

HAWAII COUNTY PUBLIC ACCESS, OPEN SPACE AND NATURAL RESOURCES  
PRESERVATION COMMISSION

MINUTES-REGULAR SESSION

November 13, 2006

Department of Liquor Control Conference Room  
75-5722 Hanama Place, Ste. 1107  
Kailua-Kona, Hawaii 96740

Present: Chair John Replogle  
Vice-Chair Hannah Springer (*arrived 10:06 a.m.*)  
Commissioner Kenneth Kaneshiro  
Commissioner Paul Campbell  
Commissioner E. Kalani Flores (*arrived 10:06 a.m.*)  
Commissioner Benedict Yung (*arrived 10:24 a.m.*)  
Commissioner Ruth Walker  
Commissioner Jocelyn Garovoy

Absent: Commissioner Laura Schuster

Others Present:

Amy Self, Deputy Corporation Counsel  
Stacie Waltjen, Secretary  
Sharese Macomber, Clerk III, Finance Department  
Bill Takaba, Finance Director (*dismissed at 11:50 a.m.*)  
Harry Yada, Property Manager (*dismissed at 11:50 a.m.*)

**CALL TO ORDER**

The meeting was called to order by Chair John Replogle at 10:03 a.m.

**STATEMENTS FROM THE PUBLIC ON AGENDA ITEMS**

None

**APPROVAL OF MINUTES**

Ms. Walker stated on page 5, second paragraph, referenced was to Aaron “Chung” not “Chong”, page 3, seventh paragraph, should be “trail” and not “trial”, page 4, first and second paragraph, should be “trail” and not “trial”.

*Commissioner Campbell moved for approval of the minutes of October 9, 2006 regular session as amended, seconded by Commissioner Kaneshiro and carried unanimously by voice vote.*

## **WRITTEN COMMUNICATION**

Mr. Replogle stated that Bill Gilmartin would be taking his place as of January 2007. Mr. Replogle stated that he's a nice guy and smart. He will be a great compliment to this Commission.

Ms. Self stated that Mr. Gilmartin will come up for second confirmation on Wednesday at Council.

Ms. Garovoy stated that she has known Bill for several years and looks forward to working with him. He's very knowledgeable and she echoes what Mr. Replogle stated about him.

## **DEPARTMENT OF FINANCE REPORT**

Mr. Bill Takaba introduced Mr. Harry Yada to the Commission as the new Property Manager. Mr. Takaba stated Mr. Yada would be working closely with this Commission as well as general property management for the County. Mr. Yada comes from the Department of Land and Natural Resources where he was the head of the State Land Division for this island. For a couple years, Mr. Yada was the interim head of the State Land Division as the Land Administrator. Mr. Yada comes with a lot of expertise and will be a good resource to this Commission.

Mr. Takaba stated the Department was working on three proposals that were passed by the Council for purchase of public lands, one of which is Kawa'a Bay. They already have an appraisal for the property and they were currently in the process of starting negotiations for the purchase of the property. The next property is Honoli'i. It was waived through committee and passed the full Council. Mr. Takaba stated Honoli'i was not on the list. The third property is the Waipi'o overlook, a.k.a the Rice property. That property had a lot of interest and support however the only problem was the building on it therefore they have to go through an environmental assessment which would take a few months. Mr. Takaba stated the owners wanted to close before the end of the year however it may not be possible. Mr. Takaba stated they have started the environmental assessment process and that they already have an appraisal for the property.

Ms. Self asked if the house would be used or torn down.

Mr. Takaba stated at first they didn't think it was necessary to keep the house because they weren't sure what the condition was, however, when Dr. Holschuch met with the realtor, they felt that the house had value. Mr. Takaba stated whether it's torn down or not, could be discussed by the Commission. Mr. Takaba stated when the Commission recommended the property, they weren't sure if it was only for the land or because there was a house on it as well. Mr. Takaba stated the person who originally offered for the property, wanted to use it as a library.

Mr. Takaba stated there was some confusion as to the process. First, the Commission recommends to the Mayor, the Mayor takes the Commission's list and recommends to the Council. The Council is supposed to come up with their own list of properties that they want purchased.

