William P. Kenoi
Mayor

BJ Leithead Todd
Director

Margaret Masunaga
Deputy Director

County of Hawaiʻi
PLANNING DEPARTMENT
PUNA COMMUNITY DEVELOPMENT PLAN ACTION COMMITTEE

Aupuni Center • 101 Pauahi Street, Suite 3 • Hilo, Hawaiʻi 96720
Phone (808) 961-8288 • Fax (808) 961-8742

Tuesday, September 11, 2012

Meeting Minutes

CALL TO ORDER

Chairperson Dan Taylor called the Puna Community Development Plan (PCDP) Action Committee (AC) meeting to order at 3:00 p.m. in the Kea´au Community Center with the following persons present:

<u>Action Committee:</u> Frank Commendador, Madie Greene, Farris Etterlee, Keikialoha Kekipi, Patti Pinto, Oshi Simsarian, René Siracusa and Dan Taylor. Absent: Barbara Bell.

<u>Staff:</u> Larry Brown, PCDP Project Manager.

<u>Members of the public:</u> 5

ANNOUNCEMENTS

1. Dan announced that Madie would be chairing this meeting of the PCDP AC.

PUBLIC TESTIMONY

1. Sharon Daun testifying on Communication No. 2012-25 reported that Neighborhood Place of Puna required a 15% administrative fee amounting to $7,500 to receive and administer the grant funds for the playground equipment. Sharon asked the AC to include this amount in the CIP Budget request for the Mt. View Gym volleyball equipment.
2. Stephanie Bath testifying on Communication No. 2012-36 questioned the authority of the Hawaiian Acres Community Association (HACA) to assume the stewardship of her best interests as a Hawaiian Acres landowner and resident. Stephanie further explained that the "Talk Story" group she is helping to organize is intended to serve as the vehicle for establishing criteria for subdivision connectivity.
3. Hannah Hedrick testifying on Communication Nos. 2012-31 and 2012-36 stated that the references to "creating new connector roads" in the HACA letter is not based on information coming from the Upper Puna Subdivisions Talk Story Group. She also expressed her desire to make the Talk Story Group relevant to whatever PCDP Actions the AC or community deemed timely.

APPROVAL OF MINUTES

René moved to approve the minutes of the August 14, 2012 meeting. Second by Dan. Vote: 7 aye, 1 abstain (Keiki).

NEW BUSINESS

1. **Communication No. 2012-33: Draft Letter Providing Pre-Environmental Assessment Comments on the Pāhoa Park Expansion Master Plan.**

   René moved to accept the draft letter with noted corrections. Second by Oshi.

   Keiki offered a friendly amendment to add the Pāhoa Senior Citizens Group to the list of organizations to be consulted. René and Oshi accepted to their motion to approve.

   Vote: 8 aye.

2. **Communication No. 2012-22: Budget Subcommittee Report #1 dated August 14, 2012.**

   Patti moved to accept Budget Subcommittee Report #1. Second by René. Vote: 8 aye.

3. **Communication No. 2012-23: Draft General Operating Budget Request to Fund a Community Planning Assistant for the PCDP AC for FY 2013-14.**

   René moved to approve the Community Planning Assistant budget request. Second by Dan.

   Larry explained the suggested language changes he proposed that are shown in track changes. Frank asked if the $18,000 budget amount being requested is adequate. Larry said he thought it was a reasonable amount for a combined CPA/Meeting Recorder.

   Farris offered a friendly amendment to change the "Responsibilities" heading on the Roles and Responsibilities page of the budget request to read "Responsibilities May Include." René and Dan accepted the friendly amendment.

   Vote: 8 aye.

4. **Communication No. 2012-24: Draft General Operating Budget Request to Fund Planning Materials and Supplies for village and regional town center planning efforts in Puna for FY 2013-14.**

   René moved to approve the village center planning materials and supplies budget request. Second by Patti.

   There was some discussion on the amounts designated in the request for the different planning groups and how flexible fund distribution between the groups ought to be.

   Oshi made a friendly amendment to change the "Budget" heading in the budget request to "Budget Guidelines." René and Patti accepted the friendly amendment.

   Vote: 7 aye, 1 abstain (Keiki).

5. **Communication No. 2012-25: Draft General Operating Budget Request to Fund the Acquisition and Installation of an Indoor Volleyball System for the Mt. View Gym for FY 2013-14.**

   René moved to approve the Mt. View Gym volleyball equipment budget request. Second by Patti.

Following discussion on the request from Sharon Daun to amend the volleyball equipment budget request amount to include funding to cover the 15% administrative fee for the Mt. View playground equipment project, it was agreed that they are separate projects that should not be combined in this request.

Vote: 7 aye, 1 abstain (Keiki).

6. **Communication No. 2012-26: Draft General Operating Budget Request to Fund a PCDP Action Committee Annual Community Event/Festival for FY 2013-14.**

   Patti moved to approve the AC Annual Community Event/Festival budget request. Second by Farris.

   Farris offered a friendly amendment to remove "Annual" from the budget item name. Patti and Farris accepted the friendly amendment.

   Vote: 7 aye, 1 nay (Dan).

7. **Communication No. 2012-27: Draft Capital Improvement Project Budget Request to Fund the Land Acquisition, Planning, Design and Construction of Public Facilities in the Pāhoa Town Center for FY 2013-14:**

   Oshi moved to approve the CIP budget request for Pāhoa Town Center public facilities. Second by Farris.

