

Hawaii Interagency Council for Transit-Oriented Development

Minutes of Meeting

Tuesday, December 5, 2017

9:30 am

Hawaii Community Development Authority

Community Room, 1st Floor

547 Queen Street, Honolulu, Hawaii

Members/ Designees Present:	<p>Leo Asuncion, Office of Planning (OP), Co-chair Janice Takahashi, Hawaii Housing Finance & Development Corporation (HHFDC), Co-chair Denise Iseri-Matsubara, Office of the Governor Heidi Meeker, Department of Education (DOE) Darrell Ing, Department of Hawaiian Home Lands (DHHL) Lola Irvin, Department of Health (DOH) Katie Mineo, Department of Human Services (DHS) Russell Tsuji, Department of Land and Natural Resources (DLNR) Cathy Ross, Department of Public Safety (PSD) Robert Miyasaki, Department of Transportation (DOT) Carleton Ching, University of Hawaii (UH) Lyle Tabata, County of Kauai Public Works Pam Eaton, County of Maui Planning Bennett Mark, County of Hawaii Planning Cyd Miyashiro, Business Community Representative Betty Lou Larson, Catholic Charities, Housing Advocate Representative Bill Brizee, Architects Hawaii Ltd., Developer Representative Ryan Okahara, U.S. Housing & Urban Development, Honolulu Office (HUD) (Ex-officio) Tyler Tsubota, Department of the Navy (Ex-officio)</p>
Members/ Designees Excused:	<p>Craig Hirai, Hawaii Housing Finance & Development Corporation (HHFDC), Co-chair Senator Donovan Dela Cruz, State Senate Representative Henry Aquino, House of Representatives Chris Kinimaka, Department of Accounting and General Services (DAGS) Charles Vitale, Stadium Authority Hakim Ouansafi, Hawaii Public Housing Authority (HPHA) Deepak Neupane, Hawaii Community Development Authority (HCDA) Harrison Rue, City and County of Honolulu (City) Planning and Permitting</p>
Other Designees/ Alternates Present:	<p>Heidi Hansen Smith, Department of Health (DOH) Ian Hirokawa, DLNR Kanani Fu, County of Kauai Housing Michael Yee, County of Hawaii Planning Nancy Pischio, County of Hawaii Mayor's Office</p>
TOD Council Staff:	<p>Ruby Edwards, OP Tomas Oberding, OP Jayna Oshiro, HHFDC Dawn Apuna, Deputy Attorney General</p>

Guests: Carson Schultz, HCDA
Ben Park, HPHA
Kevin Auger, HPHA
Derek Inafuku, Honolulu Community College
Franz Kraitz, City and County of Honolulu, Department of Planning and Permitting
Robert Nishimoto, Senate Committee on Ways and Means
Shannon Alivado, General Contractors Association of Hawaii
Jeff Merz, AECOM
Joy Agner, UH Public Policy Center
Kenna Stormogipson, Student, Public Policy

I. Call to Order

Leo Asuncion, Co-chair, called the meeting to order at 9:33 a.m.

II. Introduction of Members

Members and guests also introduced themselves.

III. Review and Adoption of Minutes of November 7, 2017 Meeting

Heidi Meeker, DOE, stated at the bottom of page 7, her comment should state (14,000 homes) instead of (1,400 homes).

Bennett Mark, County of Hawaii, stated on page 5, under West Hawaii projects, typographical error, should be Honokohau.

It was moved by Bill Brizee, and seconded by Betty Lou Larson, and unanimously carried to adopt the November 7, 2017 meeting minutes as amended above.

Asuncion stated the City requested the following corrections to the October 3, 2017 meeting minutes on the City's presentation of the draft Iwilei-Kapalama TOD Infrastructure Strategy: 1) page 4, Alakawa Street has drainage but no sewer; and 2) page 6, anticipated number of new students is 1,482. The corrections have been made to the October 3, 2017 minutes.

IV. TOD Strategic Plan Review and Approval

a. Summary of revisions made to Plan

Ruby Edwards, OP, stated all comments received were compiled. The comments included corrections and notes on consistency; updated project information, graphics, and new project data; and suggested refinements to text.

