

**Minutes of the
Oahu Metropolitan Planning Organization**

POLICY BOARD

**Monday, October 17, 2016 11:00 a.m.
Hawaii State Capitol, Room 423
415 Beretania Street, Honolulu, Hawaii**

Members Present:

Representative Ryan Yamane, Chair	Representative Henry Aquino
Councilmember Brandon Elefante, Vice Chair	DPP Acting Director Arthur Challcombe
Councilmember Ann Kobayashi	Acting DTS Director Mark Garrity
Senator Will Espero	FHWA Asst. Division Administrator Ralph Rizzo (Non-Voting)
DOT Deputy Director Jade Butay	OP Leo Asuncion (Non-Voting)
HART Deputy Exec. Director Brennon Morioka	DOH Lola Irvin (Non-Voting)

Member(s) Absent: Councilmember Joey Manahan, and Senator Michelle Kidani

Guests Present:

Rae Gee (DTS)	Nicola Szibbo (DPP)
Ryan Tam (HART)	Marian Yasuda (DTS)
Mark Packard (DTS)	Lori Arakaki (DPP)
Joel Vincent (OahuMPO)	Dinna Schwiering (Clmbr Manahan's office)
Dylan Armstrong (OahuMPO)	Danielle Bass (Rep. Yamane's office)
Mike Nadeau (FHWA)	Barbara Armentrout (Transportation Commission)
Ken Tatsuguchi (HDOT)	Heidi Hansen-Smith (DOH)

OahuMPO Staff Present: Chris Clark, Randolph Sykes, Taylor Ellis, Veronica Schack, and Noelani Pitzler

Meeting was properly noticed in accordance with State law.

Interim Executive Director Chris Clark's Presentation can be found on the OahuMPO website at:

http://www.oahumpo.org/?wpfb_dl=1060

I. CALL TO ORDER BY CHAIR

Chair Ryan Yamane called the meeting to order at 11:04a. Chair Yamane expressed his appreciation to Members for attending, especially to City Council and Legislative members during this busy period. He also noted that Director Atta is missed and expressed best wishes to him on behalf of all Policy Board members.

II. INTRODUCTIONS

Members introduced themselves.

III. APPROVAL OF THE JUNE 24, 2016 POLICY BOARD MEETING MINUTES

A motion was made by Senator Espero and seconded by Director Challacombe to approve the minutes as circulated. All members voted in favor. There being no discussion, objections, or abstentions the minutes were approved as circulated.

IV. REPORTS

A. INTERIM EXECUTIVE DIRECTOR

Interim Executive Director Chris Clark discussed his written report which was distributed to members prior to the start of the meeting.

The Interim Executive Director's Report may be viewed at:

http://www.oahumpo.org/?wpfb_dl=1059

Chair Yamane welcomed the new staff introduced by Interim Executive Director Clark, offered congratulations to the Interim Executive Director for speedily filling the vacancies, noted that the Executive Director Search process continues, and expressed the Board's appreciation and support to OahuMPO staff that may be going through personal or professional hardships or loss.

B. TECHNICAL ADVISORY COMMITTEE (TAC)

Ryan Tam, representing TAC Chair Jesse Souki, indicated he had nothing further to add to Interim Executive Director Clark's report on the TAC.

Interim Executive Director Clark noted that TAC is making great progress with Complete Streets and recommendations are expected to be brought to the Policy Board soon.

C. CITIZEN ADVISORY COMMITTEE (CAC)

There was no report from the CAC.

V. OLD BUSINESS

There was no Old Business to address.

VI. NEW BUSINESS

A. Complete Streets Implementation Plan

Acting DTS Director Mark Garrity introduced Mike Packard, the City's new Complete Streets Administrator who presented an overview of the City's Complete Streets program.

There was discussion on the importance of collaboration between City and State on Complete Street design. Acting Director Garrity announced there will be a more comprehensive presentation on the Complete Streets manual at the City Council's Transportation Committee Meeting on October 20, 2016. It was also noted that the manual is available on the DTS website. DVD copies will be distributed to all Policy Board members and State Legislators.

Chair Yamane requested that Mr. Packard reach out to City Councilmembers who are on the Policy Board prior to the City Council's Transportation Committee Meeting on October 20, 2016 regarding the Complete Streets manual.

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A motion was made by Representative Aquino and seconded by Councilmember Kobayashi to 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.

There was no further discussion, objections, or abstentions and the motion was approved unanimously.

B. Honolulu Urban Core Parking Master Plan

Rae Gee of DTS presented an overview of the Parking Master Plan study.

There was discussion about the consolidation of all parking resources and functions under one entity, the recommendations made by the study, and about sharing parking technology between City and State to create more efficiencies. Chair Yamane also recommended that DTS reach out to City Councilmembers on the Policy Board so they are well versed on the issues.

Mr. Packard addressed Ms. Barbara Armentrout's inquiry if bike share is included in the City's Complete Streets and her suggestion that the Neighborhood Boards be notified of projects related to their areas.

To Ms. Armentrout's inquiry about free handicap parking in gated lots vs. meters, Ms. Gee noted that as of 2013 free handicap parking is not available in gated lots but is available for 2.5 hours at street meters.

Interim Executive Director Clark noted TAC's recommendations regarding the Urban Core Parking Master Plan Study. There was discussion on the implication and difference between 'approving' vs. 'accepting' this study, the deadline for obligation of funds for the study, and modification of the wording of the requested action as written in the meeting agenda.

A motion was made by Senator Espero and seconded by Councilmember Kobayashi to accept 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.

There was no further discussion, objections, or abstentions and the motion was approved unanimously.

C. OahuMPO Code of Conduct and Conflict of Interest Policies

Interim Executive Director Clark explained the history, background, and recommendations of the Attorney General's Office, the State Ethics Commission, the City's Corporation Counsel and the Technical Advisory Committee.

There was discussion on whether there are differences between the City and State ethics code; on the request made to have the City's and State's Ethics Commissions do a presentation to the Policy Board; and on the reason item G.b.vii, which prohibits OahuMPO Staff from running for office in a partisan election, is included in the Code of Conduct Policy – Staff 901.A.

A motion was made by Director Garrity and seconded by Deputy Director Butay to approve the OahuMPO Code of Conduct and Conflict of Interest Policies with Advisory Committee's and City and County of Honolulu Corporation Counsel's recommended changes.

Director Challacombe abstained.

There was no further discussion or objections and the motion was approved.

- D. **Report from the Executive Director Search and Evaluation Permitted Interaction Group**
Chair Yamane had given a brief summary of the status of the Executive Director Search.

VII. INVITATION TO INTERESTED MEMBERS OF THE PUBLIC TO BE HEARD ON MATTERS NOT INCLUDED ON THE AGENDA

There was no additional public testimony.

VIII. ANNOUNCEMENTS

Interim Executive Director Clark indicated OahuMPO may poll members to reschedule the next Policy Board meeting which falls on the day after Thanksgiving.

The Chair noted a request he received from Senator Kidani to ask OahuMPO to research whether Senate/House Transportation Chairs who do not reside on Oahu may sit on the Policy Board if the Code of Conduct is approved. Senator Espero expressed his understanding this had been addressed and there was discussion noting the restriction originated from FHWA and was part of the OahuMPO corrective action so was included in the Comprehensive Agreement. Interim Executive Director Clark was instructed to respond directly to interested Policy Board members and copy the Chair.

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at 12:23 p.m.



PB Chair Ryan Yamane

11/29/16

Date



PB Secretary Roni Schack

11/29/2016

Date