

AMERICAN PLANNING ASSOCIATION HAWAI'I CHAPTER



2020 ANNUAL REPORT



American Planning Association
Hawaii Chapter

Making Great Communities Happen

American Planning Association, Hawai'i Chapter

Annual Report

Aloha APA Members,

On behalf of the APA Hawai'i Executive Committee, I am pleased to present this annual report of the Chapter's activities for the 2020 calendar year. 2020 has been a challenging year in many respects, but we are grateful to have been able to continue to offer programming to members virtually and we look forward to reconnecting in person when it is safe to do so.

Below are some highlights from the past year:

- We began the year by hosting a forum of the sustainability directors from across the state.
- With the onset of the pandemic, APA Hawai'i purchased a Zoom subscription and our Programs Committee shifted to offering virtual programs and offered eight programs for members of the course of the year.
- For the first time, APA Hawai'i served as a co-sponsor of the Hawai'i Congress of Planning Officials (HCPO) conference in partnership with this year's agency host, the State Office of Planning. A successful virtual conference was held in October with over 350 attendees registered. The theme for the conference was "Leveraging Change: Opportunities from Disruption."
- The Chapter's Communications Committee kept members informed through various media platforms, including email campaigns, website updates, a quarterly newsletter, Facebook postings, and occasional press releases.
- Our Awards program provided an opportunity to showcase outstanding planning projects and recognize individuals who contribute to the profession. Five award categories were recognized.
- In Spring 2020, the Chapter's Mentoring Committee, in partnership with the University of Hawai'i Department of Urban and Regional Planning (DURP) completed the inaugural mentorship program for graduate planning students, pairing students with planning professionals. The second cohort of mentors/mentees was launched in the fall of 2020.
- The Chapter's Membership Committee surveyed past and current APA members to understand how the Chapter can better serve members.
- Recognizing the important work that Planning Commissions and other planning-related boards and commissions conduct across the state, the APA Hawai'i executive committee voted to offer complimentary Chapter-only membership to planning-related board and commission members.

As you'll see in the financial report presented at the end of this report, the Chapter continues to be in sound financial standing. With a healthy reserve, the Chapter made the decision to offer our regular virtual monthly lunch programs free of charge to members during the pandemic.

The Chapter is an entirely volunteer driven organization. We are grateful for the service of our members who generously donate their time and share their knowledge to further the mission of the American Planning Association and promote the planning profession in Hawai'i. We are always looking for ways to engage with more members through our activities and on our committees. As you read through this

report, if there is anything that is of particular interest to you, please do not hesitate to reach out to me or the committee chairperson(s).

Sincerely,

A handwritten signature in black ink, appearing to read "Tessa Ng". The signature is written in a cursive, flowing style.

Tessa Munekiyo Ng, AICP
President, 2020-2021

MEMBERSHIP

APA Hawai'i is proud to serve about 300 members! A breakdown of the year-end average Chapter membership by type is presented to the right. The Chapter is closely tracking the impacts of the COVID-19 pandemic on the Chapter members, which resulted in a slight decrease in 2020.

APAHI December Membership	
Student Members (free)	62
Faculty Members	8
Lifetime Members	23
APA Regular (National) Members	183
Chapter Only Members	16
Retired Members	3
Total	295

The majority of the Chapter events were held virtually in 2020 due to the COVID-19 pandemic. To better serve the members and understand their needs in this circumstance, the Chapter has conducted a Membership Survey in October 2020. Survey requests were sent to over 700 current and past members, and 86 responses have been received. The Chapter is working on analyzing the survey results and converting them into implementing actions.

In addition, the Chapter started reaching out to various State and County agencies to offer complementary Chapter Only membership to the planning-related Board members and Commissioners to provide educational opportunities.

