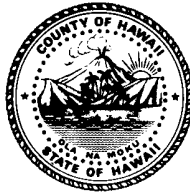


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County of Hawai'i PLANNING DEPARTMENT

KONA COMMUNITY DEVELOPMENT PLAN ACTION COMMITTEE

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Thursday, March 10, 2022
DRAFT Meeting Minutes

CALL TO ORDER

Chair Young called the Kona Community Development Plan (KCDP) Action Committee (AC) to order at 5:13 pm. Due to restrictions related to the COVID-19 pandemic, this meeting was held via the Zoom interactive video platform.

Chair Young shared an 'Ōlelo No'eau:

He mai'a ua pa'a i ke ko'o

A banana tree well supported by props / A person well supported by his followers

[A leader is stronger with the support of the people]

ROLL CALL

AC Members Present: Charles Young (Chair), Shirley David (Vice-Chair), Kari Kimura, Franz Weber, Janice Palma-Glennie [arrived at 5:36 pm], David Huerta [arrived at 6:29 pm]

AC Members Absent-Excused: Marisa Bankston, Roselyn Molina, Shane Palacat-Nelsen

County Staff: Planners – Heather Bartlett, Keiko Mercado, Jaslyn Nathaniel

County Officials: Council Member Rebecca Villegas

3 members of the public attended the meeting via Zoom. The meeting was also available for synchronous viewing via the [COH Planning Department YouTube Livestream](#). The Livestream is available at [Kona CDP Action Committee Meeting March 10, 2022- YouTube](#).

ANNOUNCEMENTS

APPROVAL OF MINUTES:

Minutes were addressed after business item one (1) when the committee attained quorum.

Committee Member Kari Kimura made a motion to approve the November 10, 2021 meeting minutes. Seconded by Committee Member Janice Palma-Glennie. Motion passed with 5 votes aye, 0 votes nay. [Committee Member Huerta was not present for the vote]

PUBLIC COMMENT ON AGENDA ITEMS: None

BUSINESS:

1. Information Sharing: Sharon Hirota, from the County Office of Housing and Community Development, presented an overview of several programs and centers that were launched in partnership with community based organizations. She encouraged AC members to share these programs with their networks:

- Emergency Rent Assistance – Provides financial assistance to help residents ensure housing stability by helping them to get caught up on rent and utility payments
- Landlord/Tenant Mediation Center – Provides landlord/tenant mediation services. After the lifting of the moratorium there was a temporary modification to the landlord-tenant code that requires landlords and tenants to go through a mediation process before entering into the court system.
- Coordination Center – Provides a free centralized service that helps residents navigate critical financial, housing, and health-related issues. The Center’s objective is to ensure that lack of knowledge about available resources does not stand between residents and the help they need and is designed to help residents with one-on-one coaching and connectivity to community-based and government supported services.
- Homeowner Assistance – Provides Hawai’i homeowners who are experiencing financial hardship associated with the COVID-19 pandemic and have incomes at or below 150% of the area median income with assistance that will lead to long-term mortgage resolution. The program grants up to \$30,000 to assist homeowners with paying past due mortgages or reduce monthly payments.
- Financial Empowerment Centers – Provides free, one-on-one financial counseling as a public service to all residents. Centers are staffed with trained counselors to help residents manage money, decrease debt, improve credit, and access all other services offered by the centers to find financial stability.

Chair Young commented that Covid may not be the primary origin; but rather, an exacerbation to a pre-existing issue of affordable housing needs. He questioned whether there was statistical data that was being generated and captured. Ms. Hirota confirmed that data is being collected and that it will help OHCD determine where the gaps of need are to help establish safety nets. She defined affordable as having diverse variables with a wide range of appropriate housing needs. Ms. Hirota mentioned that additional information would be shared about a strategic Roadmap and other upcoming projects relative to the recently passed Council Bill 111 (Ordinance 22-26 amends Chapter 19, Article 11, Section 19-90, of the Hawai’i County Code 1983 (2016 Edition, as amended), relating to Real Property taxes).

