

REPORT TO THE TWENTY-SECOND LEGISLATURE
STATE OF HAWAII
2004 REGULAR SESSION

REQUIRING ALL DEPARTMENTS AND AGENCIES TO IDENTIFY
THEIR GOALS, OBJECTIVES, AND POLICIES, TO PROVIDE A
BASIS FOR DETERMINING PRIORITIES AND ALLOCATING
LIMITED PUBLIC FUNDS AND HUMAN RESOURCES



Prepared by

Department of Land and Natural Resources
State of Hawaii

in response to Act 100 (SECTIONS 6 and 7),
Session Laws of Hawaii 1999

December 2003

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PURPOSE

This annual report has been prepared in compliance with SECTIONS 6 and 7 of Act 100, Session Laws of Hawaii 1999. The purpose of this Act is to require all departments and agencies to identify their goals, objectives, and policies, to provide a basis for determining priorities and allocating limited public funds and human resources. Specifically, the Act calls for the submission of an annual report to the Legislature twenty days prior to the start of the Regular Session of 2000 and each Regular Session thereafter addressing the following:

- (1) A statement of goals, including what the department or agency hopes to accomplish both short and long term;
- (2) Objectives and policies, specifically setting forth how each goal can and will be accomplished;
- (3) An action plan with a timetable indicating how the established objectives and policies will be implemented in one, two, and five years; and
- (4) The process that the department or agency will use to measure the performance of its programs and services in meeting the stated goals, objectives, and policies.

This annual report addresses the reporting requirements of the Department of Land and Natural Resources (DLNR).

APPROACH

The approach taken by the Department in responding to the requirements of Act 100, SLH 1999, was to have the goals and objectives against which performance is to be measured over the next one (1), two (2), and five (5) years, established at the Division and/or Program level. This will produce a more effective tool for measuring performance and assist in helping set departmental priorities.

Department of Land and Natural Resources
Division of Aquatic Resources
FY 2004 Annual Report for Act 100, SLH 1999

I. Goals:

- To transform the Division of Aquatic Resources into the recognized and effective leader for living aquatic resources management in Hawaii, embracing both freshwater and marine habitats, in accordance with our constitutional and public trust mandates.
- To establish within the Division of Aquatic Resources a communications bridge to all stakeholders, exploitative as well as protective, associated with living aquatic resources and their supportive ecosystems.
- To develop sound management policies and a regulatory framework based on the best available science, and with input from the general public, that are biologically sound and economically sensitive.

II. Policies and Objectives and Estimated Timeframe:

Policy A: Examine, revise and update administrative rules for fisheries management based on sound biological criteria and community concerns.

Objectives and Timeframe:

- A.1. Revise current administrative rules for seasons, bag limits, size, gear restrictions and total take based on new biological and total catch data. (1 year)
- A.2. Promulgate new rules for targeted fisheries including gill net fisheries, coastal shark fishery, and aquarium collection. (2 years)
- A.3. Work with community groups and various fishing clubs to ascertain additional regulations of certain species or areas that may be needed. (3 years)
- A.4. Assessment of effectiveness of new bottomfish regulations by evaluating status of wild populations and studying life history and population trends. (2 years)

Policy B: Expand aquatic education and outreach efforts statewide to raise awareness of fisheries management issues, concerns and opportunities.

Objectives and Timeframe:

- B.1. Develop additional public service announcements and pay for some airtime. (1 year)
- B.2. Expand community involvement and initiatives in aquatic resources management in an advisory capacity through the creation of: a) additional regional advisory groups, and b) volunteer monitoring efforts. (5 years)

- B.3. Expand recreational fish catch survey program as a means of promoting a two-way communication between fishermen and the division. (5 years)
- B.4. Continue current efforts in education and outreach including teacher education and training, publication of regulations, newsletters and other outreach materials. (5 years)

Policy C: Expand assessment of coastal marine recreational fisheries catches to provide an accurate measure of total fish caught in an effort to better manage fisheries resources.

Objectives and Timeframe:

- C.1. Expand recreational fish catch surveys to statewide (5 years)
- C.2. Develop a fishing tournament catch record and require organizers of these pro/am events to submit tournament catch records. (5 years)
- C.3. Work with fishing clubs hosting tournaments to document catch records at club events. (5 years)

Policy D: Assess relationships between freshwater inflows and nearshore marine fish productivity through the creation of an Instream Flow Program in an effort to better understand and manage the effects between stream flow and coastal ecosystem productivity.

Objectives and Timeframe:

- D.1. Improve the precision of the GIS predictive model for stream flow alteration effects by incorporating additional elements such as water quality, evapotranspiration, species density relationships, and others. (5 years)
- D.2. Assess proposed flow reductions and or increases on estuarine conditions and influences on marine environments. (5 years)
- D.3. Assess impacts of alien species on native stream biota and organismal responses to flow reductions. (5 years)
- D.4. Complete assessment of life history definitions of native stream biota with a special focus on their ocean migratory phase. (5 years)
- D.5. Continue information assessment and support for State Water Commission. (5 years)
- D.6. Assist Water Commission in meeting the statewide requirements established by the Hawaii Supreme Court in its 1999 Waiahole Decision. (5 years)

Policy E: Expand assessment and monitoring program for impacts of marine alien species introductions on native marine ecosystems.

Objectives and Timeframe:

- E.1. Assess spread of alien species throughout the Islands in the marine environment due to introductions from shipping industry. (2 years)
- E.2. Assess impacts to native reef communities from the introduction and spread of alien algae to ascertain rates of growth and spread and determine possible mitigation measures. (1 year)
- E.3. Develop and implement an aquatic alien species plan including responses for ballast water, hull fouling and responses to invasive species on the reefs. (2 years)

Policy F: Expand habitat and stock enhancement programs.

Objectives and Timeframe:

- F.1. Expand the artificial reef program through the development of a comprehensive management plan and identification of new sites for artificial reef deployment. (5 years)
- F.2. Begin process to obtain necessary permits to expand the number of artificial reef sites statewide with an emphasis on neighbor island locations. (5 years)
- F.3. Identify additional sources of funding to deploy reefs on the neighbor islands. (5 years)
- F.4. Improve and expand fish aggregation device (FAD) program. (5 years)
- F.5. Assess efficacy of FADs and develop new technology to increase attraction of fish. (5 years)
- F.6. Rebuild mullet and *moi* stocks through continued improvements in stock enhancement technology. (5 years)
- F.7. Develop technology to raise *ulua* in hatcheries and begin stock enhancement program for this fishery. (5 years)
- F.8. Expand the cooperative voluntary tagging program for *ulua* with the recreational fishing community to establish a baseline for stock enhancement and encourage a partnership between managers and users. (3 years)

Policy G: Develop a marine managed area classification system and strategic plan in an effort to establish a coordinated strategy for improved management and site selection for all marine regulated sites.

Objectives and Timeframe:

- G.1. Assess effectiveness of existing sites and review regulatory framework to ensure highest level of conservation is achieved where possible. (1 year)
- G.2. Develop designation and design parameters for current and additional sites directed towards establishment of a new classification system for marine protected areas. (1 year)
- G.3. Identify additional sites for consideration and community groups interested in working with the Division on the process of establishment. (2 years)
- G.4. Assess types of uses and total amount of use at some of the more popular marine protected areas statewide. (1 year)
- G.5. Develop and implement comprehensive management plan for State waters in the Northwestern Hawaiian Islands to establish a harmonious and effective partnership between the State and federal authorities for the newly established federal Northwestern Hawaiian Islands Coral Reef Ecosystem Reserve. (4 years)
- G.6. Improve protection of aquatic resources by revising regulations within designated marine managed areas. (5 years)

Policy H: Continue administrative public trust oversight and review responsibilities.

Objectives and Timeframe:

- H.1. Continue process of permit allocation for scientific collection permits. (5 years)

- H.2. Continue review process of EA's and EIS's to assess potential negative effects on aquatic resources. (5 year)
- H.3. Continue oversight and management responsibility for public fishing areas and resources. (5 years)
- H.4. Assess impacts and regulate activities relating to protected species. (5 years)
- H.5. Develop a threatened and endangered species plan and community coordination to respond to entanglements, beachings, nesting and breeding site management and the like. (2 years)

Policy I: Expand assessment of commercial fisheries catches to provide an accurate measure of total fish caught in an effort to better manage fisheries resources.

Objectives and Timeframe:

- I.1. Continue process of permit allocation for commercial fisheries including tracking and assessment of catch data. (5 years)
- I.2. Develop new commercial catch reporting systems to increase catch-reporting compliance. (1 year)
- I.3. Develop fish dealer catch report system. (1 year)

III. Measures of Effectiveness:

Policy A:

- Completed revision, adoption and approval of new administrative rules for fisheries management.
- Identification and rule promulgation for newly identified species and areas.
- Development of sound biological data on bottomfish stocks to ascertain effectiveness of regulations.