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



CHAPTER LEADERSHIP, 2020

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

Tessa Munekiyo Ng, AICP
tessa@munekiyohiraga.com

**Vice President**

Michael Shibata
michael.shibata@gmail.com

**Treasurer**

Jeff Seastrom, AICP
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**Secretary**

Jared Chang, AICP
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**Director-At-Large**

Matt Gonser, AICP
matthew.gonser@honolulu.gov

**Director-At-Large**

Nathalie Razo
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**Past President**

Dean Minakami, AICP
minakamid@gmail.com



Committee Chairs

Membership	Yukino Uchiyama Yukino@munekiyohiraga.com	Professional Development	Peter Flachsbart, AICP flachsba@Hawaii.edu
Newsletter	Matt Hom mhom@hhf.com	Website	Erin Higa emerson@hhf.com
AICP Maintenance	Kristen Nishimura, AICP Kristen.Nishimura@aecom.com Ruby Edwards, AICP Ruby.m.edwards@hawaii.gov	Public Issues / Governmental Affairs	Paul Luersen, FAICP pluersen@hawaii.rr.com George Atta, FAICP g.ichiro.atta@gmail.com Jesse Souki souki@hawaii.edu Katia Balassiano, AICP katia.balassiano@gmail.com
Awards	Nathalie Razo nrazo@pbrhawaii.com	Programs	Greg Nakai apahi.program@gmail.com Matt Gonser, AICP matthew.gonser@honolulu.gov
APA / Dept. of Urban and Regional Planning (DURP)	Cody Winchester codyw@g70.design	DURP / PSO Student Rep.	Scott Allen Sfalle2@hawaii.edu

Liaisons

FAICP	Paul Luersen, FAICP pluersen@hawaii.rr.com Amy Luersen, FAICP luersena001@hawaii.rr.com	Hawai'i Island	April Suprenant, AIA April.Suprenant@hawaiicounty.gov
Kaua'i	Marie Williams, AICP mwilliams@kauai.gov	Maui	Jennifer Maydan jennifer.maydan@co.maui.hi.us
Hawai'i Congress of Planning Officials (HCPO)	Michael Shibata michael.shibata@gmail.com	Oahu Metropolitan Planning Organization (OMPO)	Suwan Shen suwans@hawaii.edu
APA Private Practice Division	Ramona Mullahey Ramona_mullahey@hud.gov		

PUBLIC ISSUES AND GOVERNMENT AFFAIRS COMMITTEE

The Public Issues and Governmental Affairs Committee participated in updating the APA National *Climate Change Policy Guide*. Committee members attended the virtual Climate Change townhall in June 2020, submitted comments to improve the *Guide* in August, and voted on proposed amendments in October. Although the APA National Board of Directors ratified the new *Policy Guide* in December of 2020, the final version is going through final design layout before being shared widely with APA members in early 2021. Once the final version is available, a summary of its highlights will be prepared for inclusion in APA Hawai'i's newsletter.

Members of the Public Issues Committee also participated in DURP's reaccreditation efforts, provided comments on the City and County of Honolulu's proposed off-street parking and loading regulations, and are members of the Community Advisory Hui facilitated by the City and County of Honolulu's Office of Climate Change, Sustainability and Resilience.

PROGRAMS COMMITTEE

Monthly Programs

2020 began with three in-person programs (including the Sustainability Directors Panel described below). A scheduled fourth program was ultimately cancelled due to the onset of the COVID-19 pandemic; however, presentation materials and content were shared with chapter membership via email. This was the start of the Programs Committee's pivot to 100% online delivery. Following a three-month hiatus, monthly programs resumed in July followed by August, September,



October, and December. The Committee additionally supported the DURP's annual World Town Planning Day program in November.

To support online programming, the Chapter invested in a virtual service (Zoom) and online programming was provided free-of-charge to members and students (\$5/non-member). Although the Chapter fell short of its goal to support nine lunch programs annually due to the pandemic, the Chapter still managed to hold a total of seven lunch programs in 2020, covering informative and timely topics ranging from a recap of 2019 APA Hawai'i Chapter Awardees, to planning for wildfire resilience in Hawai'i; planning and engagement during a pandemic; the Hawai'i Data Collective and data-driven planning and decision-

making; the Community Kūkākūkā Project and the role of community-based knowledge in Honolulu's Climate Action Plan; Hawai'i's Feminist Economic Recovery Plan for COVID-19; planning for water reuse in Hawai'i; and integrating science with community knowledge through Sea Level Rise Vulnerability Assessments in West Kaua'i. These programs, along with the panel described below, provided AICP CM maintenance and professional development for 313 attendees (total attendance, not distinct attendees).

