

**MAUI REDEVELOPMENT AGENCY
REGULAR MEETING
MARCH 19, 2010**

APPROVED 04-16-2010

A. CALL TO ORDER

The regular meeting of the Maui Redevelopment Agency (Agency) was called to order by Ms. Alexa Betts Basinger, at 1:05 p.m., Friday, March 19, 2010, in the Planning Conference Room, First Floor, Kalana Pakui Building, 250 South High Street, Wailuku, Island of Maui.

Ms. Alexa Betts Basinger: Welcome everybody to the March 19th, 2010 regular meeting of the Maui Redevelopment Agency. I'd like to recognize here Vice-Chair Robert Horcajo, Katharine Popenuk, and staff Erin Wade, Leilani Ramoran, and what is your name? Corporation Counsel James Giroux. We do have a quorum. Oh, we also have Joe Alueta – welcome here – and Mr. Gerdel, who will be reporting later.

B. APPROVAL OF THE January 15, 2010 and February 3, 2010 MEETING MINUTES (via email)

Ms. Betts Basinger: First thing on the agenda, members, is the approval of the January 15th and February 3rd minutes. Did everyone receive those via email and had a chance to review them? Any comments?

Mr. Robert Horcajo: I move we approve.

Ms. Katharine Popenuk: I second.

Ms. Betts Basinger: Okay. It's been moved and seconded. All in favor of approving the minutes?

Board Members: "Aye."

Ms. Betts Basinger: It's unanimous.

It was moved by Mr. Robert Horcajo, seconded by Ms. Katharine Popenuk, then unanimously

VOTED: to approve the January 15, 2010 and February 3, 2010 Maui Redevelopment Agency meeting minutes as presented.

**(Assenting: A. Betts Basinger, R. Horcajo and K. Popenuk
Excused: R. Phillips and W. Suzuki)**

C. PUBLIC TESTIMONY: Testimony will be limited to three (3) minutes per testifier. At two minutes, thirty seconds, a thirty second notice will be given.

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With the recommendation of the Chair, an additional three minutes may be granted. There will also be time for public testimony during each agenda item.

Ms. Betts Basinger: Moving on to public testimony. If there's anyone in the audience that would like to present public testimony on any agenda item today, please step forward. You'll have three minutes, and then you'll more time to conclude if you haven't finished. Seeing no one stepping forward, we will move onto item (D), resolution thanking outgoing member Robert Horcajo. However, I'm very happy to report that Mr. Horcajo was nominated to serve a five-year term by the Mayor and approved by the Council of the Whole, and the whole Council, the Committee of the Whole on the whole Council. So, this is actually a moment to welcome him as our newest member for a five-year term, and I'm really happy that you did that Bob.

D. RESOLUTION THANKING OUTGOING MEMBER - ROBERT HORCAJO

Ms. Betts Basinger: As it is customary, I'm going to turn this over to Erin, so she can read the resolution thank you for your hard work.

Ms. Erin Wade: On behalf of the County of Maui and the Office of the Mayor, the:

“R E S O L U T I O N OF THE MAUI REDEVELOPMENT AGENCY
WHEREAS, The Maui Redevelopment Agency was established in 1964; and
WHEREAS, Mr. Robert Horcajo has served the County of Maui since
July 2008 as a member of the Maui Redevelopment Agency; and
WHEREAS, Mr. Horcajo has served as Vice-Chair of the Maui
Redevelopment Agency from April 2009 through March 2010; and
WHEREAS, Mr. Horcajo has served the Maui Redevelopment Agency with
dedication and provided valuable guidance in serving the needs of the people
of the County of Maui; and

WHEREAS, Mr. Horcajo's term of office expires on March 31, 2010; now
therefore
BE IT RESOLVED that the Maui Redevelopment Agency hereby expresses
its deepest gratitude and appreciation to Mr. Horcajo for his service during
the past two years and does hereby extend its best wishes in his future
endeavors and continued service on the Maui Redevelopment Agency; and
BE IT FURTHER RESOLVED that copies of this Resolution be transmitted
to the Honorable Charmaine Tavares, Mayor of the County of Maui; and the
Honorable Danny Mateo, Council Chair of the Maui County Council.”

Ms. Betts Basinger: Thank you Erin. That was lovely.

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E. UPDATE AND DISCUSSION ON PARKING STRUCTURE PROJECT INCLUDING ISSUES RELATING TO DESIGN, SCHEDULE, CONTRACTS, PROPOSALS, PROJECT COLLABORATION AND FUNDING. REPORT ON RFP FOR FINAL CONCEPTUAL DESIGN FROM MORGAN GERDEL, PARKING STRUCTURE COORDINATOR.

Ms. Betts Basinger: Item (E), update and discussion on parking structure project including issues relating to design, schedule, contracts, proposals, project collaboration and funding. Report on RFP for final conceptual design from Morgan Gerdel, parking structure coordinator.

Mr. Morgan Gerdel: Good afternoon members. My name is Morgan Gerdel. I'm with Nishikawa Architects, and I'm serving as their project coordinator for the parking structure. What I've done is send you a written project update talking about some of the project elements we're working on. We're working with the Planning Department and PUMA to finalize the market base plan, and we're hoping to distribute a survey. And right now we're looking at trying to get the survey put into a number of public buildings or businesses, possibly the Wailuku Library, some health care facilities and banks, in the area to try to get out hard copies to as many people as possible.

The RFP is actually going to, for the conceptual design of the parking structure, is actually going to be a RFQ because it's a professional services notice. And I've been in contact with the Purchasing Division at the County of Maui asking that they publish it as soon possible, but they haven't given me a date yet. We've also been contracted to do the phase II and III of the contract, and that is for the EA/EIS proposals, and also doing the funding, or financing and funding study for the parking structure. We got the notice to proceed this week, so we're going to be working on the EA/EIS request for proposals in conjunction with the conceptual designs. So those two areas of work can run concurrently. And we updated our project schedule to show that we'll be doing those phases of work at the same time. Any questions?

Ms. Betts Basinger: Members, questions? Bob?

Mr. Horcajo: Thank you Chair. Thanks Morgan. First of all, thanks for the report.

Mr. Gerdel: Okay.

Mr. Horcajo: I guess my first question because you mentioned survey, I know we had had a couple of discussions on the breath of the survey going out to the public and one suggestion was, as done in the past, was with the water bill. Is that something that you're involved also, or something PUMA is doing? What is the status of or how much do you

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know about that?

Mr. Gerdel: Okay. I actually did some research on getting it put in with the water bill. It took a few calls to the Water Department, but I was able to find out that the water bills are actually sent out of Texas. So it wouldn't really be feasible to try to insert that way. But I also contacted Maui Electric Company about possibly inserting it with the bill, but they haven't been able to commit to anything. So right now, we're looking at getting out hard copies that people can actually return at that same location, so there's an issue with trying to mail it back. We thought that would be the simplest.

Mr. Horcajo: So, in terms of quantity of people, I guess, we're intending to reach, is there some amount? I mean, a thousand, ten-thousand people because we talked about when what's his name was here, you know, we kind of circled an area, I guess, off that map there I guess, to include most of Wailuku, even parts of Kahului, so I'm just wondering whether that has been quantified?

Mr. Gerdel: I guess we don't have an exact percentage, but I guess we're hoping to get as much as possible from Wailuku and Kahului as well – as much of the market area.

Ms. Wade: Do you mind if I chime in?

Mr. Gerdel: Sure.

Ms. Wade: Okay. I did provide for you folks the e-mail that I sent that summarized our conversation yesterday about the places where we would distribute. This represents almost 20,000 people, this distribution range, based on the first nine, the list of nine. It starts with Maui County and ends with Wailuku Community Association First Friday list serve. This is the electronic distribution method. And we think that with this, this is basically a list serve and employment basis that represents almost 10,000 people. And then the latter which would be the hard copy distribution would be throughout Wailuku and Kahului at all the banks, bank branches in Wailuku and Kahului because this hard copy survey is actually targeting a specific demographic that we're quite sure is not going to respond to the on-line survey. So the banks and the libraries and the medical facility's waiting areas basically is where those would be distributed. And then all of the surveys and all of the little placards that refer to the hard copy surveys will also have a reference to the on-line if people prefer to take it that way. And we're going to do a PR, just like a little PR burst when we first distribute the survey. I'll do a press release, and I talked to KPOA and they'll do a few announcements on the radio for us at no cost. But the merchant, a couple of merchants are willing to, and we haven't spoken to all of the merchants yet, but some of the merchants are willing to provide gift prizes which would be an incentive. So the incentive for them to participate, they'll get their name out on KPOA to say that they've got gift packs. And at the same time, that gives us a broader expanse and reach to be on the

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radio. And then we'll just reference the website on the radio and the locations where they can get the surveys.

Mr. Horcajo: Thanks Morgan.

Mr. Gerdel: Okay.

Mr. Horcajo: Chair, if you don't mind, I have a couple of other questions about this.

Ms. Betts Basinger: Please, go ahead.

Mr. Horcajo: Okay. I just want to be sure. I'm trying to understand the phase I, the RFQ I guess you called it because I know you're saying you're talking about maybe getting it published next month. Was I to understand before that, before we even do that, we wanted to get the resolution to the Council, or was I mistaken there?

