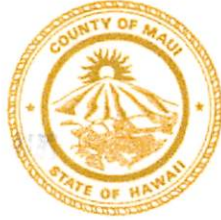


MICHAEL P. VICTORINO  
Mayor

KARLA H. PETERS  
Director

JOHN L. BUCK III  
Deputy Director



**DEPARTMENT OF PARKS AND RECREATION**

700 Hali'a Nakoa Street, Unit 2, Wailuku, Hawai'i 96793  
Main Line (808) 270-7230 / Facsimile (808) 270-7942

July 17, 2019

RECEIVED  
2019 JUL 23 PM 3:21  
OFFICE OF THE  
COUNTY CLERK

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

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

For Transmittal to:

APPROVED FOR TRANSMITTAL

Honorable Kelly T. King, Chair  
and Members of the Maui County Council  
200 South High Street  
Wailuku, Maui, Hawaii 96793

Michael P. Victorino 7/23/19  
Mayor Date

Dear Chair King and Members:

**SUBJECT: PLAY AND LEARN SESSIONS (PALS) FOOD SERVICE PROGRAM**

In accordance with Ordinance No. 4988, Bill 36 (2019) Draft 1 Fiscal Year 2020 Budget, we are hereby transmitting to you a copy of the notice of grant award from the State of Hawaii, Department of Education for the program listed above for the period of June 7, 2019 to July 19, 2019, in the amount of \$200,000.

Thank you for your attention to this matter. Should you have any questions, please feel free to contact me at Ext. 7230.

Sincerely,

KARLA H. PETERS  
Director of Parks and Recreation

Attachment

c: Ortaeine Acidera, Accountant V

KHP:ha

COUNTY COMMUNICATION NO. 19-315



## Sponsor Summary

## County of Maui - PALS Program (1706-0)

	Checklist	Applications	Claims	Payments	Training	Users
Item	Required	On-Line Forms	Description		Count/Date	Status
1	<input checked="" type="checkbox"/>		Sponsor Application		06/03/2019	Approved
2	<input checked="" type="checkbox"/>		Sponsor Budget Form		06/03/2019	Approved
3	<input checked="" type="checkbox"/>		Site Information Sheets		16 of 16	Approved
4			Forms Submitted to State for Approval		06/03/2019	Approved
5			Forms Approved by State		06/03/2019	Approved

- Top of Form
- Mailing/Street Address
- Authorized Representative
- Food Program Coordinator
- Financial Office Contact
- Vendor/FSMC & Contract Information
- General Information
- Adult Meal Prices
- Estimated Attendance Statistics
- Sponsor Operation Information
- Sponsor Procurement Plan
- OMB Single Audit Compliance
- Sponsor Monitoring and Staffing Plan
- Federal Program Participation
- Advances
- Certification Statement
- Bottom of Form
- ✖ Exit

### SFSP - Summer Food Service Program

Sponsor Application  
**County of Maui - PALS Program**  
**1706-0**  
**D-U-N-S® Number 07-768-0155**

Hawaii Department of Education  
**2018 - 2019 Program Year**  
**Approved**  
**Revision 0**

#### Mailing Address

1 Address 1 700 Halia Hakoa Street  
 2 Address 2 Unit 2  
 3 City Wailuku  
 4 State HI Zip Code 96793-2527

Copy Mailing Address to Street Address

#### Street Address

Address 1 700 Halia Hakoa Street  
 Address 2 Unit 2  
 City Wailuku  
 State HI Zip Code 96793-2527  
 County Maui  
 Island Maui

#### Authorized Representative

5 Name Mr Ryan K Min  
 6 Title Recreation Specialist  
 7 E-mail ryan.min@co.maui.hi.us  
 8 Contact's Address Mailing Address

Phone (808) 270-6154 Ext  
 Cell  
 Fax (808) 876-4555 Ext

**Food Program Coordinator**

		<i>First</i>	<i>MI</i>	<i>Last</i>			
9	Name	Ms	Margaret	M	Manini	Phone	(808) 270-7405 Ext
10	Title	PALS Leader II				Cell	
11	E-mail	margaret.manini@co.maui.hi.us				Fax	(808) 876-4555 Ext
12	Contact's Address	Mailing Address					

**Financial Office Contact**

		<i>First</i>	<i>MI</i>	<i>Last</i>			
13	Name	Mrs	Colette	P	Baisa	Phone	(808) 270-7193 Ext
14	Title	Recreation Aide				Cell	
15	E-mail	colette.baisa@co.maui.hi.us				Fax	(808) 876-4555 Ext
16	Contact's Address	Mailing Address					