Other Programming

In February 2020, the Programs Committee hosted a County Sustainability Directors Panel at the YWCA Laniākea, during which the "Sustainability Directors" of all four counties provided updates on their respective initiatives and joint efforts, current state and county legislation, and how their agencies' work relates and interacts with that of the respective planning departments.

COMMUNICATIONS

The Chapter communicates with members through various media platforms including email campaigns, chapter website updates (<https://hawaii.planning.org/>), a quarterly newsletter, Facebook, an online calendar of events, and occasional press releases. In 2020, objectives of the Communication Committee were aimed to encourage readership of the quarterly newsletter, maintaining an active social media presence, and integrate notices on the chapter website and Facebook page. Below is a summary of the Chapter's communications activities in 2020.

The majority of 2020 occurred with COVID-19 pandemic social distancing rules in place. This prompted the Chapter to suspend in-person programs and adapt to alternative forms of engagement consisting of "virtual" meetings and participation. Email remained the most widely used method to communicate with Chapter Membership. A total of 100 emails were sent to all members by the Chapter Secretary in 2020. Email campaigns informed members about 21 special webinar or virtual events, seven monthly APA lunch programs, 15 company job announcements, several Chapter position statements, and other various APA and non-APA announcements. Emails were opened by approximately 61% of recipients on average in 2020, an increase of 19% since 2019.

The quarterly newsletters were completed for Winter, Spring, Summer and Fall editions. Below is a listing of the articles covered in each newsletter.

Winter 2020

- Proposed amendments to the City and County of Honolulu's off-street parking and loading regulations
- Publications by two of DURP's new faculty members, Hayden Shelby and Dan Milz
- Hawai'i's new AICPs
- Encouraging urban agriculture through land use regulations
- Resources from APA National relevant to planning during the current COVID-19 pandemic
- New case studies developed by the APA Small Town and Rural Planning Division's New Ruralism Project

Spring 2020

- A message from the Chapter President
- A Planner Profiles article on Kathy Sokugawa
- A Maui island planning update
- Information on Dr. Dan Milz's (DURP) ongoing project on how Hawai'i planners are adapting to COVID-19 community engagement challenges through the use of virtual planning processes
- Resources from APA National relevant to planning during the current COVID-19 pandemic

Summer 2020

- Best practices and lessons learned for virtual public engagement efforts
- A Maui island planning update
- A DURP faculty research article highlighting a recent study by Dr. Suwan Shen and Dr. Karl Kim
- A community voices article exploring the role of history, space, and place in civil unrest in the city of Saint Louis
- Information on the upcoming HCPO 2020 conference
- A call for donations for APA Hawai'i's DURP student scholarship

Fall 2020

- A Maui County planning update
- A profile on two members of the Kaua'i County Planning Department, Jodi Higuchi-Sayegusa and Romio Idica
- A summary of the findings of the Ulupono Initiative's recent report, "The Costs of Parking in Hawai'i"
- Recognition of the 2020 DURP Student Scholarship awardees and scholarship donors
- Recognition of award recipients of the 2020 Chapter Awards Program
- Information on the FAICP 2022 Guidelines and Nomination Process

CHAPTER AWARDS

APA Hawai'i is pleased to continue its annual Chapter Awards Program. 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. Twelve nominations were received in seven categories, with winners selected in five categories. Award nominations were reviewed, and winners selected by a jury of professional planners from the Chapter.

The Chapter presented the following awards at the Hawai'i Congress of Planning Officials Virtual Conference on October 21st.



