



## CHARTER REVIEW COMMISSION

COTY TRUGILLO, CHAIR  
JACLYN KAINA, VICE CHAIR

BRONSON BAUTISTA, COMMISSIONER  
REID KAWANE, COMMISSIONER  
LORI KOGA, COMMISSIONER  
JAN TENBRUGGENCATE, COMMISSIONER

### Meetings of the Charter Review Commission will be conducted as follows until further notice:

- Meetings will be publicly noticed pursuant to HRS Chapter 92.
- Minutes of meetings will be completed pursuant to HRS Chapter 92 and posted to the Commission's website upon completion and approval.

### Public Comments and Testimony:

- **Written testimony** will be accepted for any agenda item herein.
  - Written testimony indicating your 1) name, and if applicable, your position/title and organization you are representing, 2) the agenda item that you are providing comment on, and 3) contact information (telephone number and email address), may be submitted to [akuwamura@kauai.gov](mailto:akuwamura@kauai.gov) or mailed to the Charter Review Commission, c/o Office of Boards and Commission, 4444 Rice Street, Suite 300, Lihue, Hawaii 96766.
  - Written testimony received by the Charter Review Commission at least 24 hours prior to the meeting will be distributed to all Charter Review Commission Members prior to the meeting.
  - Any testimony received after this time and up to the start of the meeting will be summarized by the Clerk of the Board during the meeting and added to the record thereafter.
  - Any late testimony received will be distributed to the to the members after the meeting is concluded.
- **Oral testimony** will be taken during the public testimony portion of the meeting.
  - It is recommended that anyone interested in providing oral testimony register at least 24 hours prior to the meeting by emailing [akuwamura@kauai.gov](mailto:akuwamura@kauai.gov) or calling (808) 241-4881. Any request to register shall include your 1) name, and if applicable, your position/title and organization you are representing, and 2) the agenda item that you are providing comment on, and 3) contact information (telephone number and email address).
  - Per the Charter Review Commission's and Chairs practice, there is three-minute time limit per testifier per agenda item.
  - Individuals who have not registered to provide testimony will be given an opportunity to speak on an agenda item following the registered speaker.

### **SPECIAL ASSISTANCE**

IF YOU NEED AN AUXILIARY AID/SERVICE, OTHER ACCOMMODATION DUE TO A DISABILITY, OR AN INTERPRETER FOR NON-ENGLISH SPEAKING PERSONS, CONTACT THE OFFICE OF BOARDS AND COMMISSIONS AT (808) 241-4917 OR [ADAVIS@KAUAI.GOV](mailto:ADAVIS@KAUAI.GOV) AS SOON AS POSSIBLE. REQUESTS MADE AS EARLY AS POSSIBLE WILL ALLOW ADEQUATE TIME TO FULFILL YOUR REQUEST.

UPON REQUEST, THIS NOTICE IS AVAILABLE IN ALTERNATIVE FORMATS SUCH AS LARGE PRINT, BRAILLE, OR ELECTRONIC COPY.

CRC REGULAR SESSION NOTICE AND AGENDA

Monday, April 22, 2024,  
3:00pm or shortly thereafter  
Boards & Commissions Conference Room, Pi'ikoi Building, STE. 300

**Microsoft Teams Conferencing Information**

Click on the link below or enter the url in your network browser to join on your computer or mobile app by

**VIDEO:**

<https://bit.ly/3Uhb1zx>

Meeting ID: 270 263 820 903

Passcode: stF3PG

**Or**

**Dial phone number and enter conference ID to call in and join by AUDIO:**

**Phone:** [+1 469-848-0234](tel:+14698480234) United States, Dallas

**Phone Conference ID:** 434 480 281#

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. APPROVAL OF AGENDA**

**D. APPROVAL OF MINUTES**

1. February 26, 2024, Meeting Minutes

**E. PUBLIC TESTIMONY**

**F. COMMUNICATION**

**G. BUSINESS**

1. **CRC 2024-01** Discussion and possible action on ballot question, purpose, and background on proposed Charter Amendments to Section. 11.03 (C) as proposed by the Police Commission.
2. **CRC 2024-02** Discussion and possible action on ballot question, purpose, and background on proposed Charter Amendments Section 28.05 as proposed by the Cost Control Commission.
3. **CRC 2024-03** Discussion and possible action on ballot question, purpose, and background on proposed Charter Amendments to Article XIX, Section 19.15(C) as proposed by the Public Access, Open Space and Natural Resources Preservation Fund Commission.
4. **CRC 2024 -05** Discussion and possible action on County Attorney's proposal RE: Removal of Requirement for Surety Bonds in Charter Section 19.17