Ordinance 22-26 available here: <https://records.hawaiicounty.gov/Weblink/0/doc/1032369/Page1.aspx>

Committee Member Palma-Glennie acknowledged the benefits of the presentation and assessed the current community circumstances. She pondered possible methods that the Action Committee could assist with for the program’s integration into the community.

Vice-Chair Shirley David valued around the passing of Council Bill 111. She spoke about attending a recent Finance Committee Meeting where OHCD Administrator Susan Kunz

provided an update around some of the projects she had shared in her presentation at the Joint AC Meeting in January.

Vice-Chair Huerta was eager to see the Action Committee's long-anticipated goals implemented through the Office of Housing.

Community Member Lamakū Mikahala Roy commented on OHCDs efforts. She expressed her concerns around three areas: lack of support to those who financially supported seniors during the pandemic, the dishonorable use of the Royal Ali'i Parkway land, and precedence of assistance to developer's contrary to the local community during the pandemic. Chair Young thanked Ms. Roy for bringing awareness to the situation. Ms. Hirota offered that OHCD is always available to connect.

Community Member Chuck Flaherty requested that the presentation information be shared and asked whether services include assistance with unaffordable prescription drugs. Ms. Hirota stated that the funding assistance is criteria-based and considered on a case-by-case basis.

Presentation slides available here:

<https://records.hawaiicounty.gov/Weblink/1/edoc/115371/Communication%20No.%202022-08%20-OHCD%20Financial%20Empowerment%20Presentation.pdf>

Additional information available here: <https://sites.google.com/view/hawaiicountyrap/home>

2. January 19, 2022 Joint AC Meeting Report - Communication No. 2022-05:

Committee Member Kari Kimura made a motion to approve the January 19, 2022 Joint AC Meeting Report. Seconded by Committee Member Franz Weber. Motion passed with 5 votes aye, 0 votes nay.

Chair Young shared his observance that the other Action Committees shared some of the same struggles with online meetings. AC Member Palma-Glennie who was unable to attend the Joint AC Meeting asked if members in attendance could share a few highlights. AC Member Weber pointed out that the larger group drew more presenters, and more information was shared out. AC Member Kimura concurred with AC Member Weber. Ms. Mercado stated that the agenda was formulated based on AC Members and community requests and interests. She shared an example of the inclusive participation, pointing out that it was Community Member Flaherty, during a Kona Action Committee Meeting, who suggested and then connected staff with Hawai'i Zero Waste who presented at the Joint AC meeting. Chair Young appreciated understanding the island wide similarities and differences around affordable housing needs, meetings dynamics and requirements, and the desire to work towards more progressive and productive meetings.

Communication No. 2022-5 available here:

<https://records.hawaiicounty.gov/Weblink/1/edoc/115369/Communication%20No.%202022-05%20-2022-01-19%20Draft%20Kona%20CDP%20Report.pdf>

3. Action Committee Support of Hawai'i Ports-of Entry Biosecurity Program: Ms. Bartlett gave a brief overview of how the Biosecurity Ports-of-Entry Support Letter (Communication No. 2022-07) came before the Kona Action Committee. She explained that the Puna AC had also considered this on their agenda and members suggested the letter of support be brought

forward to other Action Committees to unify support for the program across Hawai'i Island. Chair Young followed by outlining the modifications made to the letter to reflect invasive species impacting the Kona region. AC Member Palma-Glennie expressed her support around the need to address invasive species and provides support. AC Member Weber suggested that alternative methods would be necessary to manage the issue.

Committee Member Shirley David moved to accept and send Communication No. 2022-07 to the Hawai'i Invasive Species Council. Motion seconded by Committee Member Kari Kimura. Motion failed with 4 votes aye, 1 vote nay, and 1 vote to abstain.