The following are the revisions made in the Pre-Final Strategic Plan:

- 1) Executive summary to be prepared.
- 2) New/reconfigured project fact sheets:
 - Three projects were added: 1) Hawaii–Village 9 Affordable Housing project in Kona; 2) Kauai–Koaie Workforce Housing in Koloa; and 3) Kauai–Lima Ola Workforce Housing in Eleele.
 - Two projects were split: 1) Maui – Kane Street Housing was split into two projects: Central Maui Transit Hub; and Kane Street Affordable Housing project; and 2) Kauai – Hanapepe Infill Parcels/Multi-use Path was split into two projects: Hanapepe Complete Streets Improvements; and Hanapepe Infill Redevelopment.

- 3) Need clearer articulation of strategy components in final and added new action for Strategic Component 4 – Program Support
 - 4) Added list of abbreviations – still in draft
 - 5) Chapter 1 – Introduction
Transit-Ready Development (TRD) definition with respect to the Neighbor Islands was added; graphic of TRD pending; clearer statement of vision; and revised equitable development based on DOH/DHS input. New sidebars on Healthy Hawaii Initiative and Hawaii Clean Energy Initiative will be completed that are being inserted to address Act 130 requirement to show how TOD relates to or advances these or other State initiatives.
 - 6) Chapter 2 – Strategy
Added new action for programmatic support for equitable development.
 - 7) Chapter 3 – State TOD and TRD Opportunities in Each County
 - State TOD/Oahu
Updated graphics and CIP cost estimates with City data for corridor; clearer statement of DOE issues in public school capacity; updated number for TOD-related housing units along rail for the Kakaako area; will need to insert an overview of Kakaako TOD plan, and change graphic for total TOD housing numbers along the rail to include Kakaako units per TOD plan.
 - City TOD/Oahu
Updated infrastructure cost estimates and inserted new graphic from City; updated water system improvements information; and inserted reference to Complete Streets improvements underway.
 - Kauai, Hawaii, Maui TRD
Updated project information and added information in last section for each Neighbor Island county on priority activities for near term.
 - 8) Chapter 4 – TOD Investment Tools
Clarified DURF infrastructure sub-accounts and added more P3 information and examples of P3 projects in response to comments.
 - 9) Chapter 5 – Near-term strategy
Added information on criteria for inclusion of highlighted projects as discussed in the November TOD Council meeting. Inserted projects that counties wanted to include in the highlighted projects list.
 - 10) To Do List
Edits to streamline text; new layout to improve readability; finetuning of timeline charts; and additional appendices for acknowledgements, regional project map index, glossary of terms, and references.
- b. Council discussion and comments on Pre-Final Strategic Plan
Betty Lou Larson stated the TOD Council has discussed equitable development and although she likes the one page on equitable development provided by DHS, it's really about tracking. If affordable housing is the key, what is the action step. For example, on page 7 of the Executive Summary, Plan Recommendations for TOD Project Coordination has specific action steps.

Larson suggested that there needs to include tracking the development of affordable housing and rental units by income groups targeted, so it's not just general and to be able to monitor and evaluate equitable development. What do we really track in order to monitor and evaluate equitable development?

Katie Mineo, DHS, stated on page 2-3, last bullet, “Development and implementation of equitable TOD/TRD strategy guidelines,” was added. It includes developing performance metrics to monitor achievement of these goals.

Larson stated it is still vague and if affordable housing was important enough to look at, there needs to be a separate action step. Edwards clarified, as Mineo noted, that performance measures will be developed and linked to the project criteria, which includes equitable development and housing performance issues.

Larson further stated that if affordable housing is the key to the plan, there needs to be a visible action step overall that we’re going to be able to evaluate and monitor.

Denise Iseri-Matsubara stated that affordable housing is being tracked by the Special Action Team. For rentals, they are mandated to track that by income levels.

Edwards stated one of the glaring omissions that isn’t really reflected well in this plan is the relationship to the affordable housing piece. We need to figure out a way to be able to integrate it in plan. Regarding the performance measures piece, OP has an RFP out for a project that intends to include the development of performance metrics along those lines.

Lou reiterated that something specific on tracking affordable housing needs to make it into the TOD process.

Lola Irvin, DOH, stated in terms of equitable development, there was a lot of discussion in terms of livability. In terms of how you measure it, pages 1-10 through 1-11, describes it under principle, number 7. It includes some of the things that we would measure.

Edwards stated that she will work on trying to articulate that, what do we measure and how we obtain the data. She also mentioned that OP is developing a TOD database that will include tracking housing units for the projects being proposed, what AMI levels, and so every project hopefully will be monitored through the database. Hopefully, it will be the tool that will be used going forward. It would support Chapter 5 actions, in terms of being able to update where are we now, and what are we going to do in the next five years. Performance metrics would probably be built into that—the database component—if we can build out that functionality.

