

STATE OF HAWAII  
HAWAII COMMUNITY DEVELOPMENT AUTHORITY  
He`eia Community Development District  
Honolulu, HI 96813

June 7, 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 Expend He`eia Community Development Revolving Funds and Retain a Consultant to Develop Plan and Rules for the He`eia Community Development District (“CDD”)?

**SUMMARY:**

The Authority is being asked to authorize the Executive Director to expend He`eia Revolving Funds to retain a consultant to develop Plan and Rules for the He`eia CDD.

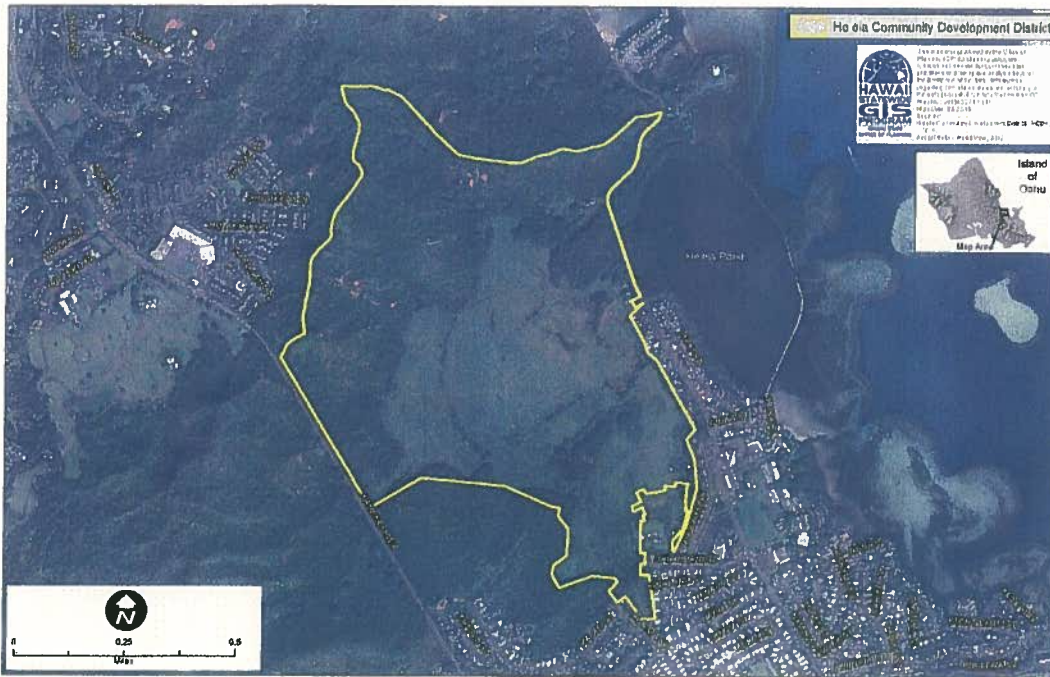
**AUTHORITIES:**

Pursuant to Hawaii Revised Statutes (“HRS”) Chapter 206E-5, *Designation of community development districts, community development plans*, the Authority shall develop a community development plan for the designated district. The plan shall include but is not be limited to community development guidance policies, district-wide improvement program and community development rules.

**BACKGROUND:**

At its July 1, 2009 meeting, the Authority authorized the Executive Director to enter into a long-term lease with Kāko`o `Ōiwi, a community-based non-profit corporation. Kāko`o `Ōiwi’s primary mission is to restore the He`eia Wetlands into a working agricultural, educational and cultural district. The HCDA and Kāko`o `Ōiwi subsequently entered into a 38-year lease, effective January 1, 2010.

On July 8, 2011, Act 210 was signed into law creating the He`eia CDD. The HCDA was designated as the local redevelopment authority of the district to facilitate culturally appropriate agriculture, education, and natural-resource restoration and management of the He`eia wetlands, which is consistent with the mission of Kāko`o `Ōiwi.



