

**CHARTER**  
**COUNTY OF MAUI**

**JANUARY 2023 EDITION**

## FOREWORD

This edition sets forth the Charter of the County of Maui, effective as of January 1, 1983, as it was revised by the Charter Commission in 1982 and approved by a majority of the voters at the General Election held on November 2, 1982. This edition also incorporates amendments to the Charter proposed by the County Council and approved by a majority of the voters at the General Elections of 1984, 1986, 1988, 1990, 1994, 1996, 1998, 2002, 2006, 2010, 2012, 2014, 2016, 2018, 2020, and 2022, as well as an amendment proposed by a Special Charter Commission and approved by a majority of the voters at the General Election of 1988. Also incorporated in this edition are: amendments proposed by the Charter Commission in 1992 and approved by a majority of the voters at the General Election of 1992, which amendments became effective on November 24, 1992; amendments proposed by the Charter Commission in 2002 and approved by a majority of the voters at the General Election of 2002, which amendments became effective on December 5, 2002; amendments proposed by the Charter Commission in 2012 and approved by a majority of the voters at the General Election of 2012, which amendments became effective on December 6, 2012; and amendments proposed by the Charter Commission in 2022 and approved by a majority of the voters at the General Election of 2022, which amendments became effective on December 8, 2022. This 2023 edition of the Charter, therefore, replaces all previous editions and contains all those Charter provisions in effect as of January 2, 2023.

This Charter, as revised, establishes the structure and organization of the government of the County of Maui. It is a constitutional document, drafted in accordance with the will of the people, which defines the responsibilities of our local government.

**ELECTED OFFICIALS COUNTY OF MAUI  
STATE OF HAWAII**

**MAYOR**

RICHARD T. BISSEN, JR

**COUNTY COUNCIL**

ALICE L. LEE, Chair

YUKI LEI KASHIWA SUGIMURA, Vice-Chair

NATALIE A. KAMA, Presiding Officer Pro Tempore

THOMAS COOK

GABRIEL JOHNSON

TAMARA A.M. PALTIN

KEANI N.W. RAWLINS-FERNANDEZ

SHANE M. SINENCI

NOHELANI U'U-HODGINS

JANUARY 2, 2023

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**Preamble. Effective July 1, 2024, see Appendix III, page 72.**

**PREAMBLE**

WE, THE PEOPLE OF THE COUNTY OF MAUI, mindful of our Hawaiian history, heritage and culture and our uniqueness as a four island county, dedicate our efforts to fulfill the philosophy decreed by the Hawaii State motto, "Ua mau ke ea o ka aina i ka pono," ("The life of the land is perpetuated in righteousness.")

In order to secure the benefits of the best possible form of county government and to exercise the powers and assume the responsibilities of county government to the fullest extent possible, we do hereby adopt this charter of the County of Maui, State of Hawai'i. (Amended 2012)

**ARTICLE I  
INCORPORATION AND GEOGRAPHICAL LIMITS**

**Section 1-1. Incorporation.** The people of the county of Maui, as a basis for this incorporation, confirm the equal worth and dignity of every individual, and by this charter shall be and continue as a body politic and corporate by the name of "County of Maui", hereinafter in this charter called "county". By that name it shall have perpetual succession. (Amended 2002)

**Section 1-2. Geographical Limits.** The islands of Maui, Moloka'i, Lāna'i, and Kaho'olawe and all other islands lying within three nautical miles off the shores thereof and the waters adjacent thereto shall constitute the county, except that portion of the island of Moloka'i excluded from the county's jurisdiction by state law. (Amended 2022)

**ARTICLE 2  
POWERS OF THE COUNTY**

**Section 2-1. Powers of the County.** The county shall have all powers possible for a county to have under the constitution and laws of the State of Hawai'i. These powers shall include, but shall not be restricted to, or by, the following: all powers now or hereafter given by the constitution or other laws, and all other powers not prohibited by such constitution or by this charter, to the county or its agencies, or to counties or county agencies, and all powers necessary and proper to carry into execution other powers of the county. The county shall have all such powers as fully and completely as though they were

specifically enumerated in this charter; and no enumeration of powers in this charter shall be deemed exclusive or restrictive.

**Section 2-2. Exercise of Powers.** All powers of the county shall be carried into execution as provided by this charter, or, if the charter makes no provisions, as provided by ordinance or resolution of the county council.

### **ARTICLE 3 COUNTY COUNCIL**

**Section 3-1. Composition.** There shall be a council composed of nine members who shall be elected-at large. Of the nine members elected to the council, one shall be a resident of the Island of Lāna`i, one a resident of the Island of Moloka`i, one a resident of the residency area of East Maui, one a resident of the residency area of West Maui, one a resident of the residency area of Makawao-Ha`ikū-Pā`ia, one a resident of the residency area of "Upcountry" comprising Pukalani-Kula-Ulupalakua, one a resident of the residency area of South Maui, one a resident of the residency area of Kahului, and one a resident of the residency area of Wailuku-Waihe`e-Waikapū. The county clerk shall prepare the nomination papers in such a manner that candidates desiring to file for the office of council member shall specify the residency area from which they are seeking a seat. The ballots shall, nevertheless, be prepared to give every voter in the county the right to vote for each and every council seat.

1. The East Maui (Hana-Keanae-Kailua) residency area shall be described as follows:

- Beginning at shoreline and Kakipi Gulch
- Proceed to Kepuni Gulch
- North along Kepuni Gulch to Kahikinui Forest Reserve boundary
- Easterly along Kahikinui Forest Reserve boundary to Haleakalā National Park boundary
- Northwest, west, northerly, then southeast along Haleakalā National Park boundary to Waikamoi Stream
- North along Waikamoi Stream and continuing due west to Ka`ili`ili Road
- West on Ka`ili`ili Road to Opana Gulch
- North along Opana Gulch to jeep trail
- Easterly on jeep trail to Pālama Gulch then northeasterly to Halehaku Gulch
- North along Halehaku Gulch to Kakipi Gulch
- North along Kakipi Gulch to point of beginning



2. The West Maui residency area shall be described as follows:  
Beginning at shoreline and Lahaina-Wailuku District boundary at Po`elua Bay  
Proceed south along boundary to shoreline (Manawainui Gulch)  
Northwest, north, then northeast along shoreline to point of beginning  
(includes the islands of Molokini and Kaho`olawe)
3. The Wailuku-Waihe`e-Waikapū residency area shall be described as follows:  
Beginning at shoreline and Lahaina-Wailuku District boundary  
Proceed southeast along shoreline to Kanaloa Avenue extension  
Southwest on Kanaloa Avenue extension to Kahului Beach Road  
Southeast on Kahului Beach Road to Ka`ahumanu Avenue  
West on Ka`ahumanu Avenue to Mahalani Street  
Southwest on Mahalani Street to Pu`umele Street  
Southwest on Pu`umele Street to Wai`inu Road  
West on Wai`inu Road to Wai`ale Road  
South on Wai`ale Road to East Waikō Road  
East on East Waikō Road to Kū`ihēlani Highway  
Southwest on Kū`ihēlani Highway to Honoapi`ilani Highway  
South on Honoapi`ilani Highway to Pohākea Gulch  
West, then northwest along Pohākea Gulch to point of beginning
4. The Kahului residency district area shall be described as follows:  
Beginning at shoreline and Kanaloa Avenue extension  
Proceed east along shoreline to Kanahā Beach Park boundary  
Southeast along Kanahā Beach Park boundary to Kalialinui Gulch  
Southeast along Kalialinui Gulch to Haleakalā Highway  
Southeast on Haleakalā Highway to Lowrie Ditch  
Southwest along Lowrie Ditch to Spanish Road  
West, then northwest on Spanish Road to East Waikō Road  
West on East Waikō Road to Wai`ale Road  
North on Wai`ale Road to Wai`inu Road  
East on Wai`inu Road to Pu`umele Street  
North on Pu`umele Street to Mahalani Street  
East, then north on Mahalani Street to Ka`ahumanu Avenue  
East on Ka`ahumanu Avenue to Kahului Beach Road  
Northwest on Kahului Beach Road to Kanaloa Avenue extension  
Northeast on Kanaloa Avenue extension to point of beginning
5. The South Maui residency area shall be described as follows:  
Beginning at Lahaina-Wailuku District boundary and Pohākea Gulch

Proceed southeast, then east along Pohākea Gulch to  
 Honoapiʻilani Highway  
 North on Honoapiʻilani Highway to Kūʻihēlani Highway  
 Northeast on Kūʻihēlani Highway to East Waikō Road  
 East on East Waikō Road to Spanish Road  
 Southeast, then east on Spanish Road to Lowrie Ditch  
 South along Lowrie Ditch to Pūlehu Gulch  
 Southeast along Pūlehu Gulch to Waiakoa Road  
 South on Waiakoa Road to Kīhei CDP boundary  
 South along Kīhei CDP boundary to unnamed road  
 Southwest, then south on unnamed road to unnamed stream (west  
 of Keonekai Road)  
 East on unnamed stream to Kula Highway  
 Southwest on Kula Highway to jeep trail (abutting Tiger 2000 line  
 85098642)  
 West, then south on jeep trail to Kanaio-Kalama Park Road  
 (ʻUlupalakua Road)  
 Southeast along Kanaio-Kalama Park Road to Piʻilani Highway  
 Southeast, then east on Piʻilani Highway to Kepuni Gulch  
 Southeast along Kepuni Gulch to shoreline  
 Southwest, west, north, northwest, southwest then northwest  
 along shoreline to Lahaina-Wailuku District boundary  
 (Manawainui Gulch)  
 North along boundary to point of beginning

6. The Makawao-Haʻikū-Pāʻia residency area shall be described as follows:

Beginning at shoreline and Kanahā Beach Park boundary  
 Proceed east along shoreline to Kakipi Gulch  
 South along Kakipi Gulch to Halehaku Gulch  
 South along Halehaku Gulch to Pālama Gulch  
 Southeast along Pālama Gulch to unnamed jeep trail  
 Northwest, then southwest along jeep trail to Opana Gulch  
 South along Opana Gulch to Kaʻiliʻili Road  
 East on Kaʻiliʻili Road to Waikamoi Stream  
 South along Waikamoi Stream to Haleakalā National Park  
 boundary  
 Northwest, then southwest along Haleakalā National Park  
 boundary to Kailua Gulch  
 Northwest along Kailua Gulch to Lowrie Ditch  
 Southwest along Lowrie Ditch to Haleakalā Highway  
 Northwest along Haleakalā Highway to Kalialinui Gulch

Northwest along Kalialinui Gulch to `Āmala Place  
Northwest along Kanahā Beach Park boundary to point of beginning

7. The Upcountry (Pukalani-Kula-`Ulupalakua) residency area shall be described as follows:

Beginning at Lowrie Ditch and Kailua Gulch  
Proceed southeast along Kailua Gulch to Haleakalā National Park boundary

Southwest, southeast, east, then southwest along Haleakalā National Park boundary to Kahikinui Forest Reserve boundary

Southwest along Kahikinui Forest Reserve boundary to Kepuni Gulch

South along Kepuni Gulch to Pi`ilani Highway

West on Pi`ilani Highway to Kanaio-Kalama Park Road (`Ulupalakua Road)

Northwest along Kanaio-Kalama Park Road to jeep trail

Northeast on jeep trail to Kula Highway (abutting Tiger 2000 line 85098642)

Northeast along Kula Highway to unnamed stream

Northwest, then west along unnamed stream to unnamed jeep trail

North on unnamed jeep trail to unnamed road

North on unnamed road to Kīhei CDP boundary

North on Kīhei CDP boundary to Waiakoa Road

North on Waiakoa Road to Pūlehu Gulch

Northwest along Pūlehu Gulch to Lowrie Ditch

North, then northeast along Lowrie Ditch to point of beginning  
(Amended 2002, 1998, 1992, 1990)

### **Section 3-2. Election of Council and Term of Office.**

1. Council members shall be elected by nonpartisan special elections. Such special elections shall be held in conjunction with the primary and general elections every two (2) years commencing in 2000. The special election held in conjunction with the primary election every two (2) years shall be known as the first special election. The special election held in conjunction with the general election every two (2) years shall be known as the second special election.

2. The names of all candidates for each council seat shall be placed on the ballot for the first special election; provided, that for any council seat with two or fewer candidates, the names of the candidates shall appear only on the ballot for the second special election.

3. For any council seat with three or more candidates, the names of the two candidates receiving the highest number of votes for each council seat in the first special election shall be placed on the ballot for the second special election; provided, that if two or more candidates tie for the highest number of votes received in the first special election, the names of the candidates tied for the highest number of votes shall be placed on the ballot for the second special election; and further provided, that if a single candidate receives the highest number of votes in the first special election and two or more candidates tie for the second-highest number of votes received, the names of the candidate receiving the highest number of votes and the candidates tied for the second-highest number of votes shall be placed on the ballot for the second special election.

4. At the second special election, the candidates receiving the highest number of votes for each council seat shall be deemed elected. If there is no more than one candidate for a council seat, such person shall be deemed elected regardless of the number of votes received.

5. The term of office of council members shall be for two (2) years, beginning at twelve o'clock meridian on the second day of January following their election. No member of the county council shall serve more than five full terms of office. (Amended 2021, 1998, 1992)

**Section 3-3. Qualifications.** To be eligible for election or appointment to the council, a person must be a citizen of the United States, a voter in the county, and be a resident in the area of the county from which the person seeks to be elected for a period of one (1) year before the filing of nomination papers. If a council member ceases to be a resident of the county, or ceases to be a resident of the council member's residency area during the council member's term of office, or if a council member is adjudicated guilty of a felony, the council member shall immediately forfeit office and the seat shall thereupon become vacant. (Amended 2012, 1992)

**Section 3-4. Vacancy in Office.** A vacancy in the office of any council member shall be filled for the remainder of the unexpired term. The remainder of the unexpired term served by a council member filling such a vacancy shall not be counted towards the maximum number of consecutive terms the council member may serve. The vacancy shall be filled in the following manner:

1. If the unexpired term is less than fifteen (15) months, the remaining members of the council shall appoint a person by resolution adopted by a majority of its remaining members to fill the vacancy for the current unexpired term. Should the council fail to fill any vacancy within thirty (30) days after its occurrence, the mayor shall appoint a person to fill the vacancy for the current

unexpired term. The person appointed by the council or mayor shall have the same qualifications required of a candidate elected by the voters.

2. If the unexpired term is fifteen (15) months or more, the vacancy shall be filled by a special election to be called by the council within thirty (30) days and to be held within ninety (90) days after the occurrence of the vacancy. The electors of the county shall then elect a successor with requisite qualifications to fill the vacancy for the remainder of the term. At the special election, the candidate receiving the highest number of votes shall be deemed elected. (Amended 2012, 1998)

### **Section 3-5. Procedure; Meetings; Rules and Journal; Voting.**

1. The council shall meet for its organization on the second day of January following its election, or may meet on the following Monday if the second day be a Saturday or Sunday, at which time it shall elect one of its members as chair and presiding officer of the council. Until such time as the chair shall be elected, the mayor shall preside at such meeting, provided that the mayor shall not have a vote. The council shall also elect a vice-chair who shall act as the presiding officer in the event of the chair's absence or disability. The council shall appoint a presiding officer pro tempore from its own members in the event of the absence or disability of both the chair and vice-chair.

2. The council shall meet regularly at least twice in every month at such times and places as the council may prescribe by rule. Special meetings may be held on the call of the mayor, chair, or of five or more members and, whenever practical, upon no less than seventy-two hours effective notice to each member.

3. The council shall determine its own rules and order of business and shall provide for keeping a public journal of its proceedings.

4. Voting and all motions shall be in accordance with the rules of the council and shall be recorded in the journal of the council, provided, however, a roll call vote must be taken if requested by any one council member. Five members of the council shall constitute a quorum, but a smaller number may convene from time to time and compel the attendance of absent members in the manner and subject to the penalties prescribed by the rules of the council. Unless otherwise provided for herein, no action of the council shall be valid or binding unless adopted by a vote of five or more members of the council.

5. The council shall provide interactive remote communications access for the residents of Hāna, Lāna`i, Moloka`i, and other geographic areas as the council shall deem appropriate and reasonable to all county council meetings and county council committee meetings. Said access shall include the ability of the public to testify, of council members to ask questions, and of the

public to respond to questions between the council or its committees and the public in accordance with state law. (Amended 2022, 2012, 1992)

**Section 3-6. Powers of Council.** The council shall be the legislative body of the county. Without limitation of the foregoing grant or of other powers given it by this charter, the council shall have the power:

1. To legislate taxes, rates, fees, assessments and special assessments and to borrow money, subject to the limitations provided by law and this charter.

2. To legislate appropriations for county purposes subject to the limitations provided by this charter.

3. To conduct investigations of (a) the operation of any department or function of the county and (b) any subject upon which the council may legislate.

4. To fix the salaries of such employees and officers as may be necessary.

5. To require periodic and special reports from all county departments concerning their functions and operations. Such reports shall be requested and submitted by and through the mayor.

6. To retain, employ, or designate, by a vote of two-thirds of its entire membership, special counsel as legal representative for any special matter presenting a real necessity for such employment. Any such employment shall specify the compensation, if any, to be paid for said services.