Deadlines to submit Pre-Final Strategic Plan and to provide comments

Asuncion asked whether the Council members are comfortable accepting/adopting the Pre-Final Strategic Plan at this meeting, based on the above revisions, comments, and what still needs to be done. Or does the TOD Council members want to wait for a Final Strategic Plan with all revisions made and formally adopt it at the January 2018 meeting?

Edwards stated that the Pre-Final Strategic Plan is about 95% complete.

Asuncion explained the following deadlines and options for the Council members to consider:

- 1) The Annual Report to the Legislature (next agenda item) is due December 28, 2017, which is 20 days before the start of the regular session. DBEDT’s internal deadline to the Director is December 15, 2017. Currently, as written, the Strategic Plan is appended to the Annual Report. The Annual Report will serve as the vehicle to transmit the Strategic Plan. If both

the Annual Report and Strategic Plan are submitted as a package, the deadline is December 15th.

- 2) The Final Strategic Plan for TOD does not have a specific deadline. One option would be pushing back the adoption of the Final Strategic Plan to the January 2018 meeting and submitting the Annual Report separately.

Irvin stated in terms of the Clean Energy and the Sustainability Plans, OP will need time to ensure that the Strategic Plan is in alignment with those plans. She suggested unbundling the deadline for the Strategic Plan and Annual Report. Asuncion clarified that his understanding is the Clean Energy plan, is something that the State Energy Office is proposing to do in FY2019-2020, if they get an appropriation next session. The 2050 Sustainability Plan is currently being evaluated by the State Auditor, pursuant to Act 8, SLH 2005. The Auditor has to submit an evaluation to the Legislature 20 days before the regular session. OP is requesting an appropriation as part of the recommendations to update the plan. So at this time, the current plans are the old plans.

Irvin commented that DOH was sent the Energy Plan for comments. DOH provided comments that are similar to the TOD objectives, such as promoting bikeshare and walkability to achieve clean air and reduce emissions.

The TOD Council discussed the various options and deadlines for submittal of both the Annual Report and Final Strategic Plan. After discussion, Lyle Tabata, made a motion to complete and submit both the Annual Report and Final Strategic Plan by December 15, 2017. Carleton Ching, amended the motion, subject to revisions submitted by the TOD Council members before December 15, 2017. The motion was seconded by Russell Tsuji.

Asuncion stated if the Council approves the Final Strategic Plan subject to revisions at this meeting, the Annual Report and Strategic Plan will be bundled and submitted together. The deadline for submitting final comments to Ruby Edwards is Friday, December 15, 2017. OP will ask DBEDT for an extension to submit the Final Strategic Plan by December 20, 2017. Asuncion restated the motion made by Tabata, amended by Ching, and seconded by Tsuji, to approve the Final Strategic Plan subject to all members having the final opportunity to submit edits, revisions, updated information, and comments to OP by Friday, December 15, 2017. The motion was voted upon and unanimously carried.

Asuncion also stated the Co-chairs of the TOD Council have a meeting with the Governor and a briefing with House Leadership on the strategic plan. House Leadership asked to be briefed on the plan, but this is not a regular public briefing of the Legislature, and attendance is by invitation of the Speaker. Asuncion commented that once the Final Strategic Plan is submitted, there will probably be a formal legislative briefing at which time the public is invited to attend.

V. Annual Report to the Legislature – Review and Approval

Asuncion stated that a copy of the TOD Council's draft Annual Report was distributed to the members for review and comments. The Annual Report contains the Council's activities for calendar year 2017. The Annual Report is structured according to the TOD Council's responsibilities outlined in the statute, and reports on how those responsibilities were fulfilled this past year.

Asuncion reiterated the Annual Report is due to the Legislature December 28, 2017, 20 days prior to the regular session. DBEDT's internal deadline to submit the report to the DBEDT Director is December 15, 2017. OP will ask DBEDT for an extension to submit the appendix of the Final Strategic Plan. All revisions to the Annual Report should be submitted to Jayna Oshiro by Tuesday, December 12, 2017.

It was moved by Betty Lou Larson, seconded by Lyle Tabata, and unanimously carried to adopt the Annual Report, subject to revisions and comments from the TOD Council members by Tuesday, December 12, 2017.