Communication No. 2022-07 available here:

[https://records.hawaiiicounty.gov/WebLink/1/edoc/115370/Communication%20No.%202022-07%20-\(Vetoed\)%20Draft%20Ports%20of%20Entry%20Support%20Letter.pdf](https://records.hawaiiicounty.gov/WebLink/1/edoc/115370/Communication%20No.%202022-07%20-(Vetoed)%20Draft%20Ports%20of%20Entry%20Support%20Letter.pdf)

4. Action Committee Priority Setting Exercise: Ms. Bartlett shared a digitally interactive Priority Setting Exercise to prompt conversations relative to AC interests and projects.

Chair Young specified that while the complete list was important, the exercise was a starting point to modify and work from.

AC Member Weber understood prioritization as unfeasible since the items were equally important and preferred a strategically integrated effort.

AC Member Palma-Glennie agreed with AC Member Weber all priorities should be incorporated to advance the list as a whole.

Community Member Lamakū Mikahala Roy agreed with AC Member Palma-Glennie and encouraged that the disclosure of information and public safety be set as priorities.

Vice-Chair David stated that subcommittees were already in existence around some of the subjects listed and questioned if the remaining were intended to duplicate that process.

Chair Young expressed that enthusiasm needed to be rekindled and requested that the priorities conversation be kept on the radar. He hoped that AC members would continue to work on prioritization between meetings and that the team would be able to create a process through which a visual matrix could be created to show connectivity between priorities.

Community Member Flaherty recalled previous CDP conversations based on AC members serving as "Champions within their spheres of influence" in which they were the subject experts working to expand community outreach and advocated for implementation of the CDP.

AC Member Glennie added that the priorities should be CDP "region-centric" to avoid losing its essence.

AC Member Huerta felt challenged as a new member and requested follow up relative to AC roles and action committee voice.

Chair Young used business items as examples to briefly clarify the advisory role of the AC. He then suggested that the priorities be individually distributed to AC members and the discussion be postponed to a later time.

AC Member Weber shared his interest in serving on the Kona Open Space Subcommittee.

Committee Member Shirley David moved for AC Member Weber's request to be added to the Kona Open Space network Subcommittee. Seconded by Committee Member Kari Kimura. Motion passed with 6 votes aye, 0 votes nay.

- 5. Framework for Action Committee Run Meetings:** Ms. Mercado informed that some Action Committees have expressed interest in hosting their own official meetings. She explained the possibility of the ACs having the option to convene between the already scheduled quarterly meetings and provided high-level framework for running these meetings. Sunshine Law would need to be adhered to and Robert's Rules followed. Ms. Mercado assured that planning staff would provide templates and resource packets and would continue to make connections as the AC needed. Staff would also continue to post the agenda and minutes to ensure compliance with the Sunshine Law.

AC members expressed support and a preference to host more frequent meetings. Planning staff will continue to define roles and explore supports that can be put in place to assist AC hosted meetings.

Presentation slides available here:

<https://records.hawaiicounty.gov/Weblink/1/edoc/115426/Communication%20No.%202022-09-%20Kona%20AC%20Meeting%20Framework.pdf>

6. Election of Action Committee Officers

Due to time restraints, Elections were deferred to the next AC meeting.

Vice-Chair Shirley David made a motion to defer the elections to the next AC Meeting on May 12, 2022. Seconded by Committee Member David Huerta. Motion passed with 5 votes aye, 0 votes nay. [AC Member Kimura was not present for the vote]

PROPOSED AGENDA ITEMS FOR NEXT MEETING:

1. Kona Action Committee Priorities
2. A recap of prior successes can be placed on a future meeting agenda to bring all members up to par.
3. Election of Action Committee Officers.

ADJOURNMENT: *Committee Member David Huerta moved to adjourn. Seconded by Vice-Chair Shirley David. Motion passed with 5 votes aye, 0 votes nay.*

The meeting was adjourned at 7:23 pm.

These minutes and all related documents are available in the Planning Department's Kona Community Development Plan Action Committee folder via the [County of Hawai'i Public Documents Repository](#). These documents may also be requested from the Planning Department by calling (808) 961-8288 or emailing cdp@hawaiicounty.gov.