Mr. Takaba stated the Council didn't come up with a single list stating their priorities and what they want pursued. What the Council did instead was pass Resolutions as they thought of properties to purchase. There was no priority in the Resolutions that passed. Although, the Mayor as well as the Ordinance that passed says, first priority will be given to shore line properties. Mr. Takaba stated out of the three properties recommended, the Rice property isn't one of those however that could still be purchased. Mr. Takaba stated they have no directions from the Council. For this year's budget, the Mayor proposed three million dollars in addition to the one million already in the fund however the Council reduced it to one million so now there's two million dollars in the fund. Mr. Takaba stated with the 3 properties they are currently looking at purchasing, it was obvious that the cost would go far beyond the two million dollars that they have. Mr. Takaba stated there was a good chance they will go back to the Council and appropriate more monies into the fund, when they certify the fund balance or the carry over balance from last year that will be available for appropriation. Mr. Takaba stated there's a source of funds that can be appropriated as long as the Council sees fit to do so.

Ms. Garovoy asked if there was five million dollars that had moved around at one point out and then back in.

Mr. Takaba replied they proposed three million in addition to the one million already in which ended up four million. Mr. Takaba stated in the budget process, in reducing the three million to one million, the Council instead appropriated two million in capital project for purchase of lands but they didn't set aside the money to do that. They just allowed us to do that but with no monies.

Mr. Campbell asked when does the 2% initiative fund kick in and what difference would that make.

Mr. Takaba stated the 2% land fund passed therefore 2% of the real property taxes would be set aside for purchase of open space public lands. Mr. Takaba stated there was still a question as to when the beginning date was, however in looking at the law, it says that this should take affect upon approval. Mr. Takaba stated you could interpret that to mean you start from the day you get approval or the next Fiscal Year. Mr. Takaba stated as far as administration was concerned, they are not too worried about that because they want to put in more money. Mr. Takaba stated they were not sure if they have to start from November 7 or 8th or when they certify the election. The administration does plan to appropriate more funds to the Public Land fund because of the three properties they want purchased. Mr. Takaba stated Kawa'a Bay and Waipi'o would probably be the top 2 priorities since both properties were on the Commission's report. Mr. Takaba stated the Mayor had expressed interest in moving forward with these properties. Mr. Takaba stated they would go back to the Council to replenish the amount they originally wanted.

Mr. Replogle asked if there was someone in the Finance Department who could look into other avenues such as matching funds, grants, etc.

Mr. Takaba stated they could look into it however if it involved a grant, it would probably go through some other means.

Mr. Replogle stated when (they) did the Honoapo property, Josh Stanbro, from the Trust for Public Lands shepherded everything through. Mr. Replogle stated that Mr. Stanbro connected all the dots to make it happen which he thought would be good if Finance had someone like that.

Mr. Takaba replied it was a good point and he would keep that in mind.

Ms. Springer asked Mr. Takaba about the process; will the Council continue this practice of passing un-prioritized resolutions?

Mr. Takaba stated there was no purpose statement on the new bill. There would be a lot of cleaning up to do; they are hoping to clarify all of these things including the start date and the purpose statement. Mr. Takaba stated as far as Council, it's not clear as to whether their list has to come from the Commission's list or the Mayor's list, or neither; those things should be clarified. Mr. Takaba stated it says that the Council shall prepare their recommendations however it does not say it shall be based from the list; it could be taken either way. Mr. Takaba stated for Honoli'i, if it's not on the list and that becomes a Council priority and they use the monies from the fund to buy a property, then it seems to stray from the Commission's recommendations. Mr. Takaba stated if they could clarify that part as well, it would be helpful.

Ms. Walker asked Ms. Self for her interpretation with what Mr. Takaba previously stated about the Council and their recommendations. If the Council was able to inject their priorities, then the Commission's efforts are nil.

