

**STATE OF HAWAI‘I  
HAWAI‘I COMMUNITY DEVELOPMENT AUTHORITY  
AT-LARGE BOARD MEETING**

**Wednesday, July 5, 2023  
MINUTES**

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

The Hawai‘i Community Development Authority (“Authority” or “Board”), a body corporate and a public instrumentality of the State of Hawai‘i (“State”) met in-person at the HCDA’s physical meeting site, American Brewery Building, 547 Queen Street, 2<sup>nd</sup> floor Board room and provided an option to attend virtually (utilizing the State-supported Zoom Meeting platform) for a Regular meeting on July 5, 2023.

Chairperson Chason Ishii called the July 5, 2023, HCDA At-Large Authority Regular meeting to order at 11:43 a.m.

Acknowledgement that the Meeting is Being Convened Virtually

Executive Director Craig Nakamoto reiterated the wording contained in the Meeting Agenda regarding the guidelines and directives provided by Section 92-3.7, Hawai‘i Revised Statutes, to enable public boards and commissions to conduct business virtually with a meeting site open to the public.

Regarding the foregoing, Mr. Nakamoto reiterated wording contained in the Meeting Agenda, noting that the HCDA welcomes public attendance via the Zoom link provided and also at the meeting site located at The American Brewery Building, 547 Queen Street, 2<sup>nd</sup> Floor Board room, Honolulu, Hawai‘i 96813. He noted that the meeting would be live streamed on the HCDA’s YouTube Channel contained in the Meeting Agenda and that the HCDA also welcomes public comment and public participation via submission of written or oral testimony. Mr. Nakamoto stated that individuals, if any, from the public who had requested to provide testimony were on standby and would be permitted to speak during the public testimony session of the specific agenda item.

Chair Ishii conducted the roll call. Those present and absent were as follows:

**Members Present:**

Chason Ishii, Chairperson  
Peter Apo, Vice Chairperson  
Sterling Higa, Secretary  
Melissa Miranda-Johnson (Ex-Officio)  
Craig Hirai, City & County of HNL DPP (Ex-Officio)  
Mary Alice Evans, DBEDT (Ex-Officio)  
Mark Anderson, B&F (Ex-Officio)  
Russell Tsuji, DLNR (Ex-Officio)  
Kevin Sakoda  
David Rae  
Jo-Ann Leong

**Members Absent:** Kathleen Aoki, Maui County DPP (Ex-Officio)  
Kaiwipunihei Lipe  
Kaka‘ako Member (Vacant)  
Kalaeloa Member (Vacant)  
Pulehunui Member (Vacant)  
Pulehunui Member (Vacant)

A quorum was present.

**Legal Counsel:** Kelly Suzuka, Deputy Attorney General

**Staff Present:** Craig Nakamoto, Executive Director  
Garet Sasaki, Administrative Services Officer  
Francine Murray, HCDA Program Specialist  
Lindsey Doi Leaverton, HCDA Asset Manager  
Tommilyn Soares, HCDA Executive Secretary

**II. APPROVAL OF MINUTES**  
**Regular Meeting Minutes of June 7, 2023**

There were no comments or corrections by Board members. The meeting minutes were approved as presented.

**III. ACTION ITEM**  
**Election of Officers: Fiscal Year 2023 - 2024**

Chair Ishii announced that board members will now conduct the election of board officers for fiscal year 2023 – 2024 and noted that HCDA’s bylaws call for the election of officers to be elected on the first meeting following July 1<sup>st</sup> of each year. Chair Ishii opened the floor for nominations for the positions of Chairperson, Vice Chairperson, and Secretary respectively. He added that nominations may be made for each officer individually or members may make nominations by a slate of officers.

**Public Testimony**

Chair Ishii called for public testimony before conducting nominations. There were no inquiries to provide oral testimony, and no written testimonies were received.

Member Leong suggested to keep the same slate of officers:

Chair Ishii, Chairperson  
Peter Apo, Vice Chairperson  
Sterling Higa, Secretary.

Vice Chair Apo nominated the following slate of officers:

Chason Ishii for Chairperson  
Sterling Higa for Vice Chairperson; and  
Peter Apo for Secretary.

