STATE OF HAWAII
HAWAII COMMUNITY DEVELOPMENT AUTHORITY
KAKAAKO
Honolulu, Hawaii, 96813

February 1, 2017

Chairperson and Members
Hawaii Community Development Authority
State of Hawaii
Honolulu, Hawaii

HCDA Board Members:

SUBJECT: Shall the Authority Authorize the Executive Director to Execute a Contract for Refuse Collection Services for a Three (3) Year Term Plus Two (2) One (1) Year Extensions Using Funds from the Hawaii Community Development Revolving Funds, Leasing and Management Subaccount?

SUMMARY:
The Hawaii Community Development Authority (HCDA) currently provides refuse collection for the Kakaako Waterfront Park, Gateway Park, Kewalo Basin Park and Kewalo Basin Harbor. HCDA’s current contract terminates on Tuesday, February 28, 2017 and includes the disposal of refuse six (6) times a week from the large dumpsters indicated in the map attached hereto as Exhibit A. The HCDA is currently soliciting for a new contract to provide the same essential services.

AUTHORITIES:

At the August 3, 2016 General Meeting, the Board indicated it would like to review and approve all procurement requests over $25,000. The minutes to the August 3, 2016 Meeting is attached hereto as Exhibit B.

BACKGROUND:

Kakaako Waterfront Park, Gateway Park, and Kewalo Basin Park comprise approximately 41 acres in the Kakaako Community Development District and were completed in 1990, 1992, and 1998, respectively. The HCDA has provided maintenance and upkeep for these locations since their creation, through MOU’s with other State agencies as well as private bids.

ANALYSIS:

Due to the scope of this contract, the bids are expected to exceed the $25,000 procurement threshold that can be administratively approved.
This contract must be executed by March 1, 2017 to ensure there is no lapse in refuse collection services at Kakaako Waterfront Park, Gateway Park, Kewalo Basin Park and Kewalo Basin Harbor.

RECOMMENDATION:

Shall the Authority Authorize the Executive Director to Execute a Contract for Refuse Collection Services for a Three (3) Year Term Plus Two (2) One (1) Year Extensions Using Funds from the Hawaii Community Development Revolving Funds, Leasing and Management Subaccount?

Respectfully submitted,

Lindsey Doi
Asset Manager

APPROVED FOR SUBMITTAL:

Jesse K. Souki, Executive Director
Hawaii Community Development Authority

Attachments
Attachment A: Map of Refuse Collection Sites
Attachment B: Minutes from August 3, 2016 Meeting
KEWALO BASIN HARBOR/ PARK

Key Code:
- 6 cubic yard containers
- 3 cubic yard

59 Ahui St.
KAKAAKO WATERFRONT PARK

Key Code:

- 6 cubic yard containers
Minutes of a Regular Meeting  
of the Members of the  
Hawaii Community Development Authority  
State of Hawaii  

Wednesday, August 3, 2016  

GENERAL BUSINESS  

I. CALL TO ORDER/ROLL CALL  

A general business meeting of the 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 10:00 AM August 3, 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: Beau Bassett  
                  Donna Camvel  
                  Wei Fang  
                  Michael Golajuch, Sr.  
                  Scott Kami  
                  Jason Okuhama  
                  David Rodriguez  
                  Shirley Swinney  
                  Mary Pat Waterhouse  
                  Steven Scott  
                  John Whalen  

Members Absent:  

Other Present:  

Aedward Los Banos, Interim Executive Director & ASO  
Mike Wong, Deputy Attorney General  
Lori Sunakoda, Deputy Attorney General  
Diane Taira, Deputy Attorney General  
Deepak Neupane, Planning Director  
Lindsey Doi, Asset Manager  
Laura Savo, Court Reporter  
Shelby Hoota, Media Specialist
II. APPROVAL OF MINUTES

General Regular Meeting of June 1, 2016.

No comments or corrections were made. Minutes were approved as presented.


No comments or corrections were made. Minutes were approved as presented.

REPORT OF THE EXECUTIVE DIRECTOR

Interim Executive Director, Aedward Los Banos highlighted the following items:

The Kewalo Basin Harbor sewer repair is being worked on. The contractor identified the issue and will start on a permanent repair. The restrooms have reopened and the contractor will work to minimize any closures while the repair is in progress.

The 440 Keawe Street affordable rental project by Kamehameha Schools will possibly be occupied by the end of August.

Tenant improvements to the South Shore Market (section below TJ Maxx on Ward) will begin.

KALAELOA UPDATE
The Kalaeloa Legacy Foundation held its annual fundraiser.

Kiran Polk of Hunt Development continues to indicate its commitment to address and remove the stockpiles on the site. They are working with another construction company to haul the equipment and complete the removal of the stockpile.

A Micro-grid Project is being prospected in a joint project with the State Energy Office for the Kalaeloa Development District receiving federal support through the Federal Energy Office. Funds will be used to coordinate a workshop with stakeholders to develop parameters for a microgrid. There will be an informational presentation for the Kalaeloa members regarding the microgrid workshop from the State Energy Office at the next meeting in September.

A meeting with BRAC, HCDA and DHHL confirmed that BRAC would like the City to commit to accepting land parcels by the end of the 2016 calendar year. If the City does not agree to accept the parcels HCDA or DHHL may have the opportunity to acquire the Kalaeloa property.

