be assigned to get the HPPOA board more involved in this project. Tomorrow morning's meeting is cancelled and the next meeting is the 3rd Thursday of March. Reviewed timeline thus far of project and next steps for project. Next Special Committee meeting is scheduled for March 8th at 10am in the library, the same day as the swap meet.

f. Mail Park Beautification Committee

Report presented by Jeanette Baysa. Committee meets once a month to focus on cleaning, clearing and planting at mail park locations at 4th and Kaloli and 6th and Makuu. 6th and Makuu seem to be progressing more quickly. A generous donation of black cinder has been delivered to the 6th and Makuu, wild pigs are an ongoing issue there and now feral chickens have joined in. Control and deterrent methods are being used. 4th and Kaloli has a smaller group of volunteers. A work party is scheduled for this Saturday the 22nd. Committee meetings are held on the second Monday at 11am in the library. Next March 10th.

10. Community Resource Report

Report presented by Judi Houle. Lots of big events coming up in February and March. 2/25 at 1pm food pantry, last month we served 700 residents and also made home deliveries for those who are disabled or without a car.

March 1st will be hosting coffee with a cop, 8 am to 9:30 am. Neighborhood Watch meeting will be from 9 am to about 10:30 am that same morning. March 15th will have a short Albizia class at 9 am and then go out in the field to treat the Albizias. Moved forward with the fire seminar. Special presenters on board for wildfires and housefires. Date is March 29th, Saturday 10 am to 2 pm. The HPP Community Emergency Response team has been offered a free 40' Matson container.

Talked with General Manager on placement of the container.

Alissa Hanshew District 3 motion will allow the use of the sound system for the fire seminar on March 29th. Teresa Bayne District 8 second.

Vote: Yes - 7, No - 0, Abstain - 0

Motion carried.

11. Owners Input

Jennifer Meyers thank you to BOD and volunteers.

12. Unfinished Buisness

a. Update on Mailbox Project

Report presented by Karin Hoffman District 5. No meeting with Keaau postmaster since December. Email was sent to Honolulu and asked for assistance. Since then have received a call from the postmaster who was on a group call with all of the Honolulu people and they are working diligently to get the lower two sites up and working as soon as possible. They are hoping within the next 60 days. Installation of parcel lockers needs to be done before we can open. Have parcel lockers for one site and the second site lockers are the lockers on the main

roads. Suggest that we move forward in purchasing parcel lockers for the second site to alleviate any disruption of mail service on main roads. Then after all four sites are working, we can use those lockers for any shortages at any of those sites. 20 was the minimum. Approximately \$50K for 20 lockers. 80 lockers total. Would ask the board to allow Larry to get some quotes. Discussion ensued amongst BOD.

Teresa Bayne District 8 motion to authorize Larry to look for pricing on 20 additional lockers and if he finds them for under \$65K to make the purchase. Jeff Finley District 9 second.

Vote: Yes - 6, No - 1 Jason Schillewaert District 1, Abstain - 0
Motion carried.

Larry Torres asked for clarification green in color and four lockers per CBU
Karin Hoffman District 5 repeated and confirmed color and amount.

Larry Torres asked if airlocks were needed for these lockers?
Karin Hoffman District 5 responded with a no.

Larry Torres suggested that notification of our intentions should be given to the postal service.
Karin Hoffman District 5 to send out an email tomorrow.

b. Update on GET tax situation

Karin Hoffman District 5 to give an update. Have submitted our G6 request which is to provide us with exempt status, to not have to pay the GET on our income that is relevant to the association and Destiny got that filed last week. We will be submitting a GET by the April 20th deadline whether we hear from them or not.

c. Discussion on bylaw violations on the driveways on the mains

Teresa Bayne District 8 to review violations and timeline of events. Suggested a third and final letter be sent saying this must be fixed or we will do it for you. And the owner will be billed for everything that it costs the association to do so. Discussion amongst BOD members, Larry Torres General Manager and audience ensued.

Teresa Bayne motion to send a third and final letter the owner of the property on 18th and Kaloli giving them 2 weeks notice to secure the driveway on the Kaloli side otherwise we will be closing it off and billing them for the cost associated with that. Jason Schillewaert District 1 second.

Vote: Yes - 5, No - 1 Jeff Finley District 9, Abstain - 1 Darice Unick District 2
Motion carried.

d. Addition of stop signs on main roads

Jeff Finley District 9 open discussion and description of possible placement of additional stop signs.

Karin Hoffman District 5 asked Larry Torres General Manager to give an approximate cost of the 20 stop signs and additional signs that may be needed. Larry Torres General Manager to get those numbers.

e. Malamalama School zone and update

Teresa Bayne District 8 motion to table the discussion because they were unable to meet with the school and confirm what they want to do. Table at least until March.

f. Update yellow reflectors installation

Larry Torres General Manager, sent out an email and still have not heard back. Suggested if they do not hear back to possibly move on.

Teresa Bayne District 8 motion to terminate that bid and find another bid to install the missing reflectors. Alissa Hanshew District 3 second.

Vote: Yes - 7, No - 0, Abstain - 0

Motion carried.

13. New Business

a. Discussion and Approval of Bylaw revision to those bylaws not adhering to Hawai'i Revise Statues 414D and 421J

Karin Hoffman District 5 calls for a special meeting, so that board members have to review them because they only got them today.

