



MANOA NEIGHBORHOOD BOARD NO. 7

c/o NEIGHBORHOOD COMMISSION • 530 SOUTH KING STREET ROOM 406 • HONOLULU, HAWAII, 96813
PHONE (808) 768-3710 • FAX (808) 768-3711 • INTERNET: <http://www.honolulu.gov>

DRAFT REGULAR MEETING MINUTES WEDNESDAY, NOVEMBER 3, 2010 NOELANI ELEMENTARY SCHOOL CAFETORIUM

CALL TO ORDER: Chair Kaleo Gagne called the meeting to order at 7:01 p.m. **with a quorum of 14 members present.** Note – This 17-member Board requires nine (9) members to establish quorum and conduct any official Board business.

Members Present: John Kim, George Simson, Sherie St. Germain, Gary K. Andersen, Rodney Chun, Eric Eads, Dwight Jackson, Nadine Nishioka, Kimberly S. Case, Kaleo Gagne, Robert Whitaker, Tom Heinrich, Sarita Corn, and Martin Eby.

Members Absent: Kendall Amazaki and Andrew Garrett (Resigned).

Guests – Lt. Gary Lum Lee and Sgt. Susan Medeiros (Honolulu Police Department), Capt. Guy Seto-Mook (Honolulu Fire Department), Ellen Watson, Miela Stash, Bob Kern, Philmund Lee, Napualani Wong, Councilmember Ann Kobayashi, Stacy and Waikol, Joy Waikoloc, Kevin Hallstrom; Hubert Minn (Mayor's Representative), Baybee Hufana-Ablan and Gloria Gaines (Neighborhood Commission Office staff).

Chair Gagne announced the following corrections to the agenda

- 1 Under Item 3.8, should read as, "**Item 6.2**", not "Item 7.2".
- 2 Under Item 6.1, should read as, "...**Henrick**" and not "Henrich".
- 3 Under Item 5.1, should read as "**Subdistrict 1**" and not "Sub district 3".

Chair Gagne also announced the following:

- 1 December Board Meeting – The next Board meeting will also be at Noelani Elementary School on Wednesday, December 1, 2010 at 7:00 p.m.
- 2 Board Recess January 2011 – The Board will recess in January, 2011.
- 3 February Board Meeting – The February 2, 2011 Board meeting will resume at Manoa Elementary School from February to June, 2011.
- 4 Olelo Broadcast Changes – The Manoa Neighborhood Board meetings on Channel 54 will broadcast at 3:00 p.m. first and third Saturdays of each month and on the second Wednesday of each month.
- 5 Resignation of Board Member – The resignation of Andrew Garret was announced, effective today, November 3, 2010. There is a vacancy in Sub district 4 and Board's Treasurer position.

PUBLIC SAFETY REPORTS:

Honolulu Fire Department (HFD) – Capt. Guy Seto-Mook reported the following:

- 1 Statistics for October, 2010 – Included 1 wildland fire, 27 medical emergencies, and 19 miscellaneous calls. No major or unusual incidents were reported.
- 2 Fire Safety Tip for Holiday Get-Togethers – Consider a fire-resistant artificial Christmas tree. If purchasing a real tree, choose one as fresh as possible and keep it hydrated and away from heat sources. Use noncombustible materials for decorations. Choose only Underwriter's Laboratory-approved electrical decorations and follow the manufacturer's instructions; and do not overload extension cords. Also exercise safe-cooking when preparing food by not leaving cooking unattended or wearing long sleeve clothing while cooking. The National Fire Protection Association discourages the use of outdoor gas-fueled turkey fryers that immerse the poultry in hot oil. Turkey fryers can be very dangerous. If hosting overnight guests, be sure to share the home escape plan with them.

Honolulu Police Department (HPD) – Lt. Gary Lum Lee stated that crime statistics were emailed to members. For more information, visit HPD's website at <http://www.honolulupd.org/patrol/d7>. For reporting of minor concerns to HPD, a complaint form is available at the website. The community policing team may also be contacted through the website.



