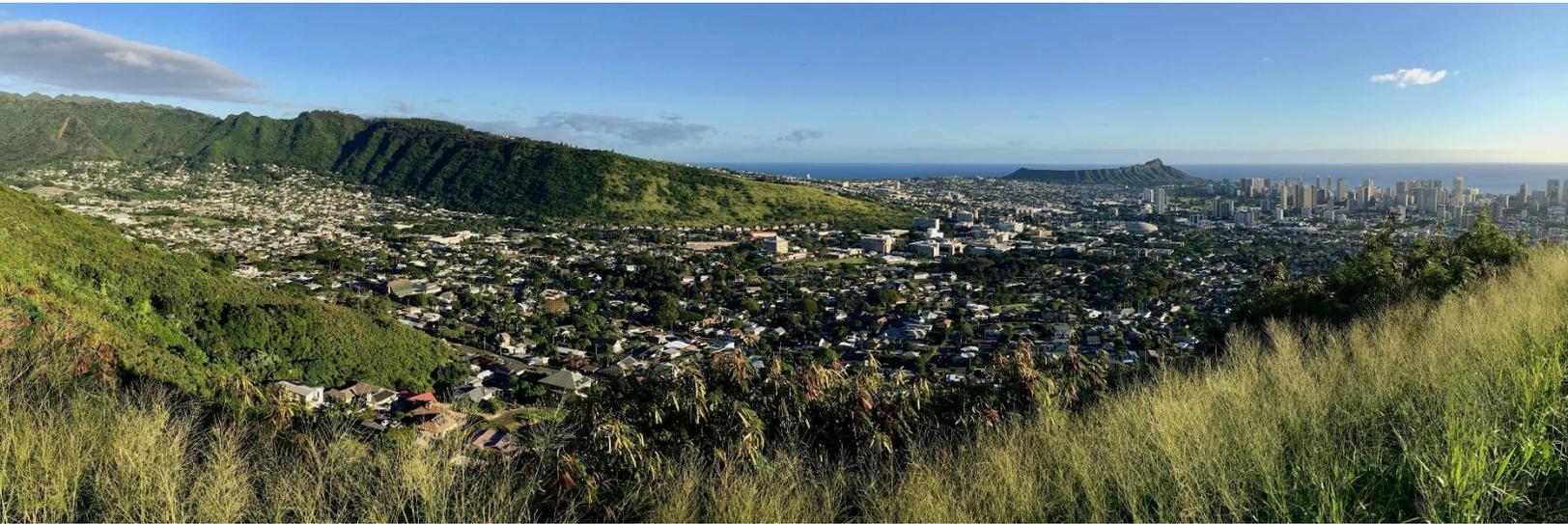


AMERICAN PLANNING ASSOCIATION HAWAII CHAPTER



2018 ANNUAL REPORT



American Planning Association
Hawaii Chapter

Making Great Communities Happen

American Planning Association, Hawai'i Chapter

Annual Report

Dear Members,

I am pleased to present this annual report of the Chapter's activities for the 2018 calendar year. Preparation of an annual report is a new requirement by APA National to improve communications and enhance transparency between the Chapter and its members.

The Hawai'i Chapter is an entirely volunteer driven organization. We rely on the generosity of members to donate their time and expertise to further the mission of the American Planning Association and promote the planning profession in Hawai'i. As you read through this report, I am sure that you will find that the Chapter has been hard at work to serve you.

Some of the highlights for the past year include the following:

- The Chapter's executive committee held a strategic planning session and prepared a work plan to guide the upcoming year's activities.
- The Chapter prepared a development plan establishing long-range goals and objectives to guide the Chapter in the years ahead.
- The Chapter offered a one-year complimentary Chapter membership to public-sector planners since they are underrepresented in our chapter. Several dozen individuals took us up on this offer, and we hope that they will continue as members when the complimentary period ends later this year.
- Our Programs Committee was hard at work offering informative and CM-eligible monthly programs, as well as organizing our annual meeting and the Planning Director's forum. The Programs took their work to another level this year by offering access to neighbor island members as well as remotely hosting a program on Maui.
- Our Awards program provided an opportunity to showcase outstanding planning projects and recognize individuals who contribute to the profession.
- Our Public Issues and Government Affairs committee monitored legislation and issues of interest to members. Of note is the committee's work on recommended improvements to Honolulu's Land Use Ordinance which involved several meetings with members and culminated in a written report submitted to the DPP.
- The Chapter offered AICP examination preparation courses for aspiring planners and co-sponsored a mentoring session with the UH Department of Urban and Regional Planning to introduce students to planning professionals.