VI. Status on FY2018 Office of Planning TOD CIP Planning Funds

Edwards reported that an RFP was posted/issued on November 30, 2017, for professional consulting services for the preparation of a State Transit-Oriented Development Master Plan for TOD Implementation and Investments on State lands along the Honolulu Rail Transit Project's rail line on Oahu.

The purpose of this RFP is to procure and contract for consulting services to prepare a master plan that identifies investment needs and timeframes for critical shared infrastructure and other improvements needed to realize State TOD potential along the rail.

The consulting services will also look at all the planning that has been done to date and convene working groups with various agencies and stakeholders on their plans, infrastructure requirements, and financing. The work would be done in conjunction with the regional sub-committees (East Kapolei, Aloha Stadium, Iwilei-Kapalama) that were established by the TOD Council. The deadline for responses is January 26, 2018. OP is hoping to have responses evaluated by mid-February 2018; selection of a vendor in March 2018; and contract by April 2018.

Asuncion stated the RFP is posted on the SPO's website if anyone is interested. Registration is required for this procurement.

VII. Status on Prioritizing FY2019 CIP Project Requests in TOD Areas

Asuncion stated that one of the tasks of the TOD Council is to prioritize CIP requests in TOD areas to the Legislature. State agencies were reminded to submit their TOD-related CIP budget requests to OP as soon as possible.

Last year, the TOD Council submitted a list of five CIP projects to the Legislature with no prioritization of projects. All of the projects were deemed equally important to move State TOD forward.

Edwards stated that HPHA has informed OP that they will be including some funding for Mayor Wright Homes and North School Street Administrative Offices in their lump sum CIP request. OP will need to flag for legislators those projects that are included in agency lump sum budget items, as was done last year for projects that were part of a lump sum item.

Asuncion stated the counties also submit their packages to the Legislature as well. He asked the counties to let OP know if there are CIP requests in their packages related to TRD. The TOD Council can also support those requests.

Nancy Picicchio stated last year's request for \$1 million for Neighbor Island TOD Planning ended up for Oahu only. She asked what are the chances for putting in something similar this session for Neighbor Island TOD planning and getting it passed.

Asuncion stated the Neighbor Islands can tie their requests to the Strategic Plan and use it as a vehicle. The Strategic Plan would include the details for the projects and the legislators will have the Strategic Plan to refer to.

Picicchio stated there are two different budget requests: 1) funding for projects that everyone submitted; and 2) funding needed for Neighbor Island TOD planning that was lost this last session.

Asuncion clarified that last year's request went in as a statewide request. However, when the request came out of the Senate Committee on Ways and Means, it was for Oahu only. OP did not put in a request for this year as it is a supplemental budget year.

Asuncion reiterated that agencies should submit their FY2019 CIP TOD-related project requests to OP as soon as possible. The CIP prioritization list will be submitted separately to the Legislature after the January TOD Council meeting.

VIII. Next Steps

a. Future Agenda Topics

Asuncion outlined future meeting topics as follows:

Tuesday, January 9, 2018

1. Affordable Housing presentation
2. TOD Legislation
3. FY2019 CIP Project Prioritization

Tuesday, February 6, 2018

1. TOD Legislation

Asuncion stated he will be asking the University Center for Design to do a presentation on the Waipahu Transit Center station area. The University Center for Design has two classes this semester on site planning and environmental planning. The students were task to do some preliminary work in the Waipahu Transit Center area. This station was selected since various State agencies (HHFDC, HPHA, DAGS) have lands around the station and the City is also doing work in the area. Their product is coming out at the end of the semester. This is an 18-month, 2-year project, so other classes will be doing more work.

Asuncion stated the students were provided the scope and were asked to come up with what are the opportunities and identify the constraints in this area. What they come up with can hopefully be transferrable to other sites.

Ching asked whether the classes are taking into consideration each agency's mission. Asuncion stated yes, the students were given parameters. There are vacant properties as well as commercial development in the planned area. However, it does come with constraints, which the students will identify in their work. The students were provided with enough information, including whether there should be a pedestrian path or roadway through that area to connect two opportunity areas.

Asuncion stated that we are giving the students an opportunity to show the TOD Council what can be done in that area.

b. Announcements

The next meeting is scheduled for Tuesday, January 9, 2018 at 9:30 am at Hawaii Community Development Authority, Community Room, 1st Floor, 547 Queen Street, Honolulu, Hawaii.

IX. Adjournment

There being no further business, the meeting was adjourned at 11:00 a.m.