7. To designate attorneys within the office of council services to serve as legal advisors. (Amended 2016)

**Section 3-7. Office of Council Services.**

1. There shall be an office of council services. The council may create such positions in the office of council services as it deems necessary to assist it in the exercise of its legislative power. The salaries of such positions shall be fixed by ordinance. Persons appointed to such positions by the council shall be exempt from civil service.

2. The attorneys within the office of council services, in addition to the attorneys within the department of the corporation counsel, may serve as legal advisors to the council and its members. (Amended 2016)

**Section 3-8. Restrictions on Council and Council Members.**

1. Unless otherwise provided in this charter, neither the council nor any of its members shall, in any manner, dictate the appointment or removal of any officer or employee appointed by the mayor or by the mayor's subordinates.

2. Neither the council nor its members shall give orders to any county employees or county officers other than those appointed pursuant to Section 3-7

or Article 5, either publicly or privately. Any willful violation of the provisions of this subsection by a member of the council shall be sufficient grounds for the councilmember's removal from office by impeachment. (Amended 2016, 2002)

**Section 3-9. Declaration of Policy.** It is declared to be the policy of the county to promote economy, climate change adaptation, efficiency and improved service in the transaction of the public business in the legislative and executive branches of the county by:

1. Limiting expenditures to the lowest amount consistent with the efficient performance of essential services, activities, and functions.
2. Eliminating duplication and overlapping of services, activities, and functions.
3. Consolidating services, activities, and functions of a similar nature.
4. Abolishing services, activities, and functions not necessary to the efficient conduct of government.
5. Implementing guidelines to allow certain county employees to telework and have alternative work schedules. The guidelines and definitions of "telework" and "alternative work schedules" may be established by ordinance. (Amended 2022, 2012)

**Subsection 1 of Section 3-9.1, Office of the County Auditor and County Auditor. Effective July 1, 2023, see Appendix IV on page 78.**

**Section 3-9.1. Office of the County Auditor and County Auditor.**

1. There is established an office of the county auditor, to be headed by a county auditor who shall be appointed by the county council, by a majority vote of its membership, and shall serve for a term of six years. The county auditor may be re-appointed, or a successor appointed, by the council for subsequent terms of six years. The county auditor may hold over until a successor is appointed. The salary of the county auditor shall be determined by the salary commission. The council, by a two-thirds vote of its membership, may remove the county auditor from office at any time for cause. The county auditor shall be exempt from civil service.
2. The county auditor shall possess adequate professional proficiency for the office, demonstrated by relevant certification as a certified internal auditor or certified public accountant, and have at least five years of experience in the field of auditing, evaluation, or analysis. The county auditor shall have a bachelor's degree in accounting, business administration, or public administration or related field.

3. Except for exercising the right to vote, neither the county auditor nor any staff member of the office of the county auditor shall support, advocate, or aid in the election or defeat of any candidate for county public office.

4. The county auditor shall appoint the necessary staff as shall be authorized by law. Persons appointed to such positions shall be exempt from civil service and shall serve at the pleasure of the county auditor. (Amended 2012)

**Section 3-9.2. Powers, Duties, and Functions.**

1. The county auditor shall have the duty and power to conduct or cause to be conducted:

a. The independent annual financial audit of the county, as authorized by Section 9-13 of this charter;

b. Other program, financial, or performance audits or evaluations regarding county organizations, operations, and regulations; and

c. Performance or financial audits of the funds, programs, or activities of any agency or function of the county, as the county auditor deems warranted; provided that, before each fiscal year, the auditor shall transmit a plan of the audits proposed to be conducted during the fiscal year to the mayor and the council, for review and comment, but not approval.

2. Audit findings and recommendations shall be set forth in written reports of the county auditor, a copy of which shall be transmitted to the mayor and to the council, which shall be public records, except as provided by law.

3. For the purposes of carrying out any audit, the county auditor shall have full, free, and unrestricted access to any county officer or employee and shall be authorized to examine and inspect any record of any agency or operation of the county, to administer oaths and subpoena witnesses, and compel the production of records pertinent thereto. If any person subpoenaed as a witness or compelled to produce records shall fail or refuse to respond thereto, the proper court, upon request of the county auditor, shall have the power to compel obedience to any process of the county auditor and to punish, as a contempt of the court, any refusal to comply therewith without good cause. Notwithstanding Section 3-6.6, the county auditor may, without council approval, retain special counsel to represent the county auditor in implementing these powers.

4. The county auditor shall submit its budget to the county council and its budget shall include the cost of government's budget subject to Article 9, Section 9-2.1.

5. The county auditor shall assess the fiscal impact of any proposed amendment to the charter within sixty days prior to the general election and make such assessment available to the public. (Amended 2022, 2012)



**Section 3-9.3. Cost of Government Commission.** For the purpose of carrying out the policy set forth herein, in accordance with section 13-2 of this charter, the mayor with the approval of the council shall appoint a cost of government commission consisting of nine members. The commission shall be advisory to the county auditor.

The commission shall have the power and duty to:

1. Study and investigate the organizations and methods of operations of all departments, commissions, boards, offices, and other instrumentality of all branches of the county government and determine what changes, if any, may be desirable to accomplish the policy set forth herein.

2. Be authorized to secure directly from any department, commission, board, office, or any other instrumentalities of all branches of the county government or from any individual officer or employee of the county, information, suggestions, estimates, and statistics necessary to carry out its duties.

3. Submit an annual report of its findings and recommendations to the mayor, council, and county auditor. (Amended 2012)

**Section 3-9.4. Definitions.** For the purpose of this section, the following definitions shall apply:

“Agency or operation of the county” includes any executive agency, semi-autonomous agency, council office, and other establishment of county government supported, in whole or in part, by county or public funds.

“Council office” includes the council itself, the office of a council member and the council member’s immediate staff, the office of the county clerk, and the office of council services. This definition shall not be construed as excluding the office of the county auditor from the legislative branch.

“Record” includes any account, book, paper, and document, and any financial affair, notwithstanding whether any of the preceding is stored on paper or electronically. (Amended 2012)

## **ARTICLE 4 ORDINANCES AND RESOLUTIONS**

**Section 4-1. Actions of the Council.** Every legislative act of the council shall be by ordinance, unless otherwise provided for herein. Other acts of the council may be by resolution.

**Section 4-2. Introduction, Consideration and Passage of Ordinances and Resolutions.**

1. Every proposed ordinance shall be initiated as a bill and shall be passed after two readings on separate days.

2. Except as otherwise provided by law, resolutions may be adopted on one reading.

3. Upon the request of three members of the council, a public hearing shall be held on any proposed ordinance or resolution.

4. Digests of all bills which pass first reading and the votes thereon shall be published once in a newspaper of general circulation in the county at least three (3) days before final reading.

5. After passage all bills shall be promptly advertised once by title only in a newspaper of general circulation in the county, with the ayes and noes.

6. Should the council find by a two-thirds vote of its entire membership the existence of an emergency threatening life, health, or property due to a public calamity, the council may waive all of the requirements of this section pertaining to procedure, except all votes shall be recorded. Every emergency ordinance, including any amendments made therein after its adoption, shall automatically stand repealed on the ninety-first (91<sup>st</sup>) day following the date on which it became effective. The council may prescribe by rule procedures for emergency meetings of its membership to be held by conference telephone or similar communication equipment in the event of public calamity.

7. Resolutions authorizing proceedings in eminent domain shall be adopted as provided by law.

8. Bills and resolutions may be passed on first reading by council members and passed on second reading by their successors.

### **Section 4-3. Submission of Bills to the Mayor.**

1. Every bill which has passed the council shall be presented to the mayor for the mayor's approval. If the mayor approves it, the mayor shall sign it and the bill shall then become effective as an ordinance as provided herein. If the mayor disapproves it, the mayor shall specify the mayor's objections thereto in writing and return the bill to the county clerk with the mayor's objections within ten (10) days (excluding Saturdays, Sundays and legal holidays) after receiving it. If the mayor does not return it with a disapproval within that time, it shall take effect as an ordinance as if the mayor had signed it. The council may, after five (5) and within thirty (30) days after the bill has been so returned, reconsider the vote upon the bill. If the bill, upon reconsideration, is again passed by a two-thirds vote of the entire membership of the council, the presiding officer shall verify that fact on the bill and, when so verified, the bill shall take effect as an ordinance as if it had been signed by the mayor. If the bill fails to receive the two-thirds vote of the entire membership of the council, it shall be deemed lost.

2. If any bill is presented to the mayor appropriating money, the mayor may veto any items or portions thereof by striking out or reducing the

same. Such veto power shall extend to conditions, limitations or restrictions imposed with respect to the disbursement of any appropriation. In the case of such a veto, the mayor shall append to the bill at the time of signing it a statement of the items or portions thereof to which the mayor objects and the reasons therefor, and the items or portions thereof, so vetoed, shall not take effect unless passed notwithstanding the mayor's veto. Each item so vetoed may be reconsidered by the council in the same manner as bills which have been disapproved by the mayor.

3. Notwithstanding the provisions of Subsection 4-3.1, if the mayor disapproves of any bill passed by the council pursuant to Section 9-5 and 9-6, or any items or portions thereof, the mayor shall return the bill and the statement to the county clerk within ten (10) days after receiving it. If the mayor does not return it with a disapproval within that time, it shall take effect as an ordinance as if the mayor had signed it. The council may, within ten (10) days after the bill has been so returned, reconsider the vote upon the bill and override the mayor's veto as provided in Subsection 4-3.1. (Amended 2010)

**Section 4-4. Form of Bills, Ordinances and Resolutions.** The council may by its rules provide for the form and content of bills, ordinances and resolutions.

**Section 4-5. Codification of Ordinances.**

1. The council shall cause any codification of all of the ordinances of the county heretofore prepared and published to be revised and updated at least biennially.

2. Prior to passage of a bill providing for the adoption of a uniform code not less than three copies of the uniform code shall be filed for use and examination by the public in the office of the county clerk at least sixty (60) days prior to passage thereof.

**ARTICLE 5  
COUNTY CLERK**

**Section 5-1. Organization.** There shall be an office of the county clerk consisting of the county clerk and the necessary staff.

**Section 5-2, County Clerk. Effective July 1, 2023, see Appendix IV on page 78.**

**Section 5-2. County Clerk.** The county clerk shall be appointed and may be removed by the council.

**Section 5-3. Powers, Duties, and Functions.** The county clerk shall:

1. Be the clerk of the council.
2. Take charge of, safely keep, and dispose of all books, papers, and records which may properly be filed in the clerk's office and keep in separate files all bills, ordinances, resolutions, and rules and cumulative indices of the same or exact copies.
3. Have custody of the county seal, which must be used to authenticate all official papers and instruments requiring execution of certification by the county clerk in the exercise of the county clerk's office.
4. Conduct all elections held within the county as provided by law.
5. Certify ordinances.
6. Subject to approval by the corporation counsel and a majority of the council, the clerk is authorized to rearrange, renumber, reletter, capitalize, punctuate, and divide provisions of this charter and to correct clerical errors and omissions and insert captions in accordance with the meaning and intent of the provisions of this charter, from time to time, and may delete provisions that have become inoperative, including any transitional provisions that no longer have any legal effect or any provision ruled invalid by a court of competent jurisdiction. The clerk may substitute any current title of an official or department in lieu of the title originally appearing in the charter, in accordance with the changes of title or duties subsequently made by law.
7. The county clerk and deputy county clerk must not take an active part in political management or in political campaigns, including contributions to political campaigns for any federal, state, or county elective office.
8. Perform such other functions as may be prescribed by the council or law. (Amended 2022)

## **ARTICLE 6 EXECUTIVE BRANCH**

**Section 6-1. Executive Power.** The executive power of the county shall be vested in and exercised by the executive branch, which shall be headed by the mayor, except as otherwise provided by this charter.

**Section 6-2. Appointment and Removal of Officers and Employees.**

1. The administrative head of a department may not appoint more than the staff for which appropriations have been made by the council.
2. No appointing authority shall appoint any person to any office or position exempted from civil service until satisfied by proper investigation that

the person to be appointed is fully qualified by experience and ability to perform the duties of the office or position.

3. The term of office of any administrative head of a department who is appointed by the mayor shall end with the term of office of the mayor, except that any such administrative head may be earlier removed as provided for in this charter. Such officers shall not hold over more than sixty days after their respective terms of office, and shall immediately vacate their respective offices at the end of the sixty-day period or upon the appointment of a successor in accordance with this charter, whichever occurs first.

4. The mayor shall have the authority to appoint, on a temporary basis, an administrative head of any department, provided that such department is one where the administrative head is appointed by the mayor, unless the appointee was nominated for and denied the office by the council under subsection 5.

5. Unless otherwise provided in this charter, within sixty days of taking office, or within sixty days after a vacancy is created, the mayor shall appoint the managing director, corporation counsel, prosecuting attorney, director of finance, director of public works, director of parks and recreation, planning director, director of housing and human concerns, director of water supply, director of transportation, director of environmental management, and director of agriculture, with written notice of the appointment to the council. The council shall confirm or deny the appointment within sixty days after receiving notice of the appointment by the mayor. If the council does not act within the sixty-day period, the appointment shall be deemed to be confirmed. The appointee shall take office upon appointment by the mayor but shall not continue in office if the council denies the appointment. If the appointment is denied by the council, the mayor shall make a new appointment within sixty days of the council's denial, and the council shall confirm or deny within sixty days after receiving notice of the new appointment by the mayor. If the council does not act within the sixty-day period, the appointment shall be deemed to be confirmed.

6. Requiring a letter of resignation by an appointee for an administrative head as a condition of appointment is prohibited.

(Amended 2022, 2016, 1992, 1984)

### **Section 6-3. Powers and Duties of Administrative Heads of Departments.**

1. Pursuant to law the administrative heads of departments shall have the power to take all personnel actions.

2. The administrative head of a department shall perform such duties and exercise such powers as provided for herein or as may be assigned by the mayor.

3. The powers, duties and functions of the administrative head of any department may be assigned to any staff member or members of that department by the administrative head.

**Section 6-4. Specific Qualifications of Administrative Heads of Departments.** In addition to any qualifications set forth in this charter, specific qualifications for administrative heads appointed by the mayor may be established by the council by ordinance. (Amended 2016)

## **ARTICLE 7 OFFICE OF THE MAYOR**

**Section 7-1. Organization.** The office of the mayor shall consist of a mayor and necessary staff.

**Section 7-2. Election of Mayor and Term of Office.**

1. The mayor shall be elected by nonpartisan special elections. Such special elections shall be held in conjunction with the primary and general elections every four (4) years commencing in 2002. The special election held in conjunction with the primary election every four (4) years shall be known as the first special election. The special election held in conjunction with the general election every four (4) years shall be known as the second special election.

2. The names of all candidates for mayor shall be placed on the ballot for the first special election; provided, that if there are two or fewer candidates, the names of the candidates shall appear only on the ballot for the second special election.

3. If there are three or more candidates, the names of the two candidates receiving the highest number of votes in the first special election shall be placed on the ballot for the second special election; provided, that if two or more candidates tie for the highest number of votes received in the first special election, the names of the candidates tied for the highest number of votes shall be placed on the ballot for the second special election; and further provided, that if a single candidate receives the highest number of votes in the first special election and two or more candidates tie for the second-highest number of votes received, the names of the candidate receiving the highest number of votes and the candidates tied for the second-highest number of votes shall be placed on the ballot for the second special election.

4. At the second special election, the candidate receiving the highest number of votes shall be deemed elected. If there is no more than one candidate for mayor, such person shall be deemed elected regardless of the number of votes received.

5. The voters of the county shall elect a mayor whose term of office shall be four (4) years beginning at twelve o'clock meridian on the second day of January following the mayor's election. A mayor shall not serve more than two full terms of office. (Amended 2021, 1998)

**Section 7-3. Qualifications.** Any citizen of the United States who is a voter of the county and a resident of the county for a period of at least one (1) year next preceding the filing of nomination papers shall be eligible to be mayor. Upon removal of the mayor's residence from the county, the mayor shall by that fact be deemed to have vacated the office of mayor. If the mayor ceases to be a voter of the county, or is adjudicated guilty of a felony, the mayor shall immediately forfeit the office of mayor. (Amended 2012)

**Section 7-4. The Salary of the Mayor.** The salary of the mayor shall be determined by the salary commission. (Amended 1986)

**Section 7-5. Powers, Duties and Functions.** The mayor shall be the chief executive officer of the county. The mayor shall:

1. Exercise supervision directly or through the managing director over all departments enumerated in Article 8 of this charter and other agencies as provided by law.

2. Appoint the necessary staff for which appropriations have been made by the council.

3. Create positions for which appropriations have been made, or abolish positions, but a report of such actions shall be made to the council within fifteen (15) days of such actions.

4. Make temporary transfers of positions between departments or between subdivisions of departments.

5. Recommend to the council a pay plan for all county employees and officers whose pay is not otherwise provided for by law.

6. Prepare and submit an operating budget and a capital program annually to the council for its consideration pursuant to Article 9.

7. Control, manage and execute the annual operating budget and capital program.

8. Conduct a systematic and continual review of the finances, organizations, and methods of each department of the county to assist each department in achieving the most effective expenditure of public funds and to determine that such expenditures are in accordance with the budget laws and controls in force.

