

Minutes of a Regular Meeting  
of the Members of the  
Hawaii Community Development Authority  
State of Hawaii

Wednesday, May 4, 2016

**GENERAL BUSINESS**

**I. CALL TO ORDER/ROLL CALL**

A general business meeting of the Kakaako Members of the Hawaii Community Development Authority (“Authority” or “HCDA”), a body corporate and a public instrumentality of the State of Hawaii, was called to order by Chair Whalen at 9:04 AM May 4, 2016 at Authority’s principal offices at 547 Queen Street in Honolulu, Hawaii, 96813, pursuant to Article IV, Section 1 of the Authority’s Bylaws.

Members Present: George Atta  
Beau Bassett  
Wei Fang  
Michael Golojuch, Sr.  
Scott Kami  
Amy Luersen  
Jason Okuhama  
David Rodriguez  
Shirley Swinney  
Steven Scott  
John Whalen

Members Absent: Mary Pat Waterhouse  
Kalani Capelouto  
Donna Camvel  
William Oh  
Derek Kimura

Others Present: Aedward Los Banos, Interim Executive Director & ASO  
Mike Wong, Deputy Attorney General  
Lori Sunakoda, Deputy Attorney General  
Deepak Neupane, Planning Director  
Laura Savo, Court Reporter  
Tommilyn Soares, Secretary  
Shelby Hoota, Media Specialist

## **II. REPORT OF THE EXECUTIVE DIRECTOR**

Interim Executive Director, Aedward Los Banos presented the report contained in the board packet and noted the Kakaako Park Plan and Environmental Impact Statement (EIS) has been completed. The EIS will be filed with the Department of Health's, Office of Environmental Quality Control. There will be a 45-day period where the public may submit comments on the EIS.

Beer Fest, held its annual fundraiser at Makai Gateway Park. Proceeds of the sold out event went to the Hawaii Agricultural Foundation.

The Governor and the Mayor attended the dedication for the emergency boat, held in April at Kewalo Basin Harbor. Hawaii County expressed interest in purchasing similar boats for the Big Island.

### KALAELOA UPDATE

The Kalaeloa Office is working with the City and County of Honolulu to finalize a Right of Entry Permit for the Honolulu Fire Department to occupy a parcel in Kalaeloa for training exercises.

Vice Chair Steve Scott asked what the status is on the Memorandum of Understanding (MOU) with the City in working with HCDA to clear the homeless encampments. Mr. Los Banos stated the Attorney General sent City Corp Counsel a draft MOU and Corp Counsel stated they have some edits and that the mayor will be briefed on the MOU.

Vice Chair Scott made a comment that he spoke with two businesses in the area and both are complaining that as the homeless are given notice to vacate that they move across the street and return when the parks open. He also asked about the sprinklers and what time they are scheduled to go on in the parks, as he received a few comments about a group playing soccer near the medical school and that the sprinklers go on at that same time. Mr. Los Banos stated staff will check on the schedule of the sprinklers and make sure the times are updated or revised.

Member George Atta made a comment and suggested HCDA send a press release or report on the affordable projects to help give HCDA highlights on some positive projects for Kakaako. Chair Whalen suggested, it would be a great report for the Community Relations person to highlight. Mr. Los Banos noted for the board, he gave a few highlights on the affordable projects to the Pacific Business News as they will be including an insert in Friday's paper that will highlight Kakaako.

There were no other questions/comments or discussion from the board members or the public.

### III. KAKAAKO MATTERS

#### 1. **Decision Making: Shall the Authority Appoint an Asset Management Task Force?**

Chair Whalen stated for the board, the recommendation for an Asset Management Task Force was recommended by the Budget Task Force to look at the Asset Management as a follow-up.

Chair Whalen named himself as well as members Wei Fang, Beau Bassett and Michael Golojuch to the Asset Management Task Force. All members agreed to serve on the Task Force.

There were no comments or questions from the board members or the public.

#### 2. **Information and Discussion: Update Legislation Affecting the Hawaii Community Development Authority for the 2016 Legislative Session.**

Mr. Los Banos provided an update for the board members and stated the budget bill passed with HCDA's 19 positions secured through the General Fund. The Enterprise Energy Corridor budget passed with \$3M (half of the requested \$6M) and noted, depending on how far the project gets with \$3M, HCDA anticipates going back next year to request the remaining \$3M. The Sandbox project received its full funding of \$3M, it's sited for HCDA's property but funded through the High Technology Development Corporation (HTDC). Also, HCDA received \$1.5 million to renovate the two buildings located at the Historic Pump Station. Currently Pacific Gateway Center/Na Kupuna Makamae and its program received funding for the front half of the property but the two buildings located on the back side of the property is what the \$1.5 million is slated to renovate.