Ms. Self stated that the language was very vague. The only sentence that came close to describe it was, "the council shall, by resolution, select the land or lands to be preserved." The sentence before that described what the mayor does, "within sixty days after receipt, the mayor will submit the list to the council and comments the recommendations." Ms. Self stated you could interpret it as they shall select lands from the Commission's list. However that is just one way of interpreting it. Ms. Self stated it could also mean that it's up to Council to decide which lands get purchased. Ms. Self stated her understanding was that it would probably go back to the Council to put back in the section that was left out, at that point, this whole thing should be clarified.

Mr. Takaba added when they passed these Resolutions to purchase, he didn't think they mentioned that the money should come from this Commission's fund. Mr. Takaba stated theoretically, you could use other sources of money to buy properties that are not mentioned in the list.

Ms. Self stated when these Resolutions came from the Councilmembers, both of them mentioned that the fund would be used for the purchase of the properties. The Rice Property and Honoli‘i were stated that way.

Mr. Yada addressed Mr. Replogle’s comment regarding Honoapo and how that purchase was made. Mr. Yada stated one of the things that he sees doing was making contact with the State. DLNR has their own legacy land fund now working; they’re developing their own process in terms of setting priorities and targeting what to purchase. So, in that process, there needs to be communication between the State and County. Mr. Yada stated his intent was to make that contact and talk about how these types of purchases could be coordinated. Mr. Yada stated he doesn’t know enough yet; until they get their program up and running and we have more clarity in our program, there needs to have that dialogue. Mr. Yada stated he thought the Ordinance made reference to targeting these types of purchases where you could cooperate and participate from the Federal, State and local levels in terms of these purchases.

Mr. Replogle stated if it could be afforded by the County, two people from this Commission should attend the annual Land Trust Alliance Conference. It discusses conservation easements, the way to leverage money, etc. It’s a great conference. Ms. Garovoy has attended it.

Mr. Yada replied the State has DLNR; they have a resource management type of function whereas the County doesn’t have that type of function. Mr. Yada stated it depended on the property, what it was being preserved for, whether it required management, etc.

Ms. Garovoy asked on the status on two other Resolutions that she had heard of from the Council members; one was Councilman’s Jacobson which regarded Punalu‘u and the other was Vice-Chair Isbell’s which regarded the Puapua‘a property.

Ms. Self stated that Puapua‘a passed.

Mr. Takaba stated that he thought Punalu‘u didn’t pass.

Ms. Garovoy stated it goes back to cleaning up that legislation. Right now it says that the Council shall select lands but it doesn’t say the Council members, individually. Ms. Garovoy stated she would prefer to see them get together, hash it out, come up with a list like we do and then move forward as a unified body; it would be more efficient. Otherwise, we have these competing resolutions out there and it gets political which is not what they are looking for.

Mr. Takaba stated it may be helpful to put a timeframe; maybe if the Council had a timeframe of 60 days.

Ms. Self stated she thought that where the problem was. Once it gets to Council, there’s no time limit for them to do what they have to do. There’s not even a description of what

they need to do; it just states they get to pick the lands that gets purchased. Ms. Self stated she they should expand on that.

Ms. Garovoy asked who was in the position to introduce these amendments?

Ms. Self asked if the Department of Finance would be the ones.

Mr. Takaba stated that he knew Mr. Ashida was working on the initiative.

Ms. Self stated he maybe the one.

Mr. Takaba stated he was working with Ms. Kiriu on that. Mr. Takaba stated there needed to be a meeting where they could have a discussion.

Ms. Self stated to the Commission if they think of anything else that needs to be clarified in the Ordinance, let them know.

Ms. Springer asked about the Honoli‘i property; has it not been on the County list of radar for a number of years now, haven’t they been grappling with this property for a while?

Mr. Takaba stated they talked to the Kamehameha schools. Kamehameha Schools stated their focus had shifted and they were looking at putting on more educational programs with the properties they have, which they identified Honoli‘i as one of the properties.

Ms. Springer asked if it would be helpful to identify any properties that are from older times, that the Council or the County administration had been considering.

Mr. Takaba stated that it could be part of the Commission’s on-going deliberation.