I'm also pleased to report that the Chapter is in sound financial standing. Over the past several years, the chapter has become increasingly efficient, allowing us to maintain reasonable membership dues

while also building a financial cushion. The executive committee will be exploring ways to use surplus funds to enhance services to members.

In conclusion, I would like to thank our executive committee and volunteers for making 2018 a successful and productive year. If while reading through this report you find topics or activities of interest to you, feel free to contact me. We're always looking for volunteers to help the chapter!

Sincerely,

A handwritten signature in black ink, reading "Dean Minakami". The signature is written in a cursive, flowing style.

Dean Minakami

CHAPTER LEADERSHIP, 2018

The Chapter is led by an Executive Committee composed of Chapter Officers (President, Vice President, a Secretary, Treasurer, two Directors-at-Large, and the Immediate Past President), Committee Chairs, and other Liaisons.

Officers

President

Dean Minakami, AICP
minakamid@gmail.com



Vice President

Tessa Munekiyo Ng, AICP
tessa@munekiyohiraga.com



Treasurer

Mike Shibata, AICP
michael.shibata@gmail.com



Secretary

Jared Chang, AICP
jaredkchang@gmail.com



Director-At-Large

Matt Gonser, AICP
matthew.gonser@honolulu.gov



Director-At-Large

Nathalie Razo
nrazo@pbrHawaii.com



Past President

Kimi Yuen
apahi.yuen@gmail.com



Committee Chairs

Membership	Nathalie Razo nrazo@pbrHawaii'i.com	Professional Development	Peter Flachsbaart, AICP flachsba@Hawaii'i.edu
Newsletter	Matt Hom mhom@hhf.com	Website	Erin Higa ehiga@hhf.com
AICP Maintenance	Ralph Portmore, FAICP rportmore@gmail.com Peter Flachsbaart, AICP flachsba@Hawaii'i.edu Laura McIntyre, AICP Laura.McIntyre@doh.Hawaii'i.gov	Public Issues / Governmental Affairs	Paul Luersen, FAICP pluersen@Hawaii'i.rr.com George Atta, FAICP g.ichiro.atta@gmail.com Jesse Souki souki@Hawaii'i.edu Katia Balassiano, AICP katia.balassiano@gmail.com
Awards	Tessa Munekiyo Ng, AICP tessa@munekiyohiraga.com	Programs	Greg Nakai Jeff Seastrom, AICP apahi.program@gmail.com
APA / Dept. of Urban and Regional Planning (DURP)	Nicola Szibbo nszibbo@Hawaii'i.edu	DURP / PSO Student Rep.	Aarthi Padmanabhan aarthi@Hawaii'i.edu

Liaisons

FAICP	Cheryl Soon, FAICP csoon8@yahoo.com	Hawaii'i Island	April Suprenant, AICP, AIA April.Suprenant@Hawaii'i.county.gov
Kaua'i	Marie Williams, AICP mwilliams@kauai.gov	Maui	Jennifer Maydan jennifer.maydan@co.maui.hi.us
Hawaii'i Congress of Planning Officials (HCPO)	Mike Shibata, AICP michael.shibata@gmail.com	Oahu Metropolitan Planning Organization (OMPO)	Jared Chang, AICP jaredkchang@gmail.com
APA Private Practice Division	Ramona Mullahey Ramona_mullahey@hud.gov		

MEMBERSHIP

APA Hawai'i is proud to serve over 300 members! Since we began tracking membership in 2014, the Chapter hit a high of 361 members in July 2018. As of December 2018, our membership was 348. A breakdown of the year-end Chapter membership is presented to the right.