***He'eia Community Development District***

At its meeting on November 4, 2015, the He'eia Authority established a subcommittee of 3 He'eia Authority members to oversee staff and consultant efforts to develop a community based He'eia CDD Plan and Rules. Members of the subcommittee include Amy Luersen, Donna Camvel, and Beau Bassett.

**ANALYSIS:**

The development of the He'eia CDD Plan and Rules will be a major undertaking that will require specialized expertise including technical expertise in natural resource restoration and management, mapping and graphic capabilities, public outreach and facilitation of community and public meetings. HCDA does not have the necessary manpower or expertise to provide these services. Therefore, consultant services are needed for this project.

It is anticipated that a consultant(s) scope of work will include the following:

- *He'eia CDD Plan:* Develop the He'eia CDD Plan around key guidance policies adopted by the Hawaii State Legislature, including developing culturally appropriate agriculture, education, natural-resource restoration, and management of the He'eia Wetlands.
- *He'eia CDD Rules:* Prepare draft administrative rules pursuant to HRS Chapter 91 and to assist HCDA staff in finalizing the He'eia CDD Plan and Rules for their concurrent adoption by the Authority. The He'eia CDD Rules will regulate development in He'eia to ensure consistency with HRS Chapter 206E.

In addition to preparing the He'eia CDD Plan and Rules, the Consultant will provide the following:

- Provide Materials for the Authority's Website.

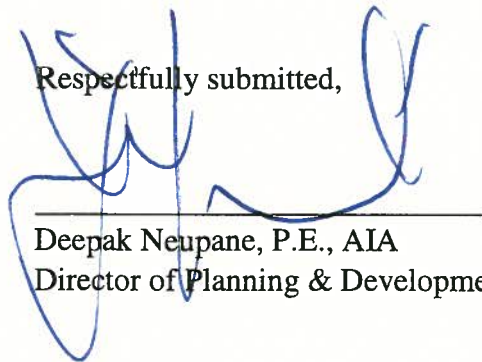
- Produce maps and accompanying written descriptions documenting key resources and physical features of the He`eia CDD. Resources to be analyzed and documented include, but are not limited to:
  - Regional setting.
  - Ko`olau Poko Sustainable Communities Plan & Ko`olau Poko Watershed Management Plan
  - Access and Infrastructure
  - Adjacent Landowners and Uses
  - Topography and Soils
  - Groundwater, Surface Water and Water Quality
  - Threatened, Endangered, and Rare Species and Their Habitats
  - Archaeological Sites and Historic Background
  - Cultural Features of Importance
  - Climate Change and Sea Level Rise (Threats & Planning Strategies)
- Prepare and Present Drafts for Group Comment.
- Attend community, Neighborhood Board, and informational meetings. Consultant will lead and facilitate meetings of key interested groups and parties, to be identified by Consultant and the Authority jointly, to present drafts of the He`eia CDD Plan and Rules and obtain the groups and parties' comments.
- Attend Public Hearings. Consultant will assist the Authority in conducting two or more public hearings, in accordance with Chapter 91, HRS, at which members of the general public may comment on drafts of the He`eia CDD Plan and Rules.

The planning process is anticipated to include close coordination with HCDA staff, the HCDA He`eia Authority subcommittee, and Kāko`o`Ōiwi.

**RECOMMENDATION:**

Staff recommends that the Authority authorize the Executive Director to expend up to \$150,000 from the He`eia Community Development Revolving Funds and retain a consultant to develop the He`eia CDD Plan and Rules.

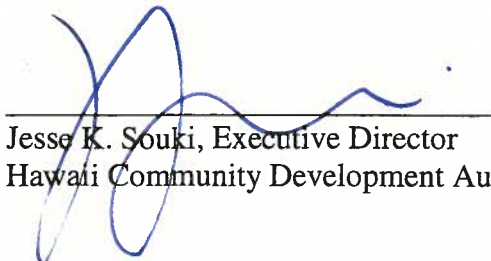
Respectfully submitted,




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Deepak Neupane, P.E., AIA  
Director of Planning & Development

**APPROVED FOR SUBMITTAL:**




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Jesse K. Souki, Executive Director  
Hawaii Community Development Authority