



## COST CONTROL COMMISSION

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ANDRE N. LISTER, CHAIR  
ALICE LUCK, VICE CHAIR

PAUL A. PANCHO, MEMBER  
TYLER RODIGHIREO, MEMBER  
STACY WAIKOLOA, MEMBER

### Meetings of the Cost Control Commission will be conducted as follows:

- Meetings will be publicly noticed pursuant to Chapter 92, Hawai'i Revised Statutes (HRS).
- Minutes of the meetings will be completed under Chapter 92, HRS, and posted to the Cost Control Commission's website.

### Public Comments and Testimony:

- **Written testimony** will be accepted for any agenda item herein.
  - Written testimony indicating your 1) name, and if applicable, your position/title and organization you are representing, 2) the agenda item that you are providing comment on, and 3) contact information (telephone number and email address), may be submitted to [mromo@kauai.gov](mailto:mromo@kauai.gov) or mailed to the Cost Control Commission, c/o Office of Boards and Commission, 4444 Rice Street, Suite 300, Līhu'e, Hawai'i 96766.
  - Written testimony received by the Cost Control Commission at least 48 hours before the meeting will be distributed and available as part of the Commission's packet. That written testimony submitted after that will be distributed at the meeting.
  - Any written testimony received after this time and up to the start of the meeting will be summarized by the Clerk of the Cost Control Commission during the meeting and will be provided to the members and added to the record thereafter.
  - Any written testimony received during the meeting and before decision-making on the corresponding agenda item will be distributed to the members before such decision-making.
- **Oral testimony** will be taken at any time during the meeting.
  - It is recommended that anyone interested in providing oral testimony register at least 24 hours before the meeting by emailing [mromo@kauai.gov](mailto:mromo@kauai.gov) or calling (808) 241-4920. Any request to register may include your 1) name, and if applicable, your position/title and organization you are representing, 2) the agenda item that you are providing comment on, and 3) contact information (telephone number and email address).
  - Per the Cost Control Commission's Policy No. 1 there is a three-minute time limit per testifier for each agenda item.
  - Individuals who have not registered to provide testimony will be allowed to speak on an agenda item following the registered speakers.

### **SPECIAL ASSISTANCE**

IF YOU NEED AN AUXILIARY AID/SERVICE, OTHER ACCOMMODATION DUE TO A DISABILITY, OR AN INTERPRETER FOR NON-ENGLISH-SPEAKING PERSONS PLEASE CONTACT THE OFFICE OF BOARDS AND COMMISSIONS AT (808) 241-4917 OR [ADAVIS@KAUAI.GOV](mailto:ADAVIS@KAUAI.GOV) AS SOON AS POSSIBLE. REQUESTS MADE AS EARLY AS POSSIBLE WILL ALLOW ADEQUATE TIME TO FULFILL YOUR REQUEST. UPON REQUEST, THIS NOTICE IS AVAILABLE IN ALTERNATIVE FORMATS SUCH AS LARGE PRINT, BRAILLE, OR ELECTRONIC COPY.

**COUNTY OF KAUAI COST CONTROL COMMISSION MEETING NOTICE AND AGENDA**

**Thursday, April 4, 2024**

**9:00 a.m. or shortly after that**

**Piikoi Building, Boards and Commissions Conference Room  
4444 Rice Street, Suite 300, Līhu'e, Hawai'i 96766**

Remote Access VIDEO by Microsoft Teams

Click on the URL below or type the URL into your computer or smartphone

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

Meeting ID: 275 490 408 610 Passcode: gjeAsr

AUDIO Connection by Microsoft Teams

Phone: +1 469-848-0234, Phone Conference ID: 195 847 475#

**OPEN SESSION MEETING CALLED TO ORDER**

**ROLL CALL TO ASCERTAIN QUORUM**

**APPROVAL OF AGENDA**

**CHAIR'S ANNOUNCEMENTS**

- Next Monthly Meeting, Thursday, May 2, 2024, @ 9:00 a.m.  
Office of Boards and Commissions Conference Room, Suite 300.

**PUBLIC TESTIMONY ON ANY AGENDA ITEMS**

Individuals may testify on any agenda item or wait for the item to come up on the agenda.

**APPROVAL OF MINUTES**

- Open Session Minutes of the March 7, 2024, meeting.

**BUSINESS:**

**CCC 2024-1:**

Discussion and possible decision-making on recommendations to reduce the cost of county government while maintaining a reasonable level of public service under Section 28.02 of the Kaua'i County Charter Article XXVIII Cost Control Commission.

- Budget Administrator Ken Shimonishi to address travel budgets for the past 6 fiscal years (FY 16-17, FY 18-19, FY 19-20, FY 20-21, FY 21-22, and FY 23-24) and any recommendations on cost reductions, containment, or to making operations more efficient. (Defer to the May 2, 2024)

CCC 2024:2:

Discussion and possible decision-making on a memorandum dated March 19, 2024, from Mel Rapozo, Council Chair to Boards and Commissions Administrator Ellen Ching regarding inclusion and analyses for future Cost Control Commission annual reports:

- 1) Whether the Commission has comments on reducing real property tax rates when property assessment increases occur, to prevent increases for taxpayers rather than increasing County revenue.
- 2) Consideration of the Capital Improvements Projects (CIP) budget.
- 3) Regarding the list of "The Commission reviewed and discussed the following matters." (page 4 of 5 of the 2023 Annual Report) or similar future categories, please provide details about each bullet point, including what the Commission considered and evaluated, and summary data for each item and why the items did not result in a recommendation.
- 4) Information only, a copy of a memorandum dated March 19, 2024, from Mel Rapozo, Council Chair to Michelle Lizama, Director of Finance requesting information from the Department of Finance regarding the cost of the automated clearing house (ACH) payments, including the percentages charged and the potential cost to the County if waiving the ACH charge.

**EXECUTIVE SESSION:** Under HRS§ 92-7(a), the Commission may, when deemed necessary, hold an executive session on any agenda item without written public notice if the executive session was not anticipated in advance. Any such executive session shall be held under HRS § 92-4 and shall be limited to those items described in HRS §92-5(a).

**ADJOURNMENT**

cc: Deputy County Attorney Chris Donahoe