9. Prepare and process applications for state, federal or other governmental funds on behalf of the county.

10. Assign powers, duties, and functions that are not already assigned or enumerated in Article 8, to and between the departments.

11. Sign instruments requiring execution by the county, including deed and other conveyances, except those which the director of finance or other officer is authorized by this charter, ordinance or resolution, to sign.

12. Present messages or information to the council which, in the mayor's opinion, are necessary or expedient.

13. In addition to the annual report, make periodic reports informing the public as to county policies, programs and operations.

14. Approve or veto bills passed by the council.

15. Have a voice but no vote in the proceedings of all boards and commissions.

16. Enter into bilateral and multilateral contracts with other counties, the State, or the United States for the performance of any function or activity which the county is authorized to perform.

17. Enforce the provisions of this charter, the ordinances of the county and all applicable laws.

18. Exercise such other powers and perform such other duties as may be prescribed by this charter or by law. (Amended 1984)

#### **Section 7-6. Vacancy in Office.**

1. A vacancy in the office of mayor shall be filled for the remainder of the unexpired term in the following manner:

a. If the unexpired term is less than one (1) year, the managing director shall act as mayor. If the office of managing director is vacant or during such periods that the managing director is unable to so act, the director of finance shall then act as mayor.

b. If the unexpired term is one (1) year or more, the vacancy shall be filled by a special election to be called by the council within thirty (30) days and to be held within ninety (90) days after the occurrence of the vacancy. The electors of the county shall then elect a successor with requisite qualifications to fill the vacancy for the remainder of the term. In the event no candidate receives at least a majority of the votes cast to fill the vacancy then within fifteen (15) days after said election the council shall call for a run-off election to be held within forty-five (45) days of the first election. The candidates in said election shall be the two candidates receiving the most number of votes in the first election. If any special or general election is to be held in the county after thirty (30) days and within one hundred eighty (180) days after the occurrence of the vacancy, then the election shall be held in conjunction with such other election.



2. Pending the election of a mayor in the case of a vacancy or in the temporary absence of the mayor from the State, or a temporary disability of the mayor, the managing director shall act as mayor. If there is no managing director or if the managing director is unable to act, the finance director shall act as mayor. In the event of the temporary absence of the mayor from the county, or temporary leave, the mayor may designate the managing director or, in the managing director's absence or unavailability, the finance director to act as mayor. (Amended 1988)

## **ARTICLE 8 COUNTY DEPARTMENTS**

The county departments hereinafter described are hereby recognized and continued.

### **CHAPTER 1 DEPARTMENT OF MANAGEMENT**

**Section 8-1.1. Organization.** There shall be a department of management consisting of a managing director and the necessary staff.

**Section 8-1.2. Managing Director.** The managing director shall be appointed by the mayor with the approval of the council and may be removed by the mayor. The managing director shall have had a minimum of five years of experience in an administrative capacity, either in public or private business, or both. (Amended 2016)

**Section 8-1.3. Powers, Duties and Functions.** The managing director shall:

1. Act as the principal management aid to the mayor.
2. Supervise the administrative functions of those agencies, departments, boards and commissions assigned by the mayor.
3. Evaluate the management and performance of each agency.
4. Prescribe standards of administrative practice to be followed by all agencies under his or her supervision.
5. Supervise and coordinate those functions described in Subsections 7-5.6, 7-5.7 and 7-5.8.
6. Perform all other duties and functions required by this charter or assigned by the mayor.

**CHAPTER 2**  
**DEPARTMENT OF THE CORPORATION COUNSEL**

**Section 8-2.1. Organization.** There shall be a department of the corporation counsel consisting of the corporation counsel and the necessary staff.

**Section 8-2.2, Corporation Counsel. Effective July 1, 2023, see Appendix IV on page 78.**

**Section 8-2.2. Corporation Counsel.** The corporation counsel shall be appointed by the mayor with the approval of the council and may be removed by the mayor with the approval of the council. The corporation counsel shall be an attorney licensed to practice and in good standing before the Supreme Court of the State and shall have engaged in the practice of law for at least five years. (Amended 2016, 1992)

**Section 8-2.3. Powers, Duties, and Functions.** The corporation counsel shall:

1. Appoint such deputy corporation counsel and necessary staff as shall be authorized by the council. Deputy corporation counsel shall be exempt from civil service and shall serve at the pleasure of the corporation counsel.
2. Be the chief legal advisor and legal representative of the County of Maui; of the council, the mayor, all departments, and all boards and commissions; and of all officers and employees in matters relating to their official duties, except as otherwise provided in this charter.
3. Represent the county in all legal proceedings.
4. Perform such other duties and functions as may be incident to the department or required by law. (Amended 2016, 2002)

**Section 8-2.4. Service of Legal Process.** Legal process against the county shall be served upon the corporation counsel or any of the deputies.

**CHAPTER 3**  
**DEPARTMENT OF THE PROSECUTING ATTORNEY**

**Section 8-3.1. Organization.** There shall be a department of the prosecuting attorney consisting of a prosecuting attorney and the necessary staff.

**Section 8-3.2, Prosecuting Attorney. Effective July 1, 2023, see Appendix IV on page 78.**

**Section 8-3.2. Prosecuting Attorney.** The prosecuting attorney shall be appointed by the mayor with the approval of the council and may be removed by the mayor with the approval of the council. The prosecuting attorney shall be an attorney licensed to practice and in good standing before the Supreme Court of the State and shall have engaged in the practice of law for at least five years. (Amended 2016, 1992)

**Section 8-3.3. Powers, Duties and Functions.** The prosecuting attorney shall:

1. Appoint such deputy prosecuting attorneys and necessary staff as shall be authorized by the council. Deputy prosecuting attorneys shall be exempt from civil service and shall serve at the pleasure of the prosecuting attorney.

2. Attend all courts in the county and conduct, on behalf of the people, all prosecutions therein for offenses against the laws of the State and the ordinances and rules of the county.

3. Appear in every criminal case where there is a change of venue from the courts in the county and prosecute the same in any jurisdiction to which the same is changed or removed.

4. Institute proceedings, or direct the chief of police to do so, before a judge of a court of competent jurisdiction for the arrest of persons charged with or reasonably suspected of public offenses when the prosecuting attorney has information that any such offenses have been committed, and for that purpose take charge of criminal cases before a judge of a court of competent jurisdiction, either in person or by a deputy or by such other prosecuting officer as the prosecuting attorney shall designate.

5. Draw all indictments and attend before the grand jury whenever cases are presented to it for its consideration. Nothing herein contained shall prevent the conduct of proceedings by private counsel before a judge or courts of record under the direction of the prosecuting attorney.

6. Prosecute administrative violations of the liquor laws before the board of liquor adjudication.

7. Perform such other duties and functions as shall be assigned by the mayor.

## CHAPTER 4 DEPARTMENT OF FINANCE

**Section 8-4.1. Organization.** There shall be a department of finance consisting of the director of finance and the necessary staff.

**Section 8-4.2. Director of Finance.** The director of finance shall be appointed by the mayor with the approval of the council and may be removed by the mayor. The director of finance shall have had a minimum of five years of experience in a public or private financial position, at least three of which shall have been in an administrative capacity. (Amended 2016)

**Section 8-4.3. Powers, Duties and Functions.** The director of finance shall:

1. Prepare bills for the collection of money due the county, or authorize the preparation thereof, by other departments of the county government, under the director's general supervision.

2. Collect and receive moneys due to or receivable by the county and issue receipts therefor, or authorize other departments to do so under conditions prescribed by the finance director.

3. Keep accurate and complete account of receipts and disbursements.

4. Maintain and manage the treasury and deposit moneys belonging to the county in depositories and instruments authorized by law which fulfill all conditions prescribed for them by law.

5. Contract for services of independent contractors, including contractors for public works and county physicians, and permit disbursements to be made pursuant to policies established by the council.

6. Be responsible for issuing and selling, paying interest on and redeeming bonds of the county.

7. Prepare and issue warrants and checks.

8. Prepare payrolls and pension rolls.

9. Sell real property upon which improvement assessments or real property taxes are not paid within the period prescribed and dispose of real property or personal property not needed by any department of the county pursuant to policies established by ordinance, provided that all deeds and other conveyances shall be executed by the mayor.

10. Rent or lease county property and award concessions pursuant to policies established by the council.

11. Prepare and maintain a perpetual inventory of all lands and equipment or other personally owned, leased, rented or controlled by the county.

12. Review assessment rolls for assessable public improvements prior to approval by the council and issue bills therefor after such approval has been given.

13. Have custody of all official's surety bonds, except the surety bond of the director of finance, which shall be in the custody of the county clerk.

14. Each quarter submit through the mayor to the council a statement of the revenues and expenditures for the preceding quarter and for the fiscal year up to and including the preceding quarter. Such statement shall be sufficiently detailed as to appropriations, allotments and funds to show the exact financial condition of the county and of each of its agencies and executive departments. A copy of the statement shall be filed with the county clerk and shall be a public record.

15. Administer the real property taxation function of the county.

16. Perform such other duties and functions as shall be assigned by the mayor. (Amended 1992)

## **CHAPTER 5 DEPARTMENT OF PUBLIC WORKS**

**Section 8-5.1. Organization.** There shall be a department of public works consisting of a director and the necessary staff. (Amended 2006, 2002, 1996, 1992)

**Section 8-5.2. Director of Public Works.** The director of public works shall be appointed by the mayor with the approval of the council and may be removed by the mayor. The director of public works shall have had a minimum of five years of experience in an administrative capacity, either in public service or private business, or both. (Amended 2016, 2006, 2002, 1992)

**Section 8-5.3. Powers, Duties, and Functions.** The director of public works shall:

1. Administer the building, housing, and subdivision ordinances and rules adopted thereunder.

2. Approve proposed subdivision plans, which are in conformity with the subdivision ordinance.

3. Plan, design, build, and maintain the county's highways, and drainage and flood control systems.

4. Perform such other duties and functions as shall be assigned by the mayor. (Amended 2006, 2002, 1996, 1992)

## CHAPTER 6 DEPARTMENT OF PARKS AND RECREATION

**Section 8-6.1. Organization.** There shall be a department of parks and recreation consisting of a director of parks and recreation and the necessary staff.

**Section 8-6.2. Director of Parks and Recreation.** The director of parks and recreation shall be appointed by the mayor with the approval of the council and may be removed by the mayor. The director of parks and recreation shall have had a minimum of five years of experience in an administrative capacity, either in public service or private business, or both. (Amended 2016)

**Section 8-6.3. Powers, Duties and Functions.** The director of parks and recreation shall:

1. Plan, design, construct, maintain and operate all parks and recreational facilities administered by the county.
2. Develop and implement programs for cultural, recreational and other leisure activities for the people of the county.
3. Perform such other duties and functions as shall be assigned by the mayor.

## CHAPTER 7 DEPARTMENT OF FIRE AND PUBLIC SAFETY

**Section 8-7.1. Organization.** There shall be a department of fire and public safety consisting of a fire and public safety commission, a fire chief, and the necessary staff. (Amended 2002, 1986)

**Section 8-7.2. Fire and Public Safety Commission.** The fire and public safety commission shall consist of nine members appointed by the mayor with the approval of the council.

The fire and public safety commission shall:

1. Adopt such rules as it may consider necessary for the conduct of its business and regulation of the matters committed to its charge by law.
2. Review and submit to the mayor the department of fire and public safety's request for an annual appropriation for the operation of the department.
3. Review the operations of the department of fire and public safety and the Maui County emergency management agency and make recommendations for changes that may be desirable to improve the performance of emergency functions and the provision of public safety services.

4. Receive, review, and investigate any charges brought forth by the public against the conduct of the department of fire and public safety or any of its members and submit a written report of its findings and recommendations to the fire chief for disposition.

5. Annually review and evaluate the performance of the fire chief and submit a report to the mayor and the council.

6. Submit an annual report to the mayor and the council on its activities.

7. Have such other powers and duties as may be provided by law.

Except for purposes of inquiry or as otherwise provided in this charter, neither the commission nor its members shall interfere in any way with the administrative affairs of the department. (Amended 2016, 2012, 2002)

**Section 8-7.3. Fire Chief.** The fire chief shall be appointed and may be removed by the fire and public safety commission. The fire chief may be removed by the fire and public safety commission only after being informed in writing of the charges that are resulting in the fire chief's dismissal, and after being given a hearing before the commission. The fire chief shall have had a minimum of five years of experience in fire control, at least three years of which shall have been in an administrative capacity. (Amended 2002)

**Section 8-7.4. Powers, Duties, and Functions.** The fire chief shall:

1. Be the administrative head of the department.

2. Provide and perform fire fighting, rescue, shoreline and ocean rescue and safety, and first-responder emergency services in order to save lives and property from fires and other emergencies arising on land, sea, and hazardous terrain, including the mitigation and stabilization of hazardous materials and incidents relating to the same.

3. Provide public education programs related to fire prevention, shoreline and ocean rescue and safety, and public safety.

4. Train, equip, maintain, and supervise the force of fire fighting, shoreline and ocean rescue and safety, and emergency rescue personnel.

5. Investigate the cause, origin and circumstances of fires.

6. Adopt rules relating to the protection of persons and property against fires.

7. Monitor the standards for construction and occupancy of buildings for the purposes of fire prevention and life safety and approve building plans as provided by law.

8. Exercise such other powers and duties as may be assigned by the commission or as may be provided by law. (Amended 2012, 2002, 1992, 1984)

## CHAPTER 8 DEPARTMENT OF PLANNING

**Section 8-8.1. Organization.** There shall be a department of planning consisting of a Maui planning commission, a Moloka'i planning commission and a Lāna'i planning commission, a planning director, a board of variances and appeals and the necessary staff. (Amended 1996, 1992, 1988)

**Section 8-8.2. Planning Director.** The planning director shall be appointed by the mayor with the approval of the council and may be removed by the mayor. The planning director shall have had a minimum of five years of experience in the field of planning, at least three of which shall have been in an administrative capacity, either in public service or private business, or both. (Amended 2016)

**Section 8-8.3. Powers, Duties, and Functions.** The planning director shall:

1. Be the administrative head of the department of planning.
2. Serve as the chief planning officer of the county and as the technical advisor to the mayor, council and planning commissions on all planning and related matters.
3. Recommend revisions of the general plan at least every ten (10) years to guide the development of the county.
4. Prepare, administer, and enforce long-range planning programs.
5. Prepare, administer, and enforce a cultural resource management program.
6. Prepare, administer, and enforce zoning ordinances, zoning maps and regulations and any amendments or modifications thereto.
7. Review the lists of proposed capital improvements projects contemplated by the county and recommend the order of their priority to the mayor.
8. Perform such other duties and functions as shall be required by law or as shall be assigned by the mayor. (Amended 2002, 1996)

**Section 8-8.4. Planning Commissions.** Each planning commission shall consist of nine members appointed by the mayor with the approval of the council. The members of each planning commission shall be residents of the island of the planning commission on which the member serves. The directors of public works, environmental management, and water supply shall be non-voting ex-officio members of each commission.



Each planning commission shall exercise its powers, duties, and functions as follows:

1. The Maui planning commission shall be concerned with the area encompassing the islands of Maui and Kaho`olawe and all other islands lying within three nautical miles of the shores thereof, and the waters adjacent thereto. The nine members must include at least one and no more than two members who reside in each council residency area on the island of Maui.

2. The Moloka`i planning commission shall be concerned with the area encompassing the island of Moloka`i and all other islands lying within three nautical miles of the shores thereof, and the waters adjacent thereto, except that portion of the island of Moloka`i excluded from the county's jurisdiction by state law.

3. The Lāna`i planning commission shall be concerned with the area encompassing the island of Lāna`i and all other islands lying within three nautical miles of the shores thereof, and the waters adjacent thereto.

The appropriate planning commission shall:

1. Advise the mayor, the council, and the planning director in matters concerning planning programs.

2. Review the general plan and revisions thereof prepared by the planning director or at the request of the council. The commission shall hold public hearings on such plans and revisions thereof and shall transmit them, with its findings and recommendations to the council for consideration no later than one hundred eighty days after the final public hearing.

3. Review other proposed land use ordinances and amendments thereto prepared by the director or the council and, after public hearings, transmit such ordinances with its findings and recommendations thereon to the council for consideration and action no later than one hundred twenty days after the final public hearing.

4. Act as the authority in all matters relating to the Coastal Zone Management law.

5. Adopt rules pursuant to land use ordinances or law.

6. Have such other powers and duties as may be provided by law.  
(Amended 2022, 2002, 1992, 1988)

### **Section 8-8.5. General Plan and Community Plans.**

1. The general plan shall be developed after input from state and county agencies and the general public, and shall be based on sound policy and information.

2. The general plan shall indicate desired population and physical development patterns for each island and region within the county; shall address

the unique problems and needs of each island and region; shall explain the opportunities and the social, economic, and environmental consequences related to potential developments; and shall set forth the desired sequence, patterns, and characteristics of future developments. The general plan shall identify objectives to be achieved, and priorities, policies, and implementing actions to be pursued with respect to population density, land use maps, land use regulations, transportation systems, public and community facility locations, water and sewage systems, visitor destinations, urban design, and other matters related to development.

3. The planning director shall issue a report annually providing a detailed explanation of the implementation and enforcement of the general plan and the community plans to the mayor and the council.

