



Minutes of the
Oahu Metropolitan Planning Organization

TECHNICAL ADVISORY COMMITTEE

August 10, 2018 9:00 a.m.

Honolulu Authority for Rapid Transportation (HART) Board Room #150
1099 Alakea Street, Honolulu, Hawaii

Members Present:

HDOT Robert Miyasaki, Vice Chair	HART Ryan Tam
OP Rodney Funakoshi	DBEDT Joseph Roos
DPP Dina Wong	

Members Absent: Marian Yasuda (DTS), Ken Tatsuguchi (HDOT), Lorene Maki (OP), Whitney Birch (HART), Eileen Mark (DTS), Ted Matley (non-voting) (FTA), Kyle Oyasato (non-voting) (DFM), Gareth Sakakida (non-voting) (HTA), Tim Trang (non-voting) (DDC), Kimberly Evans (non-voting) (FAA), and Richelle Takara (non-voting) (FHWA).

Guests Present: Chris Clark (DTS).

OahuMPO Staff Present: Alvin Au, Roni Schack, Joel Vincent, Kiana Otsuka, Amy Ford-Wagner, David Wade, Lena Phomsouvanh, and Diane Dohm.

The meeting was properly noticed in accordance with State law.

I. CALL TO ORDER

In the absence of Chair Marian Yasuda, Vice Chair Robert Miyasaki called the meeting to order at 9:03 a.m. noting that there was not a quorum.

II. ROLL CALL

Technical Advisory Committee (TAC) members and members of the audience introduced themselves.

III. APPROVAL OF JULY 13, 2018 MEETING MINUTES

Vice Chair Miyasaki requested members to review the minutes, which were included in the meeting packets mailed to TAC members in advance of the meeting. It was noted that there was not a quorum (six members are needed for quorum). Vice Chair Miyasaki mentioned that the approval of the meeting minutes will need to be tabled until the next meeting. Discussion occurred regarding holding a meeting without quorum. Ms. Schack stated that under the Sunshine Law, you can hold a meeting without a quorum but that no voting can occur on any items. Vice Chair Miyasaki asked if Ryan Tam seconded the motion for approval for agenda item *VI.B. FFYs 2018-2022 Transportation Improvement Program (TIP)*. Ryan Tam clarified that he did not second the motion. Vice Chair Miyasaki stated that Ken Tatsuguchi would remain as seconding this motion. Vice Chair Miyasaki asked a clarifying question regarding the process for TIP amendments. Transportation Planner Kiana Otsuka clarified that the process includes presentations to the TAC, CAC (optional), and then the Policy Board. There was discussion on the progression and timeline of the TIP approval process and on whether Roberts Rules of Order requires a

vote to accept the minutes. It was determined that Roberts Rules allows the Chair or acting Chair to accept the minutes without a vote, so Vice Chair Miyasaki accepted the minutes as presented.

IV. REPORTS

A. EXECUTIVE DIRECTOR

Executive Director Au stated that the Administrative Supplemental Agreement is in the process of being approved. The agreement will be sent to HDOT for signature, the Policy Board Chair will sign it, and then it will be finalized.

Executive Director Au mentioned that the Finance Supplemental Agreement is with Department of Transportation Services, which is working with the City Corporation Council on changes to the document. There are minor corrections, primarily grammatical, that they are requesting.

Executive Director Au states that the Data Sharing Supplemental Agreement is currently with the IT consultant (OceanIT). A steering committee, including 16 agencies, has been created to discuss data sharing.

Executive Director Au stated that Carolyn Weygan-Hildebrand joined the OahuMPO as the temporary Community Planner while Taylor Ellis is on military leave for one year. Mr. Au also introduced and welcomed Diane Dohm, OahuMPO's new Planning Program Manager commending her wealth of experience with metropolitan planning organizations.

Executive Director Au stated that the Policy Board met on July 27 at which time they approved Revision #23 of the FFYs 2015-2018 Transportation Improvement Program and the FFYs 2019-2022 Transportation Improvement Program (TIP). Mr. Au thanked the Technical Advisory Committee for their feedback in this process, and Kiana Otsuka for her hard work throughout this process. The CAC met on July 18 and given presentations of Revision #23 of the FFYs 2015-2018 TIP and the new FFYs 2019-2022 TIP.

The Executive Director's Report may be viewed at: https://www.oahumpo.org/?wpfb_dl=1375

V. OLD BUSINESS

There was no old business.

