

2015-2016 HONOLULU CHARTER COMMISSION  
CITY AND COUNTY OF HONOLULU  
CHARTER AMENDMENT PROPOSAL FORM

1. Provide a brief description of the:
  - Proposed Charter amendment;
  - Purpose of the proposed Charter amendment;
  - Issue or problem to be addressed by the proposal; and
  - How the proposal would address the issue or problem.

Amend the Powers, Duties, and Functions of City departments as follows:

Department of Design and Construction (DDC)  
Department of Enterprise Services (DES)  
Department of Environmental Services (ENV)  
Department of Facility Maintenance (DFM)  
Department of Transportation Services (DTS)  
Department of Information Technology (DIT)  
Department of Parks and Recreation (DPR)

Under the current Charter only the Department of Design and Construction's (DDC's) Powers, Duties, and Functions include planning, engineering, design, and construction. As a result, Budget and Fiscal Services (BFS) requires receipt of written designation of Officer-in-Charge (OIC) authority from DDC before processing a contract for another department that involves planning, engineering, design, or construction, including contracts for repair work to existing facilities.

Including planning, engineering, design, construction, installation, repair, and/or reconstruction, as applicable, in the Powers, Duties, and Functions of the affected departments would acknowledge current capabilities and practices of those departments and improve City government efficiency by eliminating the repeated preparation and processing of designation of OIC authority from DDC to the affected departments for each project another department implements that includes one or more of those functions.

2. If applicable, list the Charter provision affected by the proposal.

Sections 6-503, 6-702, 6-803, 6-903, 6-1202, 6-1403 and 6-1703 Powers, Duties and Functions.

3. If the proposal is based on a provision or provisions in the charter or laws of another jurisdiction (e.g., another county, city, or municipality), name the jurisdiction and, if possible, attach a copy of each provision or law.

n/a

4. If the proposal is based on any written materials you have, please attach a copy of each with a citation to its source.

n/a

5. Attach the text of the proposed Charter amendment in Ramseyer format (see instructions below).

See attached.

Ramseyer format:

- **AMENDING AN EXISTING CHARTER PROVISION:** Indicate by underscoring, any language being proposed to be added to the Charter and indicate by [bracketing], any language being proposed to be deleted from the Charter.
  - **REPLACING AN EXISTING CHARTER PROVISION:** [Bracket] the article, chapter, or section of the Charter proposed to be deleted, and underscore the text of any provision proposed to replace the deleted material.
  - **ADDING A NEW CHARTER PROVISION:** Provide the text of the new provision and, if possible, indicate where in the Charter the new material should be added.
6. If this proposal is being submitted by an organization, please indicate the organization. If it is being submitted by an individual, please indicate the individual's first and last name.\*

City and County of Honolulu, Office of the Managing Director

7. Please include the address, phone number, and email of the organization or individual from Item 6 above, if you would like to be contacted.\*

Roy K. Amemiya, Jr.  
Managing Director  
City and County of Honolulu  
530 South King Street  
Honolulu, Hawaii 96813  
(808) 768-4275

\*Responses to Items 6 and 7 are optional; however, providing responses to these items will help the Commission's deliberations, especially when additional information or research is required. Please be aware that these document will be part of the public record and available to the public.

All proposals must be submitted by **October 31, 2015**.

You may submit your proposal by:

- Filling the form online and uploading documents, if any; or
- Submitting your completed form and any attachments by mail or email:
  - ✓ Mail to:  
2015-2016 Charter Commission  
City and County of Honolulu  
530 South King Street, Room 501  
Honolulu, Hawaii 96813
  - ✓ Email to:  
cclcharter@honolulu.gov

*Thank you for participating in the 2015-2016 Honolulu Charter Commission process!*

**(DDC) Section 6-503. Powers, Duties and Functions --**

The director of design and construction shall:

- (a) In consultation with the respective departments, [Direct and perform] support their [the] planning.
- (b) Perform the engineering, design, and construction [and improvement] of city facilities [public buildings].
- (c) Advise and assist the respective departments on matters related to [Direct and perform the] planning, repair, renovation, maintenance and construction [engineering, design and construction] of city facilities [public streets, roads, bridges and walkways, and drainage and flood improvements].
- (d) Manage and develop long-range planning of energy conservation projects at city facilities in cooperation with the respective departments [In consultation with the respective departments, direct and perform the planning, engineering, design and construction of wastewater facilities, parks and recreational facilities, and transportation systems]

**(DES) Section 6-702. Powers, Duties and Functions --**

The director of enterprise services shall:

- (a) Operate and maintain the Neal S. Blaisdell Center and any other auditorium or cultural or entertainment facilities assigned to the department.
- (b) As determined to be within the department's capabilities, direct and perform the repair, renovation, maintenance and construction of the Neal S. Blaisdell Center and other auditorium or cultural or entertainment facilities assigned to the department.
- (c) Coordinate with the director of design and construction all planning, engineering, design, construction, and repair of the Neal S. Blaisdell Center and other auditorium or cultural or entertainment facilities assigned to the department that exceed the department's capabilities.
- (d) [b] Perform such other duties as may be required by law.

**(ENV) Section 6-803. Powers, Duties and Functions --**

The director of the department of environmental services shall:

- (a) [Advise the director of design and construction concerning the planning and design of wastewater facilities.
- (b) Oversee the operation and maintenance of sewer lines, treatment plants, [and] pumping stations.
- (c) Monitor the collection, treatment and disposal of wastewater.
- (d) Provide chemical treatment and pumping of defective cesspools.
- (e) Develop and administer solid waste collection, processing and disposal systems.
- (f) ](a) Operate, maintain, expand, and upgrade the wastewater systems of the City and County of Honolulu to include resource recovery programs and disposition of recovered materials.
- (b) Permit connections to the wastewater system and review plans for wastewater facilities, other than City projects, for conformance to City standards.
- (c) Operate, maintain, and upgrade the solid waste systems of the City and County of Honolulu to include collection of waste from single family residences, resource recovery programs and disposition of recovered materials.
- (d) Provide for disposition of materials and resources created from wastewater and solid waste resource recovery operations including, but not limited to recycled water, recycled sewage sludge, and electricity.
- (e) Prepare bills, collect and, by appropriate means including the discontinuance of service and civil action, enforce collection of charges for the furnishing of wastewater and solid waste services.

- (f) As determined to be within the department's capabilities, direct and perform the planning, engineering, design and construction, and repair of sewer lines, treatment plants, pumping stations, and other wastewater and solid waste facilities.
- (g) Coordinate all planning, engineering, design, construction, and repair of sewer lines, treatment plants, pumping stations, and other wastewater and solid waste facilities that exceed the department's capabilities with the director of design and construction.
- (h) To carry out the powers, duties and functions of the department, any member or authorized representative of the department may enter upon any public or private property at any reasonable time without warrant, doing no unnecessary injury thereto.
- (i) [f] Promulgate rules and regulations as necessary to administer and enforce requirements established by law.
- (j) [g] Perform such other duties as required by law.

**(DFM) Section 6-903. Powers, Duties and Functions --**

The chief engineer shall:

- (a) Maintain public buildings and their adjoining parking facilities, except as otherwise provided by law.
- (b) Maintain public streets, roads, bridges, traffic medians, triangles, circles, other traffic calming appurtenances and walkways, and drainage and flood control systems.
- (c) As determined to be within the department's capabilities, direct and perform the planning, engineering, design, construction, and repair of public buildings and their adjoining parking facilities, except as otherwise provided by law, public streets, roads, bridges, traffic medians, triangles, circles, traffic calming appurtenances and walkways, and drainage and flood control systems.
- (d) Coordinate with the director of design and construction all planning, engineering, design, construction, and repair of public buildings and their adjoining parking facilities, except as otherwise provided by law, public streets, roads, bridges, traffic medians, triangles, circles, traffic calming appurtenances and walkways, and drainage and flood control systems that exceed the department's capabilities.
- (e) Direct and perform the acquisition, maintenance and disposal of all City owned vehicles and equipment except those that are operated by the Honolulu Board of Water Supply, Honolulu Police and Honolulu Fire Departments.
- (f) Monitor stormwater and other discharges into drainage systems and receiving waters.
- (g) Promulgate stormwater rules and regulations as necessary to administer and enforce requirements established by law.
- (h) [e] Install and maintain street lighting systems.
- (i) [f] Perform such other duties as may be required by law.

**(DIT) Section 6-1202. Powers, Duties and Functions --**

The director of information technology shall:

- (a) Install, [O]operate [a data processing system], and maintain information technology and telecommunications systems for the city government, excluding those systems maintained by the board of water supply and any other semi-autonomous agencies created by ordinance.
- (b) Coordinate with the director of design and construction the planning, engineering, design, construction, and repair of electrical, mechanical, structural, and architectural improvements required for information technology and telecommunications systems.

- (c) [b] Provide technical expertise and support in information technology and telecommunication technology [in data processing] to the city government.
- (d) [c] Assist the managing director in management information technology and telecommunications analysis and evaluation.
- (e) [d] Advise the mayor on information technology and telecommunications technology [data processing] matters.
- (f) [e] Perform such other duties as may be required by law.

**(DPR) Section 6-1403. Powers, Duties and Functions --**

The director of parks and recreation shall:

- (a) Operate and maintain [Advise the director of design and construction on the planning and design of] the parks and recreational facilities of the city [, and maintain and operate all such facilities].
- (b) As determined to be within the department's capabilities, direct and perform the minor repair, renovation, maintenance and construction of the parks and recreational facilities of the city.
- (c) Coordinate with the director of design and construction all planning, engineering, design, construction, and repair of the city's parks and recreational facilities that exceed the department's capabilities.
- (d) [b] Develop and implement programs for cultural, recreational and other leisure-time activities for the people of the city, except as otherwise provided by law.
- (e) [c] Beautify the public parks, facilities and streets of the city, including, but not limited to, the planting, trimming and maintaining of all shade trees, hedges and shrubs on such city parks, facilities and streets.
- (f) [d] Process permit applications to use city parks and recreational facilities for free or affordable child day care programs for consideration by the council pursuant to Section 3-123 of this charter, provided that the director finds that such use does not interfere with the public's use of the property for park and recreational purposes.

**(DTS) Section 6-1703. Powers, Duties and Functions --**

1. The director of transportation services shall:

- (a) Plan, operate and maintain transportation systems, including bikeways, except for activities relating to the city's fixed guideway mass transit system, to meet public transportation needs, in accordance with the general plan and development plan[s, and advise on the design and construction thereof].
- (b) As determined to be within the department's capabilities, direct and perform the planning, engineering, design, and construction of transportation systems, except for activities relating to the city's fixed guideway mass transit system.
- (c) Coordinate with the director of design and construction all planning, engineering, design, construction, and repair of transportation systems, except for activities relating to the city's fixed guideway mass transit system, that exceed the department's capabilities.
- (d) [b] Locate, select, install and maintain traffic control facilities and devices.
- (e) [c] Provide educational programs to promote traffic safety.
- (f) [d] Establish a steel wheel on steel rail transit system, provided that nothing in this subsection shall preclude the director from utilizing technologies other than steel wheel on steel rail technology to complement or extend the rail transit system.
- (g) [e] Promulgate rules and regulations pursuant to standards established by law.

2. The director of transportation services shall have no power, duty, or function with respect to transportation systems, facilities, or programs which are under the jurisdiction of the public transit authority.