4. There shall be a community plan advisory committee for each community plan area. Each community plan advisory committee shall consist of thirteen members, with nine appointed by the council and four appointed by the mayor. Each community plan advisory committee is charged with reviewing and recommending revisions to the community plan for its community plan area. Each community plan advisory committee shall remain in existence until its revisions are adopted, modified, or rejected by the council and until such action is approved, modified, or rejected by the mayor.

5. The community plans shall set forth, in detail, land uses within the community plan regions of the county. The objectives of each community plan shall be to implement the policies of the general plan. Each community plan shall include implementing actions that clearly identify priorities, timelines, estimated costs, and the county department accountable for the completion of the implementing actions.

6. The community plans are part of the general plan and shall be reviewed and updated as set by ordinance. (Amended 2022, 2002)

#### **Section 8-8.6. Adoption of General Plan and Other Land Use Ordinances.**

1. The county shall adopt revisions to the general plan by ordinances.

2. Any revisions of the general plan, zoning ordinance or other land use ordinance may be proposed by the council and shall be reviewed by the appropriate planning commission as if prepared by the planning director. Any such revision shall be referred to the appropriate planning commission by resolution. If the planning commission disapproves the proposed revision or recommends a modification thereof, not accepted by the council, or fails to make its report within a period of the hundred twenty (120) days after receipt of the referral, the council may nevertheless pass such revision, but only by the affirmative vote of at least two thirds of the council's entire membership.

3. Revisions to the general plan proposed by the planning director shall be reviewed and acted upon by the council no later than one (1) year after receipt of the transmittal from the planning director.

4. Revisions to zoning and land use ordinances proposed by the planning director shall be reviewed and acted upon by the council no later than one hundred eighty (180) days after receipt of the transmittal from the planning director. (Amended 2002)

**Section 8-8.7. Board of Variances and Appeals.** The board of variances and appeals shall consist of nine members appointed by the mayor with the approval of the council.

In accordance with such principles, conditions and procedures prescribed by the council, the board of variances and appeals shall:

1. Hear and determine applications for variances from the strict application of any zoning, subdivision or building ordinances. The board shall hold a public hearing prior to ruling on a variance application and shall issue findings of fact and conclusions of law on decisions granting or denying variance applications.

2. Hear and determine appeals alleging error from any person aggrieved by a decision or order of any department charged with the enforcement of zoning, subdivision, and building ordinances; provided, that the council may by ordinance confer to another county agency the authority to hear and determine appeals from the decisions of the building official in the administration of the county of Maui building code, plumbing code, electrical code, and housing code, and from any order made by the county fire chief in the administration of applicable state law and the county of Maui fire code, and the director of water supply in the administration of the rules and regulations of the department of water supply relating to matters involving any denial of the use of new or alternate materials, types of construction, equipment, devices or appliances.

3. Hear and determine all other matters which the board may be required to pass on pursuant to ordinances.

4. Adopt rules of procedure for the conduct of the board's business. (Amended 1996)

## **CHAPTER 9 DEPARTMENT OF PERSONNEL SERVICES**

**Section 8-9.1. Organization.** There shall be a department of personnel services consisting of a civil service commission, a director of personnel services, and the necessary staff.

**Section 8-9.2. Director of Personnel Services.** The director of personnel services shall be appointed and may be removed by the civil service commission. The director may be removed by the civil service commission only after being informed in writing of the charges that are resulting in the director's dismissal, and after being given a hearing before the commission. The director of personnel services shall be thoroughly familiar with the principles and methods of personnel administration and shall believe in applying merit principles and scientific administrative methods to public personnel administration. (Amended 2002)

**Section 8-9.3. Powers, Duties and Functions.** The director of personnel services shall:

1. Be the administrative head of the department of personnel services.
2. Be responsible for the personnel management program of the county.
3. Perform such duties as are established under the civil service laws of the State.

**Section 8-9.4. Civil Service Commission.** The civil service commission shall consist of five members appointed by the mayor with the approval of the council.

The civil service commission shall:

1. Adopt rules having the force and effect of law to carry out the provisions of the civil service laws of the State.
2. Request an annual appropriation for the operation of the department.
3. Hear appeals, in accordance with law, by any officer or employee aggrieved by any action by the director of personnel services or by an appointing authority.
4. Advise the mayor and director of personnel services on problems concerning personnel administration.
5. Annually review and evaluate the performance of the director of personnel services and submit a report to the mayor and the council.
6. Have such other powers and duties as may be provided by law.

(Amended 2012)

**Chapter 10. Department of Housing and Human Concerns. Effective July 1, 2024, see Appendices I and II on pages 69 and 70.**

## CHAPTER 10 DEPARTMENT OF HOUSING AND HUMAN CONCERNS

**Section 8-10.1. Organization.** There shall be a department of housing and human concerns which shall consist of a director and the necessary staff. (Amended 1992)

**Section 8-10.2. Director of Housing and Human Concerns.** The director of housing and human concerns shall be appointed by the mayor with the approval of the council and may be removed by the mayor. The director of housing and human concerns shall have had a minimum of five years of experience in an administrative capacity, either in public service or private business, or both. (Amended 2016, 1992)

**Section 8-10.3. Powers, Duties and Functions.** The director of housing and human concerns shall:

1. Develop a comprehensive approach to the effective administration and coordination of programs and plans of action designed to meet human needs in the county.
2. Develop, supervise and coordinate such programs and projects as shall be assigned by the mayor.
3. Perform such other duties and functions as may be assigned by the mayor. (Amended 1992)

## CHAPTER 11 DEPARTMENT OF WATER SUPPLY

**Section 8-11.1. Organization.** There shall be a department of water supply consisting of a board of water supply, a director, a deputy director and the necessary staff. (Amended 1988)

**Section 8-11.2. Functions of the Department.**

1. Except as set forth in chapter 19, the department of water supply shall manage and operate all water systems owned by the county, and may acquire or develop water sources or systems.
2. In order to protect and manage the water resources in the county, the department of water supply shall make studies, surveys, and investigations relating to the locations and sources of water supply within the county, the amounts available for current and prospective uses, the water resources which may be available for such uses and the maximum sustainable yield of such sources.

3. The department of water supply shall implement the county's general plan and community plans in the administration of its affairs. The department of water supply shall prepare and annually update a long-range capital improvement plan and an updated water use and development plan, which shall be subject to the approval of the council, as provided by law. (Amended 2022, 2002, 1988)

**Section 8-11.3. Board of Water Supply.** The board of water supply shall consist of nine members who shall be appointed by the mayor with the approval of the council. The director of the department of planning and the director of the department of public works and environmental management shall be non-voting ex-officio members of the board of water supply. The board of water supply shall act as advisor to the director of the department of water supply, the mayor and the council in all matters concerning the county's water system. (Amended 2002, 1988)

**Section 8-11.4. Powers, Duties and Functions.** The board of water supply shall:

1. Review and submit to the mayor the department of water supply's request for an annual appropriation for operations and capital improvements.
2. Recommend the establishment and adjustment of rates and charges for furnishing water; such rates and charges shall be submitted to the mayor for review and approval. If approved by the mayor, proposed rates and charges shall be submitted to the council for enactment by ordinance.
3. Perform such other duties and functions as shall be prescribed by law. (Amended 2002, 1992, 1988)

**Section 8-11.5. Director and Deputy Director of Water Supply.** The director of water supply shall be appointed by the mayor with the approval of the council, and may be removed by the mayor with the approval of the council. The director of water supply shall have had a minimum of five years of experience in a management capacity, either in public service or private business, or both. The deputy director of water supply shall be appointed by the mayor and may be removed by the mayor. The director or deputy director of water supply shall be a registered engineer. (Amended 2016, 2002, 1988)

**Section 8-11.6. Powers, Duties and Functions.** The director of the department of water supply shall:

1. Administer the affairs of the department of water supply, and be responsible for the day-to-day management and control of all water systems of the county.

2. Prepare long-range capital improvement plans and up-to-date water use and development plans for review by the board of water supply and enactment by the council by ordinance.

3. Implement enacted long-range capital improvement plans and water use and development plans.

4. Prepare an annual operating and capital budget for the board of water supply's review and submit the department of water supply's request for an annual appropriation to the mayor.

5. Perform such other duties and functions as shall be prescribed by law. (Amended 2002, 1988)

**Section 8-11.7. Revenues.** The revenues of the department of water supply shall be kept in a separate fund and shall be such as to make the department of water supply self-supporting, provided that the council may issue general obligation bonds on behalf of the department of water supply and may provide capital improvement appropriations for the department of water supply. (Amended 2002, 1988)

## **CHAPTER 12 DEPARTMENT OF POLICE**

**Section 8-12.1. Organization.** There shall be a department of police consisting of a police commission, a chief of police, and the necessary staff.

**Section 8-12.2. Police Commission.** The police commission shall consist of nine members appointed by the mayor with the approval of the council.

The police commission shall:

1. Adopt such rules as it may consider necessary for the conduct of its business and regulation of the matters committed to its charge by law.

2. Review the department's request for an annual appropriation for the operation of the department before submission to the mayor.

3. 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. If the chief of police disagrees with the findings of the police commission, the chief shall submit the reasons in writing to the police commission. A summary of the charges filed and their disposition shall be included in an annual report of the commission.

4. Annually review and evaluate the performance of the chief of police and submit a public report to the mayor and the council.

5. Have such other powers and duties as may be provided by law. (Amended 2022, 2012, 1992)

**Section 8-12.3. Chief of Police.** The chief of police shall be appointed and may be removed by the police commission. The chief may be removed by the police commission only after being informed in writing of the charges which are resulting in the chief's dismissal, and after being given a hearing before the commission. The chief of police shall have had a minimum of five years of experience in law enforcement, at least three of which shall have been in an administrative capacity.

**Section 8-12.4. Duties and Functions of the Chief of Police.** The chief of police shall:

1. Be the administrative head of the department of police.
2. Be responsible for the preservation of the public peace, prevention of crime, detection and arrest of offenders against the law, protection of rights of persons and property, and enforcement and prevention of violations of all laws of the State and ordinances of the county and all rules made in accordance therewith.
3. Be responsible for traffic safety and traffic safety education.
4. Train, equip, maintain and supervise the force of police officers and employees of the department.
5. Have such other powers and duties as may be assigned by the mayor or as may be provided by law.

## **CHAPTER 13 DEPARTMENT OF LIQUOR CONTROL**

**Section 8-13.1. Organization.** There shall be a department of liquor control consisting of a liquor control commission, a liquor control adjudication board, a director of liquor control, and the necessary staff.

**Section 8-13.2. Liquor Control Commission.** The liquor control commission shall consist of nine members appointed by the mayor with the approval of the council.

The liquor control commission shall:

1. Prepare and submit a request for an annual appropriation for the operation of the department.
2. Adopt rules having the force and effect of law for the administration of liquor control in the county and to carry out provisions of the liquor control laws of the State, including, but not limited to, the fixing of liquor license fees.



3. Grant, renew, or refuse applications for licenses for the manufacture, importation and sale of liquor in the county under applicable laws and regulations.

4. Annually review and evaluate the performance of the director of liquor control and submit a report to the mayor and the council.

5. Have such other powers and duties as may be provided by law not in conflict with the provisions of this section. (Amended 2012)

**Section 8-13.3. Liquor Control Adjudication Board.** The liquor control adjudication board shall consist of nine members appointed by the mayor with the approval of the council. The liquor control adjudication board shall hear and determine administrative complaints of the director regarding violations of the liquor control laws of the State or of rules of the liquor control commission, and impose penalties for violations thereof as may be provided by law.

**Section 8-13.4. Director of the Department of Liquor Control.** The director of the department of liquor control shall be appointed and may be removed by the liquor control commission. The director may be removed by the liquor control commission only after being informed in writing of the charges which are resulting in the director's dismissal, and after being given a hearing before the commission. The director of the department of liquor control shall have had a minimum of five years experience in law enforcement, at least three of which shall have been in an administrative capacity. (Amended 2012)

**Section 8.13.5. Powers, Duties and Functions.** The director of liquor control shall:

1. Be the administrative head of the department of liquor control.
2. Investigate violations of the liquor control laws of the State and of rules established by the liquor control commission.
3. Investigate applications for liquor licenses.
4. Have such other powers and duties as may be assigned by the mayor or as may be provided by law.

## **CHAPTER 14 DEPARTMENT OF TRANSPORTATION**

**Section 8-14.1. Organization.** There shall be a department of transportation consisting of a director and necessary staff. (Amended 2002)

**Section 8-14.2. Director of Transportation.** The director of transportation shall be appointed by the mayor with the approval of the council

and may be removed by the mayor. The director of transportation shall have had a minimum of five years of experience in an administrative capacity, either in public service or private business, or both. (Amended 2016, 2002)

**Section 8-14.3. Powers, Duties, and Functions.** The director of transportation shall:

1. Be the administrative head of the department of transportation.
2. Be responsible for the planning and implementation of all modes of transportation in Maui County, including those in the air and those on water and land.
3. Be responsible for planning and developing an efficient program to facilitate the rapid, safe, and economical movement of people and goods in Maui County.
4. Coordinate Maui County's transportation programs with other county departments and with agencies of the state and federal government.
5. Perform such other duties and functions as shall be assigned by the mayor. (Amended 2002)

## **CHAPTER 15 DEPARTMENT OF ENVIRONMENTAL MANAGEMENT**

**Section 8-15.1. Organization.** There shall be a department of environmental management consisting of a director and the necessary staff.

**Section 8-15.2. Director of Environmental Management.** The director of environmental management shall be appointed by the mayor with the approval of the council and may be removed by the mayor. The director of environmental management shall have had a minimum of five years of experience in an administrative capacity, either in public service or private business, or both. (Amended 2016)

**Section 8-15.3. Powers, Duties, and Functions.** The director of environmental management shall:

1. Supervise waste management and control of pollution, including recycling, litter control, and protection of the unique beauty of Maui county.
2. Plan, design, build, operate, and maintain solid waste collection, processing and disposal systems, including recycling programs.
3. Plan, design, build, operate, and maintain the county's sewer treatment plants, pump stations, sewer lines, reclaimed water distribution systems, and related programs.

4. Guide efforts to optimize opportunities for environmental, natural resource protection, sustainability, conservation, and restoration.
5. Perform such other duties and functions as shall be assigned by the mayor. (Amended 2012, 2006)

## **CHAPTER 16 MAUI COUNTY EMERGENCY MANAGEMENT AGENCY**

**Section 8-16.1. Organization and Functions.** There shall be a Maui County emergency management agency whose powers, duties, functions and organization shall be as provided by law. The fire and public safety commission, as established in Section 8-7.2 herein, shall review the operations of the agency and make recommendations for changes which may be desirable to improve the performance of emergency functions and the provision of public safety services. The commission shall receive and investigate any complaints brought forth by the public against the conduct of the agency or any of its members and submit a written report of its findings and recommendations to the Maui County emergency management administrator for the administrator's disposition. (Section Renumbered 2012, 2006; Amended 2016, 2002, 1986)

## **CHAPTER 17 SALARY COMMISSION**

**Section 8-17.1. Organization and Functions.** There shall be a salary commission, which shall consist of nine members appointed by the mayor with the approval of the council. The members of this commission shall have five-year terms, and can be reappointed once to a second five-year term. Two members shall be appointed or reappointed each year, except that only one member shall be appointed or reappointed every fifth year. The commission shall determine the compensation of elected officials and appointed directors and deputy directors of all departments of the county provided, however, in establishing the compensation of appointed department heads and their deputies, the salary commission shall consult with those boards and commissions which have appointing authority for department heads. (Section Renumbered 2012, 2006; Amended 2002, 1992, 1984)

## CHAPTER 18 DEPARTMENT OF AGRICULTURE

**Section 8-18.1. Organization.** There is a department of agriculture consisting of a director, deputy director, and necessary staff, including advocates, ombudspersons, inspectors, and grant writers; organized to fulfill the department's powers, duties, and functions through the establishment of necessary and appropriate divisions and other means.

**Section 8-18.2. Director and Deputy Director of Agriculture.** The director and deputy director of agriculture are appointed in the same manner as the director and deputy director of water supply, respectively. The director and deputy director of agriculture must have had five years of experience in the field of agriculture and in an administrative capacity, either in public service, private business, or both, in addition to specific qualifications set forth by ordinance.

**Section 8-18.3. Powers, Duties, and Functions.** The primary purpose and intent of the creation of the department of agriculture is to provide advocacy, and not create additional regulatory barriers, on all matters related to agriculture. The director of agriculture must:

1. Develop a sustainable regional agricultural system for Maui County.
2. Build the economic resiliency of the county's communities by increasing opportunities in the agricultural sector.
3. Boost resident health and food security through ensuring access to locally grown agricultural products.
4. Promote healthy ecosystems through natural-resource regeneration and protection, including through advising other agencies and the council on all programs and projects that affect the agricultural section.
5. Develop and implement programs to diversity and expand sustainable forms of agriculture.
6. Report to the mayor and council annually on the County's overall performance in meeting agriculture objectives and any barriers that could be addressed by ordinance.
7. Perform other duties and functions as assigned by the mayor or managing director. (2022)

## CHAPTER 19 MAUI COUNTY COMMUNITY WATER AUTHORITIES

**Section 8-19.1 Organization.** There are Maui county community water authorities, also referred to as “water authorities,” consisting of one or more regional community boards, regional directors, grant writers, community liaisons, water system technical analysts, and necessary staff to manage water collection and delivery systems acquired or operated by the water authorities.