Questions, comments, and concerns followed:

1. Appreciation was extended to Officer Mark Mitchell for the crime statistic report emailed to the Board members.
2. A month-to-month comparison report of crime statistics was not available at this time.

COMMUNITY REPORTS AND INPUT:

Residents and Others for Matters not on the Agenda – None.

Input received by Board Members from Community Members in Person or via Email, Mail, or Telephone –

1. Christmas Parade – The annual Christmas Parade will be Saturday, December 11, 2010 and sponsored by the Manoa Jaycees and the Manoa Lions Club.

State Representative Isaac Choy – Rep. Choy provided members with a report and highlighted the following report:

1. Manoa Legislative Town Meeting – Representatives Choy and Taniguchi will have their town meeting on Thursday, November 18, 2010 at Manoa Elem 6:00 p.m. to 8:00 p.m. This is an opportunity to hear residents concerns prior to the upcoming 2011 Legislative Session.

State Senator Brian Taniguchi – A representative or report was not available.

Honolulu City Councilmember Ann Kobayashi – Councilmember Kobayashi provided members with a report and highlighted the following:

2. Special Meeting – Special council meeting will be held for the resignation of Chair Todd Apo. Other special meetings are expected for the appointment of four new council members.
3. Sidewalk Bill – Reviewed the sidewalk bill is in effect and ensured pedestrians the right to use the sidewalk from 5 a.m. to 10:00 p.m. After 10:00 p.m., sidewalks are shared by everyone.

Questions, comments, and concerns followed:

1. Enforcements of Sidewalk Bill – Councilmember Kobayashi noted that enforcement of the sidewalk bill was not an issue. In the past, only two citations were issued in Portland, Oregon from whom the City of Honolulu has modeled. Arrest only if people resist moving. People will be informed and be made aware of the sidewalk bill before the bill becomes law in 60 days. In Waikiki, markings delineating private property are being done; measuring eight feet from the boundary. The children are now able to access the Mo`ili`ili Library because the sidewalks are no longer blocked. The eight-foot mark may be painted with flowers to denote boundaries.
2. Waikiki Sidewalk – In Waikiki, the hours for open sidewalks is from 6:00 a.m. to 2:00 a.m.
3. Appointment of Tim Steinberger – Support the appointment of Department of Environmental Services (ENV) appointment of Tim Steinberger to continue as the director of ENV. ENV was recognized for all the cleanup efforts in Manoa Makai and lower Makiki area. ENV was also acknowledged for all their help with the bulky item cleanup in the past as well as the sweeping along Haole Street this weekend.
4. Recognition of Tom Heinrich – Heinrich was recognized by the City Council for his years of service to the community of Manoa, lower Manoa and McCully-Mo`ili`ili.
5. Bill 47 Bulk Recycling – The recycling company that handles all the Aloha Aina recycling cleanup projects around the island received a national award for cutting up the drift nets. Aloha Aina also involve other recycling businesses that assist with their recycling. The recycling efforts are a \$2 million savings to the City.
6. City Charter Amended for a Housing Authority – The amendment passed and will start as soon as possible.

Mayor's Representative – Hubert Minn reported the following:

1. Contact Numbers – Report potholes by calling 768-7777; and for abandoned vehicles, 733-2530. For State concerns contact the Governor's Office Hotline for Community Concerns at 586-0034. For feral chickens not on City Park property, contact Royo's Farms by calling 841-2384.
1. Bus Ridership of University of Hawaii Manoa (UHM) Students – The number of UH student bus passes issued will help the Board calculate the cost per ride. This concern is still pending. Minn will check with

- the City's Department of Transportation Services.
2. Streets Striped – Since the striping of the streets from upper Manoa Road to Puowaina Street, with extra striping for parking and turn out areas for sidewalk, a resident inquired if the helped reduce the number of traffic incidents, pedestrian concerns, and car accidents in the area. The striping of white parking lanes narrowed down the travel lanes in an effort to slow down vehicular traffic on Manoa Road; which is part of an on-going comprehensive study that the Department of Transportation Services (DTS) is conducting across the island. When this study is completed, the DTS will make a final determination regarding the appropriate use of the parking lane striping.
 3. Correction – Eby stated that it was Eads that posed the question regarding the UHM student bus ridership.