Policy B:

- High demand for publications.
- Total number of households reached by media campaigns.
- Number of teachers trained.
- Number of personal contacts and presentations made.
- Creation of two new regional advisory groups statewide for fisheries management.

Policy C:

- Number of fishermen surveyed by surveyors islands wide.
- Submissions of tournament and fishing club catch reports.
- Tabulation and data entry of catch records from Hawaii Fishing News.

Policy D:

- Implementation of the predictive GIS model for stream flow that results in an ability to determine impacts.
- Development of biological indicators that assist in defining and determining life history of native stream biota and result in increase in native organisms in streams.

Policy E:

- Baseline data and mapping of the current location of alien species which can be used to track spread of organisms over time.
- Implementation of possible mitigation measure to limit the further spread of targeted alien algae.
- Development and implementation of an aquatic alien species plan.

Policy F:

- Completion of a comprehensive artificial reef plan and phased implementation of plan at selected sites.
- Completed permit approvals to create additional artificial reef sites.
- Implementation of a new funding mechanism and securing of funds to assist with neighbor islands deployments.
- Increase in the number of years needed to service and replace FADs from 3 years to 3.5 years.
- Increase in total biomass at FAD sites.
- Increased numbers of mullet and *moi* documented in nearshore reef ecosystem from stock enhancement efforts.
- Implementation of hatchery techniques to raise and release *uluu*.

Policy G:

- Development of a new classification system and implementation of the system through the necessary regulatory and policy changes.
- Review, rewrite and new authorization of existing regulations at various sites to ensure compatibility with new classification system.
- Map and tabulate total use at Marine Protected Areas.
- Development and implementation of a management plan for State waters in the Northwestern Hawaiian Islands.
- Revisions to regulations at selected marine managed areas that increase the protection for the resources.

Policy H:

- Number of permits issued and reviewed for commercial licenses and scientific collecting permits.
- Number of EA's and EIS's reviewed annually.
- Number of fishing permits issued and community events scheduled at public fishing areas.
- Development and implementation of a threatened and endangered species coordination plan.

Policy I:

- Increase in the number and consistency commercial catch reports filed.
- Establishment of more accurate data for commercial landings based on new reporting system.
- Implementation of a new dealer catch report systems with high numbers of compliance.

**Department of Land and Natural Resources
Division of Boating and Ocean Recreation
Annual Report for Act 100, SLH 1999**

I. GOALS

To enrich the lives of people of all ages, both residents and visitors alike, by providing opportunities and facilities for developing skills and participating in both organized and non-organized ocean-based activities such as boating of all types, salt water fishing, surfing, sailboarding, diving, ocean swimming, and other related activities

To perfect an organization to perform core functions of the program as established by laws, regulations and policy; and to be ever mindful of guidance provided in Section 1, Act 313, SLH, 1990, as it relates to commercial and non-commercial recreational opportunities of our State's waters, and expectations related to the public trust responsibilities.

To develop sound management policies and a regulatory framework based on the best available information and with input from the general public.

II. POLICIES AND OBJECTIVES AND ESTIMATED TIMEFRAME

The time frames to accomplish the following objectives reported to the Twenty-Second Legislature, Regular Session of 2003, are updated as follows:

POLICY A

Provide a sound financial plan based on predictable projected revenues to accomplish the program mission.

Objectives and Timeframe

- A.1 Refine Financial Strategic Plan (Business Plan) to meet financial goals over the next 5, 10 and 20 years. (on-going)
- A.2 Further improve fiscal integrity of the Boating Program through training, technology application, audits and sound financial management. (on-going)
- A.3 Analyze and refine financial data to determine the apportionment of fees and services for commercial and recreational user groups. (on-going)
- A.4 Gain approval and establish appropriate user fees to reflect needs and the value of services provided. (1 year)
- A.5 Maximize use of Federal fund support available from Aquatic Resources Trust Fund (both the Boat Safety Account and the Sportfish Restoration Account), the Clean Vessel Act, the Clean Water Act, programs of the U.S. Army Corps of Engineers, and other applicable Federal grants that may become available. (on-going)

A.6 Pursue additional grant and non-traditional grant sources. (on-going)

POLICY B

Increase electronic communication capability within DOBOR.

Objectives and Timeframe

- B.1 Expand computer network applications between Department and all DOBOR offices, including Internet access. (1 year)
- B.2 Train DOBOR personnel in use of e-mail for communication between DOBOR offices and other agencies, and use of Internet services for reference material and other information. (on-going)

POLICY C

Decrease the number of legal actions brought against the Division.

Objectives and Timeframe

- C.1 Gain an appropriate level of enforcement support by increasing DOCARE capability. (3 years)
- C.2 Enter into a contract for mediation services to resolve disputes. (as needed on case by case basis)
- C.3 Increase full-time and temporary contracted legal support to meet the needs of the Division. (2 years)
- C.4 Update/clarify existing rules. (on-going)
- C.5 Provide staff training to provide improved customer service and reduce user conflict. (On-going)

III. Boating Facility Development and Management

POLICY D

Provide minimum standards for infrastructure services for boating facilities under State jurisdiction, according to level of use.

Objectives and Timeframe

- D.1 Review and revise present boating facility classification criteria as necessary to justify needed improvements statewide. (on-going)

- D.2 After surveying boating facilities for compliance with requirements of the Americans with Disabilities Act (ADA), develop local implementation plans and participate in local ADA informational meetings for DLNR facilities. (on-going)
- D.3 Survey boating facilities for compliance with applicable Best Management Practices (BMPs) for marinas and recreational boating as recommended in the Draft Implementation Plan for Polluted Runoff Control. (1year)
- D.4 Review requirements and develop plans for non-profit source pollution compliance. (1 year)

POLICY E

Provide necessary funding to bring boating facilities up to established minimum standards.

Objectives and Timeframe

- E.1 Establish criteria for prioritizing needed compliance actions. (on-going)
- E.2 Identify appropriate funding source for each required project or activity and link to fiscal projections of revenues and expenditures. (on-going)
- E.3 Develop planned implementation schedule for each required project or activity according to appropriate level of action, i.e., routine maintenance, special maintenance, or capital improvement. (biennium/supplemental budget; on-going)
- E.4 Request Legislative appropriations through the budgetary process for identified Capital Improvement Projects by appropriate method of financing. (on-going)
- E.5 Supplement Boating Special Fund with new revenue sources from adjoining State lands. (2 years)

POLICY F

Maximize efficient utilization of State boating facilities.

Objectives and Timeframe

- F.1 Commercialize where advantageous to the public. (2 years)
- F.2 Establish priorities for leasing under-utilized areas of boating facilities for development and management by private entities. (1 year)
- F.3 Expand facilities to encompass all waters of the State for purposes of management, commercial small business opportunity and issuance of commercial use permits. (3 years)

POLICY G

Develop strategic planning capability within DOBOR to determine future needs for boating regulatory and facility improvements and development.

Objectives and Timeframe

- G.1 Determine availability of strategic planning services through inter-agency cooperative agreements or consultant contract. (on-going year)
- G.2 Support hiring additional DLNR or DOBOR staff, as appropriate, through the budgetary process to provide strategic planning capability for the Boating Program. (1 year)
- G.3 Produce 2025 statewide small boat harbor master plan. (5 years)
- G.4 Develop and implement a regulatory function strategic plan in concert with DOCARE, AG's Office and other regulatory stakeholders. (3 years)

IV. Ocean Recreation Activities

POLICY H

Provide equal opportunities for access, use and enjoyment of the waters of the State while minimizing user conflicts.

Objectives and Timeframe

- H.1 Review and revise Hawaii Administrative Rules governing activities on the waters of the State for ease of access, clarity and user friendly application by the general public. (2 years)
- H.2 Invite public discussion of potential controversial uses through establishment of advisory groups selected from residents of the local area. (on-going)
- H.3 Utilize alternative dispute resolution techniques in the development of alternatives to resolve perceived user conflicts. (as needed on case by case basis)

POLICY I

Develop public support and awareness of Division programs and capabilities.

Objectives and Timeframe

- I.1 Utilize acquired multi-media presentations for briefing members of the Legislature, community groups, user groups and other interested parties. (on-going)**

- I.2 Update interactive Web Page on the Internet for access by interested parties. (on-going)
- I.3 Promote and improve boating education and safety courses through boating organizations, home study programs and Internet. (on-going)
- I.4 Develop plan to actively market what we do for users, the State, the environment while conveying a vision of what ought to be. (on-going)
- I.5 Establish partnerships with national and local boating organizations to utilize existing resources and unify efforts in public education campaigns. (on-going)

Measures of Effectiveness

Policy A:

- Number of projects funded.
- Number of personnel trained.
- Number of audits.
- Numbers of personal contacts and presentations made.
- Total funding obtained from all sources.
- Expenditures providing services/benefits to different user groups by identified through cost centers.
- Number of permits/leases in effect compared to previous year.
- Number of grants received.

Policy B:

- Complete computer networking functions between all DOBOR Districts and the Department.
- Number of personnel trained.

Policy C:

- Increased number of DOCARE officers assigned to DOBOR functions.
- Obtain approval to increase number of legal staff assigned to the Division.
- Decreased number of legal actions initiated against DLNR/DOBOR, increased number resolved in favor of the State, and decreased number pending resolution and number resulting in adverse decisions against the State.

Policy D:

- Increased number of berths/moorings available in State boating facilities and reduced number of vacancies as compared to prior year.
- Reduced number of applications on file for recreational and/or commercial berths as compared to prior year.
- Increased number of facilities in compliance with ADA standards.
- Establish Best Management Practices (BMP) for marinas and recreational boating as recommended in the Draft Implementation Plan for Polluted Runoff Control.

Policy E:

- Number of CIP projects approved as percentage of those requested.

Numbers of advisory groups and scheduled meetings as compared to previous year.
Develop standards for facilities infrastructure.
Establishment of procedures for periodic maintenance of facilities.
Number of facilities built and maintained to standards.

Policy F:

Develop plan for privatization of selected facilities.
Number of small boat harbor leases executed.
Increase revenues needed to offset growing expenditures.

Policy G:

Establishment of strategic planning committee within DOBOR.

Policy H:

Establish and periodically meet with advisory groups to gain input.

Policy I:

Number of demands for publications and referrals for boating courses.
Total number of customers reached by media campaigns.
Number of personal contacts and presentations made.

**Department of Land and Natural Resources
Bureau of Conveyances
Annual Report for Act 100, SLH 1999**

I. Goals:

- To enhance current Bureau of Conveyances Information System to provide on-line access to recorded data through the internet.
- To promote excellent customer service.
- To eliminate dependency on general funding and enable the Bureau of Conveyances to be self-sufficient.
- To review and develop plans for electronic filings.

II. Policies and Objectives and Estimated Timeframe:

Policy A: Improve and expand public access to recorded data.

Objectives and Timeframe:

- A.1. Complete migrating of scanned images back to 1992. (March 2004)
- A.2. Enhance design and implementation of K03 application to enable review of recorded instruments utilizing scanned images. (February 2004)
- A.3. Enhance current website to provide information and forms to assist with recording inquiries. (June 2004)

Policy B: Encourage and promote excellent public service.

Objectives and Timeframe:

- B.1. Revise existing Administrative Rules to expedite the recording process under HRS 502 and work with Judiciary Land Court for consistency under HRS501. (1 year)
- B.2. Reorganize staff to streamline functions and operations. (1-2 year)
- B.3. Develop customer feed back system to access effectiveness of operations. (1 year)
- B.4. Work with industry representatives (Bar Association, Land Title Association, Realtors, etc) to make legislative and administrative changes that will improve and facilitate Judiciary Land Court and Bureau of Conveyances processes. (ongoing)
- B.5. Establish System Integrity guidelines.

Policy C: Develop and strengthen efforts to be self-sufficient.

Objectives and Timeframe:

- C.1. Examine other avenues for generating revenues, e.g. on-line purchase of certified copies. (1-3 years)
- C.2 Secure special fund appropriation.

Policy D: Review and develop capabilities for electronic filings.

Objective and Timeframe:

- D.1 Explore potential for electronic filings necessitated by passage of the Uniform Commercial Code, Article IX. (1 year)
- D.2 Explore potential for recording documents electronically. (1 year)

III. Measures of Effectiveness:

Policy A:

- Website access available to general public for forms and general recording information.
- Implementation of enhanced K03 design to allow for on screen review of documents.
- Updated website with current forms and policies.

Policy B:

- Determine need, if any, for introduction of new legislative proposals and Administrative Rule promulgation and revisions pursuant to comments from industry and Land Court representatives.
- A "Rush Desk" to address rush searches, copy requests and recordings.
- A feedback system to monitor concerns/appreciation of BOC activities.
- Evaluation process with industry representatives in place to monitor and reassess division effectiveness in streamlining recording activities.
- Process in place to determine guidelines to maintain data and system integrity.

Policy C:

- Develop review process to evaluate and establish other revenue generating sources.

Policy D:

- Obtain information protocol from other jurisdictions currently utilizing electronic filings pursuant to Revised Article 9.
- Explore potential and costs to implement recordings electronically from remote sites.

**DEPARTMENT OF LAND AND NATURAL RESOURCES
COMMISSION ON WATER RESOURCE MANAGEMENT
Annual Report for Act 100, SLH 1999**

I. Goals:

- To protect the water resources of the State and provide for the maximum beneficial use of water for uses that are in the public interest.
- To conserve and protect the water resources of the State for use by present and future generations.

- To develop sound management policies and a regulatory framework that facilitates decisions that are:
 - (1) Resource-based,
 - (2) Proactive, and
 - (3) Focused on the long-term protection of water resources.

II. Policies, Objectives and Estimated Timetables:

Policy A: To provide the Commission on Water Resource Management (CWRM), other governmental agencies, and the public with the best available information on water resources to make wise decisions about use and protection of the resource. To develop the best available information on water resources, including current and future water use monitoring and data collection, modeling activities, surface-water and ground-water quality and availability, stream flow, stream biota and watershed health.

Objectives and Timetables:

- A.1. Integration of CWRM databases and computer assisted dissemination of information. Compile water resource data collected by CWRM, other government agencies, community organizations, and other private entities into a comprehensive database. Date of completion: (2 years).
- A.2. Amend the interim instream flow standard for Waikolu Stream on Molokai, in conjunction with a request from the Department of Agriculture for a water use permit for an additional amount of water for the Molokai Irrigation System. Date of completion: (2 years).
- A.3. Determine the interim instream flow standards for certain streams in East Maui. Date of completion: (4 years).
- A.4. Develop a methodology to standardize instream flow standards. Date of completion: (on-going)
- A.5. Identify streams to be placed in a “wild and scenic rivers” system as outlined in the State Water Code. (2 years)
- A.6. Enhance ground- and surface-water use data collection throughout the state. This will involve the participation of well and stream diversion operators/users in recording and reporting well discharges and stream diversion withdrawals. Date of completion: (on-going)

A.7. Designate priority areas for new ground-water and surface-water monitoring. Draft legislation and budget initiatives to provide for CIP and other funding for recommended monitoring programs (e.g. deep monitor wells, water level observation wells, spring flow measurements, rain gage data, fog drip analysis, stream gaging, stream surveys, etc.). Date of completion: (on-going).

A.8. Update:

- Geographic Information System (GIS) recharge coverage for the State;
- Standards for ground-water and surface-water models;
- Benchmark network for water elevations; and
- Deep monitor well network.

Date of completion: (on-going)

Policy B: To provide the regulatory and internal management framework, including best use of information technology, for efficient ground-water and surface-water regulatory systems.

Objectives and Timetables:

- B.1. Establish standardized internal procedures for the processing of stream-related permits. Continue efforts to streamline processing of Stream Channel Alteration Permits, Stream Diversion Works Permits, and Petitions to amend interim instream flow standards. Propose areas of delegation to staff for processing. Date of completion: Internal procedures completed (streamline processing on-going)
- B.2. Revise established internal procedures for the processing of well and pump permits in response to concerns raised by drillers and well owners to further streamline the permitting process and make clear the assignment responsibility for compliance with permit conditions. Date of completion: (6 months)
- B.3. Continue efforts to modernize internal processing of permits through electronic means, including development of checklists, form letters, and form permits to expedite and standardize the processing of permits. Date of completion: (on-going)
- B.4. Establish web-based permit application and processing and self-service counter. Date of completion: (1 year)
- B.5. Establish web-based fill forms for the submittal of well completion reports, aquifer pump test data, and other documents required under permit conditions. Date of completion: (2 years)

Policy C: To foster comprehensive resource planning for the development and use of water. Conduct systematic and regular updates of the Hawaii Water Plan.

Objectives and Timetables:

C.1. Implement provisions of the “Statewide Framework for Updating the Hawaii Water Plan” adopted by CWRM. The Statewide Framework includes but is not limited to:

- State planning goals/objectives, statements of policy, and governing principles;
- Delineation of state and county responsibilities related to the update of the Hawaii Water Plan (HWP) components;
- Identification of statewide planning considerations and key issues to be addressed and incorporated in the HWP update;
- Specific requirements, guidelines, and evaluation criteria for updating the respective components of the HWP (e.g., County Water Use and Development Plans, State Water Projects Plan, Water Quality Plan, Water Resource Protection Plan, and Agriculture Water Use and Development Plan);
- An assessment of the current planning cycles for state/county agencies and a recommended schedule for future updates to the HWP;
- Identification of available processes for involving appropriate constituencies and/or stakeholder groups; and
- Identification of follow-on studies/assessments that should be undertaken by the state and/or county in the overall implementation of the Statewide HWP Framework and in future updates of the HWP components.

Date of completion: (on-going).

C.2. Develop an implementation plan, schedule, and budget for coordinating the respective updates of the HWP components and the completion of other related studies or assessments. In conjunction with the implementation plan and schedule, conduct inter-agency planning sessions as necessary in each county to provide direction and assistance in the development of the County Water Use Development Plans. In addition to coordination with each of the Counties, planning sessions with the Department of Health and the Department of Agriculture should be held with respect to the Water Quality Plan update and the preparation of the Agriculture Water Use and Development Plan, respectively. Date of completion: (on-going).

C.3. Provide for public input and educational outreach, including public presentations on the status and importance of completing the various inter-agency components of the HWP. Date of completion: (on-going).

- C.4. Continue implementation of the Hawaii Drought Program to coordinate existing resources from government, private industry, and drought impact sector stakeholders, including implementation of water conservation measures and better use of water resources in times of drought. This program emphasizes drought preparedness and mitigation, including coordination of emergency response actions to address drought conditions. The program carries out the provisions of the Hawaii Drought Plan, including development of county-based drought mitigation strategies. Date of completion: (ongoing).
- C.5. Establish a framework for statewide water conservation planning. This framework will provide for the coordination of water conservation plans between the federal, state, and county government, private industry, and non-governmental agencies. Date of completion: (2 years)
- C.6. Establish a framework for water management area water shortage planning to ensure that resources are protected during periods of water shortage through a reasonable and equitable system of water use reductions.

Policy D: To support community-based management of water resources and develop short- and long-range plans to avoid judicial and quasi-judicial disputes.

Objectives and Timetables:

- D.1. Work with stakeholders and water community groups which can assist CWRM in addressing water-related issues, developing educational programs about water resource protection and management, and disseminating such information. Introduce legislation and participate in grant proposals to augment funding. Date of completion: (2 years).
- D.2. Provide information and staff support to stakeholders and community working groups that are trying to manage water resources and resolve disputes at the local level. Develop and provide timely resource information in an accessible and usable form to the public. Date of completion: (on-going).
- D.3. Develop education and outreach programs to educate communities and members of the public on water rights and water issues related to CWRM and the Hawaii Supreme Court's Waiahole decision. Date of completion: (on-going).

Policy E: To enhance and improve current stream protection and ground-water protection programs that will protect water resources for future generations.

Objectives and Timetables:

- E.1. Apply for funding, including private and public grants, to help meet program objectives outlined in the policies set forth above. Date of completion: (on-going).
- E.2. Implement the benchmark/milestones approach for managing and monitoring of the Pearl Harbor Aquifer Sector adopted as part of the March 2000 revision of Pearl Harbor ground-water sustainable yields. New deep monitor well data and other ground-water data are being evaluated, and a Pearl Harbor Ground-Water

Monitoring Group has been formed to enhance current monitoring. A draft ground-water monitoring plan is being formulated. Date of completion: (ongoing).

- E.3. Work with involved federal, state, and county agencies to ensure the safe and appropriate use of reclaimed water including formulation of user groups to address reuse issues, working with the military and other users to implement use of recycled water in the Ewa plains and other areas in the State. Date of completion: (2-3 years)
- E.4. Revise the Hawaii Well Construction and Pump Installation Standards. Date of completion: (1 year).

III. Measures of Effectiveness for Policies A-E:

- Completion of the projects in the timeframe set out in the strategic plan.
- Better information for resource decision-making.
- Increased educational/community forums to discuss water issues.
- Enactment of amended rules and regulations to streamline the permitting process and to better protect the resource.
- Increased federal and state funding for water resource management (e.g., ground-water monitoring, surface-water studies, drought mitigation and developing new ground-water recharge estimates using GIS distributions).
- Percentage of compliance with statewide water use reporting.
- Greater compliance with permit conditions and less enforcement actions.

**Department of Land and Natural Resources
Division of Conservation and Resources Enforcement
Annual Report for Act 100, SLH 1999**

I. Goals:

To protect human life, property and natural resources of the State.

To actively enforce laws, rules and regulations designed to protect and sustain Hawaii's unique fragile natural resources.

To promote the safe and responsible use of Hawaii's natural resources through public education and community outreach efforts.

II. Policies, Objectives and Estimated Timeframe:

Policy A: To ensure the right of all persons to safely use, share and enjoy Hawaii's natural resources through firm, fair and effective law enforcement.

Objectives and Timeframe:

- A.1. Continue to upgrade and improve all phases of law enforcement training where possible. (ongoing)
- A.2. Identify ways to improve outdoor recreation safety. (ongoing)
- A.3. Maintain and improve search and rescue capabilities. (ongoing)
- A.4. Obtain state of the art equipment and training that will enable field Officers to effectively respond to life threatening emergencies. (4 yrs)
- A.5. Obtain state of the art equipment that will provide immediate access to information to aid the officers in the field. (4 yrs)
- A.6. Review law enforcement accreditation requirements. (2 yrs)

Policy B: Assist DLNR Divisions with revisions and updating of statutes, rules and administrative restrictions designed to protect our natural resources.

Objectives and Timeframe:

- B.1. Continue to assess existing regulations and recommend amendments to language, special requirements, and enforceability of existing laws, rules, licenses, and permits. (on going)
- B.2. Identify new requirements and propose new laws, rules and administrative restrictions designed to improve resource protection. (2 yrs)
- B.3. Assist Divisions with dissemination of information relating to new legal requirements. (2 yrs)

Policy C: Initiate integrated program review, statistics analysis, and electronic data processing.

Objectives and Timeframe

- C.1. Continue with plans to complete statewide computer network and upgrade software. (1 yrs)
- C.2. Maintain monthly statistical reports on the network. (1 yrs)
- C.3. Improve our statewide complaint and report retrieval system. (1yrs)

Policy D: In partnership with DLNR Divisions, County, State, and Federal agencies help to educate the public in the safe and responsible use of Hawaii's natural resources.

Objectives and Timeframe

- D.1. Continue support for our Hunter Education Program and increase certifications where possible. (on going)
- D.2. Prepare and distribute public service announcements designed to focus on resource protection and conservation. (1 year)
- D.3. Continue current efforts with school presentations, public informational talks and participation in public hearings designed to increase the public's awareness. (on going)
- D.4. Stress the need for voluntary compliance with resource protection requirements. (on going)
- D.5. Explore the feasibility of establishing a Resources Education Program designed to focus on all aspects of natural resources education. (2 year)

Policy E: Obtain the funding necessary to fully meet the program goals and provide necessary staffing.

Objectives and Timeframe

- E.1. Identify alternative sources of funding. (on going)
- E.2. Increase federal funding for established cooperative activities. (on going)
- E.3. Justify additional general funding needs. (on going)

Policy F: Improve and/or increase Officer safety.

Objectives and Timeframe

- F.1. Continue to identify and purchase additional safety equipment. (1 year)
- F.2. Establish written safety procedures. (on going)
- F.3. Continue to review and improve on our response to safety concerns. (1 year)

**Department of Land and Natural Resources
Engineering Division
Annual Report in Response to Act 100, SLH 1999**

LNR 141 - Water and Land Development

- **Goals**

- Develop water and land resources to provide support to the programs which are designed to achieve the State's economic, agricultural, environmental and social goals, with priority given to State-sponsored projects. Traditional and alternative water sources are investigated and developed to meet the increasing demands of State-sponsored projects.
- Provide engineering services to other divisions of the Department and other State agencies to execute Capital Improvements Program and/or operating, maintenance and repair projects.

- **Policies, Objectives and Estimated Time Frame**

Policy A: Promote partnerships and cost sharing in the implementation and development of water projects to meet the goals of potentially competing agencies.

Objectives and Time Frame

- A.1 State agencies' water needs must be continually assessed as focus changes due to fiscal constraints, public demands and/or court orders (ongoing).

Policy B: Maintain close contact with the various State departments in order to anticipate their water needs and determine further development requirements.

Objectives and Time Frame

- B.1 State agencies' water needs must be continually assessed as focus changes due to fiscal constraints, public demands and/or court orders (ongoing).

Policy C: Due to the multitude of State-sponsored projects and the State's fiscal situation, only a portion of the required projects can be funded and implemented. For this reason, the program works closely with the county water departments and prioritizes project requests.

Objectives and Time Frame

- C.1 State agencies' water needs must be continually assessed as focus changes due to fiscal constraints, public demands and/or court orders (ongoing)
- C.2 Water projects requested for funding must be reviewed for applicability and priority (ongoing).

Policy D: Water source and system development requires a lead time of several years. Thus, it is vital that funding for water projects be steadily sought in order to implement the projects as early as possible.

Objectives and Time Frame

- D.1 Seek water project funding as early as practical, as evidenced by projected demands of State projects (ongoing)

Policy E: Provide engineering services for CIP, operating, maintenance and/or repair projects to other division and other State agencies, if applicable.

Objectives and Time Frame

- E.1 Reduce backlog of projects and increase efficiency of project execution through project management tracking and clearly defined results to be provided by user divisions or agencies (2 years).

3. Measures of Effectiveness

Policy A: Performance is measured by the identification, coordination and completion of jointly funded projects involving public and/or private entities.

Policy B: Performance is measured by the ongoing prioritization and update of water development requirements for the provision of water to State agencies to meet agencies' development schedules.

Policy C: Performance is measured by the ongoing prioritization and update of water development requirements for the provision of water to State agencies to meet agencies' development schedules.

Policy D: Performance is measured by program's ability to provide water credits to various State agencies when requested, normally at the building permit stage.

Policy E: Performance is measured by the completion of authorized funded projects, including non-water projects implemented for other divisions of the department and other agencies, and adherence to original project completion schedules.

**Department of Land and Natural Resources
Engineering Division
Annual Report in Response to Act 100, SLH 1999**

LNR 810 - Prevention of Natural Disasters

A.1._ Goals

Protect people and their property from unwise floodplain development, and to protect society from the costs associated with developed floodplains through floodplain management activities and regulation of dams and reservoirs.

A.2._ Policies, Objectives, and Estimated Time Frame

Policy A: Utilize strategies and objectives for floodplain management from the State's Flood Hazard Mitigation Plan.

Objectives and Time Frame:

- A.1 Develop and implement flood control projects (ongoing, flood control project -approximately 10 years) in partnership with Counties, State and Federal Agencies.
- A.2 Work with State, County and Federal Agencies to conduct watershed flood studies (ongoing)
- A.3 Develop and implement a pilot program for a flood warning system in partnership with the United States Geological Service (USGS) and the National Weather Service (NWS) (ongoing)
- A.4 Work with the United States Geological Service (USGS) to develop a training program for front line personnel and Engineering staff to recognize locations of potential rockfalls (ongoing)
- A.5 Develop an Executive Order for floodplain management to enable State Departments to comply with the requirements of the National Flood Insurance Program (NFIP) to ensure the availability of flood insurance in the State (ongoing)
- A.6 Construct building Models showing how to build safely next to the river and coastal areas. This is an educational tool for architects, engineers, elected officials and homeowners (ongoing)
- A.7 Conduct Post Flood Reports after a flood event to enable the State and Counties to obtain disaster assistance and to document the flood event

(dependent on funds that were requested in the supplemental budget request)

A.8 Develop and implement a Map Modernization Program by working with the Counties and Federal agencies to use the Light Detection and Ranging (LIDAR) System for utilization to develop:

- Federal Emergency Management Agency (FEMA), digital Flood Insurance Rate Maps (DFIRMs);
- Floodplain mapping
- Flood studies;
- Flood control projects;
- Topographic mapping/erosion monitoring
- Bathymetry maps (underwater mapping)
- Harbor profiling for marine safety
- Forest ground and canopy measurements
- Use to assess forest growth and health
- Building and factory construction measurements
- Measurements allow for precise prefabrication, improving efficiency and reducing costs
- Aircraft docking
- Safe aircraft maneuvering near airport terminals
- Maps of critical care facilities

Policy B: Administer the National Flood Insurance Program to protect the public by incorporating a proactive floodplain management plan.

Objectives and Time Frame:

Administration of the NFIP in Hawaii will be accomplished through the Community Assistance Program - State Support Services Element (CAP-SSSE). Under an annual cooperative agreement with the Federal Emergency Management Agency (FEMA), the State will perform specific tasks as outlined in the CAP-SSSE grant agreement, including but not limited to:

- B.1 Conduct two Community Assistance Visits and/or Contact with two of the four participating communities.
- B.2 Provide technical assistance to the Communities as it relates to the NFIP.
- B.3 Increase public awareness and outreach by publishing a quarterly newsletter and conducting informal workshop and seminar.
- B.4 Develop and maintain a website dedicated to floodplain management.
- B.5 Review each Community's local floodplain ordinance for compliance with the NFIP Regulations.

- B.6 Encourage communities to participate in the Community Rating System (CRS).

The objectives set forth in the CAP-SSSE grant agreement is required to be accomplished within one fiscal year (October 1-Sept. 30). Funding is renewed each year contingent upon meeting the requirements of the grant agreement.

Policy C: Administer the State Dam Safety Program to reduce the risk for loss of life and property damage caused by dam related failures and incidents.

Objectives and Time Frame:

- C.1 Maintain an inventory of dams in the State for compilation into the National Inventory of Dams. (ongoing)
- C.2 Develop and oversee a dam inspection program for regulatory dams in the state to insure compliance with the state's dam safety program regulations. (ongoing)
- C.3 Oversee the issuance of permits for the construction, alteration, and removal of regulatory dams in the State. Develop a program to incorporate the dam permit review into the existing various County permit approval processes. (ongoing)
- C.4 Develop a dams and reservoirs GIS database for use in managing and regulating the dams in the State. (3–5 year)
- C.5 Assist dam owners in developing and maintaining Emergency Action Response Plans for their dams. (ongoing)
- C.6 Develop and/or adopt dam guidelines for use in assisting dam owners and professionals establish minimum guidelines for the proper design, construction and inspection of dams. (ongoing)
- C.7 Provide technical assistance to dam owners and the public on dam safety issues and concerns. (ongoing)
- C.8 Oversee and monitor dam owners' compliance to current dam safety regulations and ongoing maintenance and operations of dam facilities. (ongoing)

A.3._ Measures of Effectiveness

Policy A: Performance is measured by the number of watershed flood studies, developing and implementing a flood control project, passage of an Executive Order for floodplain management, construction of seven sets of riverine/coastal flood models. Completion of flood studies and flood control project are contingent upon the approval and release of state funds.

Policy B: Performance is measured by completing the tasks outlined in the annual cooperative agreement, which include: community assistance visits, Hawaii Floodplain Management Newsletters, and providing technical assistance as it relates to the NFIP. Completion of the required tasks, benefit the State by:

- Continued funding of the CAP-SSSE grant;
- Availability of low cost flood insurance in Hawaii; and
- Community eligibility to participate in the CRS program, by which flood insurance premiums are reduced for each participating community's policy holders.

Policy C: Performance is measured by the number of permit applications, inspections, and dam safety related inquiries processed, and the development of a GIS database, an updated inventory of dams database, and related dam safety guidelines.

**Department of Land and Natural Resources
Division of Forestry & Wildlife
Annual Report for Act 100, SLH 1999**

I. Goals:

- **Promote healthy diverse forest ecosystems throughout Hawaii that provide clean air and water, habitat to support healthy populations of native plants and animals, recreational opportunities, and sustainable forest products.**
- **Use aggressive but careful management to minimize adverse effects on Hawaii's forests from insects, disease and wildfire.**
- **Promote the use of incentives, the collection and sharing of information, cultural sensitivity and appropriate regulations to foster a climate for responsible forest stewardship.**

II. Policies and Objectives and Estimated Time frame:

Policy A: Ensure viable water yields by protecting and enhancing the condition of Hawaii's forested watersheds to retard rapid run-off of storm flows, prevent and reduce soil erosion, and improve infiltration rates.

Objectives and Time frame:

- A.1. Prevent and suppress forest and range fires on key watersheds to include forest reserves, public hunting areas, and natural area reserves. Cooperate with established fire control agencies for the protection of other wildlands not within departmental protection areas to the extent needed to provide for public benefits and environmental protection. (1 year)
- A.2. Control livestock trespass and non-native animals in priority watersheds. (2 years)
- A.3. Survey and control noxious plants, forest insects and diseases that can damage watershed integrity and native ecosystems. (5 years)
- A.4. Plan for and implement the reforestation and management of deteriorating and/or disturbed state watersheds as may be appropriate for watershed value enhancement. (2 years)
- A.5. Promote, encourage, and advocate for incentives to encourage the maintenance and enhancement of key watersheds on private lands. (1 year)

Policy B: Protect and enhance the condition of Hawaii's unique native plant and animal species, and native ecosystems for their inherent value to Hawaii's citizens and for their productive value

to science, education, industry and the cultural enrichment of future generations and prevent species extinctions whenever possible.

Objectives and Time frame:

- B.1. Insure viable populations of native species and increase populations of endangered species by protecting and managing their natural habitats via a system of state-owned and managed sanctuaries, forest and natural area reserves, and cooperative managed areas (1 year).
- B.2. Conduct an aggressive propagation and re-introduction program for T&E species (e.g. Olinda bird rearing facility, plant nursery and out planting) (1 year)
- B.3. Develop, protect and maintain wetland habitat through management and cooperative agreements with other agencies and private organizations. (2 years)
- B.4. Control non-native and maintain non-native animal populations at non-damaging levels for unique native species and ecosystems. (1 year)
- B.5. Continue to support efforts for brown tree snake and other alien species control by promoting interagency cooperation, expanding the network of volunteers, and updating training and equipment for effective rapid response capacity. (2 years)
- B.6. Manage the State Seabird Sanctuary system and other seabird nesting colonies by controlling predators, enhancing nesting habitat, salvaging and rehabilitating grounded seabirds, and enforcing wildlife sanctuary rules. (1 year)
- B.7. Protect native species and their habitats through predator control and other improvement activities. (1 year)
- B.8. Develop and acquire new management techniques and equipment for managing and monitoring native ecosystems, including alternative techniques for introduced animal and plant control. (5 years)
- B.9. Conduct surveys of rare and endangered plants and wildlife and monitor the effects of management activities. (1 year)
- B.10. Administer the Natural Area Partnership Program (NAPP). (1 year)
- B.11. Promote and encourage meaningful applied research that addresses endangered species and natural area management needs and concerns such as limiting factors or critical habitat needs for endangered plant species. (2 years)
- B.12. Develop contingency plans and capacity to rehabilitate wildlife impacts resulting from oil spills and other emergencies. (1 year)

Policy C: Enrich leisure time and capabilities of Hawaii's residents and visitors by providing opportunities and facilities for multiple outdoor recreational activities such as hiking, hunting, fishing, bicycles, equestrians and motorized off-road recreation by maintaining and enhancing trail and access systems for wildland fire control, search and rescue, watershed protection, and other natural resource management activities and a public hunting program of recreational, subsistence, and traditional hunting methods to provide a source of food and outdoor recreation for the public and as a means to manage and control introduced game animals.

Objectives and Time frame:

- C.1. Maintain and construct roads and trails to allow managed public use of recreational areas. (1 year)
- C.2. Protect ancient and historic trails and accesses. (1 year)
- C.3. Conduct public hunting seasons, inventory and conduct surveys of game birds and mammals, and evaluate hunter harvest for setting seasons and rules, and manage public hunts. (1 year)
- C.4. Construct and maintain forest and wildlife recreational facilities such as trail shelters, arboreta, picnic grounds, viewpoints, signs, bridges and campgrounds. (1 year)
- C.5. Improve game wildlife populations and habitat by planting food crops, noxious vegetation and predator control, and game bird restocking where appropriate. (2 years)
- C.6. Construct and maintain hunter checking stations, wildlife water units, hunter informational, boundary, and safety zone signs, and game feeding sites. (1 year)
- C.7. Investigate and take appropriate action to control wildlife causing a nuisance, risk to human health, or damage to agricultural crops. (1 year)
- C.8. Advocate for public access by commenting on development plans and forming agreements with private landowners to increase public use of trails and accesses. (2 years)
- C.9. Provide additional hunting opportunities by developing new public hunting areas and creating incentive program to encourage more hunting on private lands. (2 years)
- C.10. Develop responsible mechanisms to manage commercial uses such as encourage eco-tourism in ways that sustain the natural resources and provide benefits to the local community. (2 years)

Policy D: Broaden the State's economic base by producing, improving, and assisting in the production of high quality forest products to support a sustainable forest industry that maintains and creates jobs while generating revenue for the State of Hawaii.

Objectives and Time frame:

- D.1. Encourage private investment for commercial forest development. (1 year)
- D.2. Plan for, and implement the reforestation and management of deteriorating and/or disturbed state lands for commercial forest resources production, native resource protection, watershed value enhancement, and other forest purposes. (2 years)
- D.3. Plan and administer commercial forest management activities on State land which includes resource inventory and forest product sale administration. (1 year)
- D.4. Provide private landowners and processors of forest products with technical forestry assistance. (2 years)
- D.5. Administer State and Federal cost sharing programs such as urban forestry and forest stewardship. (1 year)
- D.6. Operate the Central Tree Nursery in Kamuela and district nurseries for distribution of high quality tree seedlings for reforestation, special use plantings such as windbreaks and propagation of native plants for out planting. (1 year)

Policy E: Develop volunteer and information programs for natural resource management that allow meaningful and productive community involvement in the stewardship of natural resource on public lands.

Objectives and Time frame:

- E.1. Develop a website that will give the public easy access to information about DOFAW, ongoing Division projects, and basic conservation information. (1 year)
- E.2. Encourage private citizens to work on natural resource management projects by supporting community volunteer programs. (1 year)
- E.3. Work with the Hawaiian community to develop appropriate protocols for sustainable traditional and cultural gathering. (2 years)
- E.4. Develop information and educational materials on Division's programs such as maps, reports, brochures, teachers packets, videos, and posters. (1 year)

III. Measures of Effectiveness

Policy A:

- Capability to prevent, respond to and control wildland fires as measured by prevention actions, response time and control effectiveness.
- Number of acres of forest watersheds being actively managed on public and private lands.

Policy B:

- Number of endangered species being actively managed and increased in numbers.
- Number of alien pests being managed.
- Miles of monitoring transects within the Natural Area Reserve System.

Policy C:

- Miles of trail construction, restoration and maintenance.
- Number of picnic ground and campsite maintenance.
- Number of trail and access users.
- Number of licensed hunters and hunt success ratios;

Policy D:

- Number of seedlings produced and distributed.
- Acres of trees planted.
- Number of urban forestry projects implemented
- Number of forest landowners assisted.
- Dollars of private sector investment and number of jobs created within forest industry.

Policy E:

- Number of education materials produced and distributed to target audiences.
- Number of volunteers who assist with trail stewardship.
- Number of hits on web page.

**Department of Land and Natural Resources
State Historic Preservation Division
Annual Report for Act 100, SLH 1999**

I. Goals:

- Promote Effective Land Use Planning that Incorporates Historic Preservation Concerns.
- Promote Community and Economic Revitalization Through Historic Preservation.
- Increase Protection and Management of Hawaii's Historic and Cultural Resources.
- Increase Public Knowledge of Hawaii's Historic Properties and the Benefits of Historic Preservation.

II. Policies and Objectives and Estimated Time Frame:

Policy A: Provide timely and effective historic preservation reviews conducted in compliance with state and federal laws. Most are integrated with the land use and project development regulatory process.

Objectives and Time Frame:

- A.1. Provide sufficient, qualified staff to review documents submitted in compliance with state and federal laws and regulations in a timely manner. (on going)
- A.2. Implement administrative rules governing historic preservation review of governmental projects (sections 6E-7 and 6E-8, HRS) and projects subject to state and county permits or approvals (section 6E-42, HRS). (on-going)
- A.3. Implement administrative rules establishing standards for archaeological work, qualifications for historic preservation professionals, and permitting of archaeological work. (on-going)
- A.4. Continue developing standards for ethnographic work and the identification of traditional cultural properties for eventual adoption as an administrative rule. (1 year)
- A.5. Develop standards for architectural documentation and mitigation work for eventual adoption as an administrative rule. (2 years)
- A.6. Continue computerizing and updating the statewide inventory of historic places. This includes the continued development of an inventory of traditional cultural places; completing computerization of the archaeological, architectural and burial sites inventory records; integrating the separate databases; upgrading the capabilities of the current databases; and linking all databases to GIS layers. (ongoing)
- A.7. Enhance the SHPD website to include inventory information, bibliographies of submitted reports and plans; and weekly status listing of historic preservation reviews. (2 year)
- A.8. Upgrade and revise SHPD correspondence log to track compliance history of parcels by TMK, distribution of workloads, collection of filing fees, and timeliness. (1 year)

- A.9 Assess organization of records and record keeping procedures to ensure efficient and informed decision-making. (2 years)
- A.10 Increase and improve enforcement of Chapter 6E, HRS, to encourage compliance with historic preservation laws and the protection of historic properties and burial sites. (1 year)
- A.11. Expand history and culture branch operations by placing staff on Kauai, Maui and Hawaii, as well as Oahu. (5 years)
- A.12. Secure reasonably permanent office locations in Kona, Hawaii Island and on Kauai. (1 year)
- A.13. Place staff in appropriate County departments, on a full or part time basis, to help implement section 6E-42, HRS. Staff would identify which County applications, permits, and approvals may have an effect on historic properties and therefore require further consideration in the historic preservation review process. (2 years)

Policy B: Respond to the discovery of burial sites in a timely, sensitive manner, which takes into consideration cultural concerns, and promote timely reburial.

Objectives and Time Frame:

- B.1. Provide sufficient staff to support the Island Burial Councils and respond to the inadvertent discovery of human skeletal remains. (on going)
- B.2. Develop a computerized database to track the inadvertent discovery of burials and investigations of section 6E-11, HRS, violations. (1 year)
- B.3. Hold informational meetings with various agencies and groups to discuss the inadvertent discovery process and procedures to treat previously identified burials.
- B.4. Produce educational materials to inform the public of the sensitivity of burials and the need to notify the department if human remains are discovered. This includes developing guidance documents for posting on the SHPD web site. (ongoing)
- B.5. Develop procedures to ensure the timely and appropriate reinterment of human remains found inadvertently and a plan to rebury all human remains in SHPD's custody. (1 year)

Policy C: Promote cooperation and understanding between participants in the historic preservation review process, including SHPD staff, those proposing private and public projects, consultants, concerned citizens, and members of boards and commissions dealing with historic preservation issues.