Ms. Self asked Mr. Takaba if the Finance Department would have that information. Mr. Takaba stated they were familiar with what they were negotiating or looking at however they haven’t been looking at a lot of properties because they never really had resources to buy. Mr. Takaba stated only since the establishment of this Commission have they really seriously looked at doing things on a more orderly basis.

Ms. Self stated from her experience since the list was submitted to the Council, in two of the cases; constituents would go to a Council member and plead for them to use the money for a particular property. Ms. Self stated she thinks that’s how all these resolutions started popping up.

Mr. Takaba stated a lot of times, when the properties pop up for sale then the interest is created; rather than pursuing properties even when they are not for sale. Honals is a good example that popped up as available; the realtor approached our planning director and they got the ball rolling. That was another property they used different resources to

purchase the property. The County put in just about all of it, but they got the community more involved in helping to clean up the place and taking ownership of the property.

Mr. Flores asked if the County would consider land swaps regarding the Hāmākua lands that was acquired.

Mr. Takaba replied they approached different land owners such as Kamehameha Schools for land swaps however to establish value for value, it's difficult. Mr. Takaba stated what he would like to see when they sell lands such as the Hāmākua lands, is that they put that into the fund. A good exchange happens when the timing is right and the values are equivalent. Mr. Takaba stated either the County or the other party would not want to put in additional monies should the properties be of different values. The cleanest way to do it would be to sell ours and then buy, unless we have something that they really want. In most cases, we found that the land that we want, the owner, doesn't want what we have to sell because we don't have anything hot that the public wants. Mr. Takaba gave an example of the Hāmākua lands. It's not good agricultural land. There is no access to water. It's not excellent agricultural lands.

Ms. Garovoy asked what Mr. Yada would be doing?

Mr. Yada stated in terms of future facilitation of the Commission's job of identifying properties, he's looking at picking up a laptop and some GIS software, so at the Commission meetings, they can look at visuals; more than just tax maps. Mr. Yada stated he hoped to have that in place sometime next year, to facilitate the Commissioner's job in terms of selection. Mr. Yada stated he was open to suggestions and recommendations in terms of how to facilitate the Commissions' roles.

Ms. Garovoy reiterated there was no one responsible to make it most efficient for the County. Ms. Garovoy stated that would be worth exploring. Ms. Garovoy stated the Hawai'i Island Land Trust was in the process of hiring an Executive Director. That person would be involved in those activities and would make a logical ally for the County in certain situations.

Mr. Yada stated the Ordinance itself talked about sharing in the purchases between the Federal, State and County funds. In order to do that, they would have to work with other programs such as the Trust for Public Land. Mr. Yada stated there needs to have a lot of dialogue to coordinate purchases. Mr. Yada stated his intent is to make that contact and start that dialogue. However, in discussions today, there a need for more clarification to the process before they could talk to the State or Federal. Mr. Yada stated from his position, in terms of defining what this division would do, they also have a Land Agent position transferred from Public Works primarily for the purpose of right of way acquisition . Mr. Yada stated they are hoping to use that person for other things.

Ms. Garovoy asked about Mr. Yada about his title as Property Manager; does that extend to Park's issues too.

Mr. Yada stated part of the role would be facilitating should Parks and Recreation wanted to acquire more State lands for expansion of a park, he would help to facilitate that.

Ms. Self asked depending on what these properties are purchased for, i.e., conservation or public access, who would manage the property?

Mr. Yada stated owning a lot of land comes with its own burdens such as management, trash, no facilities, illegal campers, maintenance, etc. One of Mr. Yada's concerns as they move down the road for purchases was the need for planning. Mr. Yada stated there had to be foresight in terms of who will manage the property. You don't just own it and forget about it. It comes with its own issues.

Mr. Takaba stated one property that comes to mind is the old Kona airport. Once the County receives that property, Parks and Recreation will go in and manage it. Those are the things they can start doing better; there is a process and they have staff that can help do that.

Mr. Replogle stated when they first when to the Council to ask them to appropriate the first \$500,000 to Honoapo, their concern was who would look after the property. They assured them that their community group would be taking a most active role in it.