Cultural-Historic Preservation – Ha'ikū Stairs Study, *City and County of Honolulu, Board of Water Supply and Group 70 International, Inc.*



Transportation Planning – O'ahu Bike Plan Update, 2019, *City and County of Honolulu, Department of Transportation Services, HHF Planners with Toole Design and Miyamoto Consulting Engineers, LLC.*



Outstanding Planning – Hā'ena State Park Master Plan, *State Department of Land and Natural Resources, Division of State Parks, Hā'ena State Park Community Advisory Committee, and PBR HAWAII & Associates, Inc.*



Public Agency Award – Office of Climate Change Sustainability and Resilience, *City and County of Honolulu, Office of Climate Change Sustainability and Resilience*



Donold Wolbrink Chapter Achievement Special Recognition –
Kathy Sokugawa

More information on the award winners, including copies of the award boards, are available on the APA Hawai'i website. <https://hawaii.planning.org/community-outreach/2020-chapter-awards/>

APA/DEPARTMENT OF URBAN AND REGIONAL PLANNING (DURP)

The APA/DURP Committee's core function is to support the Programs Committee in coordinating World Town Planning Day (WTPD) events. Working with the DURP and others, the annual WTPD program was titled, "Effective Community Engagement on Virtual Platforms." The event was held via Zoom with and focused on ensuring effective and meaningful participation in the planning process during the COVID-19 pandemic.

The WTPD also recognized the recipients of this year's APA Hawai'i Student Scholarship Awards. Due to the generosity of our members, we raised a combined total of \$5,750! Because of the successful fundraising, five students received checks for \$1,000 each. These awards recognize students for their service to the campus community, their leadership, and efforts to strengthen town-gown relations. The funds are intended to help defray school expenses such as tuition and books and to provide resources that will augment their education.

The Committee also updated the *Planners On-Call List*, to serve as a resource to the DURP and connect students with professional mentors. In 2021, the Committee will continue to support DURP faculty and students through programs and networking opportunities and fundraise for a 2021 student(s) award. The Committee also successfully utilized the Chapter's existing web-based payment system (Eventbrite) to facilitate student scholarship fundraising and will continue to promote this option in 2021 for those who prefer this method.

WORLD TOWN PLANNING DAY
Effective community engagement on virtual platforms

WITH
 KEYNOTE SPEAKER
CAMI KLOSTER
 whose expertise spans
 community-based social marketing
 watershed and master planning
 collaborative plan-making

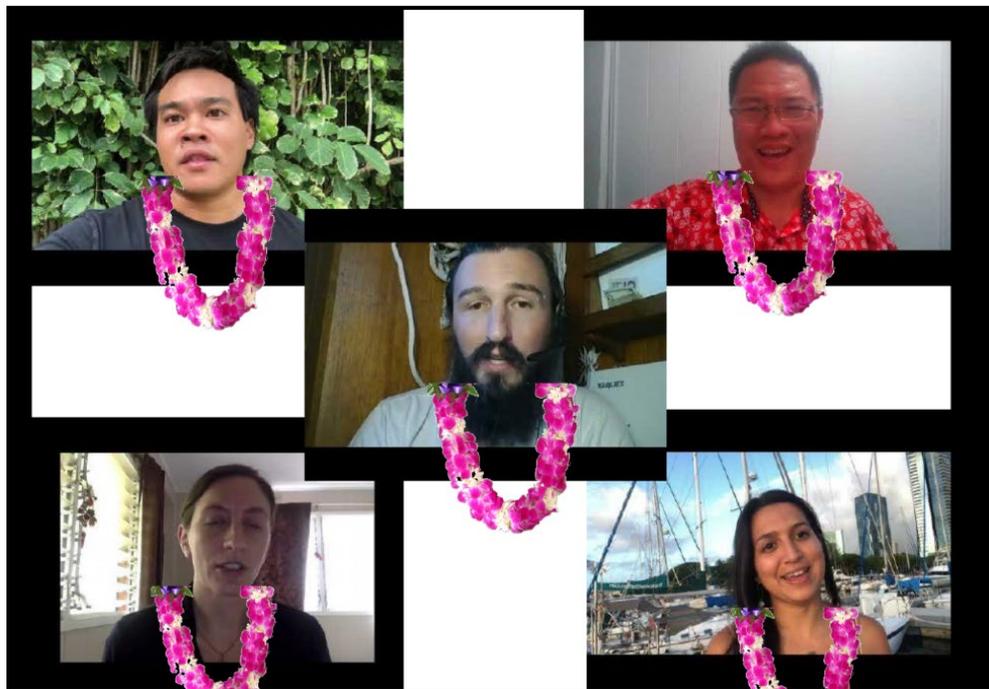
AND PANELISTS
SOPHIE LEE
MELISSA MAY
JOAN ISAACSON
DAN MILZ