Mr. Gerdel: Maybe Joe can answer that question.

Mr. Joseph Alueta: Yeah. The original plan was again an RFP. However, after talking with Purchasing as well as you have to go through this RFQ process. However, there's also concerns that would basically mean the RFQ going through. We have certain services that the County has already put out a list of servicing. We do that with hearings officers for attorneys and also for architects. However, our concern is that we may not be able to use the architects that are off the list because we're dealing with a very specific parking structure and the skill sets may not all be there. Therefore, we're kind of doing a supplemental, going out, publishing in the Honolulu paper, and as well as on the County website, and I think they're going to do Maui News also for architects and with the specific idea focusing on those architects that have familiarity with parking structure designs. With that being said, to answer your original question is our initial intent was to wait until it was sent over to Mike Molina's Committee of the Whole – Mike Molina's Committee, I can't remember the name of it is – and then it to get it on as soon as possible. I did talk to him back in January trying to get it up to be scheduled. His staff had some concerns over it. That created a little problem with Mike. It was again, sometimes people get concerned over nothing and you have to go and reassure them that it's really nothing, but when attorneys get involved it always get nothing becomes something. I finally got it resolved. By that time, Mike wasn't willing to schedule it until basically he had some other items. And therefore it became, to my understanding, it probably won't be heard until after budget.

Ms. Betts Basinger: Well, that's true.

Mr. Alueta: And talking with the Mayor and MD and our in house, I said, this is the risk, this is what's happening, and they're like, let's go forward. We feel we just need to go forward

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with it. We've met with all of them – eight of the nine members. We got their tentative verbal support from them. And again given the lead time it's taking to do one interview, go out to publication, and then we have to then interview and negotiate a contract with whoever is selected potentially. So that's going to be – so we feel there still going to be time.

Ms. Betts Basinger: Okay, thanks Joe.

Mr. Horcajo: Thanks.

Ms. Betts Basinger: Did this body receive a copy of the resolution?

Mr. Alueta: Yeah.

Ms. Betts Basinger: Okay. And secondly, how much time do you think now is going to be spent in requesting qualified applicants that whole process before going out to –? Because isn't this the notice where the County is looking for professionals with the following qualifications, da, da, da, then you have to wait for responses? What is that time limit prior to going out with the RFP?

Mr. Alueta: It's not really an RFP. Again, it's not an RFP which is what we thought we were going to do. It's actually an RFQ I guess they're calling it. It's basically we get the list that –. Well, we have a list of architects, we want to supplement that existing list and that's the whole of this next publication. So the time line for those qualified applicants to let the County know I'm interested, put me on the list, is going to be a lot shorter. And I don't know the exact time frame, but in talking with Greg King who's handling it for us, we're doing it as fast as we possibly can.

Ms. Betts Basinger: I heard your rationale that you felt that the existing list of qualified architects didn't appear to have any with the kinds of skills that you think are needed for this project. Do you know that there are architects out there here in Hawaii that have what you're looking for? What I'm trying to get at Joe is are we just fishing for more fish in the net? Or do we know for a fact that there are these qualified architects, but they are not on our list, so that's who we are fishing for?

Mr. Alueta: The decision to cast a broader net more specific came from after discussions with Wendy Kobashigawa who's also –. Wendy felt that we needed to go out for a more specific because she's an engineer herself so she understands what the initial, I guess, intent for these architectural and this is very specific. So it was her recommendation that we go out for publication to a wider audience. So I'm relying – she is in the Mayor's Office, so I'm relying on her discretion on that. So we've opted to do that. Then it gets posted on our website. So not only is it in Honolulu's paper, but also, I'm assuming, you know, that

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mainland firms are going to be. I mean, we had just in this past, with all the other stuff, we had lots of mainland firms who I never heard of, all of sudden come out of the wood work seeking to do jobs. So, I think, once we put the notice out, there will be not only Honolulu architectural firms that are partnering with somebody, or a mainland firms that may have the skills set they want to put their name on. And again, the process is we then, the more we have, we select somebody and we negotiate a contract from that.

Ms. Betts Basinger: Well, my question is because it's been almost a year and I'm just curious as to why it's taking so long to decide it needs to be an RFQ, that's all. And we can talk about this off line. Okay. And phase II and phase III, it was my understanding that Nishikawa was not going to take itself out of the opportunity to be involved in doing an EA or an EIS. Is that still the case?

Mr. Gerdel: Well we're actually interested in possibly being the design architect firm for the structure, but, yeah, we don't have much experience with EA/EIS.

Ms. Betts Basinger: So that will bring me to another question when we get to budget about phase II and phase III need for a project manager if it's going out for some other reason.

Mr. Horcajo: I've got a couple of more questions too.

Ms. Betts Basinger: Yeah. Katharine, any questions?

Ms. Popenuk: No.

Ms. Betts Basinger: Okay. Go ahead Bob.

Mr. Horcajo: Morgan, thanks again. Just a couple of comments. One is I appreciate the decision to move the parking management plan up into phase II. I think in the beginning I wanted to do that because we're going to be getting the questions. Isn't that what I read here? To be proactive with the parking management plan, you're going to try to do it in conjunction with the EA/EIS process?

Mr. Gerdel: Yes. I guess I can just qualify that by saying we'd have to get the approval from the Planning Department to do that because right now it's a later phase of work.

Mr. Horcajo: Right.

Mr. Gerdel: So, we would like to request that.

Mr. Horcajo: So do they need to make a –? I guess they'll make a formal request to the Planning Department, and then the contract will be adjusted?

Ms. Wade: Joe?

Mr. Horcajo: Is that the process?

Mr. Alueta: I'm sorry, I lost the question.

Mr. Gerdel: The question was, I think the parking management plan was a later phase of the contract, but they were thinking it would be better to have that during the EA/EIS process so it's more defined what the impacts are as far as the parking management during construction.

Ms. Wade: Can I supplement that? Even parking management post construction would seem to me to be relevant simultaneous with the EA process because it's all going to be a balancing act of where people are parking and what your numbers or parking are. And your number change depending on how you chose to manage, so I think that's a really good suggestion Bob.

Mr. Horcajo: Yes. So, Joe, I guess the question is, if Nishikawa – or does Nishikawa need to make a formal request to the Planning Department, I guess, who's the coordinator for this funding source, to be able to move an item from phase IV into phase II, and adjust their contract accordingly? What's the process for that to happen?

Mr. Alueta: I'll get back to you on that. I mean, we don't have a problem. Normally it's the opposite way around. They don't want –. We're asking them to jump ahead on something we haven't encumbered the funds for, and you run the risk of doing work that you're not going to get paid for. I think that's the reason most people don't do that. But in this case I think we can talk about trying to shift some of the responsibilities. I think as long as both parties, the Planning Department as well as the contractor, you know, have no objection of shifting that and making that thing. I mean, it's not like construction hopefully where you have a change order and the next thing you know, it's costing you five times the amount of money it should have. But as long as we understand it, there's a mutual agreement, we can write up a formal change it in the phasing of it.

Mr. Horcajo: And Joe, I mean, the reason for me, I guess, because once we start going out to the public, you know, with the design and you know there's no doubt that while the merchants especially are going to be worried about, they're going to ask about parking. Where are they going to park? You know, how are they going to get to their shops? I'd rather be proactive up front and, at least get started, some of the work started before we go out to public with this design process. That's the reason for wanting it to be moved up.

Mr. Alueta: Yeah, and it makes total sense, and I think everybody is all ready. I mean, if somebody doesn't know that there is a design or there is a preferred design, you know, a

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very good conceptual design, and so we're not proposing any dramatic change in the design. That's the whole point. That's why we got the grant is that we have a design set. We had a community buy in, and a variety of stakeholder buy into a set of plans. So hopefully they already know and have seen the plans. I mean, it's been out there for several years now. I think, again, the only modification that we have right now is to add density to the footprint, the overall footprint. And again, we voiced about this whole part. We need to talk about acquisition, parking of land, land for alternative parking, and coming up with some kind of system, so it's a good idea to start that process now to at least address some of the concerns. But we're aware of it and I think that's our initial thoughts. I mean, where am I going to park it? Well, we're going to have a pre-parking plan. We're looking at off-site satellite parking lots, so I think that's the answer. And then as we get closer and closer, though, we're going to definitively identify how we're going to handle the parking. And I think that there's a lot of options out there.

Mr. Horcajo: Thanks.

Ms. Betts Basinger: Erin?

Ms. Wade: I just wanted to make the one comment that if we end up charging for parking in the parking structure, which most of us has assumed is a given, that changes the management of the parking throughout the rest of the district because it's all free now. So when one element, and it's a large element, becomes paved, where people chose to park changes a lot which affects the impact – right? – it has on the community. So I think for that reason, moving the management plan up is a very valid one even if we stick with the exact same design that was conceptual, still the fact that you're charging a fee changes everything.