Mr. Yada stated in the Kawa'a case, who will take care of it? Based on the report, there is someone already living there.

Mr. Replogle stated in the Hawai'i Island Journal issue in December, there was a picture of Abel. It gives a good read on where they are coming from. There is a group in Ka'u that would like to be the stewards at Kawa'a, but it's a matter of getting up to speed.

Ms. Springer wondered when the purpose of the 2% was discussed, could there be a management component. It seemed the issue of management was in the forefront of the public.

Mr. Campbell stated when talking about management for the County, you need funds to have people manage properties, such as the County Parks. How is that offset? It's offset in other places by fees which seemed like a feasible way. Mr. Campbell stated he thought people would gladly pay to camp at a nice place, especially in Puna.

Mr. Yada stated once you say fees, then the whole political spectrum comes out.

Mr. Campbell agreed and stated they would need funds to support that.

Mr. Yada stated in his experience at DLNR, they have a very large continuously land maintenance fund which they have every year. Mr. Yada was not sure what would be enough in terms of what's acquired. There are different ways to preserve properties. It doesn't have to be a total acquisition. The other aspect was that public access and preservation doesn't necessarily go hand in hand. That could lead to its own issues in

terms of conflicts between wanting to preserve an area and the public wanting access, which could lead to endangering the resources. Those are tough issues that need to be looked at for every property when looking at acquisitions.

Mr. Replogle replied that was something that Chris Yuen brought up in relation to the Kawa'a purchase. He asked the Commission what they envisioned that property to be. The basic plan for Kawa'a, was for it to be a wilderness park, put in some composting, toilet facilities, and just let it be as it is.

Mr. Yada stated whenever you look at acquisitions, you have to plan for that and understand what the management demands would be.

Mr. Yung stated when listing the lands, the Commission should state how the place would be managed so that the County Council won't question how are they going to pay for this and the how they will pay for the management.

Mr. Replogle stated when the public takes ownership of places, it seemed to make a big difference of what goes on there. If it's just the County doing it, they don't treat it very nicely. Mr. Replogle stated as the community becomes involved, it seemed like they care more about the land.

Mr. Yada stated with that issue, there are always good intentions, but in dealing with non-profit and community groups, a lot of times the community group start off strong however then it dies off due to various reasons. Then who gets stuck with that responsibility?

Ms. Springer stated the County parks and restrooms are generally better maintained than the State. Ms. Springer stated in her perspective, there's a high standard in Hawai'i County that they should be meeting for acquiring these properties.

Mr. Yada stated even the composting toilets are high in costs. They still need to be serviced, maintained, cleaned, etc.

Mr. Flores asked Mr. Yada in his experience in the State land division, did they have a cost based formula for determining a ball park figure for the management of these lands.

Mr. Yada stated not really, because the State owns what it owns. It's not like they acquired a lot of lands. It had to be a public purpose for acquiring. Mr. Yada stated it they acquired something, it was for a school or a park and they already had the agency that would manage it. The State didn't just acquire properties for holding. Mr. Yada stated they dealt with the maintenance and management issues as they came up. In most cases, State land is just open and unmanaged unless it was assigned to a particular agency for management.

Ms. Self stated in looking at the Ordinance, the fund could only be used to acquire lands or entitlements (it described what kind of lands can be acquired) and also incidental costs,

such as appraisals and title reports. There was nothing in there to allow the money to be used for management purposes therefore that maybe something that needs to be added. Ms. Self stated when a Council member introduces a Resolution to purchase property, there should be some management costs attached that describes what it would cost the County to manage it. Ms. Self stated the last part of this Ordinance stated that, “adequate staff to carry out the provisions of this article and to manage the land acquired shall be provided in the department of Finance to maximize the use of available funds by minimizing the payment of Commission to outside agents.” Ms. Self stated it looked like Finance should have people to management.

Mr. Takaba stated anything could be done with adequate funding. They don’t have staff, like Parks and Recreation that can go out and maintain it. And it’s not to say that the Finance Department cannot contract with management companies or maintenance companies to clean. Mr. Takaba stated they would manage or maintain up to the level they are funded.