Governor's Representative – A representative or report was not available.

University of Hawaii at Manoa Representative – A representative or report was not available.

Heinrich noted that the Board took a position supporting the continued existence of Pacific Biosciences Research Center (PBRC); and that it was not on the October agenda of the Board of Regents meeting for action. It is expected that it will not be heard before the Regent's January 2011 meeting. On October 20, 2010 the Manoa Faculty Senate voted against the UHM administration's proposal to abolish PBRC. Those interested may visit the blog site at www.pbrc.typepad.com for updates.

There were no objections to take the agenda out of order to hear New Business Item 6.2.

Consideration of Proposed Resolution in Support of the Expansion of John F. Kennedy Theater on the University of Hawaii at Manoa Campus – A proposed resolution for funding the expansion of the John F. Kennedy Theater will be discussed later on the agenda.

REVIEW OF NEIGHBORHOOD PLAN (NP) SECTIONS 2-24-104 & 2-14-106 – Chair Gagne provided members with a report of the Board members absence and reviewed the need for Board action to allow the Neighborhood Commission Office to send a three-absence letter to a Board member who within the required seven days according to the *Neighborhood Plan (NP)*. A discussion followed.

Questions, comments, and concerns followed:

1. Clarification of Three Absences – The three absences must be within the Board's 12-month period, or term. It is for the term July, 2010 to June, 2011 that the three-absence letter will apply. The rule reads that either the NCO or the Board Chair is allowed to send the appropriate letter within seven days of the third absent meetings.
2. Clarification of Section 2-14-105 – Deals with attendance of members. *Subsection (a) "Members shall be expected to attend all meetings of the Board. If the Board member cannot attend the meeting, the member shall when possible promptly notify the Chair, the Chair designee, or the presiding Officer before the meeting."* There were instances where a notice of absence was not received by the Neighborhood Assistant, Chair, or other Boards members prior to the meeting; and should call as a courtesy, in order to attain quorum.
3. Receipt of Three Absence Letter – It was clarified that Board action must be taken after the three-absence letter is sent, certified, to the Board member. At the next meeting, there is the opportunity for the Board member to explain the absences.
4. Three-Absence Notification – Eby explained that in April 2010, he received a three-absence letter, was asked to explain his situation and commitment as a continued Board member.
5. Other Comments – A three-absence letter for missing three of the 10 meetings a year is a procedural matter; that the purpose of the letter is not to dismiss a Board member; and it is not an automatic termination process.
6. Clarification of Section 2-14-106 – Andersen would like to review language of the Section 2-104-106 before supporting a motion. Heinrich explained, if members accumulate three absences, it is a requirement of the *NP*, and the opportunity for an explanation before the Board. There were many incidents within the Neighborhood Board system where it was not put on the agenda for Board action. In the past, the Manoa Board had a Board member that missed 11 consecutive Board meetings; upon receiving the three-absence letter the Board retained the member, and then missed only one meeting.

Heinrich cited, *"The Board may authorize the commission office to perform the function in subsection (a) [the Board shall notify the member.]"* **Heinrich moved and seconded by St. Germain that the Manoa**

Neighborhood Board authorize the NCO to perform the function set forth by in *Section 2-14-106 of the NP.*

Anderson received further clarification of the Board's involvement in the process by referring to *Section 2-14-106 (a) If a Board member is absent for three regular Board meetings within a one year period, beginning July 1 and ending June 30, the Board shall notify the member of the absences in writing sent by both registered and certified first class mail.*; that the key words were 'the Board shall notify'. No decision is to be made by the Board other than "to notify".

Heinrich also noted that the motion does not change any language to the rule, but authorizes the NCO to assist the Chair with initiating the three-absence letter immediately when a member accumulates a third absence. Otherwise, it is the responsibility of the Chair to send out the notice. **The motion was ADOPTED, 13-1-0 (AYES:** Kim, Simson, St. Germain, Chun, Eads, Jackson, Nishioka, Case, Gagne, Whitaker, Heinrich, Corn, and Eby; **NO:** Andersen; **ABSTENTION:** None).