   René asked for clarification on which lots were being suggested for purchase. Four lots are identified in the request. Keiki asked who owns the subject parcels. The four lots are owned by multiple landowners.

   Farris offered a friendly amendment to include the current assessed value information as Exhibit B to the budget request. Oshi and Farris accepted the friendly amendment.

   Vote: 7 aye, 1 nay (Keiki)

8. **Communication No. 2012-31: Puna Mauka Talk Story Group Request for Support.**

   Stephanie Bath explained that the Puna Mauka Talk Story Group (PMTSG) request for meeting supplies from the Planning Department in order to emulate the public input process used in the small group meetings held at the beginning of the PCDP planning process.

   Larry explained that the Planning Director has directed that in order for County resources, including meetings supplies and materials, to be provided for grass roots efforts to implement specific projects directly related to CDPs, the CDP AC would have to formally acknowledge such an effort and create a subcommittee of the AC with a specific purpose, intent and outcome clearly stated.

   Additional discussion resulted in a general agreement that the PMTSG will go ahead with their planned meeting on October 4 and assess the level of support within the community to identify and define specific PCDP related projects that meet the criteria for recognition by the AC and establishing a subcommittee.

   Farris moved to table the PMTSG request until the PMTSG indicates they are ready to make a more specific request or requests. Second by René. Vote: 8 aye.

9. **Communication No. 2012-28: Draft General Operating Budget Request to Fund an Information Officer at the Wai'Ōpae Tide Pools.**

Oshi moved to accept the GO budget request to fund an Information Officer at the Wai‘Ōpae tide pools. Second by Farris.

Oshi explained the need for this position and some of the duties the Information Officer would perform.

Larry explained that this request was not very likely to get approved at the County level since the property, including Wai‘Ōpae Road is all private property and the Wai‘Ōpae Marine Conservation District is under the jurisdiction of the State.

Oshi withdrew her motion to accept this GO budget request and Farris withdrew his second.

Farris moved to send a recommendation to appropriate division of DLNR to fund an Information Officer position for the Wai‘Ōpae Marine Conservation District. Second by Oshi. Vote: 6 aye, 2 nay (Keiki and Frank).

Oshi agreed to draft letter to the State for the AC to consider at the October 9 meeting.

10. Communication No. 2012-29: Kapoho Wastewater Upgrades Subcommittee – Final Report.

In Barbara's absence Dan briefly introduced the final report, which will be on the October 9 agenda for discussion and action.

11. Communication No. 2012-30: Draft letter of Support for Application to the Legacy Lands Trust to Acquire the Hara (Kahi, Inc.) Property.

René introduced the draft letter of support being requested by Malama O Puna for its application to the Legacy Lands Trust to acquire the Hara property at Wai‘Ōpae.

Frank moved to accept the Malama O Puna letter of support. Second by Dan.

Vote: 7 aye, 1 nay (Keiki).

12. Communication No. 2012-36: Hawaiian Acres Community Association (HACA) Letter Regarding Connectivity Affecting the Hawaiian Acres Subdivision.

Larry explained that this agenda item would have been more appropriately identified as written public testimony rather than an agenda item for discussion and action by the AC.

René moved to file Communication No. 2012-36. Second by Dan. Vote: 8 aye.

13. Communication No. 2012-32: Inter CDP Action Committee Collaboration.

Dan moved to accept the draft letter to the other CDP Action Committees. Second by Patti. Vote: 7 aye, 1 abstain (Keiki).

14. Communication Nos. 2012-37, 34 and 35: Additional Budget Subcommittee Draft GO & CDP Budget Requests.

Larry explained that the printed agenda provided at the meeting did not include Communication No. 2012-37, which was actually submitted to him after the agenda was already published. Since 2012-37, which is the 2nd report of the Budget Subcommittee, is essentially nothing more than a summary of the individual budget requests contained in Communications 2012-34 & 35, submitting the report at this meeting should not create any conflict with the Sunshine Law. Therefore, the report can be included on the October 9 agenda for discussion and action along with Communications 2012-34 & 35.

UNFINISHED BUSINESS

1. **B. T. Kuwahara, LLC Rezoning Application No. 12-155 & State Land Use Boundary Amendment Application No. 12-033.**

   Lengthy discussion ensued that resulted in a general agreement that the members needed more time to formulate specific comments for the Planning Director on the Kuwahara applications.

   Farris moved to table this agenda item until the October 9 meeting so the AC members will have more time to clearly articulate specific recommendations for comments to the Planning Director. Second by René. Vote: 8 aye.

2. **Communication No. 2012-2.1: PCDP Action Priority List.**

   Dan suggested that the Action Priority List should be updated and asked for someone to work with him. Oshi offered to work with Dan on updating the list. Dan and Oshi will also reach out to other groups in Puna for their input on the list.

ANNOUNCEMENT: None

AGENDA FOR NEXT MEETING (October 9, 2012):

a. Mt. View Plan – Progress Report by Patti
b. Budget Subcommittee 2nd Report – Farris, Patti, Oshi & Keiki
c. Prioritization of all General Operating and CIP Budget requests submitted to the AC at the August 14 and September 11, 2012 meetings
d. Adjustment of AC members assigned to the Pāhoa Plan Subcommittee
e. AC comments on the Kuwahara application

ADJOURNMENT:

René moved to adjourn the meeting. Second by Oshi. All voted in favor.

Meeting adjourned at 6:01 p.m.