

**KAKA‘AKO MAKAI COMMUNITY PLANNING ADVISORY COUNCIL  
STEERING COMMITTEE MEETING SUMMARY  
NOVEMBER 5, 2007**

Committee Members Present: Bob Crone, Mike Dang, Ron Iwami, Michelle Matson,  
Wayne Takamine, Erik Takeshita, Jennifer Thompson,  
John Thorpe, Mark Wong  
Others Present: HCDA staff

The Steering Committee convened at 5:30 pm at the JABSOM makai lanai to:

- 1) Discuss an acknowledgment letter to the HCDA;
- 2) Determine fixed meeting date recommendations for CPAC regular and committee meetings;
- 3) Discuss the October 25 meeting summary; and
- 4) Review proposed agenda items and update the November 14 meeting agenda.

**Acknowledgement of the HCDA Letter to CPAC dated October 30, 2007.** Michelle recommended formally memorializing in an acknowledgement letter the HCDA board’s prompt response to the Committee’s October 26 letter, and provided a draft for the Committee’s consideration. She further noted the HCDA’s listing of the selection of a new executive director on their November 7 meeting agenda. It was agreed that the letter should also include a request to be placed on the HCDA agenda to briefly present monthly CPAC reports and answer any questions. The Committee decided that the acknowledgement letter would be sent to the HCDA board members the following day for consideration prior to their meeting.

**Determination of Recommended Fixed Meeting Dates.** Considering that HCDA regular meetings are the first Wednesday of each month, and pursuant to HCDA’s written request that any meeting agenda request should be submitted three (3) weeks prior to the subject HCDA meeting, it was determined that CPAC regular monthly meetings should be fixed on the second week of each month beginning in January, 2008, with Tuesday as the recommended meeting day. In addition, it was determined that the Steering Committee would meet monthly on the last Wednesday of the month, and other committees would need to provide their reports prior to that time to ensure a complete meeting agenda for the next CPAC meeting.

**Final Recommendations for the November 14, 2007, CPAC Meeting Agenda.**

The Committee reviewed the proposed meeting agenda provided by the meeting facilitators, and determined an order for the next meeting agenda and a time allotment for each item with the following additions:

- A. Addition of two actions deferred from the October 25 CPAC meeting, as reflected in the meeting notes:
  - 1) CPAC endorsement and adoption of remaining survey results supported by the vast majority of CPAC participating members; and
  - 2) CPAC approval to deliver monthly progress reports to the HCDA board, beginning in December.
- B. Addition of the Stakeholder Interview ratio update in response to a question at the October 25 meeting, as reflected in the meeting notes.

- C. Addition of a “Consent Agenda” at the beginning of the meeting to facilitate the process for CPAC endorsement and adoption of issues not requiring extended discussion. This meeting practice was suggested by Mark based on standard meeting practice and rules of order. The addition of a Consent Agenda was unanimously supported by the other Committee members to be recommended for the next meeting, and the following were contemplated to not require extensive time through consensus-building to be supported by the CPAC:
- 1) Adoption of remaining CPAC Survey results supported by over 90% of the CPAC participants.
  - 2) Resolution of the remaining questions on operations officers and designated standing committees.
    - a) The Committee agreed to recommend that the CPAC designate a Chairperson, 1<sup>st</sup> and 2<sup>nd</sup> Vice Chairpersons, and a Secretary.
    - b) The Committee agreed to recommend that the existing Steering, By Laws and Facilitator Selection Committees be retained as standing committees, with the addition of a Nominations Committee. It was also decided that the creation of special purpose committees could be deferred for the time being.
  - 3) Approval to present regular CPAC Progress Reports to the HCDA.

The Committee agreed that the answer to the previous question on the Townscape Stakeholders Interview ratios and an associated chart would be recommended as an FYI agenda item only, with the explanation that the summary chart attached with the meeting packet addresses the observation that the HCDA consultants’ interviews were tilted toward developers. It was acknowledged that the summary chart was a significant effort by Lanie derived from the Stakeholder Interview Summary posted on the HCDA web site.

The Committee further agreed that refinement of membership for voting purposes would remain on the agenda under “Consensus Building on Outstanding Organizational Issues,” as this was anticipated to take a substantial amount of consensus building and would be best addressed with the maximum amount of available time.

It was collectively emphasized that CPAC members should receive the CPAC meeting agenda and associated Consent Agenda directly and apart from accessing the web site, with encouragement from the Committee that they review the material and *be prepared* for the November 14 CPAC meeting. It was also noted that should any of the action items not reach consensus or majority vote in the allotted amount of time, such item(s) would be customarily dropped to the agenda section on “Consensus Building on Outstanding Organizational Issues” for discussion later in the meeting.