HOSTED BY
 The Department of Urban and Regional Planning
 University of Hawaii at Manoa
 The American Planning Association
 Hawaii Chapter

November 12th 2020
 Awards 5:30pm
 Keynote 6:00pm
 Panel 6:30pm
 Discussion 7:15pm
 Pau Hana 7:30pm

REGISTER at
[HTTPS://BIT.LY/2TCEUW3](https://bit.ly/2TCEUW3)
 1.5 AICP CM credits

Questions? Email idurp@hawaii.edu
 or visit
<https://manoa.hawaii.edu/durp/>



MENTORING

The Mentoring Committee implements mentoring programs for second-year graduate students in DURP. After the launch of the DURP Mentoring Program in 2019, the Committee focused on building on the program's success and identifying ways to maintain the quality of the mentoring experience during the COVID-19 pandemic.



An online evaluation form was sent out to mentors and mentees who participate in the first year of the program. The Committee reviewed the evaluations and considered if improvements could be made. Participants remarked that they were satisfied with the program and encouraged for it to be continued for the next academic year.

In July, an email was sent to Chapter members to solicit for volunteers interested in serving as a mentor to a graduate student, technical resource, or speaker at future DURP events. This resulted in several new volunteers added to the Planners-on-Call list.

Using the updated Planners-on-Call list, DURP's Chair matched Chapter mentors with graduate students who requested a mentor and at the start of the 2020-2021 academic year. This year, a total of ten pairs of mentors and mentees participated in the program. DURP hosted a kick-off pau hana for students and Chapter members on the evening of November 5th via Zoom.

In 2021, the Committee will evaluate where program improvements should be made as we prepare for the next academic year.

FINANCIAL REPORT

The Chapter's Fiscal Year 2019 (October 1, 2019 to September 30, 2020) 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 and funds for the Oral History Project. The Chapter also holds custodial accounts for Hawai'i Congress of Planning Officials (HCPO) conference planning for the State 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. Due to the COVID-19 pandemic, programs and revenue from programs were reduced or eliminated as most events transitioned to online/virtual events. However, the Chapter navigated 2020 with minimal expenditures, and still holds budget reserves in place for 2021 and beyond.