**Vendor / Food Service Management Company and Contact Information (Centers Only)**

If Sponsor contracts with a Vendor or Food Service Management Company (FSMC) for meals served at any of the Sponsor's sites please complete information for each Vendor/FSMC the Sponsor contracts with

**Vendor / Food Service Management Company - 1**

Vendor Type	School/School District Vendor					<b>Contact Information:</b>
Vendor Name	School Food Services Branch					Name Harold Ferwerda
Address	1106 Koko Head Ave					Phone (808) 733-8400 Ext
City St Zip	Honolulu			HI	96816	
Contract Begin Date	6/10/2019	End Date	7/19/2019	\$ Amount	100000.00	

**General Information**

17 Type of Sponsoring Agency      Public      FEIN 99-6000618

18 Application Type      Govt Authority      

19  **Non-Profit organization with tax exempt ruling documentation:**

The Sponsor organization is a charitable organization organized and operated exclusively for tax-exempt purposes. The Sponsor organization or its central/parent organization has applied for and received tax exempt status under Internal Revenue Code section 501(c)(3).

(Submit a copy of the Sponsor organization's IRS tax exempt ruling or determination letter recognizing tax-exempt status under 501(c)(3) to HCNP. If the Sponsor organization is a subordinate organization under a central/parent organization and is included on a list of subordinate organizations in an IRS group ruling obtained by the central/parent organization, submit a copy of the parent organization's IRS group ruling documentation to HCNP.)

**Non-Profit Church organization:**

The Sponsor organization is recognized as a church or an interchurch organization of a local unit of a churches, convention or associations of churches, or integrated auxiliaries of a church under the Internal Revenue Code section 501(c)(3) and is automatically tax exempt. Under IRC 501(c)(3) automatic tax-exempt status, the Sponsor organization (church) is not required to apply to the IRS for tax exempt status.

(The Sponsor organization may submit an IRS tax exempt ruling or determination letter if the Sponsor organization or its central/parent organization has applied for and received IRS tax exempt status. If the Sponsor organization or its central/parent organization has not received an IRS tax exempt ruling or determination letter, submit Certification of Automatic Tax Exempt Status to HCNP.)

**Non-Profit organization with less than \$5000 annual receipts:**

The Sponsor organization is a charitable organization normally having annual gross receipts of not more than \$5,000 and is automatically tax exempt under Internal Revenue Code 501(c)(3).

(Submit Certification of Automatic Tax Exempt Status to HCNP.)

**Adult Meal Prices**

	Breakfast	AM Snack	Lunch	Supper	PM Snack
20	0 00	0 00	0 00	0 00	0 00

21  Yes  No Does the sponsor provide an ongoing year-round service of some type to the community that would be served by the SFSP?

22 If Yes describe the ongoing year-round service(s) provided

Winter PALS Program Summer PALS Program

**Note** If (38) Application Type is Residential Camp/Upward Bound, no description is required

23  Yes  No The Sponsor will provide training to all program staff assisting with Program operations. Training will include the following topics:

- Purpose of the Program
- Site Operations
- Civil Rights
- Meal Pattern Requirements
- Record Keeping
- Site Eligibility
- Duties of a Monitor

**Estimated Attendance Statistics**

24	<b>Total Sites:</b>	16								
25	<b>Breakfast</b>	1,485	<b>AM Snack</b>	410	<b>Lunch</b>	0	<b>Supper</b>	0	<b>PM Snack</b>	1,045

**Sponsor Operation Information**

- 26 Earliest Date of Operation 06/10/2019
- 27 Latest Date of Operation 07/19/2019
- 28 Total number of Operating Days 448

**Sponsor Procurement Plan**

- 29  Yes  No Did the Sponsor Organization's Board of Directors approve a Procurement Plan that describes the Sponsor's procurement procedures and Code of Conduct?
- 30  Yes  No A copy of the Board-approved Procurement Plan has been submitted to HCNP
- 31 04/09/2019 Date Procurement Plan submitted to HCNP (mm/dd/yyyy)

The Institution uses the following procurement procedures for the purchase of program food and/or meals  
(Check all that apply)

- 32  **Micro Purchase Procedures** - Less than \$3 500 or less than the Institution's more restrictive threshold
- 33  **Informal or Small Purchase Procedures** - Greater than \$3 500 and less than \$150 000 or less than the Institution's more restrictive Small Purchase threshold
- 34  **Formal or Competitive Sealed Bids Procedures** - Greater than \$150 000 or greater than the Institution's more restrictive threshold

**OMB Single Audit Compliance**

**2 CFR 200 SUPER CIRCULAR**

In accordance with federal requirements, a non-Federal entity (organization) that expends \$750,000 or more in Federal funds from all sources, including USDA's Child Nutrition Programs, during its fiscal year must have a Single Audit or a Program-specific Audit of such Federal funds conducted in accordance with the Federal Office of Management and Budget (OMB) Circular Title 2, Code of Federal Regulations (CFR) Part 200. OMB 2 CFR 200 further requires that the final audit must be completed and both the reporting package and the data collection form must be submitted to the Federal Audit Clearinghouse (FAC) within the earlier of 30 calendar days after receipt of the auditor's report(s), or nine months after the end of the audit period. If the due date falls on a Saturday, Sunday, or Federal holiday, the reporting package is due the next business day. Unless restricted by Federal statutes or regulations, the auditee must make copies available for public inspection.

OMB Single Audit Compliance

2 CFR 200 SUPER CIRCULAR

In accordance with federal requirements, a non-Federal entity (organization) that expends \$750,000 or more in Federal funds from all sources, including USDA's Child Nutrition Programs, during its fiscal year must have a Single Audit or a Program-specific Audit of such Federal funds conducted in accordance with the Federal Office of Management and Budget (OMB) Circular Title 2, Code of Federal Regulations (CFR) Part 200. OMB 2 CFR 200 further requires that the final audit must be completed and both the reporting package and the data collection form must be submitted to the Federal Audit Clearinghouse (FAC) within the earlier of 90 calendar days after receipt of the auditor's report(s), or nine months after the end of the audit period. If the due date falls on a Saturday, Sunday, or Federal holiday, the reporting package is due the next business day. Unless restricted by Federal statutes or regulations, the auditee must make copies available for public inspection.

35 The Sponsor Organization's Fiscal Year Begins: July [dropdown] Ends: June [dropdown]

36  Yes  No Did the Sponsor organization expend more than \$750,000 in Federal funds during the Sponsor organization's last Fiscal Year?

If Yes to the above, please complete the following questions:

37  Yes  No The Sponsor's single audit for the fiscal year cited above has been completed.

38  A copy of the audit report (reporting package and data collection form) for the most recently completed fiscal year has been submitted to the Federal Audit Clearinghouse (FAC).

Date Submitted:  
03/01/2019

The audit report is available at this link (specify the URL):  
<https://www.mauicounty.gov/1828/Single-Audit-Reports>

A copy of the audit report for the most recently completed fiscal year will be submitted to the Federal Audit Clearinghouse (FAC) no later than the following date

Date report will be submitted:

If the answer to the above question was "No," please complete the question below:

It is anticipated that the Single Audit will be completed and the Audit Report submitted to the Federal Audit Clearinghouse (FAC) no later than the following date

39  Yes  No Date report will be submitted:



**Sponsor Monitoring and Staffing Plan**

The Sponsor will

- 40  Yes  No Conduct all required site visits and site reviews
- 41  Yes  No Document all site visits and reviews
- 42  Yes  No Implement a system for handling monitor reports and develop corrective action when necessary
- 43  Yes  No Schedule and conduct follow up reviews as necessary to ensure program compliance
- 44  Yes  No Complete all monitor review forms by answering all questions completely
- 45  Yes  No Have adequate supervisory and operational personnel for overall monitoring and management of each site, including adequate personnel to conduct required visits and reviews (7 CFR 225 14(c4))

**Federal Program Participation**

In order to assure that minority populations have equal opportunity to participate in the SFSP, Public Service announcements will be made using the following methods

- 46  Brochures of Program Information distributed at public locations
- 47  Paid or free advertisements in local newspapers
- 48  Personal contact with community groups and/or parents
- 49  Local Newspaper
- 50  Radio
- 51  Television
- 52  Yes  No USDA Foods are available to Summer Food Service Programs Does the Sponsoring organization want to receive USDA Foods?
- 53  Yes  No Has the applicant organization ever been terminated or determined to have been seriously deficient in its operation of the Summer Food Service Program or any other Child Nutrition Program?  
(If Yes, please submit a written explanation regarding the circumstances to HCNP)

**Advances**

54  Yes  No Does the applicant organization elect to receive advance payments?

If Yes, which month(s) is/are advance payment(s) requested? The organization must operate the SFSP 10 or more days in the month(s) selected

	Month	Operating Advance	Operating Requested Amount	Administrative Advance	Administrative Requested Amount
55	June 1st	<input type="checkbox"/>	0 00	<input type="checkbox"/>	0 00
56	July 15th	<input type="checkbox"/>	0 00	<input checked="" type="checkbox"/>	0 00
57	August 15th	<input type="checkbox"/>	0 00		
General Comments					

**Certification Statement**

*The certification statement should only be checked after the form entry is complete and is ready to be submitted to the state for review. If the data is incomplete or the form has errors the certification check will not be saved. Editing the form after it has been certified will require the certification statement to be rechecked.*

58  The person submitting this application is authorized to submit the application on behalf of the Sponsor. By submitting this application to the State Agency for approval, the Sponsor certifies that all information provided herein is true and accurate and that the Sponsor will directly operate the Program and accept final administrative and financial responsibility for all sites under its jurisdiction. In the operation of the Program, the Sponsor and all sites under its jurisdiction will comply with all provisions of 7CFR 225, 7CFR 15, 7CFR 15a, 7CFR 15b, 7CFR 250, 7CFR 3015-3019, 7CFR 3052, 2CFR Part 200 and meal patterns in 7CFR 226 for children less than 6 years of age and 7CFR 220 for meals prepared in schools participating in the National School Lunch and School Breakfast Programs when approved by HCNP. The Sponsor acknowledges that this information is being given in connection with the receipt of Federal funds and that deliberate misrepresentation may subject the Sponsor to prosecution under applicable State and Federal criminal statutes.

ORDINANCE NO. 4988

BILL NO. 36 (2019)  
Draft 1

A BILL FOR AN ORDINANCE RELATING TO THE  
OPERATING BUDGET FOR THE COUNTY OF MAUI  
FOR THE FISCAL YEAR JULY 1, 2019 TO JUNE 30, 2020

BE IT ORDAINED BY THE PEOPLE OF THE COUNTY OF MAUI:

SECTION 1. This ordinance may be referred to as the "Fiscal Year 2020 Budget."

SECTION 2. The several amounts listed below are declared to be estimated revenues of the County of Maui for the Fiscal Year July 1, 2019 through June 30, 2020, and are appropriated to the functions, programs, funds, departments, and agencies for the purposes set forth in Sections 3 and 4.

ESTIMATED REVENUES

FROM TAXES, FEES AND ASSESSMENTS:

Real Property Taxes	358,462,076
Circuit Breaker Adjustment	(425,836)
Charges for Current Services	159,250,948
Transient Accommodations Tax	23,484,000
Public Service Company Tax	7,000,000
Licenses/Permits/Others	42,473,029
Fuel and Franchise Taxes	24,300,000
Special Assessments	21,068,650
Other Intergovernmental	9,653,290

FROM OTHER SOURCES:

Interfund Transfers	45,623,028
Bond/Lapsed Bond	85,896,411
Carryover/Savings:	
General Fund	22,958,458
Sewer Fund	7,878,180
Highway Fund	7,261,014
Solid Waste Management Fund	569,871
Environmental and Sustainability Fund	2,587,724
Liquor Fund	687,103
Bikeway Fund	387,208
Water Fund	4,362,357

TOTAL ESTIMATED REVENUES

823,477,511

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(1) Provided, that disbursement for salaries and premium pay is limited to 5.0 LTA equivalent personnel.

- v. Veteran Directed Home Community Based System 25,000
- w. Volunteer Center Program 10,000
- x. State of Hawaii, Department of Health, Alcohol and Drug Abuse Division, Substance Abuse Prevention System 80,000

6. Office of the Mayor

- a. City and County of Honolulu – AmeriCorps Vista Intern 20,000
- b. Hawaii Tourism Authority (HTA) - County Product Enrichment Program 70,000
  - (1) Provided, that disbursement for salaries and premium pay is not restricted by Section 5.
- c. Workforce Innovation and Opportunity Act (WIOA) 575,000
  - (1) Provided, that disbursement for salaries and premium pay is not restricted by Section 5.
- d. Community Development Block Grant (CDBG) Program 1,900,669
  - (1) Hale Mahaolu
    - Project: Hale Mahaolu Lahaina Surf Preservation
      - (i) Rehabilitation of 12 units to include asbestos removal at Lahaina Surf.
    - (2) Hale Makua Health Services
      - Project: Hale Makua Kahului Boiler Upgrade
        - (i) The upgrade project will replace one of two boilers at the Kahului facility.
      - (3) Hale Makua Health Services
        - Project: Hale Makua Wailuku Roof Resurfacing and Recoating
          - (i) The roof resurfacing and recoating will waterproof the Wailuku facility.
        - (4) J. Walter Cameron Center
          - Project: Cameron Center Rehabilitation and Improvements Project
            - (i) Rehabilitation activities to include upgrade of the fire safety system to meet Fire Code standards and rehabilitation of the therapeutic pool for special needs individuals and seniors.
        - (5) CDBG Program Administration
          - (i) Provided, that disbursement for salaries and premium pay is not restricted by Section 5.

7. Department of Parks and Recreation

- a. Play and Learn Sessions (PALS) Food Service Program 200,000