This year we offered a one-year complimentary Chapter membership to public-sector planners since they have been historically underrepresented in our chapter. Over 50 planners from across the State took us up on this offer, and we hope that they will continue as members when the complimentary period ends in March 2019.

The Chapter has worked to simplify the process of becoming a Chapter Only member through the development of online registration platform using Eventbrite. Chapter Only members previously had to fill out a hard copy form and mail in membership requests to APA National. We hope that simplifying the registration process will make membership more accessible to interested individuals.

To learn more and sign up to be a member, visit our website: <https://Hawai'i.planning.org/membership/>

APAHI December Membership	
Student Members (free)	60
Faculty Members	8
Lifetime Members	19
APA Regular (National) Members	193
Chapter Only Members	64
Retired Members	4
Total	348



CHAPTER DEVELOPMENT PLAN

Between April and November 2018 the Hawai'i Chapter prepared and adopted a new Chapter Development Plan that describes where we want to go as an organization over the next five years. Over 30 chapter officers, committee chairs and members participated in the drafting process. General goals and specific high, medium and low priority objectives are set forth in the plan to guide chapter activities for getting us there. Specific tasks that the chapter wants to accomplish in a given year are outlined in an Annual Work Plan that is adopted at the beginning of each calendar year. Copies of the 2019-2023 Chapter Development Plan is available on our website - <https://Hawai'i.planning.org/about-apa-Hawai'i/chapter-development-plan/>.

PUBLIC ISSUES AND GOVERNMENT AFFAIRS COMMITTEE

The Public Issues and Government Affairs Committee responded to several requests for APA input in 2018. The most significant involved convening and facilitating a working group that generated recommendations to improve the City and County of Honolulu's Land Use Ordinance (zoning code). Paul Luerson led four meetings in May and June of 2018 during which about 10 to 15 APA members participated. In addition, a comment matrix was posted online for members to directly submit comments and recommendations. The summary report was reviewed by the APA Executive Committee before it was forwarded to the City.

Other activities included a discussion with Hawai'i Land Use Commission Executive Director, Daniel Orodener, who sought APA's input regarding a possible legislative request for more resources to better address issues associated with sustainability and resilience. The State is moving in the right direction with the newly created Sustainability Coordinator position, but perhaps the Office of Planning's (OP) current resources and staffing could be increased for greater impact. In 2019, follow-up conversations will be had with OP regarding this matter.

In late 2018, APA Hawai'i was asked to join a new coalition called "Partners in Housing." Their overarching goal is to facilitate the production of more affordable housing. The Executive Committee agreed to forward revised objectives to the coalition for consideration and continue discussions regarding APA's possible participation in the Coalition in 2019.

PROGRAMS COMMITTEE

Monthly Programs

APA Hawai'i's year of continuing education curriculum ranged from informative State and County agency updates (SHPD, DPP); to updates on Chapter initiatives (Peter Flaschbart's Oral Histories Project); to updates on legislation (Land Use Research Fund), rail (HART), and planning research (Department of Urban and Regional Planning); to collaborations from partner institutions such as UH Mānoa's Community Design Center; concluding with an always informative law session with Professor David Callies. New for 2018, the Chapter also implemented a neighbor island hosted presentation by Maui County, which was streamed online and to the AIA Center for Architecture.



Directors' Forum

With the cancellation of the annual Hawai'i Congress of Planning Officials conference due to natural disasters on Hawai'i Island, the Chapter also put on a Directors' Forum lunch in November featuring planning officials from the Office of Planning, all 5 counties, and the executive director of the Hawai'i Land Use Commission. This event featured lively dialogue between officials and the membership, greatly assisted by excellent moderation from Jesse Souki, and brought many from the planning community together for a well-attended end of year discussion and get together.



Improved Remote Access for Neighbor Islands

As part of the Chapter's ongoing effort to provide the best experience for members, the Chapter has invested in a new HD webcam and high quality microphone to improve audio and video presentations for remote viewing. This was utilized during lunch presentations later in the year and was greatly appreciated by neighbor island remote viewers during the Chapter's Director's Forum.