5. **CRC 2024 -06** Discussion and possible action on proposed Charter Amendments to Section 23.02 proposed by the public to create ex-officio youth positions on Boards and Commissions.
  
6. **CRC 2023-09** Discussion and possible action on proposed Charter amendments for 2024 ballot.

**H. ANNOUNCEMENTS**

Next Meeting: Monday, May 20, 2024, at 3:00 pm.

**I. ADJOURNMENT**

**NOTICE OF EXECUTIVE SESSION**

Pursuant to Hawaii Revised Statutes §92-7(a), the Board may, when deemed necessary, hold an executive session on any agenda item without written public notice if the executive session was not anticipated in advance. Any such executive session shall be held pursuant to HRS §92-4 and shall be limited to those items described in HRS §92-5(a). Discussions held in Executive Session are closed to the public.

cc: Charley Foster, Deputy County Attorney



**Draft to be Approved**

COUNTY OF KAUAI  
Minutes of Meeting  
OPEN MEETING SESSION

Board/Commission:	<b>CHARTER REVIEW COMMISSION</b>	Meeting Date	<b>February 26, 2024</b>
Location	Microsoft Teams, Boards & Commissions Conference Room, Lihue Civic Center	Start of Meeting: 3:12 p.m.	End of Meeting: 4:08 p.m.
Present	Chair Coty Trugillo (via Microsoft Teams). Commissioners: Reid Kawane (via Microsoft Teams), Lori Koga, Bronson Bautista, and Jan TenBruggencate. Also: Charles Foster, Deputy County Attorney. Boards & Commissions Office Staff: Administrator Ellen Ching, Clerk Arleen Kuwamura.		
Excused	Vice Chair Jaclyn Kaina and Commissioner Marissa Sandblom		
Absent			

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SUBJECT	DISCUSSION	ACTION
<b>A. Call To Order</b>		Chair Coty Trugillo called the meeting to order at 3:12 p.m.
<b>B. Roll Call</b>		Roll Call: Commissioner Bautista - present. Commissioner Kawane -present and alone Commissioner Koga – present Commissioner Sandblom - excused Commissioner TenBruggencate-present Vice Chair Kaina - excused Chair Trugillo - present Quorum: 5 Commissioners present
<b>C. Approval of the Agenda</b>		Commissioner TenBruggencate moved to approve the agenda with the correction of the letter “P” that is missing in the word “Public.” Commissioner Koga seconded the motion.

SUBJECT	DISCUSSION	ACTION
		Motion carried 5:0.
<b>D. Minutes</b>	<p><u>None</u></p> <p>Administrator Ching noted for the record that there were no minutes to approve.</p>	
<b>E. Public Testimony</b>	<p><u>None</u></p> <p>Administrator Ching noted for the record that there was no testimony received and that there were no testifiers present to testify on specific items.</p>	
<b>F. Communication</b>	<p><u>None</u></p> <p>Administrator Ching noted for the record that there were no communications.</p>	
<b>G. Business</b>	<p><u>CRC 2024-01 Discussion and possible action on ballot question, purpose, and background on proposed Charter Amendment to Sec. 11.03(C). as proposed by the Police Commission.</u></p> <p>Administrator Ching presented the ballot questions from last month's meeting noting the red redrafting requested by the commission for review and feedback.</p> <p>Commissioner TenBruggencate inquired about the next step.          Administrator Ching replied the packet would be sent to the attorney's office for review and the commission will see it again in May or June for final approval.</p>	<p>Commissioner TenBruggencate moved to approve the ballot question proposal as presented with the changes prepared by staff.          Commissioner Koga seconded the motion.</p> <p>Motion carried 5:0.</p>
	<p><u>CRC 2024-02 Discussion and possible action on ballot question, purpose, and background on proposed Charter Amendments Section 28.05 as proposed by Cost Control Commission.</u></p>	<p>Commissioner TenBruggencate moved to approve the ballot question proposal with the changes prepared by staff.</p>