Objectives and Time Frame:

- C.1. Continue to meet with interested parties to discuss specific projects of particular concern early in the planning process. (on going)
- C.2. Participate in workshops, conferences, and forums related to historic preservation and the environmental review process. (on going)
- C.3. Continue to facilitate consultation between those proposing projects and native Hawaiian organizations and knowledgeable individuals. (on going)

- C.4 Prepare Power Point presentations targeting major constituent groups on the historic preservation process, public participation in the process, and implementing the administrative rules. (1 year)
- C.5 Increase interaction with historic preservation agencies and organizations at the National level and in other states. This increases staff opportunities for professional development and exposure to national trends in the fields. (on-going)

Policy D: Support the perpetuation and preservation of sites associated with the native Hawaiian culture.

Objectives and Time Frame:

- D.1. Encourage and support workshops to train community and private organizations to care for and manage historic properties. (on going)
- D.2. Encourage the acquisition, development and maintenance of historic preserves on public and private lands. (on going)
- D.3. Explore ways to ease private property owners' liability concerns in opening of historic properties for public use or traditional cultural practices. (5 years)
- D.4. Encourage and assist the restoration of Hawaiian fishponds, taro loi, and other sites. (5 years)
- D.5. Develop an inventory of traditional cultural places, including historic and cultural landscapes, and sources materials in order to raise awareness and promote their protection. (5 years)

Policy E: Support the continued use and preservation of Hawaii's historic built environment.

Objectives and Time Frame:

- E.1. Encourage and support the use of historic preservation tax incentives through the dissemination of information and timely review of applications. (on going)
- E.2. Encourage and support State and County agencies to maintain and preserve historic buildings under their administration through section 6E-8, HRS, review and compliance process. (on going)
- E.3. Support Hawaii Main Street towns, and pursue the reestablishment of the Hawaii Main Street program. This includes support for community-based organizations wanting to rehabilitate or restore historic structures. (5 years)
- E.4. Support the establishment of heritage corridors and scenic by-ways projects. (5 years)
- E.5. Encourage the continued consideration of more flexible transportation standards for historic bridges in coordination with Federal Highways Administration and the Advisory Council on Historic Preservation. (on going)
- E.6. Support the exterior rehabilitation of the Hawaii Theater through administration of grant. (1 year)

Policy F: Encourage sustainable tourism that incorporates the appreciation and respectful use of historic resources.

Objectives and Time Frame:

- F.1. Promote the preservation of historic properties that can be accessed by residents and visitors alike. (on going)
- F.2. Develop and disseminate materials to inform visitors of historic properties in Hawaii in coordination with other DLNR divisions and other state and county agencies. (5 years)
- F.3. Encourage the appropriation of historic preservation grants for stabilization, rehabilitation and restoration projects. (5 years)
- F.4. Develop on the SHPD website information on historic properties open to the public for visitation or on historic communities for which interpretive materials are available. (1 year)
- F.5. Review for accuracy and completeness interpretive materials and displays developed for historic properties by public and private entities. (on-going)

Policy G: Recognize significant historic properties through placement in the Hawaii and National Registers of Historic Places.

Objectives and Time Frame:

- G.1. Follow Hawaii and National Register Action Priorities enumerated in Appendix E of the State Historic Preservation Functional Plan to determine which sites to nominate to the Hawaii and National Registers of Historic Places. (on going)
- G.2. Increase diversity of historic property types placed on the Hawaii and National Registers of Historic Places.

Policy H: Encourage local government participation in historic preservation activities.

Objectives and Time Frame:

- H.1. Review local preservation ordinances to determine the advantages of adopting new ordinances, revising existing ones, or supporting the administration of existing ordinances. (on going)
- H.2. Investigate basing property tax on actual use for historic properties. (5 years)
- H.3. Encourage counties to adopt the Uniform Code for Building Conservation. (5 years)
- H.4. Conduct a comparative analysis of permits and land use approvals submitted to SHPD in compliance with Chapter 6E-42 by county. The results could identify ways to improve consideration of historic properties at the local level.
- H.5. Facilitate Chapter 6E-42 review by placing SHPD staff, on a part or full time basis, in appropriate County departments to conduct preliminary review of applications and projects that may affect historic properties. (2 years)

Policy I: Develop improved access and comprehension of historic property inventory information.

Objectives and Time Frame:

- I.1. Continue to develop historic property contexts through archaeological, architectural, and historical syntheses. (5 years)

- I.2. Coordinate with other agencies and institutions to develop increased inventory information in school curriculums. (5 years)
- I.3. Develop interpretive materials from inventory data and source materials to place on the SHPD website. (2 years)
- I.4. Produce or support materials, such as the annual calendar and other publications which provide information on historic places. (on going)

Policy J: Promote historic preservation awareness in the schools.

Objectives and Time Frame:

- J.1. Develop historic preservation related videos for classroom and public television use. (on going)
- J.2. Make presentations on historic preservation related topics at education workshops and conferences, and respond to teacher requests for information. (on going)
- J.3. When time allows, make classroom presentations on historic preservation related topics and participate in career days at the schools. (on going)
- J.4. Develop historic preservation related curriculum materials for the SHPD website. (5 years)

Policy K: Increase interaction with groups that impact historic preservation resources such as architects, realtors, planners, lawyers, contractors, and the police.

Objectives and Time Frame:

- K.1. Publish articles on topics of common interest in appropriate trade and professional publications. (on going)
- K.2. Participate in appropriate professional and issue-oriented workshops and conferences. (on going)
- K.3. Provide training sessions for those responsible for enforcing historic preservation laws. (on going)
- K.4. Convene discussion groups to improve our mutual understanding of how historic resource can be protected and developed.

Policy L: Expand the Historic Preservation Division's funding base.

Objectives and Time Frame:

- L.1. Maintain or increase the SHPD level of state general funds and federal historic preservation annual grant funds.
- L.2. Implement collection of filing fees in accordance with administrative rules. (1 year)
- L.3. Apply for appropriate grants and other outside sources of revenues. (on going)
- L.4. Effectively pursue violations of Chapter 6E, HRS, and deposit fines in the Hawaii Historic Special Fund to defray costs of oversight and investigations. (on-going)
- L.5. Coordinate with other DLNR Divisions or external agencies to share facilities, equipment or in-kind services.

III. Measures of Effectiveness:

Policy A:

- Completed, adoption, approval and implementation of administrative rules governing historic preservation review of governmental projects (sections 6E-7 and 6E-8, HRS) and projects subject to state and county permits or approvals (section 6E-42, HRS).
- Completed, adoption, approval and implementation of administrative rules establishing standards for archaeological work, qualifications for historic preservation professionals, and permitting of archaeological work.
- Completed, adoption and approval of administrative rules for ethnographic work and the identification of traditional cultural properties.
- Completed, adoption and approval of administrative rules establishing standards for documenting and mitigating adverse effects on architectural properties.
- Convene working groups of historic preservation consultants and interested parties to develop guidelines on the adequate implementation of standards established by administrative rule.
- Completed computerization of architectural inventory for Honolulu.
- Completed computerization of archaeological inventory.
- Develop standardized site forms to enable historic preservation consultants to submit site data in database format that is compatible with SHPD's inventory databases.
- Post weekly website listing of historic preservation reviews.
- Staff expanded and in place on Maui, Kauai and Hawaii.
- Respond to 95% of compliance submittals in a timely manner to avoid triggering the automatic approval provision of the administrative rules.
- Secure an office space on Kauai and in Kona, Hawaii Island.
- Complete review of staff job descriptions to ensure priority is given to completing compliance reviews and maintaining historic property inventories.
- Generate monthly statistics on the number of historic preservation reviews completed by document type, agency, legal authority or jurisdiction, geographic area or other factors.

Policy B:

- Distribute and promote video on Hawaiian burial sites.
- Respond to 95% of burial calls and determine appropriate treatment in a timely manner.
- Reinter remains in a timely manner and implement plan to rebury all human remains in SHPD's custody.
- Generate statistics on the number of inadvertent discoveries reported, context of the discovery, geographic area, and disposition.
- Compile information annually on the number of investigations undertaken and completed.

Policy C:

- Reduced number of complaints received concerning historic preservation compliance.
- Compiled list of presentations given by staff
- Inventory power point presentation developed by staff for specific constituent groups or occasions.