COMMUNICATIONS



Aloha APA Members,

The Fall 2018 edition of the APAHI Quarterly Newsletter is available in the [news section of the chapter website](#). Check it out!

The newsletter includes:

- A message from the chapter president, Dean Minakami
- An article highlighting the insights and impressions of the PARKing Day 2018 team's on this year's event
- A recap (with photos!) of the 2018 APA-HI Annual Meeting and pau hana
- A Planner Profiles article on Tom Dinell.
- A heads up on the fascinating podcasts produced by APA National covering contemporary planning topics such as disaster resilience and the impact of autonomous vehicles on our cities.

Mahalo to our contributors!

If you'd like to contribute an article, please contact the Newsletter Editor, Matt Hom (mhom@hmf.com)



[Event Recap: The APA-HI Chapter's Annual Meeting and Pau Hana](#)



[PARKing Day 2018: Tiny Temporary Public Spaces Bloom in Honolulu](#)



[Planner Profile: Tom Dinell](#)

The Hawai'i Chapter communicates with members through various media platforms including emails, chapter website updates, a quarterly newsletter, Facebook, an online calendar of events, and press releases.

In 2018, a new Communications Committee was formed, with the Chapter Secretary serving as Committee Chair. Other members of the committee include the Chapter's website administrator, social media administrator and newsletter editor. The communication matrix below shows how different types of announcements are communicated through the various media platforms.

The Chapter also released its new website in 2018. If you haven't seen it, check it out! <https://Hawai'i.planning.org/> The website contains upcoming events, job postings, and other Chapter news.

Type of Announcement	Type of Communication					
	Email	Website	Newsletter	Social Media	Website Calendar	Press Release
Monthly Lunch Program	X			X	X	
Special Events (WTPD, HCPO, etc.)	X	X		X	X	
General Announcements	X		X	X		
Job Postings	X	X		X		
Non-APA Announcements	X					
Chapter Position Statements	X		X			X

CHAPTER AWARDS

APA Hawai'i presented its annual Chapter awards at its Annual Meeting and Pau Hana on October 4, 2018. The annual awards are given to recognize individuals, communities, private organizations, public agencies, and professional planning and design firms whose work exemplifies the planning profession's highest goals and ideals. Twenty-one nominations were received in seven categories. Award nominations were reviewed and winners selected by a jury of professional planners from the APA Hawai'i Chapter.



The following awards were presented:

- **Best Practice** – Ka'u Community Development Plan, *County of Hawai'i*
- **Community Based Planning** - Waimanalo Community Master Land Use Plan, *SSFM International*
- **Cultural Historic Preservation** - E Ho`ohanohano A E Ho`omau: The Design Concept and Master Plan for the Kalaupapa Memorial, *Ka `Ohana o Kalaupapa*
- **Outstanding Planning** – Kaua'i General Plan Update, *County of Kaua'i and SSFM International*
- **Public Education & Outreach** - Resilience Strategy Preliminary Resilience Assessment, *City and County of Honolulu, Office of Climate Change, Sustainability and Resiliency*
- **Transportation Planning** - Downtown Hilo Multimodal Master Plan, *County of Hawai'i Department of Planning and SSFM International*
- **Urban Design** – Blaisdell Center Master Plan, *AECOM, WCIT Architecture, Snohetta, Theatre Projects, Gensler, City and County of Honolulu Department of Planning & Permitting and Department of Enterprise Services*
- **Distinguished Service Award** – Michael Shibata, APA Chapter Treasurer and Real Estate Director, *Lili'uokalani Trust*

Copies of the award boards are available on our chapter website -<https://Hawai'i.planning.org/community-outreach/2018-apa-hi-chapter-awards/>

APA/DEPARTMENT OF URBAN AND REGIONAL PLANNING (DURP)

The poster features a blue background on the left with white and yellow text, and a photograph of a city skyline on the right. The text is organized into sections: title, program, time slots, welcome/awards, presentations, panelists, moderator, contact info, and hosts.