SUBJECT	DISCUSSION	ACTION
	<p>Administrator Ching presented the ballot questions from last month's meeting noting the red redrafting requested by the commission and deletions have a black strike running through the language for review and feedback.</p>	<p>Commissioner Koga seconded the motion.             Motion carried 5:0.</p>
	<p><u>CRC 2024-03 Discussion and possible action ballot question, purpose, and background on proposed Charter Amendment to Article XIX, Section 19.15(C) as proposed by the Public Access, Open Space and Natural Resources Preservation Fund Commission.</u></p> <p>Administrator Ching presented the ballot questions from last month's meeting noting the red redrafting requested by the commission and deletions have a black strike running through the language for review and feedback.</p> <p>Commissioner TenBruggencate pointed out a change under background the third to the last line "As an example, it could be used" the words "to provide" should be stricken. The new language would read "As an example, it could be used to purchase lumbar or maintenance supplies." Chair Trugillo reiterated the striking of the words "to provide" from the last sentence of background. There were no other suggestions or discussions.</p>	<p>Commissioner TenBruggencate moved to approve the ballot question proposal with the change of striking the words "to provide" from the last sentence in the background amendment.            Commissioner Bautista seconded the motion.             Motion carried 5:0.</p>
	<p><u>CRC 2024 – 04 Discussion and possible action on proposed Charter Amendments to Section 24.03 proposed by the public to create an ex-officio position on the Charter Review Commission for youth.</u></p> <p>Administrator Ching provided background started with the possibility of doing a surgical amendment to allow a student member on the Charter Commission. During the last meeting the Commission discussed making</p>	



SUBJECT	DISCUSSION	ACTION
	<p>this a global where student members could participate on all Boards and Commissions.</p> <p>Administrator Ching presented two options to review first, option 1) this is the surgical option which just looks at the Charter Commission with some amendments presented at the last meeting. Secondly, option 2) Is the global one. Both option one and two have Charter amendments noting the amendments where in red because the Charter Commission would be creating a new section in 23.02 and a new section "O."</p> <p>Commissioner Koga asked if the commission was voting for option #1 or option #2. Administrator Ching replied either one or two or neither. She stressed the importance of making sure ample time is provided for the County Attorney to review this proposal to see if we can do this especially for option #2.</p> <p>Commissioner TenBruggencate pointed out the workload would entail recruiting and training of youths which would be a continuous process. He recommended thinking about the pros and cons of both options.</p> <p>Administrator Ching discussed the self-selection process due to students' time commitments and various meeting times. The Commission had further discussion regarding language such as "may appoint" and times commissions meet throughout the year, and it being set. So, it would be up to the student which commission they could attend.</p> <p>Commissioner Bautista shared his hopes of partnering with the school to find a way to allow students to participate. Chair Trugillo asked about age guidelines for 17 years old and 18 years old and was concerned about some barriers to students who may want to participate who might be a year younger. After thoughtful discussion by the Commission, all agreed they</p>	