**Section 8-19.2 Regional Community Boards.** There is an East Maui regional community board. In conjunction with the investigation, acquisition, or control of water collection and delivery systems by the water authorities, the council may establish additional regional community boards by ordinance.

1. The East Maui regional community board is concerned with the Nāhiku, Ke'anae, Honomanū, and Huelo license areas, and consists of eleven members with a minimum of two members from each license area. Eight members must have experience in water resource management and watershed restoration in the applicable watershed and reside in the applicable community plan area. Of these eight members, four are appointed by the council, and four are appointed by the mayor. The three remaining members are appointed by the council based on the following requirements: one member with experience in water resource management who is actively engaged in ranching, farming, aquaculture, or loko i'ā in the area where water service is provided; one member with experience in water resource management who resides full-time in the area where water service is provided; and one member who is a representative of the Hawaiian Homes Commission, and is recommended by the Department of Hawaiian Home Lands. If the Department of Hawaiian Home Lands fails to recommend a member within thirty days after receiving notice of a vacancy, the council will appoint a Hawaiian Home Lands representative as member.

2. Of the eleven members initially appointed, three are appointed for a term of five years, three are appointed to a term of four years, three will serve a term of three years, and two will serve a term of two years. Board vacancy appointments are conducted in the same manner as the initial seat appointment. The director of finance, the director of water supply, the councilmember holding the residency area seat for the applicable watershed area, and the chair of the council committee with jurisdiction over water issues are non-voting, ex-officio members of the board.

3. The department of personnel services will provide assistance with the director hiring process if requested.

4. Other regional boards may be established by ordinance with residents in the watershed area comprising two-thirds of board membership and with one member who is a representative of the Hawaiian Homes Commission, and is recommended by the Department of Hawaiian Home Lands. If the Department of Hawaiian Home Lands fails to recommend a member within thirty days after receiving notice of a vacancy, the council will appoint a Hawaiian Home Lands representative as member.

**Section 8-19.3 Regional Community Board Powers, Duties, and Functions.** As to the applicable watershed area, each regional community board will:

1. Appoint the director.
2. Review preliminary assessments, studies, and environmental reports prepared by or for the water authorities.
3. Review and approve a long-range watershed management plan, review the plan annually, and provide a written evaluation of each plan goal and implementation status to the director, mayor, and council.
4. Review and approve watershed related programs and priorities.
5. Review and approve the request to the mayor for an annual appropriation for the regional operations and capital improvements.
6. Provide an annual evaluation of the regional director to the mayor and the council.
7. Provide written comments on the regional long term capital improvement plan, annual maintenance plan, annual report, and annual operating budget, including recommendations on water rates and the federal, state, and private funding plan.
8. Hold at least two public community meetings a year in the region, which may be conducted as virtual meetings if necessary.

**Section 8.19.4 Regional Directors.** There is an East Maui regional director. Additional regional directors may be appointed by a regional community board in conjunction with the acquisition of water systems under the control of the water authorities. Regional directors are appointed by the applicable regional community board with the approval of the council, and may be removed by the applicable regional community board with approval of the council, or directly by a two-thirds vote of the entire membership of the council. The salary of a director is set by the salary commission after a review of the salaries of water authority directors in other jurisdictions.

### **Section 8-19.5 Regional Director Powers, Duties, and Functions.**

Regional directors will:

1. Acquire water systems and leases to be managed by the water authorities, including East Maui water licenses.
2. Notwithstanding section 9-18(1), sign intergovernmental agreements and other legal instruments directly related to the acquisition or management of water collection or delivery systems subject to approval by corporation counsel as to form and legality and certification by the director of finance as to the availability of funds.
3. Oversee state water lease agreements or other operating agreements in the region.
4. Negotiate purchase agreements and, if needed, recommend eminent domain proceedings directly related to the acquisition of land, easements, or interests in land related to water collection or delivery systems.
5. Seek funding for water authority operation, maintenance, and capital improvements.
6. Manage the distribution of water under the control of the water authorities, including providing water to the department of water supply.
7. Develop and implement a long-term capital improvement and annual maintenance plan for the regional water collection and delivery systems.
8. Develop and implement a watershed management plan for each watershed providing water to a regional water system.
9. Prepare an annual operating and capital budget for regional community board review and approval.
10. Submit to the mayor water authority requests for annual appropriations for operations and capital improvements.
11. Submit an annual report to the mayor and the council providing a general assessment of each water collection and delivery system under the control of the water authorities; a proposed operation, maintenance, and capital improvement plan for each system; an overview of state, federal, or other funding available for each system's operation, maintenance, and capital improvements; a business model, including power generation options; an overview of state license status; and specific public trust and nonpublic trust water usage amounts for each water system including required uses based upon state regulations and judicial requirements.
12. Prepare a public annual report, including operation, maintenance, and long-term capital improvement plans and budgets for each system, summary and status of funding sources applied for or received, regional

community board comments and recommendations, public testimony from community meetings, and other relevant information.

13. Prepare an annual operating and capital budget for regional community board review and approval.

14. Provide administrative support to the regional community board.

15. Have such other powers and duties as may be provided by law.

16. The East Maui director will oversee water lease agreements and purchase agreements, which may include the Nāhiku, Ke'anae, Honomanū, and Huelo license areas and other water systems in the East Maui region.

**Section 8-19.6 Maui County Community Water Authorities Funds.** All or a portion of the revenues of the water authorities may be transferred to a regional water system fund, which may be used for the regional water system. The funds may be used to fulfill the powers, duties, and functions of the water authorities, including operation, maintenance, and capital improvements of water collection and delivery systems under control of the county. Any unencumbered balance in this fund at the end of each fiscal year will not lapse, but remain in the fund, accumulating from year to year. The council will establish procedures for the administration and expenditure of the revenues in this fund by ordinance. In any fiscal year, the council may make appropriations to this fund. (2022)

## **CHAPTER 20 DEPARTMENT OF HOUSING**

**Effective July 1, 2024, see Appendix II on page 70.**

## **CHAPTER 21 DEPARTMENT OF 'ŌIWI RESOURCES**

**Effective July 1, 2024, see Appendix III on page 72.**

## **ARTICLE 9 FINANCIAL PROCEDURES**

**Section 9-1. Fiscal Year.** The fiscal year shall begin on the first day of July and end on the thirtieth day of June of the succeeding year. All fiscal affairs of the county during any fiscal year shall be controlled by a budget ordinance and a capital program ordinance for that fiscal year.



**Section 9-2. Preparation and Submission of Budget and Capital Program.**

1. On or before the twenty-fifth day of March before the ensuing fiscal year begins, the mayor shall submit to the council (a) an operating budget for the ensuing fiscal year, including an executive operating budget and a legislative operating budget, (b) a capital program, and (c) an accompanying message.

2. Upon submission, the budget, the capital program and the message shall be a public record in the office of the county clerk and shall be open to public inspection. The mayor shall at the same time make available copies of the budget, the capital program and the message for distribution to interested persons. (Amended 2010, 1992)

**Section 9-3. Scope of Budget and Message.**

1. The budget shall present a complete financial plan for the operations of the county and its departments for the ensuing fiscal year, showing all county funds on hand whether encumbered or unencumbered and estimated reserves and revenues. It shall be set up as provided by the council after consultation with the mayor.

2. The estimated revenues, proposed expenditures and total appropriations for the ensuing fiscal year shall be equal in amount.

3. The mayor's message shall explain the budget both in fiscal terms and in terms of work to be done. It shall outline the proposed financial policies of the county for the ensuing fiscal year and describe the most important features of the budget plan. It shall indicate any major changes in financial policies and in expenditures, appropriations and revenues as compared with the fiscal year currently ending, and shall set forth the reasons for the changes. The message shall include a list of pending and proposed capital improvements together with the mayor's comments on such list. The message shall also include such other supporting or explanatory material as the mayor deems desirable.

**Section 9-4. Budget and Capital Program: Notice and Hearing.** A public hearing shall be held by the council on the proposed budget and capital program no sooner than the first day of April and no later than the thirtieth day of April of the year of submission. At this hearing all persons interested shall have an opportunity to be heard. At least two (2) weeks before the hearing, the council shall publish in a newspaper of general circulation in the county general summaries of the budget and capital program and a notice setting out the time and place for public hearing. (Amended 1986)

**Section 9-5. Budget: Council Action.**

1. After the public hearing, the council may pass the budget with or without amendment. In amending, it may add new items or increase items in the budget. It may decrease or delete items, except appropriations required by law and appropriations to pay any indebtedness. In all cases the estimated revenues, proposed expenditures and total appropriations for the ensuing fiscal year shall be equal in amount.

2. The council shall pass the budget on or before the tenth day of June of the fiscal year currently ending. If it fails to do so, the budget submitted by the mayor shall be deemed enacted as the budget for the ensuing fiscal year.

3. The enacted budget shall be in effect on and after the first day of the fiscal year to which it applies. By virtue of the adoption of the budget, the several amounts listed in the budget column entitled "Appropriations" shall be appropriated to the specified departments and programs. (Amended 2010, 1986)

**Section 9-6. Capital Program: Scope; Council Action.**

1. The capital program shall contain at least the following:

a. A simple, clear general summary of the detailed contents of the program.

b. The capital improvements pending or proposed to be undertaken within the ensuing fiscal year, together with the estimated cost of each improvement and the pending or proposed method of financing it.

c. The capital improvements proposed for the five (5) years next succeeding the ensuing fiscal year, together with the estimated cost of each improvement and the proposed method of financing it.

2. Capital expenditures to be financed from current revenues in the ensuing fiscal year shall be included in the budget as well as in the capital program. Appropriations for such expenditures shall be included in the budget.

3. After the public hearing on the capital program, the council may pass the program with or without amendment.

4. The council shall pass the capital program on or before the tenth day of June of the fiscal year currently ending. If it fails to do so, the program submitted by the mayor shall be deemed enacted as the program for the ensuing fiscal year. The enacted program shall be in effect on and after the first day of that fiscal year.

5. At any time during a fiscal year the capital program may be amended by ordinance. (Amended 2010, 1986)

## **Sections 9-7. Restrictions on Budget and Capital Program; Revenue Rates.**

1. Any condition, limitation or restriction to be controlled by the council with respect to the disbursement of any appropriation shall be set forth in the budget or in the capital program, as the case may be.

2. With the exception of bond retirement, capital programs and provisions of subsection 9-9.2, all appropriations and expenditures of the county shall be made from revenues derived from sources other than borrowing, the issuance of bonds or interest paid on bond revenues.

3. Unless otherwise specifically provided for in this charter, all fees, rates, assessments and taxes imposed by the county shall be set in the annual budget.

**Section 9-8. Budget and Capital Program: Public Record.** Three copies of the budget and capital program as enacted shall be certified by the mayor and the county clerk. One of these copies shall be filed in the office of the mayor, and one each in the offices of the director of finance and the director of planning. A summary of the budget and capital program as so certified shall be published once in a newspaper of general circulation in the county within three (3) weeks after enactment and copies thereof shall be made available to the county departments and to interested persons.

## **Section 9-9. Appropriations and Changes.**

1. If during any fiscal year the mayor certifies that there are available for appropriation (a) revenues received from sources not anticipated in the budget for that year, or (b) revenues received from anticipated sources but in excess of the budget estimates therefor, or (c) estimated revenues to be reimbursed by federal or state agencies to the county, the county may by ordinance make supplemental appropriations for that year up to the amount of the additional revenues so certified.

2. To meet a public emergency threatening life, health, or property, the council, upon written request by the mayor, may pass emergency appropriations. Such appropriations shall be made by ordinance which shall take immediate effect and must be approved by not less than seven members of the council. To the extent that there are no available unappropriated revenues to meet such appropriations, the county may, by ordinance, authorize the issuance of emergency notes. These notes shall be paid not later than the last day of the fiscal year next succeeding that in which the emergency appropriation was made. The total of emergency appropriations in any fiscal year shall not exceed one percent (1%) of the total operating appropriations (excluding those for debt service) made in the operating budget for that year. (Amended 1988)

### **Section 9-10. Appropriations: Reduction and Transfer.**

1. If at any time during the fiscal year it appears probable to the mayor that the revenues available will be insufficient to meet the amount appropriated, the mayor shall report to the council without delay, indicating the estimated amount of the deficit, any remedial action taken by the mayor, and recommendations as to any further action to be taken. The council shall then take such further action as it deems necessary to prevent or minimize any deficit. For that purpose it may pass a bill reducing one or more appropriations; but no appropriation to pay any indebtedness may be reduced, and no appropriation may be reduced by more than the amount of the unencumbered balance thereof or below any amount required by law to be appropriated.

2. Upon written request of the mayor part or all of any unencumbered appropriation balance may be transferred within a department by resolution or from one department to another by ordinance. No transfer, however, shall be made from an appropriation to pay any indebtedness, and no appropriation may be reduced below any amount required by law to be appropriated.

3. The mayor or the council may initiate changes to their respective operating budgets. (Amended 1992)

**Section 9-11. Lapse of Appropriations.** Every appropriation, except an appropriation for a capital improvement or for the open space fund established in Section 9-19, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered by as written contract. An appropriation for a capital improvement shall continue in force until the purpose for which it was made has been accomplished or abandoned. The purpose of any such appropriation for a capital improvement shall be deemed abandoned six (6) months after the close of the fiscal year to the extent that it has not been expended or encumbered by a written contract. (Amended 2002, 1984)

### **Section 9-12. Payments and Obligations.**

1. With the exception of debt service charges, no payment shall be authorized or made and no obligation incurred against the county, except in accordance with appropriations duly made and under such procedures and policies as may be established by ordinance. Every obligation incurred and every authorization of payment in violation of the provisions of this charter shall be void. Every payment made in violation of the provisions of this charter shall be illegal, and all county officers who knowingly authorize or make such payment or any part thereof shall be jointly and severally liable to the county for the full amount so paid or received. If any county officer or employee knowingly authorizes or makes any payments or incurs any obligation in violation of the

provisions of this charter, or in violation of the provisions of the procedures and policies established by ordinance, or takes part therein, that action shall be cause for removal from office.

2. Nothing contained in any section of this charter shall be construed to prevent the making or authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by the issuance of bonds.

3. Nothing contained in any section of this charter shall prevent the county from entering into service contracts, equipment purchase contracts or leases which extend beyond the fiscal year in which they are signed; provided, however, such service contracts or leases shall provide for the payment for services during the fiscal year in which such services are provided to the county and any equipment purchase contract shall provide for equal payments not to extend beyond the anticipated service life of the equipment. Any such contract or lease requiring the payment of funds from the appropriations of more than one (1) fiscal year shall be approved by ordinance.

**Section 9-13. Audit of Accounts.** Within six (6) months after the beginning of each fiscal year, the county auditor shall conduct or cause to be conducted an independent financial audit of the funds, accounts, and other evidences of financial transactions of the county and of all operations for which the county is responsible for the audited fiscal year. The audit shall be conducted by a certified public accountant or firm of certified public accountants who have no personal interest, direct or indirect, in the fiscal affairs of the county or any of its operations. The audit shall include both financial accountability and adequacy of the financial and accounting system. If the State makes such an audit, the county auditor may accept it as satisfying the requirements of this section. The scope of the audit shall be in accordance with the terms of a written contract recommended by the county auditor and signed by the council chair as the contracting officer for the legislative branch, which contract shall encourage recommendations for better financial controls and procedures and shall provide for the completion of the audit within a reasonable time after the close of the previous fiscal year. A copy of the audit reports shall be filed with the county clerk and shall be a public record, unless otherwise provided by law.

In case of the death, resignation, or removal of the director of finance, the council shall cause an independent audit to be made of the finance director's accounts. (Amended 2012, 1988)

**Section 9-14. Surplus and Reserves.** Any unappropriated surplus and any unencumbered balances of any appropriations in any fund at the end of any fiscal year shall be available for appropriation for the succeeding fiscal year or years. All or a portion of the surplus may be transferred to any emergency fund

or to a capital improvement reserve fund by ordinance. The funds in an emergency reserve fund may be used to meet any emergency. Funds transferred to a capital improvement reserve fund shall be expended only for the specific improvements designated, provided that the purposes for which such capital improvement reserve fund may be expended may be amended by ordinance passed upon a vote of not less than seven members of the council. No amounts transferred into an emergency reserve fund or a capital improvement reserve fund shall be deducted from amounts to be raised by taxes for ensuing years.

**Section 9-15. Centralized Purchasing.** The mayor may, at the mayor's discretion, establish procedures for the purchase of all materials, supplies, equipment and services required by any department of the county through the department of finance or such other department as the mayor may designate.

**Section 9-16. Insurance.** The director of finance may procure insurance from companies licensed to do business in the State for the protection of all properties and all activities of the county in such amounts and under such conditions as the county shall, by ordinance, prescribe.

**Section 9-17. Surety Bonds.** Except as otherwise provided, the council shall determine which officers and employees shall be required to furnish surety bonds and shall determine the kind and amount of each individual or blanket bond. All officers concerned with the receipt, collection, custody or disbursement of public funds shall be bonded. The director of finance shall procure all such surety bonds from companies licensed to do business in the State. All such bonds shall be in favor of and the premiums thereon shall be borne by the county.