Ms. Betts Basinger: I do want to say something relative to this before we move on and Joe I'm glad that you're here. I just came from another meeting that one of the topics of discussion was the municipal parking project funding for the construction phase. And one of the participants on that strategy committee is in the Police Department who reminded us that if the County managed the parking structure and charged a fee, if the County was managing it, it would be our police that are enforcing the parking. And all of those fees would go to the State. So the recommendation was made that it may be better that it be some sort of public-private management or ownership of those stalls in order to make sure that those parking fees come to the County rather than to the State. So it's just an issue that we should keep in mind because it's one of those small things that we wouldn't know until we got there. Well now we have a chance to know ahead of time.

The other thing, Joe, when we make changes in the time line on this phase that has already been funded by EDA, are we requesting approval from EDA for changing the phase time line, the phases in the time line? I don't want to be at risk at losing our funding for a small

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thing like, you know, maybe we didn't know that we should have done that. So I'm just curious as to how closely we're traveling this road with our funder?

Mr. Alueta: You're talking about the schedule that we have with Morgan and his time frame, and what we've committed to EDA and the time line from their point?

Ms. Betts Basinger: That's correct. That's correct.

Mr. Alueta: No. I don't see this as a problem at this point in time. I mean, I'll go over this with Jo Ann when she gets back, and talk about that, sit down with her. But I think because we have such – the funds for them is specific for an EA and the design and construction plans. It's for that. I don't think that's an issue.

Ms. Betts Basinger: They don't care about the time line.

Mr. Alueta: Right.

Ms. Betts Basinger: They just care about the deliverable within it's time.

Mr. Alueta: Yeah, that we spend the money within this big open time period. So, how you get there doesn't matter as long as we –. But our goal is to spend it as soon as we can.

Ms. Betts Basinger: Yeah. I appreciate you checking on that though.

Mr. Alueta: Yeah.

Ms. Betts Basinger: Thanks. Any other questions of Morgan or Joe? If not from this body, I'll open it up for public comments. Thank you Morgan.

Mr. Gerdel: Okay. Thank you.

Ms. Betts Basinger: Relative to this agenda item.

Mr. Howard MacPherson: Yes, it is relative to this.

Ms. Betts Basinger: Thank you.

Mr. MacPherson: I was concerned about – does this body know the three primary building techniques for pouring structural concrete for a parking structure? The reason I'm asking is because it's related to the time that it is down, the parking lot will be down. There's three basic techniques if you'd like to know. The first technique is poured in place reinforced concrete. The second place is post and beam tensioning system which is also poured in

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place. Now there's a third technique that pre-cast, pre-stressed concrete that can be poured completely off-site. You pour this off-site which takes all the down time for the parking lot completely away.

Ms. Betts Basinger: Could you state your name? I'm sorry, my fault.

Mr. MacPherson: The pre-cast –

Ms. Betts Basinger: No, your name. Could you state your name?

Mr. MacPherson: It's Howard MacPherson.

Ms. Betts Basinger: Thank you.

Mr. MacPherson: Alright, and anyhow, the third technique is pre-cast and pre-stressed. But what you do is you locate an off-site where you can completely pour the entire building off-site and then you come in and you put together like Legos. Now then, that technique will drastically reduce the down time for your parking lot. You can come in there, and you can put the basic pads, put the footings in, you can do all the infrastructure for the building – sewer, water, all of that – and then you can come in and put your foundation in like I say. Then you literally at night truck this stuff in and put it together at night like a big Lego set. Now that is something you should really look into if you're concerned about time on that parking lot.

Ms. Betts Basinger: Thank you. Any questions? Thank you very much. And you know part of this phase that we're in with this contract is exactly that.

Mr. MacPherson: Well, that's why I wanted to make a comment on it. Okay.

Ms. Betts Basinger: Thank you. Any other public testimony on this item? If not, thank you. Thanks again Morgan and Joe. Joe, before you leave, I think I would like with the group's permission to move up to item –. Well, Yuki Lei Sugimura is not here today, so we'll defer that for another meeting.

Mr. Richard Dan: . . .(Inaudible. Did not speak into a microphone) . . .

Ms. Betts Basinger: We'll talk about it, Richard, when we set up the next agenda. Later in the meeting.

Mr. Dan: . . .(Inaudible. Did not speak into a microphone) . . .

Ms. Betts Basinger: No, it is not. So we'll move to item (G) which is – excuse me – item

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(J) expenditures. This is regarding our budget, but just because I know you have to leave Joe. One of the things we're going to be tackling in our budget – you know we're so thankful we got what we thought we were hoping we would get in these very tough times. \$81,000 is a good amount, but it's going to cause us to have to really go over our expenditures with a fine tooth comb. So as we do that, I need you to maybe advise us while you're here as we're switching into another phase of the project where it's going to EIS, and where we're going to be out to a consultant, I'm thinking one area where the MRA could save money. EDA may have enough because of what we're switching to. Where we could save in the cost share of the project management. The portion that this body devotes to that cost share. When we had a larger budget it wasn't so bad. But now that the budget is smaller, we're going to be discussing that. So I'd like to hear from you since you won't be here.

Mr. Alueta: Well, just in our discussion. First of all, the budget hasn't been approved. So the \$81,000 or whatever –

Ms. Betts Basinger: May not be.

Mr. Alueta: It may not be.

Ms. Betts Basinger: So, that's even worse.

Mr. Alueta: And you know, we were expecting it to be \$50,000 not \$80,000. So we do not know what the funds are going to be for the MRA. And I think MRA kind of recognized that. I mean, when I was sitting in Erin's place, you know, we cut our costs dramatically and I think that Council recognized that when we shifted back into cost being absorbed under the Planning Department. You know, there's no separate office space, there's no separate funding. So I think rightfully so the budget needed to be trimmed on that aspect. But at the same time the new roles that the MRA has taken on still needs to be funded at a base level, and we'll continue to fight for you on that.

Ms. Betts Basinger: But that's what we're going to be discussing.

Mr. Alueta: Right. And so, again, I believe right now we're trying to expend what we can from existing monies. Hence, the reason we went ahead and tried to allocate the phase, several phases and encumber those funds for Morgan so that in the future hopefully we'll have a little more cushion. And then also as EDA funding kicks in and we'll be able to use some of it. And from my recognition, there's actually two sets of funding for this overall project, for the \$1.6 million, and that's the \$1.2 from the Federal government and then there's the \$400,000 from the County. And the way the County did it was they have their own little criteria that County Council put on separately and that we have to report on. So it makes it a little difficult and it's like a juggling act. But, my understanding is for – I'm

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trying to read my notes here – I think we're still going to rely on MRA to continue to carry a bulk of Mr. Gerdel's funding for the future phases. But then we'll still be able to tap into part of EDA funding for that. I think we have about \$25,000 from the EDA funds that can be used towards the administration costs.

Ms. Betts Basinger: Thank you Joe. Members, any questions? Thanks. We'll move back now to the original order of the agenda. Item (F) will be deferred. We'll move to item (G), discussion on market based plan budget and potential allocation of additional funds for the project. Erin?

F. UPDATE AND PRESENTATION FROM YUKI LEI SUGIMURA ON MARKET STREET IMPROVEMENT PROJECT, PHASE II THROUGH HAPPY VALLEY.

G. DISCUSSION ON MARKET-BASED PLAN BUDGET AND POTENTIAL ALLOCATION OF ADDITIONAL FUNDS FOR PROJECT.

Ms. Wade: Okay. Thank you. I provided a real simple summary sheet of the project expense to you folks. I've got an extra I think. And basically when we came the first time and asked for the \$10,000 from the MRA, the only expenses we had envisioned at that time were the consulting fees which was totaling \$75,900. Since we're operating through the Tri-Isle Resource Conservation and Development Group, there is an administrative fee associated with that which is usually 10%. It's a very standard cost. And we're starting to encumber some project costs that aren't being absorbed by the consultant and shouldn't. They're basically underground costs. Some are going to be associated with the publication of the survey so we anticipated another \$700. So there are some additional expenses that weren't initially envisioned. And simultaneously some of our private funding hasn't come through. We're about \$3,000 short on the private funding side at this time. So I provided this expense sheet to you and I'd like to give you the opportunity to fund the program up to an additional \$10,000. The reason I'm asking for this from the MRA is not only because we are basically driving the project and you're making the majority of the decisions on how it processes. But the second reason is that automatically encumbers that \$10,000 of the MRA's budget and prevents anybody from taking it from us also. So if it's dedicated to this project and we know that we need it that's funding this project and there's several components of this that's working towards our long term goals of the MRA. But then it freezes it so that nobody can take that money out of the MRA account. So while we don't have – when you look at our budget sheet here, anything that's remaining is kind of like a sitting duck right now.

Ms. Betts Basinger: Yeah. And members, I guess we'll segue between both the expenditure discussion and this discussion right now because if you'll look at our report through March 12th, we have a remaining budget through June 30th of \$34,376.37. I just

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heard Joe say that they were trying to encumber our current monies in advance. And our agreement was that this would be looked at yearly what our contribution would be toward the big municipal parking lot project versus our own budgetary needs. And because –. I feel a little bit more confident than Joe did about our ability to hold on to our \$81,000 and that is because we have had conversations with both the Mayor and with several Council Members who now understand our role a little bit better. And I think as we go through this budget process over the next five weeks or so, each one of us in our own way will be putting forth support for this budget based on the things that we're going to do. So this market base study is a huge part of what we all said was our priority moving forward for everything. So I'm going to support that we agree out of \$34,376 remaining to encumber that so we can make sure that we fulfil at least one of the tasks that we took on during this fiscal year. Which then leaves us with \$24,000. And when we have this discussion later, we know what our standing expenses are, which we may not be able to carry over into the next year. So I guess at this point Erin is going to need a vote. So do I hear a motion to approve the MRA adding an additional \$10,265 to our original amount that we were going to give to the PUMA market study?