**Steering Committee Report.** It was agreed that the Steering Committee should provide a brief report to the CPAC members at the beginning of the agenda highlighting the Committee’s correspondence with HCDA, the recommendations for fixed meeting dates, the purposes of the Consent Agenda, and other pertinent points. Michelle asked Mark if he would present this condensed report, and he agreed he could do this in the allotted time.


**October 25 CPAC Meeting Summary Corrections.** It was noted that the draft meeting notes on the DOH-HEER presentation were very sketchy, and information needed to be added from other notes taken at the CPAC meeting. Committee members agreed that the CPAC meeting summaries should have presentation points summarized as completely as possible because the meeting summaries will serve as reference documents during planning deliberations, and it would be unlikely most presenters would be willing to return to reiterate their presentation points. Draft corrections were circulated, and Mark agreed to review his extensive notes at a later time for any missing information not yet included so the record could be as complete as possible. It was agreed that the visual projection of note-taking during the meeting was difficult to keep up with for meeting participants focused on gathering information from the presentations, and that it was easier to take hand-written notes and check the meeting notes later. Mark suggested that in the future perhaps video recordings could be made of the CPAC meetings.

**Future Agendas:** Future presentations to the CPAC were discussed, and concern was expressed that the four remaining presentations may be too much to expect for the December agenda. It was therefore contemplated that January may be a better time to schedule the ceded lands discussion and the 2006 Kaka'ako Shoreline Park Plan ("People's Plan") presentation prior to beginning to develop the Vision for Kaka'ako Makai.

Bob inquired about the December presentation reviewing past plans for Kaka'ako Makai, and whether these would be past consultant planning studies or past plans responding to RFPs. Michelle agreed to contact Amy Anderson with this question so she could provide additional information on this.

Michelle reported she had contacted OHA Trustee Stender, as promised at the last Committee meeting, and he agreed to meet with the CPAC to review the ceded lands questions. In addition, a representative of the DLNR Land Management Division would be available to provide information from the State's records. Michelle noted Trustee Stender supported having all parties present to discuss this subject at the same time.

Coordination of Agenda Requests and Attachments was deferred due to the time, and the meeting adjourned at 8:00 pm.