Mr. Takaba stated if it’s a park that needs to be maintained and/or managed, it could be worked into the budget and transferred to Parks. It would depend on what the purpose was. If the purpose allowed them to do that, then they could make sure that the funding was transferred appropriately, whether its parks or just to have a security agency patrol the area. Mr. Takaba stated he thought the fund should be allowed to be used for management and maintenance.

Mr. Replogle stated he thought it should be a percentage. Right now the idea is to acquire these important places because it won’t be here, it would be built over.

Mr. Yada stated from the State’s side, every year the land division as part of their budget maintained a 1.5 million maintenance fund; which was a standard. Mr. Yada stated even though they never spent all the money every year, it was annually established in the budget. Mr. Yada stated in terms of earthquakes and hurricanes, there would be unexpected types of costs that will have to be dealt with and that was the purpose of having that fund.

Mr. Campbell stated a fund like that, sounds like Mayor Kim’s desire to have an emergency fund set up.

Mr. Takaba stated the emergency fund was like a rainy day fund. It was meant for times of budget shortfalls; they would have a source to draw from to pay ongoing expenses. Mr. Takaba stated if they had a rainy day fund, the County wouldn’t be too hard pressed to purchase land when funding was available knowing there was a rainy day fund to draw from in case the economy turns.

Mr. Campbell stated for example, now that we have a surplus, the Council could establish this fund.

Mr. Takaba replied yes.

Mr. Campbell then asked if a fund like this is already established.

Mr. Takaba responded yes, the fund is established, but it's not funded to the level they wanted. They wanted to put in four million but ended up with one million. With a rainy day fund, you can breathe a little easier. Mr. Takaba stated the Mayor is worried about the hard times. Mr. Takaba stated when they first came into office in 2001, they had to cut on programs and they had nothing to draw on to make up with that shortfall. They were ten million in the hole to start. Mr. Takaba stated it made an impact on them and they felt that making the rainy day fund would be the most important thing, so when the economy improved, their first initiative was to establish this fund and fund it appropriately. Mr. Takaba stated when they issue bonds the rating agencies always look at to see if they have adequate money stashed somewhere to pay for hard times. Mr. Takaba stated the 2% is still an Ordinance therefore monies could be raided from the fund if the Council sees to do so, in hard times. So, they want to have back up plan so these funds won't be raided when the bad times come. Mr. Takaba stated looking at what was purchased in the last five years, more than 2% that was spent.

Mr. Campbell asked if they would be able to prevail upon the new Council to fund little bit more.

Mr. Takaba responded if the Council were to vote again, they would probably vote for what was proposed because if you look at what they didn't vote for, the land fund, it's going to happen anyway. Mr. Takaba stated if they submitted the rainy day fund today, it would probably get funded because they see the logic in that now.

Ms. Garovoy stated in Communications 125; the Kawa'a Resolution, second page, second to last "WHEREAS", it states about how the funds would be used. It says, "Whereas, funds in the Public Access Open Space and Natural Resources Preservation fund will be used to leverage funding from the Hawai'i State Forestry Program and the Federal Forest Legacy Program." Ms. Garovoy stated as Mr. Replogle stated earlier, there is an estuary down, the NOAA fund should be used, things like that. Ms. Garovoy stated she wasn't sure why Forestry Programs. Ms. Garovoy stated it should be addressed at some level; should this Commission recommend they also look at the NOAA funds or is it something that Mr. Yada's office should do.

Mr. Takaba stated it was Councilman Bob Jacobson's aide that came to him and wanted a signature however he's not authorized to commit the County so she had to see the Mayor. She did submit grant funding for Kawa'a however Mr. Takaba stated he doesn't know what the status was.

Mr. Takaba stated that Mr. Yada would be attending the Commission meetings. If he had to be present then he would be more than happy to attend, but primarily it would be Mr. Yada.