Discussion ensued on special meeting date and time and format for members to review. Karin Hoffman District 5 scheduled a special meeting March 12 at 6pm.

Karin Hoffman District 5 gave the audience clarification on what the revision is intending to do and process there after.

b. Discuss CPC recommendation for the 31 acre site

Lanell Lua District 6 presented recommendations previously recommended at November 20, 2024 HPPOA Board Meeting from Archaeological Reconnaissance Survey of 31 acres dated September 2024.

Teresa Bayne District 8 motion that we accept the recommendations of the CPC and its chair. We acknowledge the important cultural value of the features documented within the current study area, and commit to the protection and conservation of the entire 31 acre study area until long-term plans for the parcels have been developed. Further, we request assistance with obtaining an SIHP site designation for the area. These are recommendations that are included on

recommendations on page 116 on the “Archeological Reconnaissance Survey of 31 acres”, dated September 2024.

Lanell Lua District 6 second.

Vote: Yes - 7, No - 0, Abstain - 0

Motion carried.

c. Approval of an additional container at HPP for Civil Defense/Cert

Karin Hoffman District 5 went over the offer and proposal of the container.

Larry Torres General Manager, discussed possible site for and placement of the container. Discussion ensued of placement, site preparation and cost of placement.

Lanell Lua District 6 motion for the CERT team to be allowed to place the second container provided by Civil Defense for Civil Defense and CERT team storage.

Teresa Bayne District 8 second.

Vote: Yes - 7, No - 0, Abstain - 0

Motion carried.

Kain Hoffman District 5 added that the HAM radio team will also be adding an antenna to the container.

Jeff Finley District 9 motion to set an amount of up to \$500 from non roads, for man hours and supplies to set the pad for the container unless Civil Defense decides to provide that. Teresa Bayne District 8 second.

Vote: Yes - 7, No - 0, Abstain - 0

Motion carried.

d. Discussion of RFP preparation for the drilling of the well

Jeff Finley District 9 in discussion with drilling company and need of an RFQ.

Karin Hoffman District 5 to clarify that an RFP would be needed from drillers.

Lanell Lua District 6 questioned placement of the well to Larry Torres General Manager. Discussion ensued of location of well, filtration and use of water.

Parameters of an RFP for Larry Torres General Manager to put together. Larry Torres General Manager to do a quick RFP for the Board's approval. Time is of the essence, our 6 month permit will be expiring in June. Teresa Bayne deadline for any RFPs to be the Friday before the April 11th meeting.

e. Discussion and Approval of paying off Bond early in January 2026

Teresa Bayne District 8 motion to notify the Bond agency now that we will be paying off the Bond early in January 2026 instead of 2027 to save \$7K in interest. Jason Schillewaert District 1 second.

Vote: Yes - 6, No - 0, Abstain - 0 Jeff Finley District 9 not present

Motion carried.

Darice Unick District 2 to resign from her seat as director of District as of June 19, 2025.

14. Announcements

- a. **Next General Board Meeting March 19, 2025 at 6pm**
- b. **Next General Membership Meeting id Sunday February 23, 2025 at 3pm
check-in starts at 2pm.**
- c. **Darice Unick District 2 to resign from her seat as director of District as of
June 19, 2025.**

15. Adjournment

Alissa Hanshew District 3 motion to adjourn to Executive Session. Teresa Bayne
District 8 second.

Vote: Yes - 7, No - 0, Abstain - 0

Adjournment 8:27pm

**HPPOA Board Of Directors Motions Log
Wednesday February 19, 2025**

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Motion carried

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Vote: Yes - 6, No - 1 Jason Schillewaert District 1, Abstain - 0

Motion carried.

Teresa Bayne motion to send a third and final letter the owner of the property on 18th and Kaloli giving them 2 weeks notice to secure the driveway on the Kaloli side otherwise we will be closing it off and billing them for the cost associated with that. Jason Schillewaert District 1 second.

Vote: Yes - 5, No - 1 Jeff Finley District 9, Abstain - 1 Darice Unick District 2

Motion carried.

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Vote: Yes - 7, No - 0, Abstain - 0

Motion carried.

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Lanell Lua District 6 second.

Vote: Yes - 7, No - 0, Abstain - 0

Motion carried.

Lanell Lua District 6 motion for the SRT team to be allowed to place the second container provided by Civil Defense for Civil Defense and SRT team storage.

Teresa Bayne District 8 second.

Vote: Yes - 7, No - 0, Abstain - 0

Motion carried.

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Motion carried.

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Jason Schillewaert District 1 second.

Vote: Yes - 6, No - 0, Abstain - 0 Jeff Finley District 9 not present

Motion carried.

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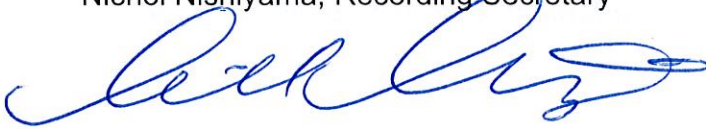
Vote: Yes - 7, No - 0, Abstain - 0

Adjournment 8:27pm

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

Nichol Nishiyama, Recording Secretary

Date:



April 28, 25

Upon acceptance,



5/7/2025

HPPOA Board Secretary

Date: