

MINUTES

First meeting of the CPAC Steering Committee
October 2, 2007

Attendance

Committee Members:

Bob Crone ,Mike Dang, Nancy Hedlund, Ron Iwami, Michelle Matson, Wayne Takamine., Erik Takeshita, Jennifer Thompson, John Thorpe, ,Mark Wong

Facilitators

Kem Lowry, Karen Cross, Anne Smoke (meeting note-taker)

HCDA Staff

Deepak Neupane

Guests

Amy Anderson, Lainie Tamashiro

Committee Discussion

1. Responding to questions concerning the present availability of past plans for Kaka`ako Makai, Deepak reiterated that he intends to make available to the CPAC all of the past plans for Kaka`ako Makai before the CPAC working group begins the visioning process. He additionally informed the Committee of the following:
 - a. Amy Anderson, a CPAC member and architecture professor at UH, has volunteered to assist Deepak with gathering and compiling the past planning concepts for Kaka`ako Makai and related information, but her portion won't be available until December since she needs that time to go through all the previous reports and proposals to pull out key requests and guidelines that have been previously considered. The steering committee agreed that knowing what has been proposed in the past will be an important educational component.
 - b. The plan files are quite large, and some may be too large to upload to the Web site. Deepak will make a hard copy of everything available for the CPAC's reference and use at HCDA, and whatever can be made into an electronic file will be uploaded to the HCDA Web site.
2. The intentions for use of the former planning information collected and presented to the CPAC were discussed. It was suggested that the CPAC consider the previous planning information and its implications along with any current conditions.

3. Deepak indicated that he would try to contact the key consultants who had provided past proposals for Kaka‘ako Makai to ask them to present their concepts to the CPAC. . It was generally agreed that after the presentations, the CPAC needs to take time to reflect on what they learn before beginning the visioning process.
4. Kem asked the Committee if they felt the CPAC was ready to begin drawing out ideas. The Committee sensed that the CPAC needs more background information and time to synthesize it. Additionally, the forthcoming holidays seemed to be a disruptive time to expect good visionary focus. It was therefore agreed that the duration of this year should be used for educational information, and January would be a better time to begin the visioning process.
5. A request was made for HCDA to provide recommendations on what HCDA’s expectation of the CPAC product is, what the priorities are, and how to apply new knowledge so the CPAC can arrive at a useful product to present to the HCDA that the HCDA will accept.. Deepak reminded the Committee that the CPAC must first provide a vision and guiding principles; HCDA expects a clarification of what the CPAC’s vision is for Kaka‘ako Makai, followed by the guiding principles, including sustainability, and an action plan for implementing the vision and guiding principles.
 - a. Members of the Committee asked for clarification about the CPAC’s involvement, as many of them were under the impression that the CPAC was going to be part of the long-term planning process for Kaka‘ako Makai.
 - b. Deepak clarified that it will be important for the CPAC to first provide the HCDA board with a clear unified vision and guiding principles prior to making recommendations on how to proceed. He added that there were several options available, such as RFQs that may be preferable to RFPs, and design competition as some of the possibilities.
6. Concern was expressed by the Committee regarding HCDA’s assumption that the CPAC understands all of the pre-determined parameters established for the Kaka‘ako Makai area (e.g., environmental conditions, legal restrictions, present administrative rules, etc.). It was suggested that HCDA provide these parameters and/or constraints to the CPAC before they begin the visioning process.
 - a. Deepak said that HCDA didn’t want to confine the CPAC’s vision to HCDA guidelines, and they want the CPAC to give their true vision without the influence of restrictions. He reminded the Committee that Townscape made it clear at the first meeting that the board will listen to reasonable suggestions. They will consider all out-of-the-box thinking provided support mechanisms that assure sustainability are included.
 - b. Per the Committee’s request, Deepak agreed to post the past RFPs and associated guidelines, but reminded the Committee that those parameters

may not apply anymore. Deepak reiterated that Amy will review the old reports as far back as 1961 and will pull out key requests in the RFPs over time, and this will be ready for the December meeting.