 Respectfully submitted by Michelle Matson 11/6/07

**Stakeholder Interview Summary  
Summary of Stakeholder Categories**

<u>Stakeholder Interest</u>	<u>Organization and Date of Meeting</u>	<u>Number of Meetings</u>	<u>Category Count</u>	<u>Category Total</u>
Commercial Development	Alexander & Baldwin, Inc. 11/21/06	1	1	
Commercial Development	General Growth Properties, Inc. 3/15/07	1	2	
Commercial Development	Hawaii Developers Council 2/16/07	1	3	
Commercial Development	ULI (Urban Land Institute) 2/2/07	1	4	
Commercial Development	Stanford Carr Development, LLC 2/26/07	1	5	
Commercial Development	Kamehameha Schools 1/19/07	1	6	
Commercial Development	OHA (Office of Hawaiian Affairs) 1/16/07	1	7	
Commercial Development	John Dominis 3/14/07	1	8	
Development Planning	APA (American Planning Association) 3/6/07	1	9	
UH Development	UH Development Team for the PacRBL (Pacific Regional Biosafety Laboratory) and CRCH (Cancer Research Center of Hawaii) projects 3/30/07	1	10	
UH Development	University of Hawaii JABSOM(John A. Burns School of Medicine) 12/05/06	1	11	
Tourist Development	Outrigger Enterprises, Inc. 3/13/07	1	12	
Tourist Development	Hawaii Hotel & Lodging Association 1/19/07	1	13	
Tourist Development	Native Hawaiian Hospitality Association 1/19/07	1	14	
Government – Tourist Development	HTA (Hawaii Tourism Authority) 2/5/07	1	15	
Government – Commercial Development	HCDA 11/13/06 and 11/16/06 and 12/11/06	1	16	
Government – Commercial and Tourist Development	DBEDT (Department of Business, Economic Development and Tourism) 3/9/07	3	17	<b><u>17</u></b>
Government	DLNR (Department of Land and Natural Resources) 3/15/07	1	1	
Government	Department of Transportation – Harbors Division 4/12/07	1	2	
Government	DPP (Department of Planning & Permitting) 2/5/07 and 2/22/07	2	3	
Government	State Department of Budget & Finance 2/22/07	1	4	
Government	HEER – DOH (Hazard Evaluation and Emergency Response – Department of Health) 3/16/07	1	5	
Government	State House of Representatives: Speaker of the House; 20th Representative District 1/31/07	1	6	
Government	State House of Representatives: 23rd Representative District 3/7/07	1	7	
Government	State Senate: Chair of Water, Land, Agriculture, and Hawaiian Affairs Committee; 2nd Senatorial District 12/14/06	1	8	
Government	State Senate: 12th Senatorial District 1/23/07	1	9	
Government	Honolulu City Council, District 5 1/31/07 and 6 3/7/07	2	10	
Government	HPD (Honolulu Police Department) and the security contractor for the Kaka`ako Waterfront Park 2/28/07	1	11	<b><u>11</u></b>
<b>PUBLIC INTERESTS</b>				
Children's Program	Hawaii Children's Discovery Center 12/04/06	1	1	<b><u>1</u></b>
Historic Preservation	Historic Hawaii Foundation 2/7/07	1	1	<b><u>1</u></b>
Park	Ala Moana/Kaka`ako Neighborhood Board 1/24/07	1	1	
Park	Friends of Kewalo Basin Park Association 11/30/06 and 3/16/07	2	2	
Park	Hawaii State Bodsurfing Association 2/1/07	1	3	
Park	Hawaii's Thousand Friends 3/2/07	1	4	
Park	Hui O He`e Nalu 1/31/07	1	5	
Park	Kewalo Basin Task Force 2/22/07	1	6	
Park	Kewalo Keiki Fishing Conservancy 11/21/06	1	7	
Park	The Outdoor Circle 2/28/07	1	8	
Park	Save Our Kaka`ako Coalition, Kaka`ako Shoreline Park Plan ("The People's Plan"), Ala Moana/Kaka`ako Neighborhood Board, Kaka`ako Business and Landowner's Association, Sierra Club 12/02/06 and 1/13/06	2	9	
Park	Surfrider Foundation	1	10	<b><u>10</u></b>
Performing Arts	Honolulu Symphony 3/1/07	1	1	<b><u>1</u></b>

**Stakeholder Interview Summary  
Summary of Stakeholder Categories**

**KAKA‘AKO MAKAI  
COMMUNITY PLANNING ADVISORY COUNCIL**

October 26, 2007

Hawaii Community Development Authority  
677 Ala Moana Boulevard, Suite 1001  
Honolulu, Hawaii 96813

Subject: CPAC Recommendations to HCDA

Aloha HCDA Board and Staff:

Following the CPAC’s October 25, 2007, monthly meeting the CPAC Steering Committee briefly convened to discuss certain responsibilities, including its role as the designated representative for CPAC communications with the HCDA. The request below is a result of this meeting.

It was brought to the Committee’s attention that the two CPAC recommendations presented to the HCDA board at the August 5, 2007, regular meeting remain without acknowledgement or reply. The two recommendations can be found on page 6 of the July 25, 2007, CPAC meeting summary, and on page 4 of the August 5, 2007, HCDA meeting minutes, as follows:

- 1) Recommendation that the HCDA not make any decisions that would impede the Advisory Council’s ability to plan for Kaka‘ako Makai, including Kewalo Basin.
- 2) Recommendation that the CPAC have the opportunity to meet and ask questions of the final candidates for the HCDA Executive Director position.

We respectfully request that these CPAC recommendations be placed on the HCDA November 7, 2007, board meeting agenda for discussion and reply to the CPAC. Steering Committee members will be present to answer any questions.

Sincerely,

Nancy L. Hedlund, PhD  
Michelle S. Matson  
Ron Iwami

Mark Wong  
Wayne Takamine  
Jennifer Thompson  
Mike Dang

Bob Crone  
John Thorpe  
Eric Takeshita



HAWAII COMMUNITY  
DEVELOPMENT AUTHORITY



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KALAELOA

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Ref. No.: GF HCDA 2.1.8

October 30, 2007

Members of the Kakaako Makai  
Community Planning Advisory Council:

The following is in response to your request received on October 29, 2007, to place CPAC's recommendations on the November 7, 2007, agenda.