**Section 9-18. Contracts.**

1. Before execution, all written contracts to which the county is a party shall be approved by the corporation counsel as to form and legality. All such contracts shall be signed by the mayor, except that contracts for purchase of materials, supplies, equipment, personal services, and public works contracts shall be signed by the director of finance.

2. Before execution, contracts involving financial obligations of the county shall also be certified by the director of finance as to the availability of funds in the amounts and for the purposes set forth herein.

3. Notwithstanding any other provision in this charter, all contracts involving the council, the office of council services, and the office of the county clerk shall be signed on behalf of the county by the chair of the council only, subject to approval by the corporation counsel as to form and legality, and certification by the director of finance as provided herein. (Amended 1984)

**Section 9-19. Open Space, Natural Resources, Cultural Resources, and Scenic Views Preservation Fund.**

1. In adopting each fiscal year's budget and capital program, the council shall appropriate a minimum of one percent (1%) of the certified real property tax revenues to a fund known as the open space, natural resources, cultural resources, and scenic views preservation fund. The revenues in this fund shall be utilized for:

a. Purchasing or otherwise acquiring lands or property entitlements for land conservation purposes in the county of Maui for the following purposes: public outdoor recreation and education; preservation of historic or culturally important land areas; protection of significant habitat or ecosystems, including buffer zones; preserving forests, beaches, coastal areas, and agricultural lands; protecting watershed lands to preserve water quality; conserving land for the purpose of reducing erosion, floods, landslides, and runoff; and improving disabled and public access to, and enjoyment of, public land, open space, and recreational facilities; or

b. Performing safety and security improvements on lands acquired through this fund.

2. Any balance remaining in this fund at the end of the fiscal year shall not lapse, but shall remain in the fund, accumulating from year to year. The revenues in this fund shall not be used for any purpose except those listed in paragraph one of this section.

3. The council shall by ordinance establish procedures for the administration and expenditure of the revenues in this fund. The appropriations to this fund shall not substitute, but shall be in addition to, those appropriations historically made. (Amended 2018, 2002)

**Section 9-20. Affordable Housing Fund.**

1. In adopting annual operating budgets and capital programs, the council shall appropriate a minimum of 3 percent of the certified real property tax revenues to a fund known as the affordable housing fund. In any fiscal year, the council may make appropriations to the fund in addition to the minimum required appropriations. The revenues and unencumbered balance in this fund shall be utilized for the provision, protection, and expansion of affordable housing and suitable living environments for persons of very low to gap income, as defined by ordinance, including the rehabilitation of existing structures, land purchase or other acquisition of land or property entitlements, planning, design, and construction.

2. On an annual basis, no more than three percent (3%) of this fund shall be used for administrative expenses.

3. Any unencumbered balance in this fund at the end of each fiscal year shall not lapse, but shall remain in the fund, accumulating from year to year. Any unencumbered balance in this fund shall not be used for any purpose except those listed in Subsection 1 of this Section, or as provided by ordinance.

4. The council shall by ordinance establish procedures for the administration and expenditure of the revenues in this fund. Any appropriations to this fund shall not substitute, but shall be in addition to, those appropriations historically made for the purposes stated in this section. (Amended /2021, 2014, 2010, 2006)

## **ARTICLE 10 CODE OF ETHICS**

**Section 10-1. Declaration of Policy.** Elected and appointed officers and employees shall demonstrate by their example the highest standards of ethical conduct to the end that the public may justifiably have trust and confidence in the integrity of government.

**Section 10-2. Board of Ethics.** There shall be a board of ethics.

1. The board shall consist of nine members appointed by the mayor with the approval of the council.

2. The board shall:

a. Initiate, receive, hear and investigate complaints of violations of this Article.

b. Initiate impeachment proceedings against elected officers and officers appointed to elective office who are found by the board after investigation to have violated this Article. Such proceeding shall be brought in the name of the board which shall be represented by special counsel of the board's choosing.

c. Render advisory opinions with respect to application of this Article on request. All requests for advisory opinions shall be answered within forty-five (45) days of its filing; failure to submit an advisory opinion within the forty-five (45) days shall be deemed a finding of no breach of this Article.

d. Prescribe forms for the disclosures provided in this section and to implement the requirements of the disclosure provisions.

e. Examine all disclosure statements filed and to comment on or advise corrective action as to any matters that may indicate a conflict of interest.

f. Adopt such rules, having the force and effect of law, as will be necessary to provide for the enforcement of the provisions of this Article.

3. In the course of its investigations, the board shall have the power to administer oaths and subpoena witness and to compel the production of books and papers pertinent thereto.



4. The board, after due deliberation on issues before it, shall make findings of facts and conclusions of law regarding such issues and shall transmit the same to the appropriate appointing authority and the prosecuting attorney for appropriate disposition.

5. If any officer or employee, or former officer or employee, obtains an advisory opinion from the board and acts accordingly, or acts in accordance with the opinions of the board, the officer or employee shall not be held liable for violating any of the provisions of this Article.

6. The council and mayor shall cooperate and provide financing and personnel reasonably required by the board in the performance of its duties. (Amended 1992)

### **Section 10-3. Financial Disclosure.**

1. All elected county officers, all candidates for elective county office, and such appointed officers or other employees as the council shall designate by ordinance shall file with the board of ethics and the county clerk financial disclosure statements in a form or forms to be prescribed by the board of ethics. Such financial disclosure statements shall be open to public inspection.

2. All members of boards and commissions established under this charter, and such appointed officers or other employees as shall be designated by the council by ordinance as having significant discretionary or fiscal powers shall file with the board of ethics confidential financial disclosure statements in a form or forms to be prescribed by the board of ethics, which financial disclosure statements shall not be open to public inspection, provided that the names of all persons required to file confidential financial disclosure statements, the dates by which the financial disclosure statements are required to be filed, and the dates on which the financial disclosure statements are actually filed, shall be open to public inspection. No member of a board or commission who has failed to file a complete required financial disclosure statement may participate or vote in any official board or commission business until the statement is acknowledged as received by the board of ethics.

3. All persons required herein to make financial disclosure statements, other than candidates for elective county office, shall file such financial disclosure statements prior to taking office or the date of the resolution approving their appointment to the board or commission, whichever is earlier, and shall file annual updates of their financial disclosure statements by February 15 of each year that the person continues in office. A candidate for elective county office shall file a financial disclosure statement concurrently with the filing of nomination papers and shall file annual updates of their financial disclosure statements by February 15 of each year of their elected term. The financial disclosure statement shall be sworn to under oath and shall include

sources and amount of income, business ownership, officer and director positions, ownership of or interest in real property, debts, creditor interests in insolvent businesses, the names of persons represented before government agencies, and such other information as shall be prescribed by the board of ethics. (Amended 2022, 2010, 1994, 1992)

**Section 10-4. Prohibitions.**

1. No officer or employee of the county shall:

a. Solicit, accept or receive any gift; directly or indirectly, whether in the form of money, service, loan, travel, entertainment, hospitality, thing or promise, or in any other form, under circumstances in which it can reasonably be inferred that the gift is intended to influence the officer or employee in the performance of the officer's or employee's official duties or is intended as a reward for any official action on the officer's or employee's part.

b. Disclose information which, by law or practice, is not available to the public and which the officer or employee acquires in the course of the officer's or employee's official duties or use such information for the officer's or employee's personal gain or for the benefit of anyone.

c. Engage in any business transaction or activity or have a financial interest, direct or indirect, which is incompatible with the proper discharge of the officer's or employee's official duties or which may tend to impair the officer's or employee's independence of judgment in the performance of the officer's or employee's official duties, or take any official action in which the officer or employee has a direct or indirect financial interest, including participating in deliberations.

d. Use county property or personnel for other than public activity or purpose.

e. Fail to disclose a financial interest in any matter which may be affected by an action of a county agency or vote on any matter affected by such interest.

f. Receive compensation for any service rendered in behalf of any private interest after termination of service to or employment with the county in relation to any case, proceeding, or application with respect to which the officer or employee was directly concerned, or which was under his or her active consideration, or with respect to which knowledge or information not generally available to the public was made available to him or her during the period of service to or employment with the county.

g. Use or attempt to use the officer's or employee's official position to secure or grant unwarranted consideration, privileges, exemptions, advantages, contracts, or treatment, for oneself or others.

2.a. No former mayor or council member shall appear for compensation before any agency of the county within a period of one (1) year after leaving the county elective office.

b. No former non-elected salaried employee or officer of the county shall appear for compensation before any department or other agency of the county by which such employee or officer was last employed within a period of one (1) year after termination of service to or employment with the county.

3. The county shall not enter into any contract of a value in excess of \$500.00 with an officer or employee or with a firm in which an officer or employee has a substantial interest involving services or property unless the contract is made after competitive bidding.

4. Officers and full time employees of the county shall not appear on behalf of or represent private interests before any county agency, provided that no officer or employee shall be denied the right to appear before any agency to petition for redress or grievances caused by any official county action affecting such person's personal rights, privileges or property, including real property, provided that members of boards and commissions may appear on behalf of private interests before county agencies other than the one on which such person serves and other than those agencies that have the power to review the actions of the agency on which such person serves, or to act on the same subject matter as the agency on which such person serves; provided, further, that without changing the prohibitions and rights stated above, the council by ordinance may prescribe further standards, conditions, and guidelines concerning the representation of private interests before county agencies. (Amended 2022, 2002, 1992)

**Section 10-5. Penalties.** Any person who violates the provisions of this Article shall be subject to a fine to be provided for by ordinance adopted by the county council, and in addition to any such fine that may be imposed, non-elected officers or employees may be suspended or removed from office or employment by the appropriate appointing authority and elected officers may be removed through impeachment proceedings pursuant to Section 13-13.

**ARTICLE 11  
INITIATIVE**

**Section 11-1. Powers.**

1. The voters of the county shall have power to propose ordinances to the council. If the council fails to adopt an ordinance so proposed without any change in substance, the voters may adopt the same at the polls, such power being known as the initiative power.

2. The voters shall have power to propose the reconsideration by the county of an adopted ordinance or any portion thereof. If the county fails to repeal an ordinance so reconsidered the voters shall have the power to reject the same at the polls, such power also being known as the initiative power.

3. The initiative power shall not extend:
  - a. To any part or all of the capital program or annual budget;
  - b. To any property tax levied;
  - c. To any ordinance making or repealing any appropriation of money;
  - d. To any ordinance authorizing the issuance of bonds;
  - e. To any ordinance authorizing the appointment of employees; or,
  - f. To any emergency ordinance. (Amended 2002)

**Section 11-2. Affidavit.** Any five qualified voters may commence initiative proceedings by filing with the county clerk an affidavit stating their names and addresses and specifying the address to which all notices to the committee are to be sent, and setting out in full the proposed ordinance, or citing the ordinance or portion thereof sought to be reconsidered. In addition the affidavit shall state that they:

1. Will constitute the petitioners' committee;
2. Will be responsible for circulating the petition; and
3. Will file it in proper form.

Promptly after such affidavit is filed, the clerk shall issue the appropriate petition blanks to the petitioners' committee.

**Section 11-3. Petitions.**

1. Petitions shall be filed as one instrument and shall contain or have attached thereto throughout their circulation the full text of the ordinance proposed or sought to be reconsidered.

2. Such petitions must be signed by not less than twenty percent (20%) of the total number of voters who cast ballots in the last mayoral general election.

3. Each signature shall be followed by the printed or typewritten identification of the name of the individual signing the petition and that individual's place of residence.

4. To each such petition paper there shall be attached an affidavit of the circulator stating:

- a. That he or she personally circulated the paper;
- b. The number of signatures thereon;
- c. That all the signatures were affixed in his or her presence and that he or she believes them to be the genuine signature of the person whose name it purports to be; and,

d. That each signer had an opportunity before signing to read the full text of the ordinance proposed or sought to be reconsidered. (Amended 2002)

#### **Section 11-4. Filing and Certification.**

1. Within one hundred eighty (180) days after the filing with the county clerk of the affidavit described in Section 11-2, all papers forming an initiative petition shall be assembled and filed with the county clerk as one instrument. If an individual who has signed the petition wishes to withdraw the individual's signature from the petition, written notice of the withdrawal must be filed with the county clerk of the county within fifteen (15) days after the filing of the petitions described in Section 11-3.

2. Within forty-five (45) days after the petition is filed, the county clerk shall determine the sufficiency thereof and attach thereto a certificate showing the result of the county clerk's examination. If the county clerk certifies that the petition is insufficient, the county clerk shall set forth in the certificate the particulars in which the petition is defective, and shall promptly send it to the petitioners' committee. (Amended 2016, 2002)

#### **Section 11-5. Supplementary Petitions.**

1. In the event the initial petition contains insufficient valid signatures, it may be supported by supplemental signatures of voters signed in the manner required in Section 11-3 of this Article. Such supplementary signatures shall be appended to the initial petition at any time within twenty (20) days after receipt by the petitioners' committee of notification that the county clerk has certified the initial petition insufficient. If an individual who has signed the supplemental petition wishes to withdraw the individual's signature from the supplemental petition, written notice of the withdrawal must be filed with the county clerk within three (3) days of the receipt of the supplementary signatures by the county clerk.

2. The clerk shall within twenty (20) days after such supplementary signatures are filed make a like examination of them and shall promptly issue a certificate as to their sufficiency. Such certificate shall be sent to the petitioners' committee.

3. If a petition or supplemented petition is certified insufficient, or if a petition or supplemented petition is certified insufficient and the petitioners' committee does not elect to amend or request council review as provided hereinafter, the clerk shall promptly present the clerk's certificate to the council. The certificate shall then be a final determination as to sufficiency. Such determination, however, shall be subject to judicial review by a court of competent jurisdiction. A final judicial determination of insufficiency shall not prejudice the filing of a new petition for the same purpose. (Amended 2016)

**Section 11-6. Action on Petitions.**

1. When an initiative petition has been finally determined sufficient, the council shall promptly consider the proposed ordinance or reconsider the ordinance or portion thereof sought to be reconsidered. If the council fails to enact a proposed ordinance without change in substance, or fails to repeal the referred ordinance or portion thereof within sixty (60) days after the date the petition was finally determined sufficient, the county clerk shall submit the proposed or referred ordinance to the voters of the county at the next general election; provided that, if the next general election is scheduled to occur within ninety (90) days, the county clerk shall submit the proposed or referred ordinance to the voters of the county at the succeeding general election. Copies of the proposed ordinance or referred ordinance shall be published in a newspaper of general circulation in the county at least forty-five (45) days prior to submission to the voters and shall be made available at the polls.

2. An initiative petition may be withdrawn at any time prior to the ninetieth (90<sup>th</sup>) day preceding the day scheduled for a vote of the county by filing with the county clerk a request for withdrawal signed by at least eighty percent (80%) of the petitioners' committee. Upon the filing of such request, the petition shall have no further force or effect and all proceedings thereon shall be terminated. (Amended 2002)

**Section 11-7. Results of Election.** If a majority of the qualified electors voting on a proposed ordinance vote in its favor, it shall be considered enacted upon certification of the election results. If conflicting ordinances are approved at the same election, the one receiving the greatest number of affirmative votes shall prevail to the extent of such conflict.

If a majority of the qualified electors voting on a referred ordinance vote against it, it shall be considered repealed upon certification of the election results.

**Section 11-8. Publication: Repeal and Amendment.** Initiative ordinances enacted by the voters shall be published and shall take effect as prescribed for ordinances generally. Any ordinances enacted pursuant to this article may be amended or repealed by ordinance enacted after one (1) year from the date of certification, but only by the affirmative vote of at least two-thirds of the council membership. (Amended 2002)

## ARTICLE 12 RECALL

**Section 12-1. Recall Procedure.** Any elective officer or member of a board or commission provided for in this charter may be removed from office by the voters of the county. The procedure to effect such removal shall be in accordance with this Article.

**Section 12-2. Affidavit.** An affidavit shall be made by one or more voters and filed with the county clerk, stating the name and office of the officer sought to be removed.

### **Section 12-3. Petitions.**

1. A petition demanding that the question of removing such officer be submitted to the voters shall be addressed to the council and filed with the county clerk. Such petition papers shall be obtained from the county clerk, who shall keep a sufficient number of blank petition papers on file for distribution.

2. Such petitions shall be signed by not less than twenty percent (20%) of the voters registered in the last general election.

3. Each signature shall be followed by the place of residence and voting precinct of the person signing.

4. To each such petition paper there shall be attached an affidavit of the circulator thereof stating:

a. The number of signers to such part of the petition;

b. That each signature appended to the paper was made in the circulator's presence and is believed to be the genuine signature of persons whose name it purports to be;

c. That each signer is believed to have understood the nature of the recall petition.

### **Section 12-4. Filing and Certification.**

1. Within thirty (30) days after the filing with the clerk of the affidavit stating the name and office of the officer sought to be removed, all papers comprising a recall petition shall be assembled and filed with the county clerk as one instrument.

2. Within twenty (20) days from the date of the filing of such petition, the county clerk shall determine the sufficiency thereof and attach thereto a certificate showing the result of the clerk's examination. If the county clerk certifies that the petition is insufficient, the clerk shall set forth in the certificate the particulars in which the petition is defective, and shall return a copy of the certificate to the person designated in such petition to receive it.