SUBJECT	DISCUSSION	ACTION
	<p>should remove "ages 17-year-old and 18-year-old from background and change it to say "junior or senior" in all-inclusive Kauai high school student.</p> <p>County Attorney Foster stated it is clear in option #2 that student student will not be voting but not clear with option #2. So, if the intent is for the student to not vote, it does not say that. He also noted it should be written clearly how involved the commission wanted the student to be in the language.</p> <p>Administrator Ching clarified with the commission one point they wanted. Should students be able to make motions or not? Commission referred question to attorney for guidance.</p>	<p>Chair Trugillo called for the commission to decide if they wanted option #1 or option #2.</p> <p>Administrator Ching asked for raised hand for commissioner who wanted option #1? 0.0. A raising of hands for option #2? 5.0.</p> <p>Commissioner Bautista moved to adopt option #2. With the changes in language from 17- and 18-year-olds to junior and senior year. Commissioner TenBruggencate seconded the motion.</p> <p>Motion carried 5:0</p>
	<p><u>CRC 2024-5 Discussion and Possible action on County Attorney’s proposal RE: Removal of Requirement for Surety Bonds in Charter Section 19.7.</u></p> <p>Administrator Ching presented the ballot questions from last month's meeting noting the red redrafting requested by the commission and deletions have a black strike running through the language for review and feedback.</p> <p>She explained her discussion with the County Attorney as she worked on these thinking on the feedback, we heard the last meeting of people being confused thinking we were taking away an insurance benefit to employees. Our focus is to find the simplest way to word the background for the reason why. I suggested using the language “this is just a housekeeping measure” and people would feel okay. However, the attorney felt it better</p>	



SUBJECT	DISCUSSION	ACTION
	<p>wording might be “updating.” I have consulted with Jan, and we will work on it but for today, this is what is presented.</p> <p>Jan presented possible language and the commission discussed more suggestions. Administrator Ching stated they would work on amending the language to present at the next meeting.</p>	<p>Commissioner TenBruggencate moved to defer to the new meeting. Commissioner Koga seconded the motion.</p> <p>Motion carried 5:0.</p>
	<p><u>CRC 2023-09 Discussion and possible action on proposed Charter amendments for 2024 ballot.</u></p>	<p>Commissioner TenBruggencate moved to defer to the next meeting. Commissioner Kawane seconded the motion.</p> <p>Motion carried 5:0.</p>
<p><b>H. Announcements</b></p>	<p>Next Meeting: March 25, 2024</p>	
<p><b>I. Adjournment</b></p>		<p>Commissioner TenBruggencate moved to adjourn the meeting. Commissioner Koga seconded the motion.</p> <p>Motion carried 5:0.</p> <p>Hearing no further business Chair Trugillo adjourned the meeting at 4:08 p.m.</p>

Submitted by: \_\_\_\_\_  
 Arleen Kuwamura, Commission Clerk

Reviewed and Approved by: \_\_\_\_\_  
 Coty Trugillo, Chair

( ) Approved as circulated.

Charter Review Commission  
Open Session  
February 26, 2024

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( ) Approved with amendments. See minutes of \_\_\_\_\_

## Ballot Question on Police Commission investigations, Charter Section 11.03

Shall the Police Commission's 90-day window for reporting written investigation results start ~~at the end of the actual investigation~~ when the Commission receives the investigation report?

### Background

The language of the Charter (Kaua'i County Charter, section 11.03.C.) currently says the Police Commission must, "Receive, consider, and investigate charges brought by the public against the conduct of the department or any of its members and submit a written report of its findings to the chief of police within ninety days." This language is unclear, and this amendment would clarify that the Commission shall submit a written report of its finding once the investigation has been completed. This measure would separate the investigation and the reporting, allowing the investigation to proceed until its results are reported to the Commission. The Commission would then have 90 days to prepare and file its report to the Police Chief.

### Purpose

This Charter Amendment would provide the Police Commission with adequate time to conduct thorough investigations when members of the public bring charges against the Police Department or its members.

### Charter Amendment

Section 11.03, The Charter of the County of Kauai, is amended by amending subsection (C) to read as follows:

"Section 11.03. General Powers of the Commission. The police commission shall:

A. Adopt such rules as it may consider necessary for the conduct of its business and the regulations of matters relating to the goals and aims of the department.

B. Review the annual budget prepared by the chief of police, and may make recommendations thereon to the mayor.

C. Receive, consider, and investigate charges brought by the public against the conduct of the department or any of its members. ~~and~~ Once an investigation has been completed and the commission has received the investigation report, the commission shall submit a written report of its findings to the chief of police within ninety days.

D. Refer all matters relating to administration of the department to the chief of police.

E. Adopt such rules to regulate political activities of the members of the police department.  
(Amended 1984, 2024)"

Note: Charter material to be repealed is bracketed and stricken. New charter material is underscored.



## Ballot Question on Cost Control Commission, Charter Section ~~28.04~~ 28.05

Shall the Cost Control Commission be authorized to recommend increased costs if they are expected to generate future cost savings or efficiencies?

### Background

The County Cost Control Commission is currently only authorized to recommend measures that eliminate programs and services and reduce costs (Kaua'i County Charter, Section 28.04.) The commission has concluded that in some cases, an increase in spending may result in longer term efficiencies or savings. A change in the language of the charter would grant the commission the additional flexibility it requires to achieve its mission of reducing the cost of government while maintaining a reasonable level of public services. Note: Any commission recommendations would require both County Council and Mayoral approval before enactment.

### Purpose

This amendment would grant the Cost Control Commission greater flexibility in recommending improving the efficiency of government and in achieving long-term reductions in the cost of providing government services.

### Charter Amendment

Section 28.05, The Charter of the County of Kauai, is amended to read as follows:

"Section 28.05. Reports. The commission shall prepare and advertise a written annual report summarizing its recommendations prior to the end of each calendar year. The report may include any recommendations that may increase costs to realize savings or increase efficiency. Thereafter, the commission may request that any of its recommendations be drafted in ordinance form for its introduction through the mayor. The mayor shall, with mayor's comments thereon and within thirty working days of receipt, submit to the council for its immediate consideration all ordinances proposed by the commission. (Amended 1984, 1996, 2024)"

Note: Charter material to be repealed is bracketed and stricken. New charter material is underscored.

**Ballot Question on Public Access, Open Space and Natural Resources Preservation Fund, Charter Section 19.15.C**

Shall up to 5% of the County's Open Space Fund be available for the maintenance of lands, property entitlements, or improvements that were paid for by the Fund:?

**Background**

The County's Public Access, Open Space and Natural Resources Preservation Fund (Kaua'i County Charter, Section 19.15.C.) is primarily aimed at acquiring lands for the purposes specified in its title, ensuring public access, open space and preserving natural resources. However, the county has had difficulty arranging for volunteer groups or non-profit entities to take on long-term maintenance and stewardship for the properties and improvements. This is particularly true with the preservation of ecologically and culturally sensitive projects. This measure would allow a small portion of the Fund to be used to support stewardship. As an example, it could be used ~~to provide~~ to purchase lumber or maintenance supplies to help volunteer stewards with costs they may otherwise be unable to raise.

**Purpose**

This Charter Amendment seeks to ensure that properties protected by the Public Access, Open Space and Natural Resources Preservation Fund have resources to provide some stewardship support.

**Charter Amendment**

Section 19.15, The Charter of the County of Kauai, is amended by inserting subsection (d) to read as follows:

"Section 19.15. Fund Administration.

A. Deposit of funds. Money received by officers and employees shall be deposited promptly to the county's account in depositories authorized by law.

B. Creation of funds. In addition to the funds established by this charter, the mayor, with the approval of the council, may establish other funds when necessary and when no appropriate class of funds exists. Nothing in this section shall preclude the council from introducing and adopting other funds by ordinance.

C. Public access, open space, natural resources preservation fund.

(1) In adopting each fiscal year's budget and capital program, the council shall appropriate a minimum of one-half of one percent of the certified real property tax revenues to a fund known as the public access, open space, natural resources preservation fund.

(a) The moneys in this fund shall be utilized for purchasing or otherwise acquiring lands or property entitlements and any corresponding improvement of those lands or property entitlements for land conservation purposes in the County of Kaua'i for the following purposes: public outdoor recreation and education, including access to beaches and mountains; preservation of historic or culturally important land areas and sites; protection of significant habitats or ecosystems, including buffer zones; preserving forests, beaches, coastal areas, and agricultural lands; protecting watershed lands to preserve water quality and water supply; conserving land in order to reduce erosion, floods, landslides,

and runoff; improving disabled and public access to, and enjoyment of, public land, and open space; acquiring disabled and public access to public land, and open space.