## **OFFICE OF THE CORPORATION COUNSEL'S REPORT**

None

## **CHAIRPERSON'S REPORT**

Mr. Replogle stated Mr. Bill Gilmartin would be taking his place the beginning of January 2007. Later today they will elect the new chairman. Mr. Replogle stated he has enjoyed being on this Commission and he felt honored to be a part of it. Thank you for your hard work.

The Commission discussed writing a letter to Council recommending that they make a prioritized list based on this Commission's and the Mayor's recommendation within 60 days of lands to be acquired, encourage the reinstate the purposes clause from the Ordinance that created the 2% fund and that no specific recommendations with respect to funds for management but want to remind the Council and the Mayor that it's important to this Commission and the people who've come before this Commission that adequate funds be allocated for management of County properties.

*A motion was made by Commissioner Kaneshiro that a letter be drafted to the Mayor and the Council with the Commission's concerns in relation to the 2% initiative and amending Chapter 2, Article 42 of the Hawai'i County Code. Seconded by Commissioner Campbell and carried unanimously by voice vote.*

Ms. Self stated she would talk to Lincoln Ashida regarding the start date for depositing into the 2% fund. Ms. Self stated she would also clarify whether the Council has to pick lands from the PONC list or do they come up with their own list, suggest the funds be used to purchase lands that were on the Commissions list and include the purpose statement for the fund.

***Recess taken at 11:44 a.m.***

***Reconvened at 12:07 p.m.***

## **OLD BUSINESS**

- **Process and apply Assessment Criteria Sheet to complete intake survey forms received by September 5, 2006 along with reassessing the top twelve from 2006 submittal.**

Ms. Self stated that they didn't have the top twelve survey forms from last year because those came from the community meetings. They didn't come in as Communications.

Mr. Flores stated it would be easier to do that at our next meeting in Hilo. Mr. Replogle stated that we would take the top 12 and use the new assessment form and re-do them.

- **Discuss how report will be completed, including discuss drafting letter to accompany updated list.**

Ms. Self stated for the updated December 31, 2006 list, need cover letter explaining the new criteria form used, the assessment form and new survey form. Mr. Kaneshiro to do the cover letter and Mr. Flores to do the report for the updated list.

Attachment 1: applicable section of county code, Attachment 2: new survey form, Attachment 3: new criteria assessment form, Attachment 4: prioritized list of lands for purchase, Attachment 5: new comprehensive list from survey forms submitted between February 11, 2006 to September 5, 2006 including the top 12 lands from the April 5, 2006 report, Attachment 6: old comprehensive list of lands obtained from survey forms prior till February 10, 2006.

Ms. Self stated the deadline for the updated report to Mayor is December 29, 2006.

- **Schedule time line for 2007 year**

Mr. Flores proposed January: review assessment/criteria form; February –May: do public outreach, public service announcement, articles and public meetings, intakes, sending out letters to people who submitted previous forms with the new survey form; June 21, 2007: deadline to receive survey form; June 21, 2007-September: do assessment; October-December: finalize report.

*A Motion was made by Commissioner Springer for the submittal deadline for the year 2007 be June 21, 2007. Commissioner Garovoy seconded the motion and carried unanimously by voice vote.*

## **NEW BUSINESS**

- **Elections:**

*Commissioner Springer nominated Commissioner Kaneshiro as chair. Commissioner Walker seconded the motion and carried unanimously by a hand vote. Mr. Kaneshiro will be Chair. .*

*Commissioner Garovoy nominated Hannah Springer as Vice Chair. Commissioner Walker seconded the motion and carried unanimously by hand vote. Ms. Springer will continue to be Vice-Chair.*

## **ANNOUNCEMENTS**

Next meeting on Monday, December 11, 2006 in Hilo at 10:00 a.m. at the Department of Liquor Control, Conference Room, 101 Aupuni Street, Suite 230, Hilo, Hawai'i 96720

**ADJOURNMENT**

Commissioner Kaneshiro moved to adjourn the meeting; Commissioner Walker seconded the motion and all members voted aye. The meeting adjourned at 1:05 p.m.

**Respectfully submitted,**

  
**Stacie Waltjen, Secretary**