Mr. Horcajo: I make a motion.

Ms. Popenuk: Second.

Mr. Horcajo: Can I get discussion?

Ms. Betts Basinger: Moved. Seconded. Discussion.

Mr. Horcajo: First of all Erin, the \$10,265, does that include, well, I guess it does not, but it does not include the \$3,000 that has not come from expected private sources? Am I correct? Number one question. Number two question I guess, you're pretty confident that the \$700 should adequately pay for getting the survey out and other supplies, printing, and all that kind of stuff?

Ms. Wade: Well, I'm not totally sure. I'm estimating that our cost for the survey production hard copy are going to be about \$550,000. This past trip with PUMA being here, we spent about \$47.00. I spent like \$47.00 out of pocket that I can get reimbursed for through that supply issue or line item. And I would anticipate that every time they come, they'd be somewhere around that, maybe like \$50.00 out of pocket that we get reimburse for in terms of buying them maps and that kind of a thing. But beyond that, they're absorbing the majority of the cost. And in fact, PUMA's travel costs are far exceeding what they originally projected in their estimated budget, but they're going to stick to their 75 number for us. They're not going to increase their consulting fees and I have that in writing in three places now. So they're committed in completing the project with what they quoted.

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Mr. Horcajo: Okay, my last question is, what's the down fall of us committing to \$13,265? Or at least up to with the assumption that if we don't get the private funds, we can grab that. Is there a negative for doing that?

Ms. Betts Basinger: If you'd like to amend the motion, your own motion, I would suggest – if you see, we've already approved \$10,000.

Mr. Horcajo: Right.

Ms. Betts Basinger: We're being asked to bring it up to \$20,265. Maybe we can amend it to say up to \$20,265.

Mr. Horcajo: Right, but I'm also suggesting, what's the down side of adding another \$3,000 which is what we don't have yet from the private sources? Is there a down side to amending the motion to even include that in the future that we to hold? I mean, if we get the money from the private sources, we can pull that back?

Ms. Wade: Yes. Well basically because it's a phased billing so Tri-Isle Resource and Development will bill us as they get invoiced. So the money doesn't actually come out of the MRA's account until it is spent. So if we don't spend the money though this project, the money would just stay with MRA so long as we don't past the budget year.

Mr. Horcajo: Right.

Ms. Wade: But actually even then it's still encumbered for Tri-Isle and if there's associated costs related to the project or anything within the scope of the project, that can continue to carry forward through the next fiscal year. So it actually protects it over the next fiscal year too.

Mr. Horcajo: So I guess I wanted to hear comments whether that's – I would certainly amend the motion if there seems to be a consensus that makes sense for us.

Ms. Popenuk: I would second that.

Mr. Horcajo: Okay, so I will –

Ms. Wade: We need a number.

Mr. Horcajo: Alright. So basically I guess—. So, I'm going to amend the motion that the MRA is going to commit an additional \$13,265 towards the budget for the market base study which is in addition to the original \$10,000 that we had allocated for the 2010 budget.

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Ms. Betts Basinger: I want to have a little bit more discussion as I'm thinking this through. We're going to be deliberating later in this meeting about real finite numbers that are left. My concern is by taking that much out it will present us with a challenge when we start to looking at all the other things that we've committed to do. And also I do believe that Erin can come back at any time and ask us for additional funds for this project. I think maybe, I'm thinking that if we keep it at what it is, it allows us to commit the rest of our funds through the rest of the year and then if we find that we have further expenses or the private funds don't come through, I'd rather look at it then.

Mr. Horcajo: Well, you know, I'm open either way. My major concern as Erin alluded to the fact that if we do have additional expenses we do not even account for, even beyond this fiscal year, at least we have the funds that are set aside. And if I had a choice between setting aside the money for this, or setting aside funding for picking up trash or sweeping the sidewalks, I would rather this be the focus of committing funds. That's really was my thought process.

Ms. Betts Basinger: What about for a manager?

Mr. Horcajo: Well, it still a question of whether we can carry whatever funds we have in 2010 over, anyway, right? We really have no control there.

Ms. Wade: We won't carry anything over.

Ms. Betts Basinger: Yeah. We won't carry, so we want to encumber that.

Mr. Horcajo: Right.

Ms. Betts Basinger: You know what, would the body be willing to not take this vote until after we discuss the budget and actually see what that might be?

Ms. Wade: I could offer a suggestion.

Ms. Betts Basinger: Okay.

Ms. Wade: If you wanted to commit to the shortfall amount, the \$10,000, and then we can discuss committing additional costs that are related to the project but not necessarily have to be funded through Tri-Isle. Like we can pay as an MRA for the survey production costs ourselves. It doesn't have to go through the Tri-Isle. You know that can be another portion of our in-kind donation. The reason my preference is to amend this once is I've got to go back and amend all the grant agreements if we change the dollar amount. So I would rather we just commit whatever amount it is today. But if there are additional smaller expenses like the printing costs or ultimately they talked about doing the plan on a poster

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size sheet, publication costs, that sort of a thing, we can set that aside in our budget now, and if ultimately we don't use it, it's still committed and we can use it later for something else because we will have encumber it. And then we wouldn't be relying on the Tri-Isle budget necessarily for it. But if the Tri-Isle budget allows for us to pay through it through them, we could do that and our funds would still be in the account. We could reallocate them at that time.

Mr. Horcajo: Okay, I'm fine with that. There's really no second anyways so the first motion still stands.

Ms. Betts Basinger: Got ya. Another comment too just for informational purposes as the MRA moves forward with its own manager where we could administer our own funds we would not have had to pay over \$7,500 to Tri-Isle. So all of that money would have gone actually into the cost of the project to the consultant. Okay, all in favor of the motion as originally made, indicate by saying "aye."

Board Members: "Aye."

Ms. Betts Basinger: It's unanimous.

It was moved by Mr. Robert Horcajo, seconded by Ms. Katharine Popenuk, then unanimously

VOTED: to approve as discussed.

H. DISCUSSION ON PROCESS FOR STREETScape IMPROVEMENTS INCLUDING BANNERS ON LIGHT POLES. DISCUSSION ON BANNERS MAY INCLUDE THE EVALUATION OF TYPES AND PURPOSES OF BANNERS.

Ms. Betts Basinger: Okay, item (H), discussion on process for streetscape improvements including banners on light poles, discussion on banners may include the evaluation of types and purposes of banners. And Erin will draw your attention to several things that have been passed out.

Ms. Wade: Okay. I'm happy to do that. As you folks are aware there was a proposal to put some banners on the light poles in the streetscape, and a whole bunch of questions came up when that recommendation was made. I think everybody agrees banners are a great thing, the question is who does it, how do we do it, what are the criteria, all of those types of things. So the cart is before the horse a little bit on this one, but we think we've jumped ahead now, and Alexa and I have both done a little bit of research about programs for banners on public light poles in downtown areas. And for you today we've provided

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basically some samples of banner types and then attached on the second page of Alexa's original e-mail with the types is an outline of what we've identified that most banner programs include. So we can either go through that today or if you would like to get familiar with the information, the second packet is samples of websites that have banner programs and also just highlighting basically what their regulations and criteria are for different banners. I'm not sure what direction you'd like to take it from here.

Ms. Betts Basinger: Yeah members I think what actually brought this to the MRA's attention is that a public or a meeting was held with a variety of stakeholders in Wailuku which included Wailuku Community Association, WMSA, some merchants, et cetera who would be affected first hand by banners on the street. And there was a lot of dissension. And in order not to slow down an excellent program which in fact was part of the streetscape to begin with because we ordered poles that had banner holders. In order to move it forward, it was suggested that the whole kuleana of banners in our area fall under the MRA which our research shows us is where it sits in most municipalities. It's the redevelopment agency of downtown area, or the municipality that actually have the banner program. There are a lot of ways to fund the banner program, so I'm not suggesting that we're paying for everything. But, just that we agree to include it. It already is in our list of priorities, but to include it as a priority component of – I don't have my book in front of me, but whatever that task number is on beautification – but we include that and make banners our own.

One of the issues that came up was that banners are really a brand. It's a branding of our town. And that it belonged to a bigger entity than just a small group that wants to put them up in front of them. So that's the discussion. I'd like to hear how you guys feel about it.

Ms. Popenuk: Actually Jocelyn talked to me after, I guess, this meeting that you had at the Lao Theater and she brought up some issues. I don't know if she discussed them with you, but she was concerned about who would be in charge of putting the banners up and who would be making decisions. And also, she was concerned about the potential of this concept of branding and what other products might – you know, maybe we'd start with banners, and then we'd produce coffee cups that had the logo and something, and who would be profiting from the production of the additional items. Where would that money go, and that sort of a thing. So that was kind of another aspect of the whole concept that I had actually thought of up front. That this is a potential money maker and who should be in charge of it, and who should be profiting from it?

