



NOTICE OF MEETING

Notice is hereby given that a meeting of the
OAHU METROPOLITAN PLANNING ORGANIZATION

POLICY BOARD

will be held on

Monday, October 17, 2016 at 11:00 a.m.

Hawaii State Capitol, Room 423

415 South Beretania Street, Honolulu, Hawaii

AGENDA

- I. Call to order by Chair
- II. Introductions/Roll Call
- III. Approval of July 29, 2016 Policy Board Meeting Minutes
- IV. Reports
 - a. Interim Executive Director
 - b. Technical Advisory Committee
 - c. Citizen Advisory Committee
- V. Old Business
 - a. None
- VI. New Business

- a. Complete Streets Implementation Plan**

OahuMPO's 2014 Overall Work Program (OWP) provided funding to the Department of Transportation Services (DTS) for Work Element (WE) 203.05-14 the Complete Streets Implementation Study. The study's product and outcome was to provide a framework/roadmap for implementation of the Complete Streets ordinance into transportation projects in Honolulu. Work products will include a draft and final report that includes sections on benchmarks, existing conditions, constraints, opportunities for integration with existing and future projects, potential stand-alone projects, cost estimates, prioritized list, schedule, and a vision study for one urban corridor. The project deliverables are available at: <https://www.honolulu.gov/dts/aboutus/trafficengineering/912-site-dts-cat/site-dts-te-cat/21842-completestreets.html>

Requested Action: Approve Work Element (WE) 203.05-14 the Complete Streets Implementation Study, pending the inclusion of a funding statement and disclaimer on project deliverables, as evidence that the work was carried out and direct staff to use the study recommendations in the OahuMPO's planning processes.

- b. Honolulu Urban Core Parking Master Plan**

OahuMPO's 2010 and 2012 Overall Work Programs (OWP) provided funding to the Department of Transportation Services (DTS) for Work Element (WE) 203.79-10/12 the Honolulu Urban Core Parking Master Plan. The last comprehensive parking study for Honolulu was done in 1973. Changes in parking

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demand, supply, and technology, as well as the impact of future transit plans, needs to be assessed and integrated into a comprehensive parking plan for the urban core. The study's product and outcome was to update the 1973 study. The project deliverables are available at:

<http://www.oahumpo.org/projects/planning-studies/honolulu-urban-core-parking-master-plan/>

Requested Action: Approve Work Element (WE) 203.79-10/12 the Honolulu Urban Core Parking Master Plan, pending the inclusion of a funding statement and disclaimer on project deliverables, as evidence that the work was carried out and direct staff to use the study recommendations in the OahuMPO's planning processes.

c. OahuMPO Code of Conduct and Conflict of Interest Policies

The OahuMPO Financial and Compliance Report for the Fiscal Year Ended June 30, 2015 identified eight audit findings. The first of which is to "improve commitment to integrity and ethical values." The auditor went on to recommend that the "OahuMPO develop and implement a code of conduct policy and a conflict of interest policy to ensure that integrity and ethical values are maintain at the control environment level."

The OahuMPO staff has developed draft code of conduct and conflict of interest policies. At the July 20, 2015 Policy Board meeting, the Policy Board approved a draft of the OahuMPO code of conduct for staff subject to review by the State Attorney General's office, the State Ethics Commission's attorney, and the City's Corporation Counsel. The Attorney General's office recommended that the code of conduct policy include the Policy Board since they also are representatives of OahuMPO. The Ethics Commission noted that being State Boards the advisory committees should also be included. The enclosed drafts incorporate comments received from the City and County Department of Transportation Services (DTS), the Attorney General's office, and the State Ethics Commission. Comments were also received from the City's Corporate Council and the TAC.

Requested Action: Approval of the OahuMPO Code of Conduct and Conflict of Interest Policies with Advisory Committee and City and County of Honolulu Corporation Counsel's recommend changes.

d. Report from the Executive Director Search and Evaluation Permitted Interaction Group

The Executive Director vacated the position on June 15, 2016. The Executive Director is an at-will employee of the Policy Board. The Policy Board formed a permitted interaction group (PIG) on May 27, 2016 to conduct a search for and evaluation of candidates to fill the position. The Executive Director search PIG consist of the Policy Board Chair and the Directors or Director Designees of HDOT and DTS.

VII. Invitation to interested members of the public to be heard on matters not included on the agenda

VIII. Announcements

- a. The next regularly scheduled Policy Board meetings are scheduled for Friday, November 25th and December 30th at 1:00 pm in the Hawaii State Capitol Room #423.

IX. Adjournment

PUBLIC TESTIMONY will be accepted on any Policy Board agenda item. Testimony will be accepted as follows:

Oral Testimony

Oral testimony is limited to three (3) minutes per person, per agenda item.

- Written documentation of oral testimony is requested (submit 1 original to OahuMPO staff).
- Any person wishing to speak on an agenda item may register by:
 - Calling 587-2015 at least two (2) hours prior to the start of the meeting (calls to testify at meetings starting before 10:00 a.m. must reach the OahuMPO office prior to the close of the preceding business day); or
 - Signing up in person at the meeting prior to the start of the meeting.
- **Note:** Submittal of written testimony does not automatically place you on the list for oral testimony. Those wishing to testify orally, must still register to testify.

Written Testimony

- One (1) original and fifteen (15) copies of each written testimony is required.
- Written testimony must reach the OahuMPO office at least 24 hours prior to the start of the meeting (for Monday meetings, written testimony must reach the OahuMPO office by the prior Friday morning).
- Written testimony sent to OahuMPO via e-mail (oahumpo@oahumpo.org) or fax (587-2018) will be accepted under the following conditions:
 - E-mailed and faxed testimony must reach the OahuMPO office at least 24 hours prior to the start of the meeting (for Monday meetings, e-mailed and faxed testimony must reach the OahuMPO office by the prior Friday morning). To confirm receipt of your testimony, you may call the OahuMPO office at 587-2015.
 - E-mailed and faxed testimony should be limited to the equivalent of 4 single-sided 8-1/2" x 11" pages, including attachments and other supplemental information.
 - If testimony exceeds this requirement, OahuMPO will only copy and distribute the allowable number of pages.
- OahuMPO staff will not be responsible for copying and/or distributing written testimony received after the deadline or brought to the meeting. Written testimony received after the deadline will not be copied or distributed to the Policy Board members prior to the start of or during the meeting; late submittals will be sent to the Policy Board members at a later date.
- Any written testimony brought to the meeting by a testifier may be distributed to the Policy Board members by said testifier. The original of the written testimony should be given to OahuMPO staff for OahuMPO's records.
- **Note:** Submittal of written testimony does not automatically place you on the list for oral testimony. Those wishing to testify orally, must still register to testify.
- **Note:** Any personal information (such as home addresses, home phone numbers, cell phone numbers) included on the written testimony will become public information.

To request language interpretation, an auxiliary aid or service (i.e., sign language interpreter, accessible parking, or materials in alternative format), contact OahuMPO at 587-2015 (voice only) six (6) days prior to the meeting date. TTY users may use TRS to contact our office.

<< OahuMPO is a government agency responsible for coordinating transportation planning on Oahu >>