VI. NEW BUSINESS

A. Lists of Planning Studies for Regional Coordination

Senior Transportation Planner Amy Ford-Wagner stated that OahuMPO staff have compiled a list of recent and ongoing planning studies on O'ahu. The list of planning studies will help OahuMPO staff and member agencies identify gaps and opportunities for further studies that may be candidates for regional planning funds. This list of planning studies will also assist the OahuMPO in its development of the next O'ahu Regional Transportation Plan (ORTP). The next steps include a policy/document scan, summarize key points, and identify potential policies, projects, programs and data analyses to include in the next ORTP. For the OWP, this scan will also help the OahuMPO identify gaps for future plans or studies. Ms. Ford-Wagner stated that an existing challenge is understanding military base

plans that relate to transportation and employment. Ms. Ford-Wagner requested feedback from the members.

Ryan Tam stated that the City's Department of Transportation Services (DTS) has ongoing rail station access projects. There may not be a specific document, but there are several projects that they are working on. Vice Chair Miyasaki mentioned the Statewide Transportation Plan and Freight Infrastructure Plan.

Dina Wong provided feedback on other planning activities that DPP is working on: Central Oahu Development Plan which will be finalized soon; East Honolulu Development Plan is in the final public review draft, and should go to City Council next spring; Koolau Loa SCP was introduced to City Council January 2017 and staff is working on changes; Primary Urban Center Development Plan is getting underway, pop-up for public outreach occurring now, and public review at the end of next year; Hawaii Housing Planning Study is a multi-jurisdictional planning effort which will get underway next year, and the contract, which is between Hawaii Housing Finance and Development Corporation (HHFDC) and SMS Research and Marketing Services, is being finalized now; DPP has an annual report on projections of population, housing, existing projects, and hope to have it out by fall of this year; is working with Department of Parks and Recreation on a parks feasibility study; regarding TOD plans, not all are adopted but Ms. Wong can provide an update to OahuMPO later; and there is an ongoing Urban Footprint modeling effort.

Vice Chair Miyasaki recommended adding the City's Climate Change Commission to the list. Ryan Tam stated that all city agencies are required to plan for 3.2 feet sea-level rise in the near-term. It was announced that Professor Fletcher would be making a presentation on latest projections on climate change at the Policy Board's August 31, 2018 meeting.

Ms. Ford-Wagner requested that all partners continue to keep the OahuMPO updated on related studies.

B. FY 2019 Calendar of Anticipated Tasks and Action Items

Senior Transportation Planner Amy Ford-Wagner presented a calendar of anticipated tasks and action items for the TAC in the upcoming fiscal year, including an update on OahuMPO work elements and anticipated TAC actions. Ms. Ford-Wagner stated that the OWP and TIP items occur the most often as agenda items. The items in italics are anticipated agenda items, for example performance measures. There are also several efforts that the OahuMPO is currently working on and will seek to provide future updates to the Technical Advisory Committee, such as: Title VI Environmental Justice, Central Oahu Transportation Study, Data Study, Public Participation Plan Update, Congestion Management Process Update, Oahu Regional Transportation Plan, Farrington Highway Makaha Beach Realignment Study, Travel Demand Forecasting Model Update. There are working groups for each of these study areas. The OahuMPO staff will update the Technical Advisory Committee when each of these items are in final draft form.

Rodney Funakoshi asked if draft documents are presented to the committee or only final documents. Ms. Ford-Wagner stated that all MPO plans and projects have working groups where drafts are discussed. The challenge is how to keep the Technical Advisory Committee informed while not duplicating the process. Vice Chair Miyasaki suggested that providing summaries for each project would be helpful, especially milestones and timelines and that these updates could be covered in the Executive Director's Report.

C. Project Working Groups for OahuMPO Work Elements

Senior Transportation Planner Amy Ford-Wagner stated that the OahuMPO is seeking participation from agencies via project working groups for the various work elements managed by OahuMPO staff. OahuMPO staff will present the status and membership of project working groups and seeks TAC input on whether additional departments, agencies or personnel should be invited to participate. The OahuMPO drafts a formal letter that is sent to the director of the agency or department. In particular, the OahuMPO would like some assistance on the Farrington Highway Makaha Beach Realignment Study. Kiana Otsuka stated that they reached out to the Department of Parks and Recreation but have not heard from them yet. Ms. Otsuka also requested that the committee inform the OahuMPO if there are other agencies or departments that should be involved in this effort. Dina Wong suggested that someone should be invited from the Office of Climate Change, Sustainability, and Resilience.

Ms. Ford-Wagner also requested input from the TAC on the working group for the Public Participation Plan Update. Ms. Ford-Wagner requested the involvement of DTS, HART, and HDOT. Vice Chair Miyasaki recommended that Ryan Fujii of HDOT be included in the TIP working group. Vice Chair Miyasaki also suggested that OahuMPO staff contact partners before sending a formal letter because formal letters are often routed to the wrong person; partners would prefer a phone call first to identify the correct person at the agency that should participate in each working group.

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

There were no comments and the meeting moved on to Announcements.

VIII. ANNOUNCEMENTS

There were no announcements.

IX. ADJOURNMENT

Vice Chair Miyasaki adjourned the meeting at 9:57 a.m.