Executive Director Nakamoto stated for the board there are two slates that have been nominated and are as follows:

Slate A – Chair Ishii, Vice Chair Apo and Secretary Higa

Slate B – Chair Ishii, Vice Chair Higa and Secretary Apo.

Chair Ishii asked if there were any additional nominations. There were none.

Chair Ishii stated that the nominations for HCDA’s fiscal year 2023 - 2024 officers of the Chairperson, Vice Chairperson and Secretary are now closed.

Member Leong asked if Secretary Higa is in agreement with Vice Chair Apo’s nomination?

Secretary Higa stated his support of Member Apo’s Slate B nominations.

Member Leong withdrew her Slate A nomination.

Chair Ishii conducted the roll call vote, affirming 10 yes votes for Slate B: Chair Ishii, Vice Chair Higa and Secretary Apo:

Chair Ishii congratulated Vice Chair Higa and Secretary Apo.

**Consider Authorizing the Executive Director to Enter into a Memorandum of Agreement with the State of Hawaii, Department of Land and Natural Resources pursuant to § 206E-4 (14) Hawaii Revised Statutes, to Receive Funding and Execute Contracts to Conduct a Strategic Assessment and Market Study for the Banyan Drive Area on the Waiakea Peninsula on Hawai’i Island.**

Executive Director Craig Nakamoto presented the staff report provided in the board packet. In the 2023 legislative session a bill was introduced that establishes a community development district for the Banyan Drive area, owned by the Department of Land and Natural Resources on Hawai’i Island. DLNR has requested HCDA’s assistance to prepare a strategic assessment to inform policy makers of the feasibility of possible land uses for the Banyan Drive area. DLNR will gather past studies of the area and assessments in their possession and HCDA will assist to leverage local resources and facilitate community engagement. The results of the assessment will provide information of the possible next steps for the Banyan Drive area. A memorandum of agreement (MOA) between HCDA and DLNR will be executed to memorialize responsibilities, pending DLNR’s board approval of HCDA’s assistance.

Chair Ishii asked Member Tsuji for his thoughts on this project.

Member Tsuji noted that DLNR staff supports HCDA’s recommendation and DLNR’s staff will be going to its board for a similar approval. DLNR has a draft MOA and believes such a report may be helpful for the Representative who introduced the bill and discussing how he would like to proceed.

The Banyan Drive area has drawn a lot of attention as there are structures there, like “Uncle Billy’s” that is becoming a problem.

Discussion ensued between members and Member Tsuji about the challenges faced by DLNR regarding existing infrastructures and structures like Uncle Billy's.

There were no further comments or questions by board members.

**Public Testimony**

Chair Ishii called for public testimony. There were no inquiries to provide oral testimony, and no written testimonies were received.

\*\* Member Rae joined the meeting at 12:20 p.m.

**MOTION:**

Chair Ishii called for a motion for the Board to Authorize the Executive Director to Enter into a Memorandum of Agreement with the State of Hawaii, Department of Land and Natural Resources pursuant to § 206E-4 (14) Hawaii Revised Statutes, to Receive Funding and Execute Contracts to Conduct a Strategic Assessment and Market Study for the Banyan Drive Area on the Waiakea Peninsula on Hawai'i Island.

Member Evans motioned. Member Sakoda seconded.

Chair Ishii asked if there was any further discussion on the motion. There was none.

Executive Director Nakamoto conducted the roll call vote.

Motion passed with 10 yes votes, 1 abstention and 4 excused.

**IV. REPORT OF THE EXECUTIVE DIRECTOR  
Monthly Financial Highlights for May 2023**

Executive Director Nakamoto summarized the financial highlights. He noted HCDA hired a temporary secretary to temporarily fill the HCDA secretary position.

Garet Sasaki, Administrative Services Officer was on standby for any questions.

There were no further questions or comments by Board members.

**Public Testimony**

Chair Ishii called for public testimony. There were no inquiries to provide oral testimony, and no written testimonies were received.

**V. ADJOURNMENT**

Chair Ishii thanked those who joined today's meeting on Zoom or the HCDA's YouTube and adjourned the meeting at 12:24 p.m.

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Peter Apo, Secretary

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Date Approved by the Board