[(2)] (b) The moneys in this fund may [~~also~~] be used for the payment of interest, principal, and premium, if any, due with respect to bonds issued pursuant to sections 3.13, 3.14, or 3.15 of the charter, in whole or in part for the purposes enumerated in paragraph (1) of this section and for the payment of costs associated with the purchase, redemption, or refunding of such bonds.

[(3)] (c) The moneys in this fund may [~~also~~] be used to improve public pedestrian access to coastal areas.

(d) At any given time, no more than 5 percent of this fund shall be used for toward the maintenance of: (1) lands or property entitlements and any corresponding improvements that were purchased or acquired using this fund; or (2) public pedestrian accesses to coastal areas that were improved using this fund.

[(4)] (e) At any given time, no more than 5 percent of this fund shall be used for administrative expenses.

[(5)] (2) Any balance remaining in this fund at the end of any fiscal year shall not lapse but shall remain in the fund, accumulating from year to year. The moneys in this fund shall not be used for any purpose except those listed in this section.

[(6)] (3) The council shall by ordinance establish procedures for the administration and priorities for the expenditure of moneys in this fund. Such ordinances shall include the following provisions:

(a) Utilizing a community-based process that incorporates countywide community input, for the purposes of establishing annual recommended priorities of lands or other property entitlements to be acquired for those land conservation purposes described in paragraph C of section 19.15 of the charter. (Amended 1992, 2002, 2018, 2024)”

Note: Charter material to be repealed is bracketed and stricken. New charter material is underscored.



## Ballot Question on Requirement for Surety Bonds, Charter Section 19.17

Shall the Charter be amended to allow **the use of** insurance ~~policy coverage~~ policies for **certain** ~~or~~ all employees to protect the County against financial loss?

### Background

Currently {Kaua'i County Charter, Section 19.17} **states**, certain officers and employees are required to be bonded. In the past, surety bonds provided a financial guarantee against loss or theft associated with the performance of the official duties of an office. Surety bonds however, may not be readily available today. Insurance can provide the same protection for all employees at a lower cost. Amending a portion of section 19.17 would give the County the flexibility to buy policies with the best coverage, benefits and cost whether it is surety bonds, insurance, or both. The goal of this charter amendment would be to obtain the best policies for the County, for all employees and to better manage overall costs.

### Purpose

This amendment would give the County flexibility in purchasing either insurance or surety bonds to cover county employees **and protect the county against financial loss or theft.**

### Charter Amendment

Section 19.17, The Charter of the County of Kauai, is amended to read as follows:

"Section 19.17. Surety Bonds or Insurance. ~~[Except as otherwise provided, the]~~ The council shall determine which officers and employees, if any, are [shall be] required to [furnish] be covered by a surety bond[s] or insurance policy, and [shall determine] the kind and amount of such [each individual or blanket] bond or policy, whether individual or blanket. At a minimum, ~~[A]~~all officers concerned with the receipt, collection, custody, or disbursement of public funds shall be covered ~~[bonded]~~. The director of finance shall procure ~~[all]~~ such ~~[surety]~~ bonds or insurance from companies licensed to do business in the state. All such bonds or insurance policies shall be in favor of and the premiums thereon shall be paid by the county.

**Note: Charter material to be repealed is bracketed and stricken. New charter material is underscored.**

**Ballot Question on creating an ex-officio position for youth on the county boards and commissions Charter Review Commission, Charter Section 23.02**

Shall the Charter be amended to establish ex-officio positions for youth on Boards and Commissions, to be filled by Kaua'i resident high school juniors or seniors ~~Kaua'i resident?~~

**Background**

To provide a voice for youth on Boards and Commission as well as an educational opportunity for students, the charter will be amended to create seats for high school juniors or seniors on boards and commissions by amending the Kaua'i County Charter, Section 23.02, and adding a new subsection O.

The ex-officio student positions are to be filled by a Kaua'i residents. Such members may participate in commission discussions but will not vote, will not be counted toward quorum, and will not participate in executive sessions.

