

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

Wednesday, December 4, 2024  
10:00 a.m.

**AGENDA**

In accordance with Section 92-3.7, *Hawai‘i Revised Statutes*, the Hawai‘i Community Development Authority (“HCDA”) At-Large Board Meeting will be convened remotely via Zoom and in person at the physical meeting site set forth below. The public is welcome to register to participate and view the Board Meeting as follows:

**Participate Remotely Via Zoom Webinar**

To participate remotely, please use the following link:

<https://us06web.zoom.us/j/82630052715?pwd=uCSbUFIP5eL1NqXKXgoV1y6UDmDUgg.gCwIVLnFwSqKrLo>

**Participant Via Phone**

Dial: (669) 900 - 6833

Webinar ID: 826 3005 2715

Passcode: 553394

**Attend and View the Remote Board Meeting at the Following Physical Meeting Site:**

Hawai‘i Community Development Authority  
American Brewery Building  
547 Queen Street, 2<sup>nd</sup> Floor Board Room  
Honolulu, Hawai‘i 96813

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

**II. APPROVAL OF MINUTES**

1. Regular Meeting Minutes of November 6, 2024

**III. DECISION MAKING**

2. Consider Adopting the HCDA Communications and Marketing Plan, Which is Included as a Goal in the Strategic Plan, revised June 5, 2024.

**IV. REPORT OF THE EXECUTIVE DIRECTOR**

3. Monthly Report and Other Status Reports
  - i. Monthly Financial Highlights for October 2024

**V. ADJOURNMENT**

In accordance with Section 92-3.7(c), *Hawaii Revised Statutes*, in the event that audiovisual communication cannot be maintained by all participating Board Members and quorum is lost, the meeting will be automatically recessed for up to thirty (30) minutes, during which time, an attempt to restore audiovisual communication will be made. If HCDA is able to reestablish

audio communication only, the meeting will be reconvened and continue. To participate via audio communication, please refer to the “Participate Via Phone” information above. If HCDA is unable to reconvene the meeting because neither audiovisual communication nor audio communication can be re-established within thirty (30) minutes, the meeting will be automatically terminated.

The Board meeting agenda and meeting materials provided to the Board Members for this meeting are available for inspection in the Board’s office and on the HCDA website at: <https://dbedt.hawaii.gov/hcda/authorityagenda/>

## **PUBLIC TESTIMONY**

### **Oral Live Testimony**

Persons who intend to present oral testimony are encouraged to sign up or notify the HCDA staff prior to the beginning of each meeting by submitting a request via email to: [dbedt.hcda.contact@hawaii.gov](mailto:dbedt.hcda.contact@hawaii.gov) or you may call the HCDA’s office at (808) 594-0300. The HCDA will receive testimony in the following order: persons who signed up prior to the meeting date, persons present in the physical location, and persons online in the Zoom meeting.

All testimony will be limited to a maximum of three minutes pursuant to Section 92-3, Hawaii Revised Statutes, and Article IV, Section 10 of HCDA’s Bylaws. Testimony must be related to an item on the agenda. For the record, all testifiers will be asked to identify themselves using their first and last name, pseudonym name, or other identifier if they wish to remain anonymous. When one minute is remaining, “one-minute remains” will be called out, and when 30 seconds is remaining, “30 seconds remain” will be called out. When time has elapsed, “time”, will be called out after which you will have 30 seconds to conclude your testimony. Your audio will then be turned off and the Chairperson will move on to the next testifier.

- Oral live testimony may be provided via either of the following options:

#### **In Person:**

Upon arriving in person, please complete the speaker registration form at the sign-in table on the 2<sup>nd</sup> floor of the American Brewery Building, 547 Queen Street, Honolulu, Hawai‘i 96813. When the Chairperson asks for public testimony, and your name, pseudonym, or anonymous identifier name is called, please approach the public testimony table, and proceed with your testimony.

#### **Zoom:**

Oral, live testimony may be provided remotely via the Zoom link provided at the top of this agenda. You will be asked to provide your name and an email address in the standard email format, e.g., [\\*\\*\\*\\*@\\*\\*\\*\\*.com](mailto:****@****.com).

Please use your full name, pseudonym name, or other anonymous identifier name; and if desired, affiliation, when joining via Zoom. When the Chairperson asks for public testimony, you may click the Raise Hand button found on your Zoom screen to indicate that you wish to testify about that specific agenda item. The Webinar Host

will individually enable each testifier to unmute their microphone. When recognized by the Chairperson, please unmute your microphone before speaking and mute your microphone after you have finished speaking. The Authority may remove any person who willfully disrupts the meeting.

**Phone:**

If you do not have a computer/internet access, you may provide oral, live testimony via the Participate by Phone option and attend this meeting with audio-only access by calling the phone number listed in the “Participate Via Phone” option located at the top of this meeting agenda.

Upon dialing the number, you will be prompted to enter the Meeting ID, which is also listed at the top of this agenda. After entering the Meeting ID, you will be asked to either enter your panelist number or wait to be admitted into the meeting. Please wait until you are admitted into the meeting, as no panelist numbers will be issued. You may also be asked to input the meeting passcode, which can be found at the top of this agenda on the first page.

When the Chairperson asks for public testimony, you may indicate that you want to testify by entering \* followed by **9** on your phone’s keypad. A voice prompt will then let you know that the meeting host has been notified. When recognized by the Presiding Officer, please unmute yourself by entering \* and then **6** on your phone’s keypad. A voice prompt will let you know that you are unmuted, and you may begin speaking. After you have finished speaking, please enter \* and then **6** again to mute yourself.

**Written Testimony**

To ensure that the public as well as the HCDA Board Members receive testimony in a timely manner, written testimony is encouraged be submitted prior to the scheduled meeting date and time. Any written testimony submitted after such time cannot be guaranteed to be distributed in time for the meeting. Written testimony may be submitted by any one of the following methods:

- Email to: [dbedt.hcda.contact@hawaii.gov](mailto:dbedt.hcda.contact@hawaii.gov)
- Web form at: <http://dbedt.hawaii.gov/hcda/submit-testimony/>
- U.S. Postal Mail sent to:  
Hawai‘i Community Development Authority  
547 Queen Street  
Honolulu, HI 96813
- Facsimile (fax) to: (808) 587-0299

Please note that written public testimony submitted to the HCDA will be treated as a public record and any contact information contained therein will be available for public inspection and copying.

The Authority may elect to convene in executive session pursuant to §§ 92-4 and 92-5(a), Hawai‘i Revised Statutes, if any exceptions set forth therein apply.

If you need an auxiliary aid/service or other accommodation due to a disability, please contact Francine Murray, HCDA Community Outreach Officer, via phone at (808) 594-0300 or via email at: [dbedt.hcda.contact@hawaii.gov](mailto:dbedt.hcda.contact@hawaii.gov) as soon as possible.