WORLD TOWN PLANNING DAY
NOVEMBER 15TH 2018

PROGRAM

5:00-6:00
PAU HANA
SAUNDERS COURTYARD

6:00-6:30
WELCOME + AWARDS
105 CRAWFORD HALL

6:30-8:00
PRESENTATIONS
The Original Affordability Crisis: Addressing the Housing Needs of Poor Families in Hawai'i

Panelists
Philip B. Garboden
HCRC Professor in Affordable Housing
University of Hawai'i at Mānoa
Claudia Shay
Executive Director, Self-Help Housing
Corporation of Hawai'i
State of Hawai'i Public Housing
Authority (representative)

Moderator
Jennifer Darrish Okite
Assistant Professor of Sociology
University of Hawai'i at Mānoa

Hosted by
Department of Urban
and Regional Planning,
University of Hawai'i
American Planning
Association, Hawai'i
Chapter
Scholars Strategy
Network

2424 MAILE WAY
808.956.7381
durp@hawaii.edu
<http://manoa.hawaii.edu/durp/>

The APA/DURP Committee's core function is to support the Program Committee in coordinating World Town Planning Day (WTPD) events. Working with the University of Hawai'i Department of Urban and Regional Planning (DURP) and others, the annual WTPD program was, "The Original Affordability Crisis: Addressing the Housing Needs of Poor Families in Hawai'i." At WTPD, and through the generosity of the APA membership, APA presented two student awards to recipients selected by DURP faculty. Additionally, the Committee supported two lunch-time programs, one each in the spring and fall semesters highlighting student projects and faculty research, respectively. Additional support, via fundraising, was provided to a student team who presented a poster at the National Planning Conference in New Orleans, LA. Through 2019, the Committee will continue to support DURP faculty and students, fundraise for a 2019 student(s) award, and update the *Planners On-Call List*, to serve as a resource to the department and connect students with professional mentors.

Financial Report

The Chapter's Fiscal Year 2017 (October 1, 2017 to September 30, 2018) Financial Report is presented below. The Chapter has unrestricted funds that are used for monthly programs, special events, Chapter administration, and other activities. Restricted funds include the Department of Urban and Regional Planning (DURP) Scholarship fund, Oral History Project, and a Plan4Health grant that was received in 2017. The Chapter also holds custodial accounts for Hawai'i Congress of Planning Officials (HCPO) conference planning for the Office of Planning, City and County of Honolulu, and County of Maui. These custodial accounts hold funds between the years the respective agencies host HCPO.