Ms. Betts Basinger: All of her comments and more were very vocal at the meeting itself, so we did also hear those concerns. And that was another reason that the notion of having the MRA be the umbrella over this project neutralized it and made it more oriented towards the community than toward a merchant who might want to profit by putting their, you know, banner on a street sign or whatever. So that was what precipitated me bringing this to you guys.

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Mr. Horcajo: Thanks Chair. I totally agree with what was just stated. I mean, I've always felt that whether it be the banner, whether it be a display that somebody got, HDA or OED money before, all that kind of stuff should really be running through the MRA anyway. I mean, undoubtedly, you know, I mean, this enforcement we've had some private citizens, with firms that love the town so much that they've gone out on their own to basically get the kind of financing. But undoubtedly that's something that we should be doing. Of course having a manager would help us ensure us that we can kind of control that. So I agree with what we're talking about. I guess, as Erin said, I'm not sure where we go from here, but it sounds like however we need to get to at least to the point of making a decision on what's our banner policy of program, then that's what I'm looking forward to seeing.

Ms. Betts Basinger: Thank you. So now that Erin has a sense of what the body thinks, you can talk about our next steps. And we do have an applicant who did get a grant, and has banners, who will be seeking a permit to hang those banners. So that's where we are right now.

Ms. Wade: So I guess my suggestion would be that you would allow me to come up with a draft of a banner program for Wailuku and a process by which people can be approved to hang banners, and that would be one component of this. And then simultaneously maybe we'll have or tangentially we'll have a discussion on branding and when the timing might be right to have that conversation because with us working on our market base plan right now, you know, there's going to be a lot of results coming out of that that affects our branding conversation so we have a more timely issue which is the actual banner program, and then the branding conversation would likely come later. So if you're okay with me separating those two issues and drafting up a program that we can publish and people can participate in I'll do that and I can bring that back at the next meeting if you'd like.

Mr. Horcajo: Okay, I agree with that. I guess I want to be sure that in this whole discussion – I mean, I don't know that we can HDA in this case or OED that don't fund it or something, you know, it really should be the MRA asking for funds. But I guess I want to be sure those other agencies, County agencies, are alerted to the issues involved so we're kind of working together.

Ms. Wade: I have talked with Cheryl Sterling about the project, and I have a meeting with Cheryl and Yuki scheduled for April 1st, and Stewart who's the grantor, again, at Tri-Isle. So we'll be talking basically – we're restructuring and developing a program and perhaps they could just hang on with the funding for a little bit.

Mr. Horcajo: Right, but not just the banner.

Ms. Wade: Right. Yeah.

Ms. Betts Basinger: All of the funding –

Mr. Horcajo: Brochures.

Ms. Betts Basinger: It's my understanding that all that funding has been expended in the design of the banner. But I'll draw your attention to this page where you can see that there are a variety of banners. Some banners are up temporarily for a particular event like the one in the upper left hand corner. It's an event that's happening between May 23rd and June 22nd, so that's a temporary type banner. The one in the middle is a temp. It's an event banner. So I would like to make sure that our program allows for banners of all kinds, for different events, that we not preclude them and only have a banner that MRA has approved for branding. So the program will allow the banner that's in existence to be hung, not forever, but maybe on first Friday so it makes our street colorful. So I just want to make sure we don't stop that process.

Mr. Horcajo: Yeah, and that's what I see here, you know, general promotion branding and seasonal then event. I mean, that's all part of the program, so, makes sense.

Ms. Betts Basinger: Yeah. And the other thing that Erin advised me was that we already have – the County already has such a permit in Lahaina, so the form exists. So I would like to see these colorful banners up to decorate our street sooner than later. How long do you think?

Ms. Wade: Well, I can have the program language rough draft here at the next meeting. Or I'll send it out in advance to the next meeting, and then you could approve the program at the April meeting if you'd like.

Ms. Betts Basinger: Great. Thanks Erin. And thanks everyone for taking the banner under our wings. Okay, discussion on sharing the responsibilities of Wailuku Redevelopment Area maintenance with other community partners in light of probable budget reduction.

I. DISCUSSION ON SHARING THE RESPONSIBILITIES OF WAILUKU REDEVELOPMENT AREA MAINTENANCE WITH OTHER COMMUNITY PARTNERS IN LIGHT OF PROBABLE BUDGET REDUCTION.

Ms. Wade: Well the hit wasn't as big as we'd expected which is always good, but looking at – if you look at our expenditure sheet for the redevelopment agency, you'll note we have some committed costs that continue to be encumbered and to be used like the website and the Teens on Call Services. The Teens on Call is, right now – and this doesn't include the new service that they've picked up, the \$400 a month for the street and curb sweeping – but prior to that it was about \$12,000 commitment annually. And then we have also spoken

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with them about the landscape and the maintenance of the existing parking lot, and the streetscape landscaping as that contract is going to expire next month. So we had discussed some additional costs that the MRA could potentially take on. However, you can see now, and this would be similar probably next year that with we had a \$90,000 working budget less the \$40,000 committed for the parking lot coordinator contract. So we have only spent ourselves around \$15,000 in total, and leaving us with \$34,000. My guess is we'd only have around \$34,000 to work with, about \$36,000 to work with next year. So the question is going to be where would you like to see that spent, and are there monies that exist that we have not tapped? Should we set up additional structures to pay for things like trash collection? So the reason I put this on the agenda is if you wanted to direct me to do some research in that area, I'm happy to do that. I didn't want to go out and start snooping around for funds without your direction. But, the fact is that we will have less, and obviously, the work still needs to get done.

Ms. Betts Basinger: And before we start the discussion, I want to point out that the MRA and the Departments as well have all had cuts in their budgets. But street cleaning has never been the MRA's responsibilities. We weren't brought into law to do that. So it's been a wonderful gift that we've given this community to do that, but it maybe that we just can't afford it. And the proper departments or the departments that are by law suppose to do are going to have to deal with it. Now I know they got their budgets cut, so they cut out cleaning the streets in our area. I don't know.

Ms. Wade: The fact of the matter is it's actually everything from the sidewalks towards the building is the property owner's responsibility. So for the MRA to have taken it on was sort of a gift to the property owners. But like in Lahaina, they pay in to a fund. The property owners pay in to a fund to have the trash collection done and the banner, execute the banner program and that sort of a thing. So there is a model for it that exists today. It's just that we haven't utilized that up until now. And part of it was because of some decent about the improvements that were made on Market Street by the merchants, or by the property owners. But, you know, the street is built. We can't go back. We could take the trash receptacles out, but short of that, the trash is going to pile up if it's not collected. So how do we facilitate that?

Mr. Horcajo: A couple of questions, I guess, just to confirm. Right now, we have until 2010. Teens on Call picks up the trash, right?

Ms. Wade: Correct.

Mr. Horcajo: And that contract ends, at the end of this fiscal year?

Ms. Wade: Yes. June 30th.

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Mr. Horcajo: And the only other contract, we just made one with them for the sidewalks?

Ms. Wade: Right. And that's a month to month until the street trees come down at 33 Market because they're basically just cleaning up the leaves and things, yeah.

Mr. Horcajo: Right. Okay. And but those are the only two contracts that we have with Teens on Call.

Ms. Wade: Yes.

Mr. Horcajo: Okay.

Ms. Betts Basinger: But it takes a total amount annually up to what?

Ms. Wade: Right now, it's \$12,000, and then the additional \$400 per month for the sidewalk cleaning.

Mr. Horcajo: Alright and I know Erin that we had talked recently, wherever, I know you had suggested one idea was to find out whether the WCA would be willing to take over even picking up the trash from the seven or so trash cans. Have you thought much more about that?

Ms. Wade: Well, you know, I don't want to volunteer them publicly at this point. I mean, I would like the opportunity maybe to talk with them about what their dues collections is and how they're structured and if there was a possibility to fund something like that. But there's a special assessment as an option. There's several different tools we could use, but I don't want to start digging for this if you folks want to just pay for it.

Ms. Betts Basinger: Well you know I'm going to take us away from here because the agenda item is not fund development. It's not on ways to get revenues to pay our budget. It's on expenditures that we may feel we might need to cut in order to stick with the budget that it looks like we're going to have going into the next fiscal year. So when we're looking at our existing budget and what we've agreed to is \$16,800 out of next fiscal year to do the private sidewalk cleaning and trash pick up. That's a huge chunk of our – as Erin says, you know, if it really boils down to \$36,000, that's half of it. So this is where we need to place priorities I guess. If we're able at another discussion on an agenda item to talk about fund development avenues that this body can take in the community, then we can augment our budget and we can always add back services that we would like to provide the community. But for now, we need to prioritize what we absolutely need to do for this body. One of the items is the continued updating and maintenance of the website. That has an annual cost of –

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Ms. Wade: It's about \$3,000.

Ms. Betts Basinger: \$3,000 a year. Is that something we want to hold on to? And we have to discuss the addition to this organization of a part-time manager and what that amount out of our \$36,000 we want to commit. So –

Mr. Horcajo: Okay. I guess, first, I want to get clear where the \$36,000 is from. Yeah, that's right. If we get \$81,000 and the \$45,000 is for the project manager, the balance is \$36,000. That's what we're talking about right?

