

Kaka‘ako Makai Community Planning Advisory Council

January 2008 Report to the HCDA

Summary of Organizational Structure and Operating Procedures

As of December 4, 2007

The Kaka‘ako Makai Community Planning Advisory Council has adopted the following Organizational Structure and Operating Procedures to date:

Kaka‘ako Makai Advisory Working Group Name.

“Kaka‘ako Makai Community Planning Advisory Council” (CPAC).

Purpose. The CPAC is a working group that “meaningfully participates in the development, acceptance and implementation of any future plans for Kaka‘ako Makai.” (See HCR 30, 2006). This long-term planning process will begin with establishing a Vision, Guiding Principles and an Action Plan for implementing the Vision and Guiding Principles of the planning process.

Open Meetings and Public Participation. All CPAC meetings shall be open to the public and conducted in accordance with the Sunshine Law. The general public will be invited to participate in CPAC discussions, with the opportunity to speak and be heard over the long-term, and may be polled for community feedback.

Membership. Participating members: a) attend CPAC meetings and sign in on the HCDA CPAC participant registration list; b) may include any member of the general public who wishes to meaningfully participate as a working group member; c) share a commitment to work together in the public interest for the good of the whole; d) regularly attend CPAC meetings to become informed on Kaka‘ako Makai planning issues.

Decision-Making. Participating members develop informed recommendations based on comprehensive evaluation of information and in consideration of public input. Participating members strive to reach consensus in decision-making. In the absence of a consensus, a 2/3 majority vote of those present will be required, with affirmation of the vote at the following meeting. Meeting notices and agendas will specify any decision-making actions and will be posted well in advance of CPAC meetings in accordance with the Sunshine Law.

Leadership

Operations Officers. CPAC Operations Officers include a Chairperson, two Vice-Chairpersons and a Secretary to carry out certain neutral organizational and operational duties and assist the facilitators. All officers will be available to attend HCDA board meetings and CPAC Steering Committee meetings. (Nominations close January 15, 2008, with election on February 12, 2008.)

Steering Committee. An interim steering committee of ten (10) members will represent the CPAC at HCDA meetings, assist with the development of meeting agendas, and review CPAC meeting summaries prior to posting on the HCDA website as final drafts pending approval at the next CPAC meeting.

Committees. Standing Committees facilitate the organization and operations of the CPAC. These include the Steering Committee on a continuous basis, and the By Laws Committee, Facilitator Selection Committee, and Nominations Committee as needed. Special Purpose Committees will assist the CPAC with research, expert consultations, and presentations on specific areas of interest as may be determined to be appropriate by the CPAC membership.

Summary of CPAC Presentations and Information Gathering

The following presentations have been made to the Kaka‘ako Makai Community Planning Advisory Council in 2007, with community attendance noted:

July 25 15 attending	UH Facilitators Karen Cross and Kem Lowry spoke about their proposed process for facilitating CPAC monthly meetings.
August 22 37 attending	HCDA planner Deepak Neupane presented a collection of legislative acts affecting Kaka‘ako Makai and maps of the area showing existing facilities, proposed projects, ceded land and long-term leases.
September 19 42 attending	Former Kaka‘ako residents Brickwood Galuteria, Peter Galuteria, and Frederick Holk, presented their experiences growing up and living in old Kaka‘ako, including some of the original buildings of Kaka‘ako Mauka, fishing and shoreline activities in Kaka‘ako Makai, and the old Kaka‘ako community’s neighborhoods, celebrations, sights and sounds.
October 25 32 attending	Department of Health Office of Hazard Evaluation and Emergency Responses (DOH HEER) Brownfields Coordinator Davis Bernstein, Site Discovery, Assessment and Remediation Supervisor Fenix Grange, and Melody Calisay, Remedial Project Manager for Kaka‘ako Makai, presented information regarding contaminants found in Units 1 through 8 in Kaka‘ako Makai, and discussed remediation processes that can be undertaken at these sites.
November 14 28 attending	University of Hawaii Vice Chancellor for Research and John A. Burns School of Medicine (JABSOM) Graduate Education Interim Dean Gary Ostrander presented biomedical objectives and proposed expansion and development concepts for the Kaka‘ako Makai biomedical campus. Kamehameha Schools Planning and Development Division Director Mike Dang presented the development concept for the planned life sciences complex on the perimeter of Kaka‘ako Makai, and discussed a life sciences economic base in Hawaii.
December 4 66 attending	University of Hawaii at Manoa School of Architecture Associate Professor Amy Anderson presented a historical review of the past four decades of planning studies and RFP proposals for Kaka‘ako Makai and the connected waterfront area.

The above PowerPoint presentations and CPAC meeting summaries with related discussion are posted on the HCDA web site CPAC link.

Future Presentations. Future presentations for CPAC information gathering will include the significance of the traditional Hawaiian *ahupua‘a*; Hawaiian ceded lands in Kaka‘ako Makai; the proposed new Office of Hawaiian Affairs headquarters and cultural community center; the 2006 Kaka‘ako Makai People’s Shoreline Park Plan (People’s Plan); the Kewalo Keiki Fishing Conservancy; and a discussion on the financial and economic aspects of past plans for Kaka‘ako Makai.

NOTE: Presenters, facilitators and HCDA personnel are not included in community attendance counts.