APA HAWAII CHAPTER - ANNUAL FINANCIAL REPORT							
Fiscal Year 2017 (October 1, 2017 to September 30, 2018)							
Fiscal Year End 2018							
	FY2016	Quarter Ended	Quarter Ended	Quarter Ended	Quarter Ended	FY2017	FY2017
	Year End	12/31/17	3/31/18	6/30/18	9/30/18	Summary	Year End
Revenue							
Unrestricted Funds - Operations		\$ 1,542.50	\$ 2,334.65	\$ 3,624.92	\$ 3,406.83	\$ 10,908.90	
4010: Chapter Rebate: APA Membership		\$ 825.95	\$ 1,601.57	\$ 1,256.07	\$ 1,015.72	\$ 4,699.31	
4020: Annual Meetings, Special Meetings		\$ -	\$ -	\$ -	\$ -	\$ -	
4021: Chapter Awards Program		\$ 115.00	\$ -	\$ -	\$ 1,575.00	\$ 1,690.00	
4023: Monthly Programs		\$ 583.36	\$ 733.08	\$ 1,114.85	\$ 816.11	\$ 3,247.40	
4060: Certification Maintenance		\$ -	\$ -	\$ 1,254.00	\$ -	\$ 1,254.00	
4900: Other Revenues		\$ 18.19	\$ -	\$ -	\$ -	\$ 18.19	
Temporarily Restricted Funds		\$ 750.00	\$ -	\$ -	\$ -	\$ 750.00	
4030: DURP		\$ 750.00	\$ -	\$ -	\$ -	\$ 750.00	
4010R: Oral History Project		\$ -	\$ -	\$ -	\$ -	\$ -	
4010G: Plan4Health		\$ -	\$ -	\$ -	\$ -	\$ -	
Total		\$ 2,292.50	\$ 2,334.65	\$ 3,624.92	\$ 3,406.83	\$ 11,658.90	
Expenditures							
Unrestricted Funds - Operations		\$ (4,418.74)	\$ (182.85)	\$ (882.54)	\$ (1,407.31)	\$ (6,891.44)	
5020: Annual Meetings, Special Meetings		\$ -	\$ -	\$ -	\$ -	\$ -	
5021: Chapter Awards Program		\$ (1,497.03)	\$ -	\$ (43.12)	\$ -	\$ (1,540.15)	
5023: Monthly Programs		\$ (156.89)	\$ (162.85)	\$ (339.42)	\$ (407.31)	\$ (1,066.47)	
5040: Chapter Administration		\$ -	\$ -	\$ -	\$ -	\$ -	
5050: National Representation		\$ (2,465.83)	\$ -	\$ -	\$ (1,000.00)	\$ (3,465.83)	
5060: Certification Maintenance		\$ -	\$ -	\$ -	\$ -	\$ -	
5900: Other Expenses		\$ (299.19)	\$ (20.00)	\$ (500.00)	\$ -	\$ (819.19)	
Temporarily Restricted Funds		\$ (19,000.00)	\$ (500.00)	\$ -	\$ -	\$ (19,500.00)	
5030: DURP		\$ (500.00)	\$ (500.00)	\$ -	\$ -	\$ (1,000.00)	
5900R: Oral History Project		\$ -	\$ -	\$ -	\$ -	\$ -	
5010G: Plan4Health		\$ (18,500.00)	\$ -	\$ -	\$ -	\$ (18,500.00)	
Total		\$ (23,418.74)	\$ (682.85)	\$ (882.54)	\$ (1,407.31)	\$ (26,391.44)	
Net Assets							
Unrestricted Funds - Operations	\$26,312.73	\$ (2,876.24)	\$ 2,151.80	\$ 2,742.38	\$ 1,999.52	\$4,017.46	\$30,330.19
Temporarily Restricted Funds							
DURP	\$2,174.13	\$250.00	(\$500.00)	\$0.00	\$0.00	(\$250.00)	\$1,924.13
Oral History Project	\$3,181.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,181.20
Plan4Health	\$18,500.00	(\$18,500.00)	\$0.00	\$0.00	\$0.00	(\$18,500.00)	\$0.00
Total	\$50,168.06	(\$18,250.00)	(\$500.00)	\$0.00	\$0.00	(\$18,750.00)	\$35,435.52
Custodial Accounts							
CCH - HCPO Account Balance							
Revenues		\$0.00	\$0.00	\$6,545.81	\$0.00	\$6,545.81	
Expenditures		(\$17.85)	(\$17.85)	(\$17.85)	(\$17.85)	(\$71.40)	
Total	\$676.71	(\$17.85)	(\$17.85)	\$6,527.96	(\$17.85)	\$6,474.41	\$7,151.12
OP - HCPO Account Balance							
Revenues		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Expenditures		(\$17.85)	(\$17.85)	(\$17.85)	(\$17.85)	(\$71.40)	
Total	\$26,135.55	(\$17.85)	(\$17.85)	(\$17.85)	(\$17.85)	(\$71.40)	\$26,054.15
MC - HCPO Account Balance							
Revenues		\$0.00	\$0.00	\$8,001.60	\$0.00	\$8,001.60	
Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total	\$0.00	\$0.00	\$0.00	\$8,001.60	\$0.00	\$8,001.60	\$8,001.60

GET INVOLVED!

APA Hawai'i is always looking for volunteers to help with various Chapter activities and programs. If you are interested in serving on a committee or learning more about ways to get involved with the Chapter, please contact us!

Contact:

APA Hawai'i Chapter
PO Box 557
Honolulu, HI 96809

Contact: Tessa Munekiyo Ng, Vice President
Phone: (808)983-1233
Email: tessa@munekiyohiraga.com