Mr. Los Banos confirmed for the board members that, HCDA did not request the \$1.5M but that the 2016 Legislature made the appropriation to HCDA for the purposes of renovating both buildings and that HCDA has not looked into how much the actual cost would be. The timeline for expending CIP funds are three years from when it was initially funded. This CIP was awarded in 2015 but officially given to HCDA during the 2016 Legislature. Mr. Los Banos also confirmed HCDA owns the property and is currently under the Authority's control and that there is no current lease.

Member Bassett noted for the board that he will recuse himself from all discussion and decisions regarding the Pacific Gateway Center as the law firm he works for, represents Pacific Gateway Center. Deputy Attorney General Mike Wong confirmed Member Bassett is not required to leave the room during discussion but

that Member Bassett would not participate in any discussion or vote on matters that pertain to the Pacific Gateway Center.

Governor's Message # 608 confirmed Member Wei Fang as a board member to the Hawaii Community Development Authority. Mr. Los Banos also noted for the board HCDA still has one more vacancy on the Heeia Authority. Mr. Los Banos updated the board members briefly on a few others bills.

There were no further discussion or questions from the board members or members of the audience.

3. **Decision Making: Shall the Authority Execute a Contract For Executive Recruitment Services for an Executive Director for the Hawaii Community Development Authority, Using Funds from the Hawaii Community Development Revolving Fund, Leasing & Management Subaccount?**

Mr. Deepak Neupane, Kakaako Planning and Development Director, provided an update for the board members. HCDA solicited a request for proposal (RFP) for a consultant to conduct executive recruitment services and received four proposals. The evaluation committee (members Jason Okuhama, Amy Luersen, Mary Pat Waterhouse and Mr. Neupane) shortlisted two proposals of the four received. After evaluating both proposals, the committee recommends the board select Bishop & Company to provide executive search and consultation services for the executive director position. The committee also requested board authorization to expend funds from the Hawaii Community Development Revolving Fund, Leasing and Management Subaccount to fund the contract.

Member Swinney asked if there were any community members included in the evaluation committee. Chair Whalen noted the contract will be authorized by the board but the screening process will include the community members. Member Fang asked for a timeline going forward and when major deliverables or decision points may be made. Mr. Neupane stated the RFP is for a six-month duration and confirmed from the time the Notice to Proceed is issued, Bishop and Company should have everything concluded six months from that date.

Ms. Judy Bishop, President and Owner of Bishop & Company and Erinn Tomlinson, Executive Recruiter, introduced themselves and provided a summary and outline they will use during the recruitment process.

Member Scott Kami stated that he read the position description may be revised and asked whether the Department of Human Resources Development is required to reclassify or approve the updated position description. Mr. Neupane noted, the Executive Director is an exempt position and the approval will be internal. He further noted that the position description was dated and required updating.

There were no further discussion from the board members and no public comments.

Chair Whalen called for a motion for the authority to execute a contract for executive recruitment services for an executive director for the Hawaii Community Development Authority using funds from the Hawaii Community Development Revolving Fund, Leasing and Management Subaccount in the amount of \$31,250.00.

Member Swinney motioned. Member Golojuch seconded. Chair Whalen conducted a voice vote. Motion passed unanimously.

**4. Information and Discussion: Status Update Relating to Close Construction, Inc., vs. Hawaii Community Development Authority et al., vs. Mitsunaga & Associates, Inc. vs. DTRIC Insurance Company, Ltd.; Civil No. 14-1-0599-03.**

Deputy Attorney General Mike Wong noted for the board that Deputy Attorney General Diane Taira is not available to provide specific information due to an unexpected meeting and although Mr. Wong is conflicted he does have a procedural update that he can provide the board members in executive session.

Member Mike Golojuch motioned for the board to convene in executive session pursuant to Hawaii Revised Statutes, Section 92-5 (a)(4). All members unanimously approved entering into executive session.

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Pursuant to Section 92-5 (a)(4), Hawaii Revised Statutes, the Authority convened in Executive Session at 9:54 a.m.

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Chair Whalen reconvened the meeting at 9:57 a.m.

**IV. ADJOURNMENT**

Chairperson Whalen adjourned the regular meeting at 9:57 a.m.

Respectfully submitted,

/s/

John Whalen,  
Chair

Note: The transcript of this meeting contains a verbatim record and should be consulted if additional detail is desired.