1. As far as Kewalo Basin is concerned, we do not intend to make any permanent physical changes that may inhibit CPAC planning. Two things happening physically are the impending demolition of the abandoned dolphin lab, which will remain leveled for the time being, and issuance of a Right-Of-Entry (ROE) to the Keiki Fishing Conservancy for remediation and use of an area defined by law. However, the ROE makes it clear that no long-term lease is committed.
2. The legislative sanction (HCR 30) that formed the CPAC was limited to "participate in the development, acceptance, and implementation of any future plans for the development of Kakaako Makai," and did not include internal affairs such as personnel hiring and firing. The candidates are entitled to their privacy, especially those who are not selected who would prefer their interest be kept in confidence. HRS 206E-3(c) states that "The authority shall appoint the executive director who shall be the chief executive officer."

Instead of interviewing the candidates, the Members of the Council along with the Members of the public were advised to comment through HCDA's website or to contact Inkinen and Associates directly as to the desired characteristics that they would like the Executive Director to have. This is stated in the August 1, 2007, Authority meeting minutes on page 4:

"...it was explained that the issue of public participation had come up during the July Authority meeting and a decision was made to solicit public input from everyone. As such, a press release and various news stories were used to get the word out about soliciting nominations and comments through the HCDA website and direct inquiries to Inkinen and

Members of the Kakaako Makai  
Community Planning Advisory Council  
October 30, 2007  
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Associates. Members of the Advisory Council were invited to access the webpage and provide their comments.”

Therefore, we will not be placing this request on the agenda. We are already anticipating a full agenda for the meeting. Also we would like to ask that requests for items to be placed on the agenda, be submitted three weeks in advance of the meeting in order to prepare for the meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Kimura", with a long horizontal flourish extending to the right.

Paul Kimura  
Vice Chairperson

# KAKA‘AKO MAKAI COMMUNITY PLANNING ADVISORY COUNCIL

November 5, 2007

Hawaii Community Development Authority  
677 Ala Moana Boulevard, Suite 1001  
Honolulu, Hawaii 96813

Subject: CPAC Communications with HCDA

Aloha Vice Chairperson Kimura and HCDA Board Members:

Thank you for your timely reply to our letter dated October 26, 2007. We sincerely appreciate being informed of the HCDA’s position on these matters, and are writing to confirm our understanding as follows:

1. HCDA does not intend to make any permanent physical changes that may inhibit CPAC planning considerations and recommendations for Kaka‘ako Makai, including Kewalo Basin and the John Dominis site. We understand that the abandoned marine mammal lab will be demolished and the site will remain clear pending future plans in consonance with the CPAC’s deliberations and efforts toward this end. We further understand that the non-profit Kewalo Keiki Fishing Conservancy will have the right of re-entry to restore their site-dependent marine conservation program activities on the makai side of Kewalo Basin Cove.
2. HCR 30, 2006, the Legislative sanction which formed the CPAC to “meaningfully participate in the development, acceptance and implementation of any future plans for the development of Kaka‘ako Makai,” is silent with regard to key HCDA personnel with whom the CPAC will be working. The CPAC is cognizant that the HCDA “shall appoint the executive director who shall be the chief executive officer,” and had hoped to provide constructive input on the selection of same after learning of those candidates possessing the qualifications to act in this capacity.

Since this has not been possible, we now hope that the HCDA will ensure that the qualified appointed individual will be one who is experienced with and supportive of open communications and a fair and respectful community-based planning process. Given these considerations and qualifications, the CPAC is very much looking forward to working insightfully together with the new Executive Director.

3. The CPAC will make every effort to inform the HCDA of any recommendations, concerns and agenda requests in a timely manner. We now understand that any agenda request should be provided three (3) weeks in advance of the subject HCDA meeting date in order to be considered for that meeting agenda. In view of this, at the November 14, 2007, CPAC meeting a recommendation will be made to set CPAC meetings three weeks in advance of HCDA meeting dates, with associated committee recommendations and any HCDA agenda requests provided accordingly for consideration by the CPAC.

In addition, we would like to respectfully request that the CPAC have the opportunity to present a brief monthly progress report to the HCDA governing board as part of the HCDA regular meeting agenda, and Steering Committee members will be available to answer any questions. We believe that this will contribute to a greater understanding of the CPAC's endeavors as well as benefit timely and productive communication between the CPAC and the HCDA.

We again sincerely thank you for your timely and welcome reply. We look forward to moving forward in working with the HCDA toward successful future plans for Kaka'ako Makai in the best interests of the people of Honolulu, and future generations.

Sincerely,

Nancy L. Hedlund, PhD  
Michelle S. Matson  
Ron Iwami

Mark Wong  
Wayne Takamine  
Jennifer Thompson  
Mike Dang

Bob Crone  
John Thorpe  
Eric Takeshita