APA HAWAII CHAPTER - ANNUAL FINANCIAL REPORT							
Fiscal Year 2019 (October 1, 2019 to September 30, 2020)							
Fiscal Year End 2020							
	FY2018	Quarter Ended	Quarter Ended	Quarter Ended	Quarter Ended	FY2019	FY2019
	Year End	12/31/2019	3/31/2020	6/30/2020	9/30/2020	Summary	Year End
Revenue							
Unrestricted Funds - Operations		\$ 2,024.92	\$ 4,393.70	\$ 1,261.14	\$ 1,088.77	\$ 8,768.53	
4010: Chapter Rebate: APA Membership		\$1,574.84	\$1,223.26	\$1,251.84	\$1,070.17	\$ 5,120.11	
4020: Annual Meetings, Special Meetings		\$0.00	\$2,547.12	\$ -	\$ -	\$ 2,547.12	
4021: Chapter Awards Program		\$ -	\$ -	\$ -	\$ -	\$ -	
4023: Monthly Programs		\$410.08	\$381.01	\$9.30	\$18.60	\$ 818.99	
4050: National Representation		\$ -	\$200.00	\$ -	\$ -	\$ -	
4060: Certification Maintenance		\$ -	\$ -	\$ -	\$ -	\$ -	
4900: Other Revenues		\$ 40.00	\$42.31	\$ -	\$ -	\$ 82.31	
Temporarily Restricted Funds		\$ 887.55	\$ 48.75	\$ -	\$ -	\$ 936.30	
4030: DURP		\$887.55	\$48.75	\$ -	\$ -	\$ 936.30	
4010R: Oral History Project		\$ -	\$ -	\$ -	\$ -	\$ -	
4010G: Plan4Health		\$ -	\$ -	\$ -	\$ -	\$ -	
Total		\$ 2,912.47	\$ 4,442.45	\$ 1,261.14	\$ 1,088.77	\$ 9,704.83	
Expenditures							
Unrestricted Funds - Operations		\$ (1,157.08)	\$ (6,718.73)	\$ (492.83)	\$ (149.90)	\$ (8,518.54)	
5020: Annual Meetings, Special Meetings		(\$983.61)	(\$3,058.51)	(\$198.30)	\$ -	\$ (4,240.42)	
5021: Chapter Awards Program		(\$92.93)	\$ -	\$ -	\$ -	\$ (92.93)	
5023: Monthly Programs		(\$90.54)	(\$1,406.22)	(\$78.53)	\$ -	\$ (1,565.29)	
5040: Chapter Administration		\$ -	\$ -	\$ -	\$ -	\$ -	
5050: National Representation		\$0.00	(\$1,000.00)	\$ -	\$ -	\$ (1,000.00)	
5060: Certification Maintenance		\$ -	(\$1,254.00)	\$ -	\$ -	\$ (1,254.00)	
5900: Other Expenses		\$ -	\$ -	(\$216.00)	(\$149.90)	\$ (365.90)	
Temporarily Restricted Funds		(\$2,000.00)	\$0.00	\$0.00	\$0.00	\$ (2,000.00)	
5030: DURP		(\$2,000.00)	\$ -	\$ -	\$ -	\$ (2,000.00)	
5900R: Oral History Project		\$ -	\$ -	\$ -	\$ -	\$ -	
5010G: Plan4Health		\$ -	\$ -	\$ -	\$ -	\$ -	
Total		\$ (3,157.08)	\$ (6,718.73)	\$ (492.83)	\$ (149.90)	\$ (10,518.54)	
Net Assets							
Unrestricted Funds - Operations	\$32,365.39	\$ 867.84	\$ (2,325.03)	\$ 768.31	\$ 938.87	\$ 249.99	\$32,615.38
Temporarily Restricted Funds	\$6,525.98	(\$1,112.45)	\$48.75	\$0.00	\$0.00	(\$1,063.70)	\$5,462.28
DURP	\$3,344.78	(\$1,112.45)	\$48.75	\$0.00	\$0.00	(\$1,063.70)	\$2,281.08
Oral History Project	\$3,181.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,181.20
Plan4Health	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$38,891.37	(\$244.61)	(\$2,276.28)	\$768.31	\$938.87	(\$813.71)	\$38,077.66
Custodial Accounts							
CCH - HCPO Account Balance							
Revenues		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total	\$7,109.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,109.47
OP - HCPO Account Balance							
Revenues		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Expenditures		(\$1,752.84)	(\$1,250.00)	(\$4,750.00)	\$0.00	(\$7,752.84)	
Total	\$26,022.50	(\$1,752.84)	(\$1,250.00)	(\$4,750.00)	\$0.00	(\$7,752.84)	\$18,269.66
MC - HCPO Account Balance							
Revenues		\$8,114.76	\$0.00	\$0.00	\$0.00	\$8,114.76	
Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total	\$1,790.90	\$8,114.76	\$0.00	\$0.00	\$0.00	\$8,114.76	\$9,905.66

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:

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