**Purpose**

This amendment would allow a Kaua'i student to learn government and civics through participating as an ex-officio member of boards and commissions.

**Charter Amendment**

Section 23.02. The Charter of the County of Kauai is amended by inserting subsection (O) to read as follows:

"Section 23.02. Boards and Commissions. The council may create such other boards and commissions, not provided herein, by ordinance. All boards and commissions, including those which are specifically provided for herein, shall be organized, appointed, and vested with the power and authority as provided hereunder which are not in conflict with the provisions of this charter.

A. All boards and commissions established by charter shall consist of at least seven members.  
(Amended 2006)

B. All members of boards and commissions shall be appointed and may be removed by the mayor, with the approval of the council, except that members of boards and commissions established by ordinance may be appointed and removed as provided by ordinance. Such ordinance shall provide for either of the following appointing and removal methods:

(1) Appointment and removal of members by the mayor, with the approval of the council; or

(2) Joint appointing powers under which the mayor and the council each appoint an equal number of members, and one additional member is selected by the members previously appointed by the mayor and council. Members appointed by the mayor may be removed by the mayor with the approval of the council. Members appointed by the council may be removed by the council with the approval of the mayor. The one additional member selected by the previously appointed members may be removed by the mayor with the approval of the council.



A board or commission member who is absent from three consecutive meetings without prior excuse of the chair shall be expelled from membership. Upon notification of such expulsion by the chair, the applicable appointing authority shall within fifteen days of the notice, begin the appointment process. (Amended 1980, 1986)

C. The members of all boards or commissions shall serve for staggered terms of three years and until their successors are appointed. However, no holdover term shall extend beyond ninety days. All members currently serving shall serve their term as set when they were appointed. All appointments after January 1, 1977 shall be for threeyear terms. Notwithstanding the holdover period or period of any vacancy, the term of any appointment shall be deemed to have commenced immediately after the normal termination date of the appointee's predecessor. The council may, by ordinance, provide for the staggering of terms provided that no terms of members already appointed shall be changed. (Amended 1976, 1980)

D. Each commissioner shall be, at the time of the commissioner's appointment, a duly qualified resident elector of the county.

E. No more than a bare majority of the members of any board or commission shall belong to the same political party.

F. Any vacancy occurring on any board or commission shall be filled for the unexpired term.

G. Each board or commission shall elect its chair or other officers. The term of office of the chair of any board or commission shall be one year, and no member of any such board or commission shall serve two consecutive terms as chair.

H. No member of any board or commission shall be eligible for more than two consecutive terms on the same board or commission or on two different boards or commissions of the county. After the expiration of two consecutive terms, no person shall be eligible for appointment to any county board or commission until one year has elapsed after such service. Any partial term of more than two years shall be considered - 49 - 2022 a term as used herein. (Amended 1976)

I. Employees and officers of the state or county may be eligible to serve on boards or commissions, provided that such service does not result in a conflict of interest or is expressly prohibited by law.

J. A majority of all the members to which a board or commission is entitled shall constitute a quorum to do business, and the concurrence of a majority of all the members to which such board or commission is entitled shall be necessary to make any action of such board or commission valid.

K. All boards and commissions shall have the power to subpoena witnesses and administer oaths to witnesses as to all matters within the scope of such boards or commissions.

L. The members of boards and commissions shall receive no compensation but shall be entitled to be paid for necessary expenses incurred by them in the performance of their duties.



M. Except for purposes of inquiry, no board or commission, nor its members, shall interfere in any way with the routine administrative affairs of its department normally administered by the department head.

N. Each board or commission shall have power to establish its own rules of procedures necessary for the conduct of its business, except as otherwise provided in this charter.

O. A student member for each board or commission may be appointed and may be removed by the mayor, with the approval of the council. The student member shall be at the time of appointment a high school junior or senior. The student member will be an ex-officio member, will not be necessary for quorum, will not vote or, and will not be a party to any executive session. (Amended 2024)

Note: Charter material to be repealed is bracketed and stricken. New charter material is underscored.