Ms. Wade: Right.

Ms. Betts Basinger: And I think, what I was trying to do earlier in this meeting was find out if we have some negotiating room in that amount which we may have.

Mr. Horcajo: Sure. Sure. Right. So, I guess the question is, I guess for me now is are we premature in having the discussion? Are we willing to say today, this is March, that for the fiscal year 2011, we're not going to fund the sidewalks, and we're not going fund picking up the trash unless we also have an alternative to be fair to the people who have benefitted from those two services. So I don't want – I mean, I don't feel like we should be making that decision without kind of looking at the options.

Ms. Betts Basinger: Well, we have –. This would start in the next fiscal year, so we're discussing from July 1st on, and our priorities. But I do think this is the time to discuss it because it gives people an opportunity to come up with some alternative ideas, you know, so that if we decide that we can't afford to fund that anymore we're not just leaving it overnight.

Mr. Horcajo: Okay, well, I guess for me, for example, on the sidewalk, I mean, if I was asked to vote today, I would say in the contract, on the trash pick up, as a merchant as well and as an owner, I would rather, you know, if we are the whatever, the father of the MRA, then we should also kind of be pro-active and looking at options. For example, I don't have a problem picking up the trash in the trash can right in front of my building. There's seven trash cans – First Hawaiian Bank, American Savings, Lao Theater, Requests – you know I would rather that we provide at least some to be pro-active. And whether we direct Erin or you or I to talk to with those merchants, hey by the way, you know monies tight, would you guys be willing to do this? I would rather do that first as part of our decision on cutting it out before we get too heavy into cutting something out without alternatives. I mean, I that's what I'm saying. Let's kind of look at alternatives as we've discussed this.

Ms. Betts Basinger: Yes, yes. I agree. It seems though that every year the MRA gets to the very last moment. We're getting to our last moment because we have an April meeting,

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a May meeting, and then the fiscal year is over. So, I do want us to focus sooner than later on two things. How we can secure the rest of our funding. We have \$34,000 left. We've just committed. We're now down to – we now have \$24,000 left. Let's commit that till the end of June 30th, okay, and then let's look at a budget based on what's going before Council with the understanding that it may be less knowing that we'll have an area to cut. And I think we'll be ahead of the game that way because we'll know what we can do and what our job is over the next year. But I do agree that we need to be out talking to the merchants right now about, you know, budget cuts. Can Wailuku Community Association think of something?

Ms. Popenuk: I was just wondering if we do get a manager next year, there might be some new kinds of expenditures that come from that. You know, maybe some brilliant ideas that we'd want to have funding available for.

Ms. Betts Basinger: Do I hear that with our 2011 budget we do want to have a line item allocation for a manager?

Mr. Horcajo: You know how I feel.

Ms. Betts Basinger: Okay.

Mr. Horcajo: Yes.

Ms. Betts Basinger: So, let's just put that there. That's going to be an expenditure line item. So now we have to decide what we can afford to pay which will determine, you know, if this is a part-time, a third of a time, a quarter time, full-time.

Ms. Wade: Well, one thing I just wanted to say is I know that PUMA is going to be giving us recommendations for structure and the best way for us to operate the most efficiently and to share responsibilities so everyone has their assigned roles basically throughout the community. So this might be something that we could ask them to weigh in on. Not today, but, you know, as the process progresses, as we get closer to our deadline, or our budget deadline, I'm sure that they would have some thoughts about that.

Ms. Betts Basinger: You mean on the amount or how the employee would work for this body?

Ms. Wade: Probably both, but certainly the amount.

Ms. Betts Basinger: Okay.

Mr. Horcajo: And especially the need.

Ms. Betts Basinger: Yeah.

Mr. Horcajo: And with that we can help sell the need.

Ms. Betts Basinger: Yeah. Exactly. Exactly. Would we be able to have some input during the course between today and our next meeting so it can be an agenda item to vote on?

Ms. Wade: Sure.

Ms. Betts Basinger: At our next meeting?

Ms. Wade: I can't say that I know that – I can't say they're going to have a structure ready to go for us by our next meeting, but they'll have some ideas and Brad is going to be here that week actually for our next meeting. So maybe he can have a conversation with us. We'll put him on the spot.

Ms. Betts Basinger: Okay. So, we know for sure we want an expenditure line item for the building – to begin building a staff. Teens On Call. Maui Print Works – that will come off. We haven't – or what do you think? That's letterhead. Is that going to remain at around that much?

Ms. Wade: Well luck they reappointed Bob so it's still current. Our letterhead is still current. Yeah, it will probably be about the same. Once we do our printed letter that's going to go out with the survey, we're going to use most of that, so we'll need new letterhead.

Mr. Horcajo: Excuse me a second on the letterhead. I can't remember, but is it like embossed or something? I mean, what's to stop us from making a digital template and saving the printing cost.

Ms. Wade: It's just different paper stock, really, is all that it is.

Ms. Betts Basinger: Bob, we could do that. We have the template.

Mr. Horcajo: Sure. If it's County of Maui is on the top of the page, right?

Ms. Wade: Yeah.

Mr. Horcajo: Anyway, just a thought.

Ms. Betts Basinger: So members, what amount do we want to have? Instead of calling it Maui Print Works, we'll call it supplies, MRA office supplies.

Mr. Horcajo: There's office expenses.

Ms. Betts Basinger: I know, but what's the amount?

Mr. Horcajo: Oh, what's the amount.

Ms. Betts Basinger: Yeah. If that's all we spent this whole year –

Ms. Popenuk: If we get a manager, it would probably go up.

Ms. Wade: Well, at this point, like I mentioned with the expenses associated with the project, I'm billing to the project fund. But otherwise, if you have a manager, they would be billing it directly to the MRA. I mean, \$50 a month would be probably be appropriate. I mean if your manager – The Planning Department absorbs a lot of costs for you on my behalf, you know, but the manager would not have the same kind of a thing.

Ms. Betts Basinger: The other thing too is the Planning Department, like all Departments, was hit very hard. And we're so lucky to have Erin, and she has given us way more time that she is suppose to. But, Erin, in reality is it 20%?

Ms. Wade: 40%.

Ms. Betts Basinger: Yeah, so a manager can't pick up another 60%. Maybe we can't afford that, but certainly –

Ms. Wade: If an additional 20% would be good.

Ms. Betts Basinger: Right, you'll be happy. Okay, so, the line item of \$50 a month as additional expenses for the manager for office supplies sound fair to me too. Everyone? I'm not sure what we'll come up with and how this person will be hired, but if it's as a consultant on an annual contract then they will – we won't have to supply them with computers, et cetera. I mean, they'll have their things of their trade already and we won't have to supply them with an office. Although that would be nice, and that brings us to another line item that we might want to consider for 2011 in the budget, it would be the use of the Police substation. There would be dollars attached to that, wouldn't you think, even if it's just for electricity?

Ms. Wade: Well, yeah, it depends on what we would like to use it for. Like at this time, the Police still have their computers, and the fax machine and everything is still in it. If we're going to take it over completely there would be a cost. If we wanted to share it with them, which they might be open to, I mean, they actually gave me a key, so we might be able to just utilize it and share the costs. So we'd have to work out what your intention would be

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for the use of that facility.

Ms. Betts Basinger: Okay, so as I see it, it's a real simple budget. Manager, office supplies, Mana Web, Teens On Call and Police Substation. Can anyone think of any other expenses as we went through our strategic planning and prioritized what we wanted to spend our money on? Now we have some studies don't we?

Ms. Wade: Yeah, and I would think you would want the ability to have some control over the scope of that parking management plan, which might mean you're going to have to put up some money to be able to do that. So I would keep that in mind. And with that might tag onto the traffic study that we wanted to do as part of the EA/EIS. But we also wanted the pedestrian component involved with that. So again, you might want to have some money in reserve to be able to dictate the scope of those two projects. Which will be funding partially by the EDA, but we're going to want some control over those too.

Ms. Betts Basinger: Okay, so that takes up to five line, or six line items, one including projects and studies. Outside of the website?

Ms. Popenuk: Yeah.

Ms. Betts Basinger: That's a good idea because it stands alone from office supplies.

Mr. Horcajo: I realized we talked about 2011, but we're looking at the 2010 budget here, and Erin just mentioned the potential use of funds having to do with the parking management plan, now, I mean, that's something that, assuming how quickly we move, we can allocate some of the existing 2010 funds for that as well, right?

Ms. Wade: Uh-huh.

Mr. Horcajo: When they get the contract, and I guess when they get the decision from OED to be able to move it up with the EA/EIS process. And if you can work with them on our potential needs and with OED, we can take some of these funds for 2010.

Ms. Wade: That's a great idea.

Mr. Horcajo: And allocate it.

Ms. Wade: Given that some preliminary impressions from PUMA were that we would be prime for a parking district. I think that's what we're going to want, is maybe to set aside the funds to create a parking district in Wailuku. And we could do that with some of our 2010 budget. And then a portion of that could fund the parking management plan. But a portion of it, that's going to take some ordinance writing also to do the district development,

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so that would be a really smart way to encumber some funds now knowing that it's probably coming.