FILLING OF VACANT BOARD SEATS: Chair Gagne stated that this was previously corrected earlier on the agenda; the vacancy is actually in Sub district 1. There is also a vacancy in Sub district 4. Being learned of the two vacancies, both are not on the agenda, and that the public was not given a 30-day notice, Heinrich noted that the filling of both vacancies is not recommended according to *Sunshine Law*; and will be added to the next meeting agenda. Boundary map descriptions for Sub districts 1 and 4 can be found at the NCO website at www.honolulu.gov/nco. Heinrich described the geographical boundaries for television viewers.

NEW BUSINESS:

Disclosure of Complaint No. 1009-#07-16 Related to the August 4, 2010 Manoa Neighborhood Board Regular Meeting Filed with the Neighborhood Commission on September 1, 2010 by Board Member Kimberly S. Case vs. Board Member Thomas Heinrich [sic] – It was explained that [sic] is Latin for 'as in original document' which referred to the spelling on Heinrich's name. Heinrich informed members that this item on the agenda is for matter of disclosure only noting filing of complaint from one Board member to another Board member. All Board members may be named by both parties, if this complaint goes to a hearing; therefore, this notice to the Board as it relates to the Board's August regular meeting. Complaints related to the *NP* are handled by the NCO.

Consideration of Proposed Resolution in Support of the Expansion of John F. Kennedy Theater on UHM Campus – As part of UHM's long range plan, **Whitaker moved and Simson seconded that the Manoa Neighborhood Board support full funding for the expansion of the John F. Kennedy Theater on UHM campus and release of the funds by the new State Administration.** Discussion followed:

- 1 Comments – Included continued use of classic plays at the John F. Kennedy Theater; that parking will be included in the new facility; that it is a cultural interest of the State of Hawaii. Also mentioned, that it would be a proper facility for the teaching and learning for motion movies.
- 2 Existing Problem – Whitaker stated that there is a problem when student classrooms are held the same time as the theater and dance productions occur.
- 3 Clarification of Motion – Heinrich stated currently in the State budget funds were provided; and the present administration refused to release the funding; even though it was one of UHM's top five priority project. Leading into the next legislative session, the resolution seeks adoption of this motion expressing support of full funding (in which additional funding may be needed), and the release of the appropriated funds already in place.
- 4 Funding Concerns – There was a concern about supporting a full funding for the project. **Eads amended the motion to read that the Manoa Neighborhood Board supports the expansion of the John F. Kennedy Theater on UHM campus and release of the allocated funds. Case seconded the motion. The amended motion FAILED, 8-5-1 (AYES:** Kim, St. Germain, Andersen, Eads, Jackson, Nishioka, Case, and Heinrich; **NO:** Simson, Chun, Gagne, Whitaker, and Corn; **ABSTENTION:** Eby).

Heinrich offered another amendment addressing concerns raised by the Board, stating the support by the Board and seeking the allocated funds; as well as avoiding the "full funding". **Heinrich amended the motion to read that the Manoa Neighborhood Board strongly supports the implementation of the John F. Kennedy Theater expansion project and the release of the allocated funding of the project in the State budget by the new State Administration; seconded by Andersen the amendment was ACCEPTED by Whitaker.** There was no further discussion. **The motion was ADOPTED, 13-0-1 (AYES:**

Kim, Simson, St. Germain, Andersen, Chun, Jackson, Nishioka, Case, Gagne, Whitaker, Heinrich, Corn, and Eby; **NO:** None; **ABSTENTION:** Eads).

Point of order by Heinrich was recognized by the Chair; by a show of hands the main motion as amended was also ADOPTED, 13-0-1 (AYES: Kim, Simson, St. Germain, Andersen, Chun, Jackson, Nishioka, Case, Gagne, Whitaker, Heinrich, Corn, and Eby; **NO:** None; **ABSTENTION:** Eads).