Mr. Los Banos confirmed for Member Swinney that the micro grid workshop will be federally funded and Ms. Tesha Malama stated the logistics for the micro grid workshop are being coordinated and it may coincide simultaneous with the Kalaeloa Landowners Summit
in October.

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

III. BUSINESS MATTERS


Chair Whalen noted due to the lack of quorum at the board’s July meeting, the Election of Officers, as required according to the bylaws were deferred to today’s meeting.

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

Chair Whalen opened the nominations for the respective officers of Chairperson, Vice Chairperson and Secretary.

Vice Chair Scott nominated John Whalen to continue as Chairperson. Member Gololjuch seconded. Chair Whalen conducted a voice vote. All members approved with no abstentions.

Member Kami nominated Steven Scott as Vice Chair. Member Okuhama seconded. Chair Whalen conducted a voice vote. All members approved with no abstentions.

Member Gololjuch nominated Shirley Swinney as Secretary. Member Steven Scott seconded. Chair Whalen conducted a voice vote. All members approved with no abstentions.

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


Chair Whalen noted for the board that the Attorney General’s office requested the information and discussion item be moved up, from # 7 as originally filed on the Agenda, and adjust the remaining order accordingly.

Due to the litigation, Member Swinney motioned for the board to convene in executive session pursuant to Hawaii Revised Statutes, Section 92-5 (a)(4). Member Bassett seconded the motion. All members unanimously approved entering into executive session.
Pursuant to Section 92-5 (a) (4), Hawaii Revised Statutes, the Authority convened in Executive Session at 10:25 a.m.

Chair Whalen reconvened the meeting at 10:54 a.m.

There was no further discussion from board members or public comments.

4. **Information and Discussion: Executive Director Search Committee Update**

Chair Whalen provided the update. He stated a few changes made to the position description included the addition of the He‘eia Community Development District and also skill sets to work in developing the Kaka‘ako Community. A revised final position description was disseminated to board members, and the contractor, Bishop and Company opened the application period for 60 days. The committee hopes to recruit and hire the Executive Director by November 2016.

There was no further discussion from board members or public comments.

5. **Information and Discussion: 2017 HCDA Draft Legislative Package**

Mr. Los Banos presented the report provided in the board packet. DBEDT is seeking preliminary budget requests from its divisions and agencies in preparation for the 2017 legislative session. HCDA’s summary of budget item requests include:

- The Kalaeloa Enterprise Energy Corridor
- Lot C project parking structure
- American Brewery Building remaining repairs
- Kewalo Basin Fisherman’s Wharf bulkhead repair
- HCDA staff salaries
- Kakaako conveyance of roads and other remnant parcels

Chair Whalen noted as the agenda item is just preliminary information for DBEDT’s budget request, the board will have an opportunity for a discussion at a later date once DBEDT’s budget request is submitted to the legislature.

Mr. Los Banos and Mr. Neupane clarified for board members that the HCDA will not be requesting the legislature to fund an EIS for He‘eia this year as the Office of Planning is conducting a NEPA and feels a EIS is not necessary at this time.

PUBLIC TESTIMONY

Ms. Michelle Matson, President of the Oahu Island Parks Conservancy, asked where the planned location for the Lot C parking garage will be. Mr. Los Banos and Mr. Neupane stated the parking structure per the current master plan will be located along Forest Avenue and designed to be between 45 to a maximum of 65 feet high.

Ms. Matson suggested that HCDA look into adopting rules so that the 1st floor
community room in the American Brewery Building can be utilized by the public for community meetings.

Member Rodriguez asked if the revisions to the reserved housing rules require legislative approval or if the revisions can be completed internally. Chair Whalen confirmed the board has authority to make the revisions and the draft of the reserved housing rules and workforce housing rules will be presented at the HCDA Authority meeting in September.

There was no further discussion from board members or public comments.

6. **Information and Discussion: Proposed Delegation of Authority to HCDA Executive Director Involving Certain Procurement Matters.**

AND

7. **Information and Discussion: Proposed Delegation of Authority to HCDA Executive Director Involving Reserved Housing Matters.**

Mr. Los Banos gave a general overview of the report provided in the board packet and stated, agenda items 7 & 8 are generally decisions that historically have been decided by the board and in an effort to streamline the administrative process both reports are to delegate those decisions to the executive director. Any decisions made by the executive director regarding these matters will be reported in the Executive Director’s report to the Authority at the next regularly scheduled board meeting. The following are recommendation decisions currently retained by the Board to be delegated to the Executive Director:

**Administrative/Procurement Matters:**
- Expenditure of non-discretionary costs renewal and execution of existing contracts for goods and services required to operate and maintain HCDA’s park properties, offices and other assets.
- Emergency procurement of goods and services and
- Expenditure of HCDA Capital Improvement Projects earmarked funds appropriated by the Hawaii State Legislature pursuant to the Authority’s request.

**Reserved Housing Matters:**
- Sale or Transfer After the Regulated Term
- Sale or Transfer During the Regulated Term
- Owner’s Refinancing Request and Subordination of Shared Equity Interest

Member Scott stated, to keep the board informed, he’d like any requests over $25K for procurement matters to be presented to the board for approval.
Mr. Los Banos confirmed for Member Waterhouse, if there are inadequate funds in the reserved housing subaccount and other funds available from another account, the item would be brought before the board for approval.

There was no further discussion from the board members or public comment.

IV. ADJOURNMENT

Chairperson Whalen adjourned the regular meeting at 11:52 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.