Ms. Betts Basinger: That's good, and we also needed to hire an expert to start writing some other ordinance that may come out of the PUMA, like TIF recommendations, et cetera which would require ordinances being written unless we have a manager that has that skill, but –.

Talk to me – talk to us about encumbering 2010 dollars that last through. What's involved in that? I mean, what do you have to show from the MRA that's it's truly encumbered? Because we weren't able to do it the last time around, at the last moment.

Ms. Wade: Okay. it depends on the amount, and it depends on the type of purchase. So if I use the trash receptacles as an example, we were able to sole source those because we needed to get the exact same thing. So something that's not sole source, we have to at least have gone out for bids or have published an RFP for the activity. So as an example, if we wanted to do the parking district – or we can do the RFQ, like they're doing right now with the design of the structure. We could do an RFQ for parking and management plans, and development of parking district and have that sent out and then dedicate a specific amount. And that would be enough to hold it as a line item on the budget without having an invoice or anything like that. We wouldn't even need to have committed to a certain person or company, but we will have to express the intent publically to do the project.

Mr. Horcajo: Chair, I have a question for Counsel.

Ms. Betts Basinger: Are you awake?

Mr. Horcajo: I guess – where's that gavel? I heard what Erin said about the RFP, but it reminded me that, at least the Parks Department and what I recall from talking with the Director, you know, the Planning Division there can hire a consultant that's on their list if it's under a certain dollar amount. I think it's like \$25,000 or something like that where it did not have to be an RFP. So is that something that you know about or we should check on? Because for me, I thought there was a dollar threshold where it did not have to have an RFP process or the other process that Erin had mentioned and stuff. It definitely makes it a lot easier to manage.

Mr. James Giroux: Yeah, I think we had discussed that. We needed to confirm the exact dollar amount though with somebody in budget to find out what that threshold is so we don't get into trouble.

Ms. Betts Basinger: Or someone in procurement.

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Mr. Giroux: Yeah.

Mr. Horcajo: Okay, so, can we direct that to get the answer in writing?

Ms. Wade: Yeah. Sure.

Mr. Giroux: Yeah. I think when the issue came up, I think we were worried about bifurcations and those types of things, so we needed to really just come up with a solid number.

Ms. Betts Basinger: I see where you're going. Maybe that's the way we can encumber our 2010.

Mr. Horcajo: Well, yeah, it just seems, I mean –

Ms. Betts Basinger: Get the ball rolling.

Mr. Horcajo: I've seen with other departments besides Parks, so, just curious.

Ms. Betts Basinger: Yeah, and we did ask for that, that number because it would apply. I guess another part of that question is does it apply across the line, anything that we want to purchase? Whether it's services, materials. Okay, so I guess that would give us another option for securing our 2010 remaining funds. Manager and studies, but it sound like with study – well if they fall below that threshold. Okay, so manager and studies – to make sure that we can hold on to these. And I do have a question, and this is just from what happened with our attempt last year to try and save our remaining money then. If Planning Department might be thinking of taking our remaining funds to apply in advance to the project manager –. I mean, do we have to get there first?

Ms. Wade: Basically yes we do. They're first. Last year, about May 19th was when they started taking the money. So by mid-May we should definitely have a commitment. I would not be surprised if it starts to happen earlier this year.

Ms. Betts Basinger: Yeah. My feeling is we should all be ready at our April meeting. So we'll have that information.

Ms. Wade: Yeah.

Ms. Betts Basinger: The procurement limits. Okay. I have to share Erin's face and voice when she went to secure our money and said there was none left. It was classic. I wish I were there in person and had a camera.

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Ms. Wade: I'm glad you weren't. Is it alright if we move to the market base plan update next so that I can get Pamela out of here.

Ms. Betts Basinger: Yes. Any other ideas or thoughts you have on working out. You see the two parts that we want to vote on at our next meeting. How to encumber our current \$24,000 that's left over. And remember, we still have Teens On Call and Mana Web for our website. And how we want to, the line items that we want on our new budget. Thanks members. And so now we will move along to item –

J. EXPENDITURES

K. PLANNING DEPARTMENT UPDATE

- 1. Update on Project Applications and Enforcement**
- 2. Interdepartmental Coordination**
- 3. Market-Based Plan Update**

Ms. Wade: (K3).

Ms. Betts Basinger: (K3).

Ms. Wade: Yeah. As you know, we've got the market base plan under way, and Pamela is here doing some background research this week. So I just wanted to give her an opportunity to say hello again, and to share anything that she's observed.

Ms. Pamela Fox: I will over what I have done, what I am doing, and what I will be doing. And are you going to speak about the survey?

Ms. Wade: We spoke a little bit at the beginning, Morgan and I, but I would like you to share whatever your thoughts are too.

Ms. Fox: Okay. During my first visit last month, I under took a retail supply inventory of the MRA area. I looked at all ground floor retail in the area. I looked at vacancies, and I've drafted up a database of such. From there, I have been gathering, been major gathering mode of market data, quantitative data, demographics, real estate pricing and use trends, sales tax, property tax, traffic counts, cultural amenities, just looking at the work that is in the MRA and adjacent to it. We're looking at Wailuku as our primary market. And then from there, during this trip, I have been looking at what we call competitive business districts. I've been looking at the mysteries of Diary Road. I've been looking at your malls. I went to Paia for a day, and just sort of assessed that out. Those could be considered as competitive and comparable districts to what could happen in the MRA area. During that

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time I looked at square footage. A great deal of that information is available on the internet, but nothing works like a good set of eyes and lots of camera film. From there I will undertake a gap analysis which is sort of a very artistic modeling of household expenditures, population numbers, square footage, and try to come up with an analysis of what is leaving the MRA that could possibly be sustained within the MRA. For example, the MRA is a very unique sort of niche. It's antic. It's got independent businesses. And when I go out there and look around, it's change. So we're trying to figure out what could possibly come back in that is currently leaving.

Okay, in terms of stakeholder, round tables and interviews, community survey, those are other pieces that will ultimately make up what we call the market profile or market report. When Brad and Anna come back in April, they will be undertaking further stakeholder analysis. They'll be undertaking round tables with visitors, with residents, with business people in a more in depth manner than Brad did when he was here during his first visit.

From there, knowing that he went through the scope with you in some detail when he was here last month, niche strategies will be prepared, implementation and tactics, finance business plans, recommendations along the nature of what can be done in terms of that person that you're talking about . . .(inaudible.) . . . And that about covers it. I had a wonderful stay. You've had great weather, thank goodness, and I understand that it's spring break so the roads have not been clogged. I've been saddled in my car for like three or four days, and it's just been a real pleasure to be working here for you.

Ms. Betts Basinger: Thank you. Before I open it up for questions from the members, I just want to make a point. There is – this is another hat that I wear – but there's a Department of Commerce Economic Development Administration regional report that is required every five years by EDA in order to have projects on a list from a region that could be funded by EDA. And if your project is not on this list and you go forth to try and get EDA funding as part of your finance package, you won't get it. So, Maui County is in the process right now of complying all the projects that are going to go into this year's (phonetics) which is due. And one of them I wanted to share was market base studies for our small towns. And I was fortunate enough to be able to share with the community that in fact as we speak one is being done for Wailuku Town. So I just wanted to share because I think that's interesting as it relates to economic development in all of our small towns, including Kaunakakai and Lana'i City and Hana. So I wanted to share that.

Ms. Fox: Thank you. Have those reports been prepared for those three towns you mentioned?

Ms. Betts Basinger: The meeting, I was rushed here from, was the final strategy committee meeting, and the report is going to be submitted April 30th so we're in the final stage of finalizing the report.

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Ms. Fox: Thank you very much.

Ms. Betts Basinger: You're welcome.

Ms. Fox: It will be very useful.

Ms. Wade: Pamela loves data. Everything I send to her –

Ms. Betts Basinger: Did I give you my card last time?

Ms. Fox: You certainly did. Thank you.

Mr. Horcajo: Hi. Thanks Pam. I guess from what I hear, I just wanted to confirm, it looks like we're on schedule as to getting the work contract done as it was contracted.

Ms. Wade: Yes, we're on schedule. I'm very happy. They have been very helpful and I've called about other questions somewhat unrelated but tangential and I always get very helpful answers.

Mr. Horcajo: Alright. Thank you.

Ms. Wade: And I just wanted to mention, with that, with this, with the survey, I think, that's the only thing that we might be a little bit behind. That's Morgan's and my fault in trying to figure out the logistics of how to distribute. Pamela had this to us almost a month ago to distribute. But the distribution, I wanted you folks to think about what we have suggested in terms of both the electronic method and the hard copy method. And if you have any recommendations for additional locations, let me know.

Ms. Betts Basinger: I was going to suggest schools, where parents are, and PTA's are, and where children are.

Ms. Wade: That's a good comment.

Ms. Betts Basinger: And I don't know if you had M. C. C. Well, I'm sorry, UH Maui Campus.

Ms. Wade: Yes, U.H. That is one that we do get the list serve or we will have the email list serve so that will be a good one.

Mr. Horcajo: You know, because Pamela is here, I'm looking at the survey and I guess I haven't looked at for a while, but the major focus of this survey, can you explain just in 25 words or less, what's the goal?