- c. The facilitators were asked to define what is meant by ‘vision’ and ‘guiding principles’ so it could be understood better by the CPAC how to apply the information being presented and arrive at a vision or set of guiding principles. It was further noted that Townscape used the Waianae community plan as an example for these. The facilitators agreed to provide clarification on the goals and processes.
7. The October agenda was discussed. Future presentations for the remainder of the year will include DOH, UH, OHA, Kamehameha Schools, and the People’s Plan. (Note: A final presentation agenda will follow at the end of this document. due to availability of speakers, and some of the dates may have to change from what was discussed at the Committee meeting.)
- a. It was agreed that only one or two speakers will present per meeting because of the complexity of the information, and because there are still some CPAC organizational issues that need to be finalized. It was also agreed that the two-part format, with a presentation followed by CPAC process- related discussion, has been working well.
 - b. Organizational issues to be added to the October agenda include: ratifying membership and a few other remaining items supported on the September CPAC survey, including possibly determining officers and spokespeople for specific issues. It was agreed that this discussion will be at the end of the meeting to allow time for the informational presentation at the beginning. It was generally agreed that the CPAC is ready to move forward with content discussion.
 - c. Deepak has confirmed DOH as the presenting speaker for the October meeting; and it is possible that he will receive confirmation from JABSOM/UH for the November meeting.
 - d. Also at the October meeting, the facilitators will summarize the Townscape report, highlighting common elements that have consistently risen to the top of discussions and interviews.
 - e. There was a suggestion of starting off each future meeting with an inspirational piece like a slide show presentation of other waterfront developments to begin an expansion of ideas. Some concerns were raised regarding this being premature to establishing a basic understanding of the attributes and deficiencies of past planning concepts for Kaka‘ako Makai, and that the introduced images would be out of context in the planning process sequence. It was then suggested that the slides could be presented in a running loop of images at the beginning of each meeting with no commentary, simply to stimulate ideas. Additional concerns were raised that some concepts applicable to mainland or foreign projects would not relate to Hawaiian cultural “roots.” It was then agreed that links to any of

the sites presented can be put into a repository on the HCDA web site for future reference when needed by the CPAC or for anyone who wishes to learn more about any of the project examples. Nancy and Mark volunteered to put the first PowerPoint together from web site links and Amy's collection of images.

8. The facilitators will provide a draft agenda for the October meeting, and proposed taking CPAC meeting notes so they are projected on a large screen that could be seen as a work in progress by the CPAC. This way the group memory would be captured and confirmed with input as the meeting progresses rather than having to sort out details after the fact, and everybody would be able to read the meeting notes throughout the meeting. There was consensus that this might be a productive change.
9. It was suggested that ceded land history and details be presented to the CPAC for a better understanding of the expectations of the Hawaiian community for development on ceded lands. It was noted that some research had already been conducted and completed on this as related to Kaka'ako Makai. Deepak commented that ceded land issues are dealt with at a higher level than HCDA and he chooses not to insert HCDA in the middle of such issues, and therefore suggested that someone from OHA present this subject to the CPAC. It was recommended that OHA Trustee Oz Stender be invited to discuss the ceded land issues at the December meeting. In addition, there was consensus that the informational presentation on the proposed new OHA headquarters project in Kaka'ako Makai should continue to be planned for November separately from the ceded lands issue.
10. Committee members suggested, and it was agreed, that the project must capture the cultural elements of Kaka'ako Makai. It was further suggested and agreed that the "People's Plan", which addresses the Hawaiian host culture as a key element, should be presented at one of the CPAC meetings to help provide a sense of place perspective.
11. The absence of the visitor industry in this process was noted, and the Committee felt that it would also be important to hear from the Hawaii Tourism Authority given their recent emphasis and support of eco-tourism.
12. The name "Steering Committee" was discussed and it was agreed that this could be presented to the CPAC for further discussion if necessary.
13. The Committee agreed that Deepak would give a summary of the CPAC's progress at the HCDA board meeting on the following day, and Nancy would be the spokesperson to respond to any questions regarding facilitator selection.
 - a. It was noted that in the future other designated members of the Committee could represent other issues to be addressed when questions come from the HCDA board.
 - b. It was suggested that the HCDA board be provided with the CPAC organizational structure and operational procedures agreed upon by CPAC

consensus to date. The Committee agreed that anything to be presented to the HCDA board should first be presented to the CPAC for approval, and this summary report could be presented to the CPAC at the October 25 meeting for approval to be presented at the November HCDA board meeting.

14. Deepak encouraged the CPAC to continue to move forward with the visioning process. In the meantime, he will be designating someone to represent the HCDA on the CPAC during his forthcoming vacation absence, and will let the CPAC know as soon as this is confirmed.

See Proposed Future Agendas on next pages.

Proposed Agenda

CPAC Meeting
October 25, 2007

10 min. While meeting is being called to order	Rotating slide show—inspiring documentation of waterfront developments worldwide
10 min.	Welcome Ground rules & agenda Brief introductions Approve minutes from September 19, 2007 Facilitator orientation <ul style="list-style-type: none">• Note-taking and minutes process• Vision and guiding principles: goals and process review
60 min.	DOH Presentation (Davis Bernstein, DOH HEER) Comments, Questions, Answers
15 min.	Review highlights of Townscape's <i>Stakeholder Interview Summary</i> Comments, Questions, Answers
15 min.	By Laws Committee summary of CPAC consensus on organizational structure and operating procedures to date Confirm and endorse remaining principles of CPAC decision-making, participation and other survey results CPAC approval to forward CPAC progress report to HCDA
Remaining	New business Next steps

PROPOSED PRESENTATION SCHEDULE FOR REMAINDER OF THE YEAR

November 14

UH/JABSOM Parcels

Kamehameha Schools – Ala Moana Blvd. Parcels

OHA - Proposed Headquarters Plan

December 4

Kaka`ako Makai Ceded Lands – OHA Trustee

Kaka`ako Makai RFP history (Amy Anderson)

The People's Plan, 2006 (Wayne Takamine, Michelle Matson)