Adding Signs to Inform Visitors of Manoa Falls and Moving the Traffic Light – Residents of Woodlawn Terrace requested that signs be strategically placed to guide visitors to Manoa Falls. A discussion followed:

- 1 Suggestions – Heinrich suggested the formation of a Permitted Interaction Group to encourage ideas to be discussed at the December, 2010 Board meeting; or forward the signage ideas to the City's Department of Transportation Services (DTS) in order to guide visitors to Manoa Falls.
- 2 Manoa Road and East Manoa Road – A resident mentioned that signs are needed to clarify specific visitor destinations on both Manoa and East Manoa Road.
- 3 Ideas and Suggestions of Signs – Email ideas to kaleomanoaboard@hawaii.rr.com. Once information is received, the Board will forward it to the Mayor's Representative Hubert Minn.
- 4 Funding for Signs – A resident suggested that the Manoa businesses sponsor the signs by adding their business logo to the sign; thereby limiting use of tax payers' monies.
- 5 Popular Destinations in Manoa – It was mentioned that Manoa Regional Park is a primary destination; then Manoa Falls.

Chair Gagne summarized that this item will be on the agenda for next month's meeting. Again, email ideas to kaleomanoaboard@hawaii.rr.com.

Moving the Traffic Light from East Manoa /Keama Place Intersection to East Manoa /Huapala Street Intersection – Case stated that the traffic patterns have changed within the past 20 years and with traffic congestion at Starbucks residents have asked that the traffic light be relocated. Case suggested that the City study the East Manoa/Keama Place intersection and whether it warrants relocation to the East Manoa/Huapala Street intersection. A discussion followed:

- 1 Suggestion – Heinrich opposed to the relocation of the East Manoa /Keama Place traffic light due to the amount of the student pedestrian traffic utilizing that intersection between the Manoa Japanese Language School and Noelani Elementary School. Also, that the motion should ask for adequacy of traffic signals and pedestrian activated traffic signals in the East Manoa/Woodlawn/Lowery/Koluwalu Street vicinity and recommended pedestrian safety improvements. Case will draft a motion to present at the next Board meeting.

Request City Capital Improvement Program Funding for University Avenue Between Maile Way and Oahu Avenue – Heinrich stated that during the Mayor Harris' administration, the Board supported a contract was issued to study approximately a 12 square block area that included the Maile/University Avenue; however, was cancelled by the previous City administration. This was suppose to be a study and inventory of the area to find out what would be appropriate for the area before starting any capital improvement projects. Focusing on the University Avenue corridor from Maile Way to Oahu Avenue, **Heinrich moved that the Manoa Neighborhood Board No. 7 requests the City and County of Honolulu Administration and City Council to 1) include in the fiscal year 2012 budget specific funding for planning and design for improvements to University Avenue between Maile Way and Oahu Avenue, and 2) initiate the process for placement of the appropriate symbol on the infrastructure map to allow the expenditure of the project. Whitaker seconded the motion.** Heinrich clarified that if the amendment to the City's infrastructure map, which is the placement of the appropriate symbol, is not initiated, no City funds may be expended. **The motion was ADOPTED, 11-1-2 (AYES:** Kim, Simson, St. Germain, Jackson, Nishioka, Gagne, Whitaker, Heinrich, Corn, and Eby; **NO:** Eads; **ABSTENTIONS:** Anderson and Case.

At 9:00 p.m., **Case left the meeting; 13 members present.**

UNFINISHED BUSINESS:

Discussion and Prioritization of Possible Capital Improvement Program (CIP) Projects; Consideration of Proposed Resolutions – Discussion regarding the repair of the Puowaina Pedestrian Bridge and traffic safety study of Manoa business district were discussed as possible CIP projects. Heinrich will update the list of possible CIP projects

and will draft a motion at the next Board meeting. Members were also encouraged to draft suggested CIP projects to be reviewed and added to the motion.