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Ms. Fox: We are trying to ascertain community attitudes and perceptions towards the MRA – that's primarily it – with a focus siding towards retail and entertainment uses.

Mr. Horcajo: I guess the reason I'm asking is that I was just looking at A1 of course, approximately how often do you come to go to Wailuku, and for me who works there, five days a week, so, you know, I guess I would check off once per week or more. That's the only option.

Ms. Fox: Isn't it in addition to work?

Mr. Horcajo: You're just suppose to check, not put the number right?

Ms. Fox: Yes. A check mark.

Ms. Betts Basinger: So if you work in Wailuku town, just check how many visits you make outside of work. How many times do you come to Wailuku that's not work related. Is that not clear?

Mr. Horcajo: Repeat that again now. How often do you go to Wailuku town? If you work in Wailuku town, visit in addition to work. So, some here it makes mention that – I see, do you work in Wailuku town? Okay, in the back, I see that. Alright, I understand. Thank you.

Ms. Betts Basinger: Or did you mean in addition cumulatively?

Ms. Fox: No, we're trying –

Ms. Betts Basinger: In lieu of.

Ms. Fox: We're trying to find why people are coming back.

Mr. Horcajo: Right, like if I'm coming back to eat dinner or lao Theater, it's in addition. Okay.

Ms. Betts Basinger: I do just have a comment about this report and I'm just so thrilled that it's being done. It's like we're almost going to make the step and put our foot down. But keep in mind, members, when we're talking to our Council Members about the value of the MRA and that our budget not be cut any further, that studies like this that we're doing have auxiliary benefits to the community. It's not just data that can be used just for MRA. It's data that's is germane to our community as a whole so that people don't get this idea that we're going to ask for this big budget to do all these studies that sit on a shelf and mean nothing to anyone else. All these studies, or at least this one, has a huge collateral effect. And it's our job as the MRA to look for places that other people or other organizations that

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might be able to benefit from the data that we pulled together through this study. So it's just a really good –. And because it's under way and because, you know, we have funded it a very creative way, it's one of those really highlighted things that we want to talk about when we're seeking our own funding.

Ms. Fox: May I tag onto that?

Ms. Betts Basinger: Yes.

Ms. Fox: I just want to say that one of the primary benefits that we have learned about which makes us very happy is that retailers that are in place, that are existing in the markets that we have gone to, use our data to create their market plans for the next year, and that makes them stronger. You can't help but help.

Ms. Wade: Yeah. I just want to thank Pamela for coming today and stopping in to share with us. She's a very – she's so good at her time management and so thorough that her coming for an hour has been very nice. Thank you very much.

Ms. Betts Basinger: Thank you Pamela.

Mr. Horcajo: Yeah, thank you.

Ms. Fox: You're welcome.

Ms. Wade: Have a very nice trip home. Bundle up.

Ms. Fox: I shall do. Oh, stop it. You're reminding me.

Ms. Betts Basinger: Actually we're bundling up here.

Ms. Wade: I got an e-mail from one of our other consultants in Denver and just as a joke, she went out on their patio – Julie's husband that Norm Winters, she told me to tell you hello – but she went out on their patio and faked like they're having a cup of coffee and there was nine inches of snow on the patio table. Snow is fun too.

Ms. Betts Basinger: When you don't have to drive in it.

Ms. Fox: Surf and waves are pretty cool as well.

Ms. Wade: Thank you.

Ms. Betts Basinger: Thank you Pamela.

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Ms. Fox: Bye, bye.

Ms. Wade: Bye bye. Okay, back to item (1) on Planning Department's update?

Ms. Betts Basinger: Yes.

Ms. Wade: Okay. In terms of the update on projects, in your packets was sent some information about a proposed project attached to the Maui Medical Group. And often you don't see these because like the Habitat for Humanity project, people would just come into my office and ask me questions which I'll respond to. They actually filed a request for comment in this case. And this wouldn't show up on my projects list that comes to you either because it's not designated MRA. It says they gave it an RFC. So anyway, I just wanted to give you a heads up that this is coming, and that they are trying to move very quickly with this imaging center. This is something they would like to do immediately. So you should've gotten the packet from me and then this email because while we produced a formal letter which went out to them, our clerical is a little behind. It takes a couple of weeks right now to get our letters out, so I just put it in an email to this fellow so you got to see my initial comments. I'm expecting an application any day. And then coming up we're going to have the Habitat for Humanity application which should be in next month, right? So that's what I'm hoping. So those are the projects.

As far as interdepartmental coordination, we got out trash receptacles in and they are installed. So I don't know if you noticed, but the one in front of First Hawaiian Bank has been replaced and the lid on the in front of Bohemia has been replaced.

Ms. Betts Basinger: I have a question about that one. It looks like there are some stripes over it.

Ms. Wade: That's the one that got replaced. So that one is now gone. That lid is now gone. This all happened yesterday.

Ms. Betts Basinger: . . . (Inaudible) . . .

Ms. Wade: I think it happened as part of the water installation project where either some concrete got splattered or something like that happened to damage it. But the Vineyard Street project now is 99% complete. It's been re-paved also. It's looking very good. We're getting lots of compliments on that because it was a mess before. And Kristen Holmes building has now been painted. And if you've notice the Maui Bake Shop is doing some renovations. They're going to re-open here shortly too. So all good news for that area. So that's it for department update, unless you have any questions.

Ms. Betts Basinger: Driving Vineyard is so smooth now. It's just a joy.

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Ms. Wade: The skateboarders are out so you know it's changed.

L. NEXT MEETING DATE: April 16, 2010

Ms. Betts Basinger: Our next meeting members is April 16, 2010 so can we put together our agenda for it?

Ms. Wade: Yes.

Ms. Betts Basinger: (A), (B), (C), (D). Now (E) are we going to try to have – we had Joe here and thank you very much for bringing him to augment. Were we going to try to have Jo Ann?

Ms. Wade: I can do that. She's in San Francisco today, so I'll ask her to come.

Ms. Betts Basinger: Okay. And we're going to have (F) is going to be for April.

Ms. Wade: Right. We skipped over that one, but Yuki did want me to let you know that she walked Makua Street the week before last and passed out flyers about the construction schedule.

Ms. Betts Basinger: (G) we've taken care of that. You'll have – we'll vote on (H).

Ms. Wade: A program. We'll have a program.

Ms. Betts Basinger: We'll have a program. And we'll keep (I) on here. Bob, this is where we might want to go out now to the community just to kind of start talking about what our probable budget cuts are going to do to some of the services that we're providing. And maybe start exploring what merchants might want to do, or WCA, or other stakeholders. We have some fairly wealthy stakeholders like the banks that may be willing to, you know, do something to make – you know, their customers have to walk through the trash so we'll keep that one on the agenda. Expenditures, we're going to finish that discussion and expand it to be closing out 2010 and proposing 2011. So we'll do our final voting on a proposed budget and what we want to do with our existing monies. So it's in this area that we'll know for sure. The procurement rules, that dollar amount.

Ms. Wade: Yeah.

Ms. Betts Basinger: And Planning Department update. And members, next meeting is my last meeting as your venerable chair so – can you believe it? So be thinking about who we want to leading us in the next year and that will be some business we'll take care of at the next meeting.

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Ms. Wade: Right. Right up front.

Mr. Horcajo: Question on agenda for next month. The issue of potential manager position. We're just going to discuss that as part of the 2011 budget and that's appropriate. And if so, if not, then do we have it as a separate agenda item?

Ms. Betts Basinger: Well, we could discuss it under, when we find out, under expenditures when we get the procurement ruling. So at that point we'll finalize what we want to do with the rest of our money from 2010 which might go to –

Mr. Horcajo: That's fine. I just want to be sure that we have the authority if we so chose to talk about it next month in terms of whether it's consultant work, whether it's an RFP, you know?

Ms. Wade: Should I say that specifically as an agenda item?

Ms. Betts Basinger: Yeah. So under (J). So under (J) we'll expand expenditures to include. It's going to say 2010 remaining monies, and 2011 proposed budget including manager. So it will be on the budget.

Ms. Wade: How about manager and consulting services?

Mr. Horcajo: Sure.

Ms. Betts Basinger: Yeah, and studies, including manager consultant studies. Anything else on the agenda?

Ms. Wade: So that might be the one also where we'll have two applications possibly, so just FYI.

M. ADJOURNMENT

Ms. Betts Basinger: So thank you very much for being here. I'm so happy. So it is 2:50 p.m., this meeting is adjourned.

There being no further business brought forward to the Agency, the meeting was adjourned at approximately 2:50 p.m.

Respectfully submitted by,

LEILANI A. RAMORAN-QUEMADO
SECRETARY TO BOARDS AND COMMISSIONS I

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RECORD OF ATTENDANCE

Members Present:

Alexa Betts Basinger, Chairperson
Robert Horcajo, Vice-Chairperson
Katharine Popenuk

Excused:

Raymond Phillips
Warren Suzuki

Others:

Erin Wade, Small Town Planner
Joseph Alueta, Administrative Planning Office, Dept. of Planning
James Giroux, Deputy, Corporation Counsel

Morgan Gerdel, Nishikawa and Associates
Pamela Fox, Progressive Urban Management Associates