### **Section 12-5. Supplemental Petitions.**

1. In the event the initial petition contained insufficient signatures, such recall petition may be supported by supplemental signatures of voters signed in the manner required in section 12-3 of this Article. Such supplementary signatures shall be appended to petitions issued, signed, and filed as required for the original petition at any time within twenty (20) days after the date of the certificate of insufficiency issued by the county clerk.

2. The county clerk shall within ten (10) days after such supplemental petitions are filed make a like examination of them. If the clerk's examination shall show the same to be still insufficient, the clerk shall return it in the manner described in Section 12-4 of this Article, and no new petition for the recall of the officer sought to be removed shall be filed within one (1) year thereafter.

**Section 12-6. Recall Election.** If a recall petition or supplemental petition shall be certified by the county clerk to be sufficient, the county clerk shall at once submit the petition with the certificate to the council and shall notify the officer sought to be recalled of such action. If the officer whose removal is sought does not resign within five (5) days after such notice, the council shall thereupon order and fix a day for holding a recall election. Any such election shall be held not less than sixty (60) nor more than ninety (90) days after the petition has been presented to the council, at the same time as any other election held within such period; but if no election is to be held within such period, the council shall call a special recall election to be held within the time aforesaid. If less than fifty percent (50%) of the voters registered in the last general election shall vote at such recall election, the officer sought to be recalled shall not be deemed recalled regardless of the outcome of the election.

**Section 12-7. Ballots.** The ballots at such recall election shall, with respect to each person whose removal is sought, submit the question: "Shall (name of person) be removed from the office (name of office) by recall?" Immediately following each such question, there shall be printed on the ballots the two propositions in the order set forth: "I favor the removal of (name of person)," "I am against the removal of (name of person)." Next to the proposition shall be placed a square in which the voters, by marking an X mark, may vote for either of such propositions. A majority vote shall be sufficient to recall such officer, subject to the provisions of Section 12-6 of this Article.

**Section 12-8. Succeeding Officer.** The incumbent, if not recalled in such election, shall continue in office for the remainder of the unexpired term subject to the recall as before, except as provided in this charter. If recalled in the recall election, the officer shall be deemed removed from office upon the



announcement of the official canvass of that election, and the office shall be filled as provided by this charter for the filling of vacancies of elected officials or members of boards and commissions as the case may be. The successor of any person so removed shall hold office during the unexpired term of that person's predecessor.

**Section 12-9. Immunity to Recall.** The question of the removal of any officer shall not be submitted to the voters until such person has served six (6) months of the term during which the officer is sought to be recalled, nor, in case of an officer retained in a recall election, until one (1) year after that election.

**ARTICLE 13  
GENERAL PROVISIONS**

**Section 13-1. Definitions.**

1. The terms "board" or "commission" shall mean a board or commission established by this charter.
2. The term "employee" shall mean any person, except an officer, employed by the county, but the term shall not include an independent contractor.
3. The term "law" shall mean any Federal law, any law of the State or any ordinance of the county of Maui or any rule having the force and effect of law.
4. The term "officer" shall include the following:
  - a. Mayor, managing director and members of the council.
  - b. Any person appointed as administrative head of any department or as a member of any board or commission.
  - c. The first deputy appointed by the administrative head of any department.
  - d. Deputies of the corporation counsel and prosecuting attorney.
5. The term "State" shall mean the State of Hawai'i.

**Section 13-2, Boards and Commissions. Effective July 1, 2023, see Appendix IV on page 75.**

**Section 13-2. Boards and Commissions.**

1. Unless otherwise provided, the members of all boards or commissions shall serve for staggered terms of five (5) years beginning on April 1 and ending on March 31, five (5) years thereafter. All members of boards and commissions recognized by this charter who hold office upon the effective

date of this amendment shall continue in office for the balance of the term for which they were originally appointed and ninety (90) days thereafter to the following March 31.

Each new board or commission established by this charter shall have nine members. Of the nine members initially appointed, three shall serve for a term of five (5) years, two shall serve for a term of four (4) years, two shall serve for a term of three (3) years and two shall serve for a term of two (2) years.

2. Not more than a bare majority of the members of any board or commission shall belong to the same political party.

3. In making appointments to all boards and commissions, the mayor shall give due consideration to balanced geographic representation.

4. Any vacancy occurring on any board or commission shall be filled for the unexpired term as provided for herein.

5. The members of boards and commissions appointed by the mayor, with approval of the council, may be removed for cause upon recommendation of such removal by the mayor and the approval of two-thirds of the entire membership of the council.

6. No member of any board or commission shall be eligible for a second appointment to the same board or commission prior to the expiration of two (2) years, provided that members of any board or commission initially appointed for a term not exceeding two (2) years shall be eligible to succeed themselves for an additional term. No member of any board or commission shall serve beyond the time when his or her term expires unless the member is specifically reappointed. A vacancy shall be automatically created upon the expiration of a member's term which vacancy shall be filled as provided for herein.

7. Employees and officers of the State or county shall be eligible to serve on boards and commissions, provided that such service does not result in a conflict of interest.

8. A majority of the entire membership of a board or commission shall constitute a quorum to do business, and the affirmative vote of a majority of the entire membership of a board or commission shall be necessary to take any action.

9. Each board or commission shall select a chair from its membership annually.

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

11. All boards and commissions shall hold public hearings whenever required or deemed necessary and shall provide due notice to the public by publication in a newspaper of general circulation in the county.

12. The deputies of the administrative head of any department shall be appointed by the administrative head without the necessity of confirmation by any commission or board.

13. 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. Necessary expenses may be paid in advance as per diem allowances as may be established by ordinance.

14. Except for purposes of inquiry and as otherwise provided by this charter or by law, no board or commission nor its membership shall interfere in any way with the administrative affairs of the department.

15. Each board and 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.

16. A vacancy on a commission or board due to the expiration of a member's term shall be filled as follows:

Not more than seventy (70) days nor less than sixty (60) days before the vacancy is to occur the mayor shall submit to the council the name of the mayor's nominee to fill the vacancy. Within sixty (60) days thereafter the council shall act to approve or disapprove the nominee. If the council disapproves the nominee, it shall immediately so notify the mayor of its action. The mayor shall then submit the name of a second nominee to the council within ten (10) days and the council shall act thereon within sixty (60) days. The process shall continue until the vacancy is filled. In the event that the council fails to approve or disapprove a nominee within the time periods provided for herein, the nominee shall be deemed appointed to fill the vacancy upon its occurrence. If the mayor fails to submit the name of a nominee within the times provided for herein, the council may within sixty (60) days nominate and approve the appointment of an individual to fill the vacancy.

17. A vacancy on a commission or board due to death, resignation or removal shall be filled as follows:

Within thirty (30) days of the occurrence of a vacancy the mayor shall submit to the council the name of the mayor's nominee to fill the vacancy. Within sixty (60) days thereafter the council shall act to approve or disapprove the nominee. If the council disapproves the nominee it shall immediately so notify the mayor of its action. The mayor shall then submit the name of a second nominee to the council within ten (10) days and the council shall act thereon within sixty (60) days. This process shall continue until the vacancy is filled. In the event that the council fails to approve or disapprove a nominee within the time periods provided for herein, that nominee shall be deemed appointed to fill the vacancy upon its occurrence. If the mayor fails to submit the name of a nominee within the times provided for herein, the council may within

sixty (60) days nominate and approve the appointment of an individual to fill the vacancy. (Amended 2002, 1988)

**Section 13-3. Title to Property.** Except as otherwise provided by law, title to all property acquired by any department of the county shall be vested in the county. Upon the retirement of all bonded indebtedness of the department of water supply, all right, title and interest in and to any real property held in the name of the board of water supply shall be promptly transferred and conveyed to the county.

**Section 13-4. Facsimile Signatures.** Whenever any person is required to sign negotiable instruments, multiple bonds, or certification of payrolls, the signatures may be a facsimile.

**Section 13-5. Expenses.** All officers and employees of the county shall be entitled to their traveling or other necessary expenses incurred in the performance of the public duties as provided by ordinance.

**Section 13-6. Claims.** No action shall be maintained for the recovery of damages for any injury to person or property by reason of negligence of any officer or employee of the county unless a written statement stating fully when, where and how the injuries occurred, the extent thereof and the amount claimed therefor, has been filed with the county clerk within the time period as provided by law. (Amended 2006)

**Section 13-7. Annual Reports.** Not later than ninety (90) days after the close of the fiscal year, each department shall make an annual written report of its activities to the mayor in such form as the mayor may prescribe. Copies of such reports shall be filed in the office of the county clerk.

**Section 13-8. Acceptance of Gifts or Donations.** The council, on behalf of the county may accept gifts or donations of money, securities or other personal property or of real estate or any interest in real estate.

**Section 13-9. Records and Meetings Open to Public.**

1. All books and records of every department shall be open to the inspection of any person at any time during business hours, except as otherwise provided by law. Certified copies or extracts from such books and records shall be given by the officer having custody of the same to any person demanding the same and paying or tendering a reasonable fee to be fixed by ordinance for such copies or extracts.

2. All meetings of boards and commissions shall be held in the county building or other publicly owned place or be conducted by a videoconference platform that is accessible to the public by telephone or internet in accordance with state law. In the event that a publicly owned building is not available or appropriate for the meeting, the meeting can be held in another facility or forum that is accessible to the public.

3. When a person requests access to records, employees must, to the extent reasonable under the circumstances:

a. Assist the person to identify records that are responsive to the request or to the purpose of the request, if stated.

b. Describe the information technology and physical location in which the records exist.

c. Provide suggestions for overcoming any practical basis for denying access to the records sought.

d. Make every effort to ensure that any fees or other charges are minimized. (Amended 2022, 2002)

**Section 13-10. Penalties.** The council shall, by ordinance, provide for the punishment of violations of any provisions of this charter and may provide for punishment of violations of ordinances and rules having the force and effect of law. (Amended 2022, 2018)

**Section 13-11. County Elections.** County elections shall be conducted in accordance with the election laws of the State.

**Section 13-12. Oaths of Office.** Before entering upon the duties of office, each officer elected or appointed shall take and subscribe to such oath or affirmation as shall be provided by law.

**Section 13-13. Impeachment of officers.** Appointed or elected officers may be impeached for malfeasance, misfeasance or nonfeasance in office or violation of the provisions of Article 10. Such impeachment proceedings shall be commenced in the Circuit Court of the Second Circuit, State of Hawai'i. The charge or charges shall be set forth in writing in a verified petition for impeachment signed by not less than five percent (5%) of the voters registered in the last general election. A charge or charges alleging violation of Article 10 may be set forth in writing in a verified petition for impeachment signed by a majority of the members of the board of ethics. If the court sustains the charge or charges, such officer shall be deemed removed from office. The officer sought to be impeached and the petitioners seeking the impeachment other than the

board of ethics shall bear their own attorney's fees and other costs of such proceedings.

**Section 13-14. Cooperation with Other Organizations.** In the performance of its functions, each department shall cooperate with private organizations and with organizations of the governments of the United States, the State, and any other state, and with any of their political subdivisions having similar functions.

**Section 13-15. Titles, Subtitles, Personal Pronouns; Construction.** Titles and subtitles shall not be used for purposes of construing this charter.

**Section 13-16. Severability.** If any provision of this charter is held invalid, the other provisions of this charter shall not be affected thereby. If the application of the charter, or any of its provisions, to any person or circumstance is held invalid, the application of the charter and its provisions to other persons or circumstances shall not be affected thereby.

## **ARTICLE 14 CHARTER AMENDMENT**

**Section 14-1. Initiation of Amendments.** Amendments to this charter may be initiated only in the following manner:

1. By resolution of the council adopted after two readings on separate days and passed by a vote of six or more members of the council.

2. By petition presented to the council, signed by not less than ten percent (10%) of the voters registered in the last general election, setting forth the proposed amendments. Such petitions shall designate and authorize not less than three nor more than five of the signers thereto to approve any alteration or change in the form or language or any restatement of the text of the proposed amendments which may be made by the corporation counsel.

Upon filing of such petition with the council, the county clerk shall examine it to see whether it contains a sufficient number of apparently genuine signature of voters. The clerk shall complete the examination of the petition within fifteen (15) days.

The council shall then hold a public hearing and shall determine whether the amendments proposed shall be submitted to the voters for approval. The determination by the council to submit such proposed amendments to the voters shall be by resolution adopted by a vote of five or more members of the council within forty-five (45) days after the receipt of the petition.

3. By petition presented to the county clerk, signed by not less than twenty percent (20%) of the voters registered in the last general election, setting forth the proposed amendments. Such a petition shall designate and authorize not less than three nor more than five of the signers thereto to approve any alteration or change in the form or language or any restatement of the text of the proposed amendments which may be made by the corporation counsel.

Upon filing such petition, the county clerk shall examine it to see whether it contains a sufficient number of apparently genuine signatures of voters. The clerk shall complete the examination of the petition within fifteen (15) days.

When the petition has been determined sufficient by the county clerk, the county clerk shall submit the proposed amendments to the voters of the county at the next general election. (Amended 1992)

### **Section 14-2. Elections to be Called.**

1. Any resolution of the council proposing amendments to the charter, whether initiated by the council or by petition, shall provide that the proposed amendments shall be submitted to the voters of the county at the next general election.

2. The county clerk shall have the proposed amendments published in a newspaper of general circulation in the county at least forty-five (45) days prior to submission of the proposed amendments to the voters of the county at the next general election.

3. Should the majority of the voters voting thereon approve the proposed amendments to this charter, the amendments shall become effective at the time fixed in the amendment, or if no time is fixed therein, thirty (30) days after its adoption by the voters of the county. Any charter amendment shall be published in a newspaper of general circulation in the county within forty-five (45) days of the effective date of such amendment.

**Section 14-3. Mandatory Review.** Not later than the first day of March 2021, a charter commission composed of eleven members must be appointed, with two appointed by the mayor, and nine appointed by the council, with each councilmember nominating one of the nine members, to study and review the operation of the government of the county under this charter.

The commission may propose amendments to the charter or draft a new charter, which must be submitted to the county clerk within sixteen months after the commission has been appointed, after earlier review by the council, if required by state law. Upon receipt of the amendments or new charter, the county clerk must provide for the submission of the amendments or new charter to the voters of the county at any general or special election as may be deemed by the commission. Any special election must be held not less than forty-five

days and no more than seventy-five days after the receipt of the amendments or the new charter by the county clerk.

The commission must publish not less than forty-five days before any election at least once in the newspaper of general circulation within the county a brief digest of the amendments or new charter and notice to the voters that copies of the amendments or new charter are available at the office of the county clerk.

Following any special or general election on any proposed charter, or revision or amendment to the charter, at intervals of ten years, a charter commission composed of eleven members must be appointed, with two appointed by the mayor, and nine appointed by the council, with each councilmember nominating one of the nine members, to study and review the operation of the government of the county under the amendments or new charter and to propose amendments or to draft a new charter in the manner set forth in this article. (Amended 2021, 1992)

**Section 14-4. Publication of Maui County Charter.** The Maui county charter shall be revised and published in its entirety following any special or general election on any proposed charter, or revision or amendment thereto to include all new significant amendments adopted. (Amended 2012)

## **ARTICLE 15 TRANSITIONAL PROVISIONS**

### **Section 15-1. Existing Laws and Conflicting Laws.**

1. All laws, ordinances, resolutions, and rules in force at the time this charter takes full effect, and not in conflict or inconsistent with this charter, are continued in force until repealed, amended, or superseded by proper authority. All laws that are inconsistent with this charter are superseded by the provisions of this charter at its effective date. All laws relating to or affecting this county or its departments, officials, or employees, and all county ordinances, resolutions, orders, and regulations that are in force when this charter takes full effect are repealed to the extent that they are inconsistent with or interfere with the effective operation of this charter or of ordinances or resolutions adopted by the county council under the provisions of this charter.

2. a. When construing provisions of this charter, the foremost obligation is to ascertain and give effect to the intent of the drafters—either members of the county council, members of the charter commission, or registered voters. Intent is to be obtained primarily from the language contained in this charter itself. This charter's language must be read in the context of the entire charter and construed in a manner consistent with the drafters' intent.



b. When there is doubt, doubleness of meaning, or indistinctiveness or uncertainty of an expression used in a statute, an ambiguity exists. In construing an ambiguous charter provision, the meaning of the ambiguous words may be sought by examining the context, with which the ambiguous words, phrases, and sentences may be compared, to ascertain their true meaning.

c. Extrinsic aids may be reviewed to determine intent. In the case of a charter provision drafted by the county council, the relevant committee report may be reviewed. In the case of a charter provision drafted by the charter commission, the relevant charter commission report may be reviewed. Courts may also consider the reason and spirit of the law, and the cause that induced the county council, the charter commission, or registered voters to propose the charter provision to discover its true meaning.

d. Charter provisions on the same subject matter must be construed with reference to each other. What is clear in one charter provision may be used to explain what is unclear in another.

e. Conflicting interpretations of the provisions of this charter must be resolved by complying with the intent of the most recent charter amendment pertaining to the conflict.

f. Elected and appointed officials, including the corporation counsel, must carefully interpret the provisions of this charter to ensure the officials do not violate the charter.

g. If a question in interpretation is the source of a conflict between the administration and the county council, then the corporation counsel or special counsel, if any, must seek a declaratory judgment, a writ of quo warranto, or other appropriate judicial remedy on the county's behalf within thirty days of the conflict being identified to obtain clarity in the interpretation of this charter's provisions, unless another party has already brought a viable judicial action for the same purpose.

h. A willful violation of a charter provision by an elected or appointed county officer or employee constitutes use of county property or personnel for other than public activity or purpose under Article 10 and, therefore, is grounds for the commencement of impeachment proceedings. A willful violation of a charter provision by an employee is grounds for discipline including termination of employment. (Amended 2021)

## **Section 15-2. Transition Provisions Concerning Fire and Public Safety Commission.**

1. Upon adoption of the proposed 2002 amendments to Article 8, Chapter 7, the fire chief serving on January 1, 2003 shall continue serving as interim fire chief until the appointment or reappointment of a chief by the fire and public safety commission. Should the office of fire chief become vacant before

appointment of a fire and public safety commission, the mayor may appoint an interim fire chief, or, in the absence of such an appointment, the deputy fire chief shall serve as interim fire chief.