BOARD ADMINISTRATION AND PLANNING:

Approval of the October 6, 2010 Regular Meeting Minutes – **The October 6, regular meeting minutes were as APPROVED as corrected.** The corrections are as followed:

- 2 On Page 3, under Sidewalk Bill, should be read as, “**10:00 p.m.**” not “10:00 a.m.”
- 3 On Page 4, under UHM Student Bus Riders, should read as, “**Eads inquired...**” not “Eby”.
- 4 On Page 6, under Alternate Meeting Locations, the motion should read as, “**moved by Eads and seconded by Heinrich**” not “moved by Heinrich”.
- 5 On Page 6, under August 4, 2010 Regular Meeting Minutes should read “**Martin Eby**”, not “Martin Eads”.

Treasurer’s Report – Whitaker reported for the month of October. The previous balance was \$3,987.42; current expenses were \$492.34, leaving a balance of \$3,495.08. The report was filed.

Reports from Board Officers and/or Board Members – None.

Planning of Future Meeting Venues, Presentations and Topics – The following was discussed as future topics or presentations –

- 1 Traffic Safety Study – Heinrich noted that the Board should consider preparing questions in advance and having representatives of the department to respond to them. Some issues on the shelf include the traffic safety study involving the area near Noelani and Manoa Elementary schools.
- 2 Creative Signage – In reference to signage in Manoa, perhaps a representative from Malama O’Manoa or other groups be invited to the possibility of creating a distinctive sign as a suggestion of future presentations.
- 3 Complete Streets – At the last Citizen Advisory Committee of the Oahu Metropolitan Planning Organization (OMPO), there was a “Complete Street” presentation that would also suggested for a future topic.
- 4 John F. Kennedy Groundbreaking – An brief update to be presented in Spring 2011 by UHM representative, Elmer Kaai.

At 9:08 p.m., St. Germain left; **12 members present.**

Update of Neighborhood Commission Activities and Issues – Heinrich reported the following:

- 1 Proposed Amendments to the NP – If there is commission meeting later this month, a group of proposed amendments to the *NP* that will be reported by the *NP* Committee’s recommendation which will then move to a public hearing. There is opportunity for residents’ input to the NCO before public hearings are scheduled. Heinrich also noted that he does not foresee strong advocacy by the Neighborhood Commission for “holding the line” or seeking additional resources for the Neighborhood Board system; or including the Neighborhood Boards in the budget formulation process. The next Commission meeting is scheduled for Monday, November 22, 2010 at 6:00 p.m. in the City Council Committee Room.
- 2 Audit – Executive Secretary Baybee Hufana-Ablan informed that the NCO and the Commission will undergo a performance and management audit by the City Auditor within a couple of weeks.

COMMITTEE, PERMITTED INTERACTION GROUP (PIG), AND DELEGATE REPORTS:

Planning, Transportation, and Public Safety Committee – None.

Subdistrict Boundaries and Membership PIG – None.

Oahu Metropolitan Planning Organization (OMPO) Citizen Advisory Committee Delegates – Residents were encouraged to visit the OMPO website at www.oahumpo.org for a list of projects posted. This is an opportunity for residents to have input on projects in the UHM area; and giving special attention to the University Avenue on the H-1 free way interchange.

ANNOUNCEMENTS AND CORRECSPONDENCE:

- 1 Manoa Japanese Language School – A Centennial Celebration on Sunday, November 7, 2010 from 10:00 a.m. to 2:00 p.m. at the school.
- 2 Fun Fair at the Manoa Gym – A Fun Fair on Friday, November 5, 2010 starting at 5:30 p.m. at the old Manoa Gym. Free fun and games for entire family and community.
- 3 Canned Food Drive – Canned food drive on Saturday, November 20, 2010 at the State Capitol. The Hawaii Food Bank is in dire need of canned food.
- 4 Maryknoll Neighborhood Task Force Meeting – The next meeting will be Monday, November 8, at 5:30 p.m. at Maryknoll School in Grade School Room 2A.
- 5 Next Board Meeting – The next Board meeting will be Wednesday, December 1, 2010 at 7:00 p.m. at Noelani Elementary School Cafetorium.

ADJOURNMENT: The meeting adjourned at 9:20 p.m.

Submitted By: Gloria Gaines, Neighborhood Assistant

Reviewed By: Kaleo Gagne, Chair