Policy D:

- Completed inventory of traditional cultural properties on Molokai.
- Continued operation of historic preserve at Ke'e, support use of Hanapepe Salt Ponds.
- Open historic preserves for public access.
- Increased number of historic properties of traditional importance to native Hawaiians on the Hawaii and National Register of Historic Places.
- Increased number of traditional cultural properties identified and evaluated during the historic preservation review process.

Policy E:

- Increased documentation of architectural properties identified and evaluated during the historic preservation review process.
- Support establishment of heritage corridors for Hana Highway on Maui; Hilo-Hamakua, Kona, and Kohala on Hawaii Island; and Hanapepe-Waimea and Hanalai-Haena on Kauai.
- Support reestablishment of Hawaii Main Street Program.
- Complete the rehabilitation of the exterior of the Hawaii Theater

Policy F:

- Post website listing of historic properties open to the public or areas for which historic materials have been developed.
- Increased number of grants available for the preservation of historic properties.

Policy G:

- Historic Places Review Board meets at least four times a year.
- At least ten sites are placed in the Hawaii Register of Historic Places annually.
- At least four archaeological and traditional cultural properties placed in the Hawaii Register of Historic Places annually.
- Conducted annual training and planning session for Review Board members.

Policy H:

- Support continued participation by Kauai and Maui County in the Certified Local Government program.
- Support possible participation by Hawaii County in the Certified Local Government program.
- Hold annual planning session with Certified Local Government commission members and County support staff.
- Generate report on the number, type, and location of County reviews processed under Chapter 6E-42, HRS.

Policy I:

- Produce and publish an annual calendar.

Policy J:

- Produced and distributed video on Hawaiian burial site significance and protection.
- Participation in DOE activities.

Policy K:

- Participation in professional activities and training sessions.

Policy L:

- Continued existence and expansion of the historic preservation division.
- Improved oversight of historic preservation laws
- Enhanced capability to access information on historic properties and records of historic preservation compliance reviews.

Department of Land and Natural Resources
Land Division
Annual Report for Act 100, SLH 1999

I. Goals

- Improve fundamental management practices (processes/operational)
- Maximize staff resources (people)
- Install and utilize current technology to improve the way we operate (technology)
- Review the legal framework within which we operate and recommend changes (statutory)

II. Policies and Objectives and Estimated Timeframe

Policy A: Improve records management

Objectives and Timeframe:

- A.1. Develop system to ensure timely filing of documents and eliminated backlog of filing and centralize master file creation function (completed)
- A.2. Standardize and reorganize master file organization into three-part filing system with summary sheets as recommended by Legislative Auditor (one year)
- A.3. Overhaul Central Files system – replace vault cabinets and complete file conversion (two years)

Policy B: Establish internal controls and systems

Objectives and Timeframe:

- B.1. Create Project Status Forms (PSF) system to track pending requests and develop master file checklists to ensure completeness (completed)
- B.2. Develop new computer system to track lease requirements and implement internal controls (two years)
- B.3. Develop procedures manual to ensure internal controls (two years)

Policy C: Establish and implement policies and procedures

Objectives and Timeframe:

- C.1. Standardize Board submittals to facilitate Board review and AG preparation of documents (completed)
- C.2. Documented current workflow processes and re-engineered these processes as part of computerization project (completed)
- C.3. Develop formal procedures manual during implementation phase (two years)

C.4. Establish policies in order to ensure fair and consistent treatment (ongoing)

Policy D: Increase accountability and skill levels

Objectives and Timeframe:

- D.1. Implement Performance Appraisal System (ongoing)
- D.2. Require reporting on status of assignments (ongoing)
- D.3. Establish performance measurements as part of computerization project (ongoing)
- D.4. Conduct training and education (ongoing)

Policy E: Streamline operations, improve internal controls through current technology

Objectives and Timeframe:

- E.1. Improve electronic communication via WAN (frame relay) and e-mail (completed)
- E.2. Increase access to external data sources (e.g., county tax offices, MLS, internet, etc.) to increase efficiency and quality of work (one year)
- E.3. Purchase and install new computer system to integrate land inventory, property management and accounts receivable functions (two years)
- E.4. Add project and correspondence tracking functions to computer system (three years)

Policy F: Review Chapter 171, HRS

Objectives and Timeframe:

- F.1. Conduct review of Chapter 171, HRS (five years)

III. Measures of Effectiveness

Ongoing monitoring of specific projects to accomplish the objectives will be conducted, including self-reporting requirements and establishment of performance measures, with incorporation into the performance appraisal system where appropriate.

**DEPARTMENT OF LAND AND NATURAL RESOURCES
DIVISION OF STATE PARKS
ANNUAL REPORT FOR ACT 100, SLH 1999**

I. Goals:

Preserve and protect the natural, cultural and scenic resources in the state park system.

Provide a clean, safe and enjoyable environment for all park visitors.

Improve monitoring and management of natural and cultural resources in the state park system.

Provide interpretive services in the parks to enhance the visitor experience, develop visitor awareness of Hawaii's cultural and natural heritage and promote resource management by park users.

Streamline park operations to make the best use of limited staffing and funding.

Expand sources of revenue to support parks program and special park needs.

Develop an "identity" for Hawaii State parks.

II. Policies and Objectives and Estimated Time Frame:

Policy A: Make park facilities accessible by removing barriers and making improvements as directed by a federal court consent decree to comply with the Americans with Disabilities Act (ADA).

Objectives and Time Frame:

A.1. Design and put out to bid top priority projects for compliance with ADA.
 (1 year)

A.2. Complete design and bidding for the balance of projects to comply with ADA.
 (2 years)

Policy B: Develop a risk management plan to mitigate risks from natural hazards in the parks.

Objectives and Time Frame:

B.1. Inventory and assess the existing and potential hazards in the parks. (1 year)

- B.2. Identify appropriate mitigation measures, including standardized warning signs. (2 years)
- B.3. Implement the risks management plan including management protocol for monitoring, mitigating and responding to documented hazards.

Policy C: Develop and maintain park facilities, including structures, landscaping and other park improvements through construction of deteriorated facilities.

Objectives and Time Frame:

- C.1. Assess the condition of park facilities, prioritize maintenance, and repair needs and maintenance programs. (1 year)
- C.2. Develop updated periodic maintenance schedule and related budget requirements. (5 years).

Policy D. Implement approved park use fees and study new fee options. Identify expanded opportunities for concessionaires to provide services to park users.

Objectives and Time Frame:

- D.1. Implement expanded concession program. Develop funding partnership, to implement interpretive programs, and seek grants for resources management and planning. (2 years)

Policy E: Develop and implement interpretive programs in selected parks to promote visitor awareness and understanding of Hawaii’s unique natural and cultural heritage.

Objectives and Time Frame:

- E.1. Install interpretive signs at Ahupua’a ‘O Kahana State Park, Oahu and , ‘Akaka Falls SP and Kealakekua Bay SHP, Hawaii. (1 year)
- E.2. Install interpretive signs at Keaiwa Heiau SRA and Diamond Head SM, Oahu; Kekaha Kai SP, Hawaii. (2 years)
- E.3. Develop exhibits and reconstruct Kam Mon Store & Mormon Chapel as interpretive centers at Ahupua’a ‘O Kahana SP, Oahu. (5 years)

Policy F: Develop and implement resource management programs in state parks.

Objectives and Time Frame:

- F.1. Fill the established permanent Botanist Position. (1 year)
- F.2. Develop a monitoring schedule for sensitive resources. (2 years)
- F.3. Prepare and implement resource management plans for critical forest resources at

Kokee and Waimea Canyon State Parks, Kauai. Develop database of resources and interpretive themes in park system. (5 years)

Policy G: Explore the need to reduce or consolidate park operations and reorganize the Division of State Parks.

Objectives and Time Frame:

G.1. Centralize maintenance crews and baseyards. (1 year)

G.2. Consolidate the Planning and Development Branches. (2 years)

Policy H: Maintain a visible presence in the parks.

Objectives and Time Frame:

H.1. Develop a logo for the State Park System that can be used on uniforms, signs and publications and develop and implement a uniform for State Parks interpretive staff. (1 year)

H.3. Develop and implement for a uniform State Park maintenance personnel. (2 years)

III. Measure of Effectiveness:

Policy A: Measure of performance in addressing accessibility of park facilities by the number of barriers removed each year.

Policy B: Performance in addressing condition of facilities to be measured through number of parks/facilities inventoried, evaluated, budgeted, and upgraded.

Policy C: Measure increase in revenue realized through expanded concession, user fees, and grant program.

Policy D: Park features interpreted as percentage of interpretive places. A total of 60 interpretive places have been identified within the state park system. At present, 50% of these places have some form of interpretation available, such as interpretive signs and interpretive facilities.

Policy E. Completion of database of resources. Implementing of monitoring program of park resources.

Policy F. Reduction in number of separate maintenance baseyards in the field operation and Branches in the administration office.

Policy G: Determine visitor satisfaction through visitor surveys.