

**URBAN DESIGN REVIEW BOARD  
SUMMARY MINUTES  
APRIL 27, 2020**

**[\(HYPERLINK TO AUDIO RECORDING OF THE MEETING\)](#)**

**A. CALL TO ORDER**

The special meeting of the Urban Design Review Board (Board) was called to order by Mr. Clayton Yoshida, Planning Program Administrator, Current Planning Division, at approximately 10:03 a.m., Monday, April 27, 2020, online via BlueJeans Meeting No. 473845263.

A quorum of the Board was present (See Record of Attendance).

**B. PUBLIC TESTIMONY**

*(Agenda Item B begins at 00:01:48 of the Audio Recording.)*

No public testimony was given.

**C. INTRODUCTION OF NEW MEMBERS – Marie Kimmey, Mandy Saito, Paul Areus (alternate), Joshua Circle-Woodburn (alternate), and Morgan Gerdel (alternate)**

*(Agenda Item C begins at 00:02:08 of the Audio Recording.)*

The UDRB members provided a brief background/introduction of themselves. Mr. Yoshida then introduced the new board members. Ms. Gladys Baisa, with the Mayor's Office, added that Mr. Joshua Circle-Woodburn was nominated to be a regular member of the Board and his nomination is currently with the County Council for approval.

**D. ELECTION OF CHAIR AND VICE-CHAIR FOR THE 2020-2021 TERM**

*(Agenda Item D begins at 00:13:30 of the Audio Recording.)*

*(Motion was made at 00:14:00 of the Audio Recording.)*

*(Vote was taken at 00:14:38 of the Audio Recording.)*

**It was moved by Mr. Darren Okimoto, seconded by Mr. Mikal Torgerson, then unanimously**

**VOTED: Ms. Caryl Hitchcock-Sprinzl as Chair for the 2020-2021 UDRB term.**

*(Assenting: J. Circle-Woodburn, M. Kimmey, S. Marlowe, P. Niess, D. Okimoto, M. Saito, M. Torgerson, D. Unemori)*

*(Motion was made at 00:16:54 of the Audio Recording.)*

*(Vote was taken at 00:17:20 of the Audio Recording.)*

**It was moved by Ms. Marie Kimmey, seconded by Mr. Mikal Torgerson, then**

**unanimously**

**VOTED: Mr. Peter Niess as Vice-Chair for the 2020-2021 UDRB term.**

*(Assenting: J. Circle-Woodburn, M. Kimmey, S. Marlowe, D. Okimoto, M. Saito,  
M. Torgerson, D. Unemori)*

**E. NEW BUSINESS**

- 1. Training for conducting board business using the videoconferencing platform BlueJeans.**

*(Agenda Item D begins at 00:18:48 of the Audio Recording.)*

Mr. Yoshida and Ms. Michele McLean, Planning Director, provided Bluejeans training and responded, as best they could, any questions the UDRB members had regarding the Bluejeans platform. Ms. McLean also noted that the Department will eventually transition to Bluejeans Events which will provide the moderator more control over the meeting.

**F. NEXT MEETING DATE: May 5, 2020**

Prior to closing the meeting, Ms. Gladys Baisa asked members to refer, to the Mayor's Office, qualified applicant(s) to fill the alternate UDRB member vacancy.

**G. ADJOURNMENT**

There being no further discussion brought forward to the Board, the meeting was adjourned at 10:36 a.m.

Respectfully submitted by,

LEILANI A. RAMORAN-QUEMADO  
Secretary to Boards and Commissions II

**RECORD OF ATTENDANCE**

**PRESENT:**

Joshua Circle-Woodburn (alternate)  
Caryl Hitchcock-Sprinzl, Chair  
Marie Kimmey  
Stuart Marlowe  
Peter Niess, Vice-Chair

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Darren Okimoto  
Mandy Saito  
Darren Unemori  
Mikal Torgerson

**OTHERS:**

Michele McLean, Planning Director  
Clayton Yoshida, Planning Program Administrator, Current Planning Division  
Jennifer Oana, Deputy Corporation Counsel  
Kristina Toshikiyo, Deputy Corporation Counsel