


January 8, 2016

2016 JAN -8 PM 3:41
OFFICE OF THE
COUNTY COUNCIL

RECEIVED

MEMO TO: CG-1(1) File

F R O M: Tony Takitani, Chair 
Special Committee on County Governance

SUBJECT: **TRANSMITTAL OF LEGISLATIVE PROPOSAL RELATING TO
RESOLUTION 15-155: ESTABLISHING A SPECIAL COMMITTEE
ON COUNTY GOVERNANCE** (CG-1(1))

The attached legislative proposal pertains to Item CG-1(1) on the Special Committee's agenda.

cg:ltr:001(1)amc02:dr

Attachment

CG-1(1) RESOLUTION 15-155: ESTABLISHING A SPECIAL COMMITTEE ON COUNTY GOVERNANCE (CG-1(1))

Establishment of a Temporary Investigative Group of the Special Committee on County Governance, as authorized by Section 92-2.5, Hawaii Revised Statutes.

TIG-1 Proposal – Other Counties and Cities

Scope of Investigation. The scope of the investigation shall be:

- A) Examine at least 10 counties or cities that have recently changed their form of government to or from a county manager (or city manager) form of government. Provide findings and recommendations, based on the investigation, to the following questions:
- i. What prompted the change in the form of government?
 - ii. How did they transition? What specifically did they change? What did they keep the same?
 - iii. If applicable, what function does the Mayor have?
 - iv. What services do the counties and cities provide in their communities?
 - v. How are the department directors determined?
 - vi. What are their demographics, such as population, median age, median income, common occupations, and dominant industries?
 - vii. What significant improvements have been seen since the change? What data or performance measures show this improvement? How is effectiveness measured?
 - viii. What areas have need for improvement?
 - ix. What advice do they have?
 - x. From the information gathered, what concepts or modifications could Maui County consider incorporating?
- B) Examine counties and cities that are demographically similar to Maui County and that won the 2015 Local Government Excellence Award from the International City/County Management Association. Provide findings and recommendations, based on the investigation, to the following questions:
- i. What is the history of their form of government?

- ii. What are the functions of, as applicable, the Mayor, City Council, County Council, County Commission, County Board of Supervisors, City Manager, or County Manager?
- iii. What services do counties and cities provide in their communities?
- iv. How are the department directors determined?
- v. What are their demographics, such as population, median age, median income, common occupations, and dominant industries?
- vi. How is effectiveness of county governance measured?
- vii. What areas have need for improvement? Is there anything they would want to change to become more effective?
- viii. What advice do they have?
- ix. From the information gathered, what concepts or modifications could Maui County consider incorporating?

Membership:	Authority:
_____, TIG Chair	Call, convene, and facilitate discussions; request staff assistance from Council Chair; report findings and recommendations to the Special Committee on County Governance; establish and enforce parliamentary procedure; serve as voting member.
_____, TIG Vice-Chair	Assume Chair's duties in Chair's absence or disability; serve as voting member.
_____, TIG member	Serve as voting member.
_____, TIG member	Serve as voting member.
_____, TIG member	Serve as voting member.

General Rules:

- 1) Discussion is limited to those matters enumerated under the scope of investigation.
- 2) Discussion of matters relating to the scope of the investigation is restricted to only those members of the Special Committee on County Governance appointed as TIG members. Non-TIG members of the

Special Committee on County Governance are prohibited from attending any meeting of the TIG. TIG members shall not communicate with non-TIG members of the Special Committee on County Governance about matters within the scope of investigation.

- 3) The physical presence of three TIG members for a discussion called and convened by the TIG Chair, or in the absence or disability of the Chair, the Vice-Chair, shall constitute a quorum.
- 4) Discussion of the matters relating to the scope of the investigation is only permitted during a discussion called and convened by the TIG Chair or, in the absence or disability of the TIG Chair, the TIG Vice-Chair.
- 5) The TIG is not considered a “board” for Sunshine Law purposes so long as it strictly abides by the requirements of Section 92-2.5(b)(1) of the Hawaii Revised Statutes (see attached). Therefore, the usual Sunshine Law requirements of meeting notice, public testimony, open meetings, and minutes of the meeting do not apply to the TIG.
- 6) Three affirmative votes shall be required to establish a finding or recommendation of the TIG.
- 7) The TIG Chair shall submit a report of the group’s findings and recommendations to the Special Committee on County Governance at a meeting of the Special Committee on County Governance on February 11, 2016, or as close to that date as practicable.
- 8) The TIG shall be dissolved upon presentation of its findings and recommendations to the Special Committee on County Governance.

Record of Special Committee Action to Create TIG:

Ayes: _____

Noes: _____

Excused: _____

Date of TIG Creation: _____