2. Upon adoption of the proposed 2002 amendments to Article 8, Chapter 7, the current members of the public safety commission shall continue to serve on the new fire and public safety commission until the end of their term of appointment. (Amended 2002)

**Section 15-3. Salary Commission.** Upon adoption of the proposed 2002 amendment to Section 8-17.1, the current members of the salary commission shall determine by lot the lengths of their terms to facilitate the appointment or reappointment pursuant to the annual sequence adopted in the 2002 amendment beginning in 2003. (Amended 2002)

**Section 15-4.** Upon adoption of the proposed 2012 amendment to Section 8-7.4, the Maui County Department of Fire and Public Safety shall provide the timetable for the transition to include the functions of shoreline and ocean rescue and safety. (Amended 2012)

**Section 15-5. Transfer of Audit Functions to the Office of the County Auditor.**

1. All lawful obligations and liabilities owed by or to the office of council services relating to financial and performance audits on June 30, 2013 shall remain in effect on July 1, 2013. The obligations and liabilities shall be assumed by the office of the county auditor.

All contracts held by the office of council services relating to financial and performance audits which are to remain effective after June 30, 2013 shall be assumed by the office of the county auditor. The contracts shall continue in effect until fulfilled or lawfully terminated.

All financial and performance audit activities administered by the office of council services on June 30, 2013 shall be assumed by the office of the county auditor on July 1, 2013.

2. On July 1, 2013, all records, data, and information held by the office of council services relating to financial and performance audits which have not been completed as of June 30, 2013 shall be transferred to the office of the county auditor. (Amended 2012)

**Section 15-6.** The board of ethics must adopt administrative rules by May 6, 2023, to effectuate the 2022 amendments to Article 10.

## APPENDIX I

### CHAPTER 10 DEPARTMENT OF HUMAN CONCERNS

**Section 8-10.1. Organization.** There shall be a department of human concerns, which shall consist of a director, deputy director, and the necessary staff.

**Section 8-10.2. Director of Human Concerns.** The director of human concerns shall be appointed by the mayor with the approval of the council and may be removed by the mayor. The director of human concerns shall have a minimum of five years of experience in an administrative capacity. Qualifications for director and deputy director may be prescribed by ordinance.

**Section 8-10.3. Powers, Duties, and Functions.** The director of human concerns shall:

1. Develop a comprehensive approach to the effective administration and coordination of programs and plans of action designed to meet human needs in the county.
2. Strive to effectively address the health, safety, and basic social needs of all segments of the county community and to enhance the quality of life of all residents.
3. Implement programs and services for senior citizens, youth, the economically challenged, and homeless.
4. Develop, supervise, and coordinate such programs and projects as shall be assigned by the mayor.
5. Perform such other duties and functions as may be assigned by the mayor or as prescribed by ordinance. (Amended July 1, 2024; 2016, 1992)

## APPENDIX II

### CHAPTER 20 DEPARTMENT OF HOUSING

**Section 8-20.1. Organization.** There shall be a department of housing, consisting of a director, a deputy director, a housing advisory board, a liaison to the Department of Hawaiian Home Lands, and the necessary staff.

**Section 8-20.2. Director of Housing.** The director of housing shall be appointed by the mayor with the approval of the council and may be removed by the mayor. Qualifications for director and deputy director may be prescribed by ordinance.

**Section 8-20.3. Powers, Duties, and Functions.** The director of housing shall:

1. Support comprehensive efforts to create housing that residents can afford and attain.
2. Seek opportunities to develop financing that will underwrite the cost of housing.
3. Focus the resources of the county and the community to promote all viable, reasonable alternative forms of housing, including community land trusts.
4. Promote, lead, and coordinate the county's programs to provide its residents with housing they can afford and attain.
5. Perform such other duties and functions as may be assigned by the mayor or prescribed by ordinance.

**Section 8-20.4. Housing Advisory Board.** The housing advisory board shall consist of five members who shall be appointed by the mayor with the approval of the council. The directors of human concerns, public works, planning, and environmental management shall be non-voting, ex-officio members of the housing advisory board. The voting members of the housing advisory board shall be appointed based on their experience in housing finance, housing development, or other fields related to the creation of housing Maui County residents can afford. The geographic residency requirement set in section 13-2 shall not apply. This board is tasked with advising, aiding, and supporting the director's efforts to create affordable housing.

**Section 8-20.5. Department of Hawaiian Home Lands Liaison.** There shall be a liaison within the department to the Department of Hawaiian Home Lands on all matters involving housing development in the county. (Amended July 1, 2024)

## APPENDIX III

### PREAMBLE

WE, THE PEOPLE OF THE COUNTY OF MAUI, mindful of our Hawaiian history, heritage and culture and our uniqueness as a four island county, dedicate our efforts to fulfill the Hawai'i State motto, "Ua mau ke ea o ka 'āina i ka pono," ("The life of the land is perpetuated in righteousness.")

In order to secure the benefits of the best possible form of county government and to exercise the powers and assume the responsibilities of county government to the fullest extent possible, we do hereby adopt this charter of the County of Maui, State of Hawai'i. (Amended July 1, 2024)

### CHAPTER 21 DEPARTMENT OF 'ŌIWI RESOURCES

**Section 8-21.1. Organization.** There shall be a department of 'Ōiwi resources consisting of a director of 'Ōiwi resources and the necessary staff.

**Section 8-21.2. Director of 'Ōiwi Resources.** The director of 'Ōiwi resources shall be appointed by the mayor with the approval of the council and may be removed by the mayor. The director shall be experienced in Native Hawaiian cultural resource management, Native Hawaiian cultural practices in the county, and proficient in the Hawaiian language. The director must have had five years of experience in a leadership capacity.

**Section 8-21.3. Powers, Duties, and Functions.** The director of 'Ōiwi resources shall:

1. Be the administrative head of the department of 'Ōiwi resources.
2. Collaborate with the mayor, the executive branch, and the council to ensure proper management of 'Ōiwi resources throughout the county.
3. Design and implement programs to care for and develop 'Ōiwi resources.
4. Guide the county in the correct usage of the Hawaiian language, including place names, and the integration of Hawaiian language within county functions.
5. Promote healthy ecosystems through natural-cultural resource regeneration, protection, and sustainable utilization.
6. Advise state and federal agencies on all programs and projects that affect 'Ōiwi resources in the county.

7. Report to the mayor and council annually on the county's overall performance in meeting 'Ōiwi resources objectives and any issues that could be addressed by ordinance.

8. Perform other duties and functions as assigned by the mayor or managing director. (Amended July 1, 2024)

**Section 8-8.3. Powers, Duties, and Functions.** The planning director shall:

1. Be the administrative head of the department of planning.

2. Serve as the chief planning officer of the county and as the technical advisor to the mayor, council, and planning commissions on all planning and related matters.

3. Recommend revisions of the general plan at least every ten years to guide the development of the county, in collaboration with the director of 'Ōiwi resources.

4. Prepare, administer, and enforce long-range planning programs, in collaboration with the director of 'Ōiwi resources.

5. Prepare, administer, and enforce a cultural resource management plan, in collaboration with the director of 'Ōiwi resources.

6. Prepare, administer, and enforce zoning ordinances, zoning maps and regulations and any amendments or modifications thereto.

7. Review the lists of proposed capital improvements projects contemplated by the county and recommend the order of their priority to the mayor, in collaboration with the director of 'Ōiwi resources.

8. Perform such other duties and functions as shall be required by law or as shall be assigned by the mayor. (Amended July 1, 2024)

**The initial paragraph of Section 8-8.4, effective July 1, 2024, shall read as follows:**

**Section 8-8.4. Planning Commissions.** Each planning commission shall consist of nine members appointed by the mayor with the approval of the council. The members of each planning commission shall be residents of the island of the planning commission on which the member serves. The directors of the departments of 'Ōiwi resources, public works, environmental management, and water supply shall be non-voting ex-officio members of each commission. (Amended July 1, 2024)

**Section 13-17. Bilingual Government.** The county shall operate as a bilingual government and shall implement opportunities to promote inclusion of the Hawaiian language. Official writings of the county shall be prepared and made available in both official state languages, English and Hawaiian, as determined by ordinance. The county shall provide appropriate oral language services to any resident who orally communicates with its officers or employees in the Hawaiian language. (Amended July 1, 2024)



## APPENDIX IV

### **Section 13-2. Boards and Commissions; Nomination of Certain Officers.**

1. Unless otherwise provided, the members of all boards or commissions shall serve for staggered terms of five years beginning on April 1 and ending on March 31, five years thereafter.

Each new board or commission established by this charter shall have nine members. Of the nine members initially appointed, five shall serve for a term of three years and four shall serve for a term of two years.

2. In making appointments to all boards and commissions, the mayor shall give due consideration to balanced geographic representation.

3. Any vacancy occurring on any board or commission shall be filled for the unexpired term as provided for herein.

4. The members of boards and commissions appointed by the mayor, with approval of the council, may be removed for cause upon recommendation of such removal by the mayor and the approval of two-thirds of the entire membership of the council.

5. No member of any board or commission shall be eligible for a second appointment to the same board or commission prior to the expiration of two years, provided that members of any board or commission initially appointed for a term not exceeding three years shall be eligible to succeed themselves for an additional term. No member of any board or commission shall serve beyond the time when his or her term expires unless the member is specifically reappointed. A vacancy shall be automatically created upon the expiration of a member's term which vacancy shall be filled as provided for herein.

6. Employees and officers of the State or county shall be eligible to serve on boards and commissions, provided that such service does not result in a conflict of interest.

7. A majority of the entire membership of a board or commission shall constitute a quorum to do business, and the affirmative vote of a majority of the entire membership of a board or commission shall be necessary to take any action.

8. Each board or commission shall select a chair from its membership annually.

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

10. All boards and commissions shall hold public hearings whenever required or deemed necessary and shall provide due notice to the public by publication in a newspaper of general circulation in the county.

11. Except as otherwise provided in this charter, the deputies of the administrative head of any department shall be appointed by the administrative head without the necessity of confirmation by any commission or board.

12. The members of boards and commissions shall be entitled to be paid for necessary expenses incurred by them in the performance of their duties. Necessary expenses may be paid in advance as per diem allowances as may be established by ordinance.

13. Except for purposes of inquiry and as otherwise provided by this charter or by law, no board or commission nor its membership shall interfere in any way with the administrative affairs of the department.

14. Each board and 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.

15. There shall be an independent nomination board that shall consist of nine members, one from each of the council residency areas, who shall be appointed by the mayor and approved by the council. Upon establishment, the board shall determine the staggering of their terms. A regular term shall be five years. No member shall run for or hold any other elected office under the United States, the State or its political subdivisions. No member shall take an active part in political management or in political campaigns. No member shall be eligible for appointment to any office for which the commission makes nominations so long as a member of the commission and for a period of three years after the end of the entire term so appointed except that a member may be eligible for appointment to an unpaid position on a board or commission after the expiration of their entire term.

16. The independent nomination board shall recruit, evaluate, and nominate individuals to serve on boards and commissions established by this charter and by ordinance, and such other offices as shall be specified in this charter. The procedures for submitting applications and the form of applications shall be established by the independent nomination board based on the requirements of each office, commission, or board. To the extent permitted by law, information related to the consideration of any applicant for nomination shall not be public.

17. A vacancy on a commission, board, or of such office requiring nominees to be presented to the appointing authority by the independent nomination board due to the expiration of a member's or officer's term shall be filled as follows: Not less than ninety days before a vacancy occurs, the independent nomination board shall submit a list of nominees to the mayor. Not more than seventy days nor less than sixty days before the vacancy is to occur the mayor shall submit to the council the name of the mayor's nominee to fill the vacancy. Within thirty days thereafter the council shall act to approve or

disapprove the nominee. If the council disapproves the nominee, it shall immediately so notify the mayor and the independent nomination board of its action. The mayor shall then submit the name of a second nominee from the list to the council within ten days and the council shall act thereon within thirty days. The process shall continue until the vacancy is filled. If no nominee remains on the list submitted to the mayor, the independent nomination board shall have seventy-five days to submit a new list of nominees to the mayor, and the timelines shall be set in accordance with those applicable to the original list of nominees. In the event that the council fails to approve or disapprove a nominee within the time periods provided for herein, the nominee shall be deemed appointed to fill the vacancy upon its occurrence. If the mayor fails to submit the name of a nominee within the times provided for herein, the council may within thirty days nominate and approve the appointment of an individual to fill the vacancy from the list of nominees presented to the mayor.

18. A vacancy on a commission or board due to death, resignation, or removal shall be filled as follows: Within sixty days of the occurrence of a vacancy, the independent nomination board shall submit to the mayor a list of nominees to fill the vacancy. Within thirty days thereafter, the mayor shall submit to the council the name of the mayor's nominee to fill the vacancy. Within thirty days thereafter, the council shall act to approve or disapprove the nominee. If the council disapproves the nominee, it shall immediately so notify the mayor and the independent nomination board of its action. The mayor shall then submit the name of a second nominee from the list to the council within ten days, and the council shall act thereon within thirty days. This process shall continue until the vacancy is filled. If no nominee remains on the list submitted to the mayor, the independent nomination board shall have sixty days to submit a new list of nominees to the mayor, and the timelines shall be set in accordance with those applicable to the original list of nominees. In the event that the council fails to approve or disapprove a nominee within the time periods provided for herein, that nominee shall be deemed appointed to fill the vacancy upon its occurrence. If the mayor fails to submit the name of a nominee within the times provided for herein, the council may within thirty days nominate and approve the appointment of an individual to fill the vacancy from the list of nominees presented to the mayor.

19. If the independent nomination board fails to provide a list of nominees within the prescribed time limits, the appointing authority may make its own appointment within thirty days therefrom without consulting with the independent nomination board. The council shall approve or disapprove a mayoral nominee and shall immediately so notify the mayor of its action. The mayor shall then submit the name of a second nominee to the council within ten

days and the council shall act thereon within thirty days. This process shall continue until the vacancy is filled.

20. If the mayor, for mayoral appointments, or council, for council appointments, rejects all nominees presented by the independent nomination board, the appointing authority shall notify the independent nomination board of such rejection within thirty days of submission of the nominee list. The board shall present a new list of nominees within seventy-five days of such notice. The timelines shall be set in accordance with those applicable to the original list of nominees. (Amended July 1, 2023)

**Section 3-9.1. Office of the County Auditor and County Auditor.**

1. There is established an office of the county auditor, to be headed by a county auditor who shall be appointed by the council from a list of nominees presented to the council by the independent nomination board. The auditor shall serve for a term of six years. The county auditor may be re-appointed by the council for subsequent terms of six years. The county auditor may hold over until a successor is appointed. The salary of the county auditor shall be determined by the salary commission. The council may remove the county auditor from office at any time for cause. The county auditor shall be exempt from civil service. (Amended July 1, 2023)

**Section 5-2. County Clerk.** The county clerk shall be appointed by the council from a list of nominees presented to the council by the independent nomination board. The county clerk shall serve for a term of six years. The county clerk may be re-appointed by the council for subsequent terms of six years. The county clerk may hold over until a successor is appointed. The salary of the county clerk and deputy county clerk shall be set by the salary commission. The council may remove the county clerk from office at any time for misfeasance, malfeasance, or nonfeasance. (Amended July 1, 2023)

**Section 8-2.2. Corporation Counsel.** The corporation counsel shall be appointed by the mayor from a list of nominees presented to the mayor by the independent nomination board, and as further provided for in section 13-2 with the approval of the council and may be removed by the mayor with the approval of council. The corporation counsel shall be an attorney licensed to practice and in good standing before the Supreme Court of the State and shall have engaged in the practice of law for at least five years. (Amended July 1, 2023)

**Section 8-3.2. Prosecuting Attorney.** The prosecuting attorney shall be appointed by the mayor from a list of nominees presented to the mayor by the independent nomination board, and as further provided for in section 13-2

with the approval of the council and may be removed by the mayor with the approval of council. The prosecuting attorney shall be an attorney licensed to practice and in good standing before the Supreme Court of the State and shall have engaged in the practice of law for at least five years. (Amended July 1, 2023)