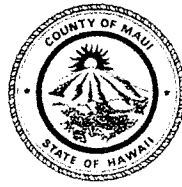


**MICHAEL P. VICTORINO**  
Mayor

**SCOTT K. TERUYA**  
Director

**MAY-ANNE A. ALIBIN**  
Deputy Director



**DEPARTMENT OF FINANCE**  
COUNTY OF MAUI  
200 S. HIGH STREET  
WAILUKU, MAUI, HAWAII 96793  
[www.mauicounty.gov](http://www.mauicounty.gov)

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OFFICE OF THE  
COUNTY COUNCIL

March 29, 2019

Ms. Michele Yoshimura *MW*  
Budget Director, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

Honorable Michael P. Victorino  
Mayor, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

APPROVED FOR TRANSMITTAL

*Michael P Victorino*  
\_\_\_\_\_  
Mayor Date 4/1/19

For Transmittal to:

Honorable Keani Rawlins-Fernandez  
Chair, Budget and Finance Committee  
Maui County Council  
200 South High Street  
Wailuku, Hawaii 96793

Dear Chair Rawlins-Fernandez:

**SUBJECT: FISCAL YEAR ("FY") 2020 BUDGET (FN-5)(EDB-1)**

Pursuant to your letter dated March 25, 2019, regarding the fiscal Year 2020 Budget, below are the responses to the following questions:

1. *What is the breakdown of the County's current Compensatory Time Off ("CTO") balances, by department and division.*

*Response:*

*Please see attached report as of March 28, 2019.*

2. *What is the breakdown of the County's current CTO balances, by union and bargaining unit.*

Honorable Keani Rawlins-Fernandez  
Chair, Budget and Finance Committee  
April 1, 2019  
Page 2

*Response:*

*Please see attached report as of March 28, 2019.*

3. *How does a CTO balance impact an employee's retirement benefits?*

*Response:*

*An employee's CTO balance is paid out upon retirement and is reported as income for inclusion in an employee's retirement benefit calculation for those employees hired prior to July 1, 2012.*

4. *Upon separation (non-retirement) from the County, what happens to an employee's CTO balance? If the CTO balance is paid out, which fund would cover this payment?*

*Response:*

*An employee's CTO balance is also paid out upon separation (non-retirement) of service and the fund of the employee's last position held would cover this payment.*

Thank you for your attention to this matter. Should you have any questions, please feel free to contact me at Ext. 7474.

Sincerely,

  
SCOTT K. TERUYA  
Finance Director

SKT:mms

Attachment

<b>Compensatory Time Off Hours as of March 28, 2019</b>		<b>CTO HOURS</b>
<b>Department</b>	<b>Program</b>	
Corporation Counsel	Legal Services Program	159.19
	<b>Corporation Counsel Total</b>	<b>159.19</b>
Council services	Council Services Program	87.13
	<b>Council services Total</b>	<b>87.13</b>
County Clerk	County Clerk Program	19.50
	<b>County Clerk Total</b>	<b>19.50</b>
Environmental Management	Environmental Mgt Admin Prgram	243.48
	Environmental Protect&Substainability Program	182.02
	Solid Waste Admin Program	737.01
	Solidwaste Operations Program	3,979.95
	Wastewater Admin Program	525.12
	Wastewater Operations Program	4,790.68
	<b>Environmental Management Total</b>	<b>10,458.25</b>
Finance	Accounts Program	1,451.61
	Finance Admin Program	379.45
	Financial Services Program	1,567.85
	Purchasing Program	100.53
	Treasury Program	438.75
	<b>Finance Total</b>	<b>3,938.19</b>
Fire	Fire Control Admin/Maint Prog	654.91
	Fire Control Training Program	143.50
	Fire Prevention Program	157.13
	Fire Rescue Operations Program	25,978.85
	Ocean Safety Program	5,389.20
	<b>Fire Total</b>	<b>32,323.58</b>
Housing & Human Concerns	Housing Program	383.30
	Hsg & Human Concerns Adm Prog	237.88
	Human Concerns Program	1,218.28
	<b>Housing &amp; Human Concerns Total</b>	<b>1,839.46</b>
Liquor	Liquor Control General Prog	1,056.63
	<b>Liquor Total</b>	<b>1,056.63</b>
Management	Information Technogy Services Program	1,570.31
	Management Program	48.13
	Maui Redevelopment Agency Program	24.50
	<b>Management Total</b>	<b>1,642.93</b>
Maui Emergency Management Agency	Civil Defense Program	25.75
	<b>Maui Emergency Management Agency Total</b>	<b>25.75</b>
Office of the Mayor	Budget Program	162.98
	Office Of Mayor Admin Program	1.75
	<b>Office of the Mayor Total</b>	<b>164.73</b>
Parks & Recreation	Parks & Rec Admin Prog	589.54
	Parks Program	766.27
	Recreation & Support Svcs Prog	5,058.24
	Waiehu Golf Course Program	1,064.78
	<b>Parks &amp; Recreation Total</b>	<b>7,478.83</b>
Personnel Services	Personnel Services Program	761.79
	<b>Personnel Services Total</b>	<b>761.79</b>
Planning Program	Administration & Planning Program	1,061.79
	<b>Planning Program Total</b>	<b>1,061.79</b>
Police	Investigative Service Program	2,674.25
	Police Administration Program	672.26
	Technical & Support Svcs Program	3,543.88
	Uniformed Patrol Services Program	10,996.09
	<b>Police Total</b>	<b>17,886.48</b>

<b>Compensatory Time Off Hours as of March 28, 2019</b>		<b>CTO HOURS</b>
<b>Department</b>	<b>Program</b>	
Prosecuting Attorney	General Prosecution Program	368.52
	Prosecutors Admin Program	10.60
	<b>Prosecuting Attorney Total</b>	<b>379.12</b>
Public Works	Development Services Admin Program	528.02
	Engineering Program	779.30
	Highway Administration Program	25.89
	Public Works Admin Program	240.00
	Public Works Admin Program	65.74
	Road/Bridge/Drain Maint Program	1,338.24
	Special Maintenance Program	1,074.63
	Traffic Signs/Marking Program	168.13
	<b>Public Works Total</b>	<b>4,219.96</b>
Transportation	Transportation Admin Program	0.13
	<b>Transportation Total</b>	<b>0.13</b>
Water	Water Administration Program	778.26
	Water Operations Program	2,666.38
	<b>Water Total</b>	<b>3,444.63</b>
	<b>Grand Total</b>	<b>86,948.07</b>

<b>Bargaining Unit</b>	<b>CTO Hours</b>
BU-1 Blue Collar Non-Supervisory (UPW)	14,442.33
BU-11 Hawaii Firefighters (HFFA)	26,248.87
BU-12 Police Officers (SHOPO)	13,313.57
BU-13 Professional and Scientific (HGEA)	11,570.88
BU-14 Water Safety Officers (HGEA)	5,365.08
BU-2 Blue Collar Supervisory (HGEA)	1,574.13
BU-3 White Collar Non-Supervisory (HGEA)	12,131.44
BU-4 White Collar Supervisors (HGEA)	1,846.60
Non Represented (Appointed or Excluded Managers)	455.18
<b>Grand Total</b>	<b>86,948.07</b>