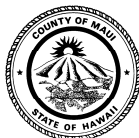


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Traci N. T. Fujita, Esq.

Deputy Director of Council Services
David M. Raatz, Jr., Esq.

COUNTY COUNCIL
COUNTY OF MAUI
200 S. HIGH STREET
WAILUKU, MAUI, HAWAII 96793
www.MauiCounty.us

April 12, 2022

Ms. Helene Kau, Acting Director
Department of Water Supply
County of Maui
Wailuku, Hawaii 96793

Dear Ms. Kau:

SUBJECT: **FISCAL YEAR ("FY") 2023 BUDGET** (WS-1) (BFED-1)

May I please request you be prepared to answer the following questions at the BFED Committee meeting held via BlueJeans on **April 13, 2022**.^{*} This will enable the Committee to comprehensively review the FY 2023 Budget. Please also submit your answers to bfed.committee@mauicounty.us by the end of the day on **April 13, 2022**. **Date subject to change without notice.*

Overall

1. Please explain how the Department's six-year CIP plan will help achieve the goals of the Comprehensive Affordable Housing Plan. What could the Department do regarding planning and implementing the necessary infrastructure investments needed for affordable housing? If so, what projects would you prioritize and what would be the cost? (GJ)
2. Is it a Department priority to expedite processing of Affordable Housing Projects? Please explain. (AL)
3. Based on the critical need for affordable housing and the inordinate length of time for these projects to receive reviews and approvals from other departments, what suggestions does the Department have to improve collaborative and coordination amongst pertinent departments to move these projects forward more expeditiously? (AL)

4. Can you identify planned or pending CIPs that your Department would be able to initiate in phases or defer? Does your Department have any CIPs that are “shovel ready?” Which CIPs would require upfront funding? (AL)
5. Regarding CBS-1075, Countywide Facility Improvements, the amount of funds being requested for FY 2023 is nearly quadruple of what was estimated in last year’s budget. Also, the 6-year total funding estimate is over double the amount of what was estimated last year. Please explain such dramatic cost increases. (Page 846, Program Budget) (TP)
6. Of the seven listed projects under CBS-1075, Countywide Facility Improvements, totaling \$4,700,000, what are the top three priority projects? (Page 846, Program Budget) (MM)
7. The project description for CBS-1102, Waiehu Heights Well 1 Replacement, states that the well was taken out of service due to high chlorides likely due to issues with the well construction. How would issue with the well construction result in high chlorides? Are we sure that the issue is due to well construction and not over pumping? (Page 854, Program Budget, CBS-1102) (TP)
8. Will the department be working with CWRM and area residents on CBS-1092, West Maui Reliable Capacity? (Page 857, Program Budget, CBS-1092) (TP)
9. The 2021 DWS Maui rate study report indicates there is a common industry best practice to have a ratio of fixed to variable cost recovery range between 25 to 40% from fixed charges. The current ratio of fixed to variable charges are 18% to 82%. Please explain why the County is not following the industry best practice. I know that high fixed charges make sense for ensuring cost recovery but that would be a concern only if demand is low. Here, the demand is greater than the supply. (Page 49, Appendix B) (Rates and fees) (TP)
10. Please provide an update on the Wailuku Water Company system acquisition. What are the major obstacles in purchasing and taking

over the system? Could the obstacles be overcome or are they beyond the County's control? (Page 654, Program Budget, Goal #2) (SS)

11. Do you have designated grant writers in your Department? If yes, how many? (AL)
12. What is the total amount of Federal and State grant funds received in FY 2022 and how were they used? Does your Department anticipate receiving grant funds from either, or both, of these entities in FY 2023? If so, please explain the purpose of the funds? Are matching funds required for the release of these funds? (AL)
13. Does the Department intend to hire a new crew leader for the Honokowai/Wahikuli Watershed? If so, who will do the hiring, and will the Department provide housing and transportation for the position? (Page 20-18, Budget Details, Index Code 953080B, Sub-Object Code 6132) (TP)

Salaries and Wages (Category "A")

1. How many vacant positions currently exist in the Department? (KTK)
(AL)
 - a. Please list the job titles of all vacant positions and in what programs the vacancies are located. (AL)
 - b. Please describe any difficulties with filling these positions. (AL)
 - c. What will you do to attract and retain high quality candidates for these positions? (KTK)
 - d. Please describe any creative recruitment methods used and how effective have they been in filling vacancies. (AL)
2. The Department is requesting one Engineering Support Technician I expansion position.
 - a. What circumstances necessitate this position?
 - b. What will you do to attract and retain high quality candidates for this position? (KTK)

Operations and Equipment (Categories “B” and “C”)

1. The FY 2023 Budget includes \$231,000 for Professional Services in the Water Administration Program. Please provide the following information: (Page 20-10, Budget Details, Index Code 953000B, Sub-Object Code 6132)
 - a. An expansion of \$120,000 is requested for MAPPS change order and K Asset Management. Please describe the services provided by K Asset Management. (KRF)
 - b. Aside from the \$120,000 expansion, please provide additional details on how the remaining \$231,000 will be utilized. (KRF)
 - c. Please explain how the \$70,000 in additional funding for the MAPPS software for the Department of Water Supply differs from the MAPPS software noted under the Department of Management. Why would the Department of Water Supply need separate funding if it is a “cross departmental, enterprise-wide replacement project for the existing KIVA land use and permitting system?” (MM)
2. The FY 2023 Budget includes \$500,000 for costs related to prepare Maui County Federal Credit Union Building for DWS Fiscal Division Occupancy. Please provide the following information: (Page 20-13, Budget Details, Index Code 953083B, Sub-Object Code 6139)
 - a. Please justify the additional funding request. (MM)
 - b. Please provide examples of the repairs and maintenance required. (KRF) (TP)
 - c. The Credit Union is still occupying the building, when does the Department anticipate this work will take place? (TP)
 - d. Does the county anticipate relocating in October? (TP)
3. The FY 2023 Budget includes the deletion of a one-time appropriation of \$225,000 for Utilities Leak Survey and asset management system. Please provide the following information: (Page 20-14, Budget Details, Index Code 953109B, Sub-Object Code 6132)
 - a. Has the Utility Leak Survey been completed? If so, please describe or provide the results of the survey. (KRF)

- b. Has the asset management system been implemented? (KRF)
 - c. Please describe how the Department anticipates utilizing the remaining \$75,000 in the Professional Services line item. (KRF)
4. The FY 2023 Budget includes \$508,547 for USGS resource monitoring program, Groundwater Availability Study Year 2, and Conservation Target Analysis. (Page 20-16, Budget Details, Index Code 953158B, Sub-Object Code 6132)
- a. Please provide a breakdown of how these funds will be allocated amongst these projects. (KRF)
 - b. Please provide a description of “Conservation Target Analysis.” (KRF)
 - c. Please provide brief updates on the progress of the FY 2022 allocations for the USGS monitoring and the USGS Groundwater Availability Study. (KRF)
5. A \$63,000 decrease in funding to the Hawaii Agriculture Research Center is proposed under Countywide Watershed Protection funding. Please explain the reason for the proposed reduction. (Page 20-20, Budget Details, Index Code 953862B) (KRF)
6. Related to water conservation in West Maui: the Mahinahina Water Treatment Facility has not been operating due to reduced stream flow, and axis deer have been sighted within the fence line at Mahinahina. Please explain the decrease in funding to the Pu‘u Kukui Watershed Preserve and Countywide Watershed Protection. (Page 648, Program Budget) (TP)
7. An \$800,000 expansion (\$1,250,000 total) is requested to fund additional disinfection and treatment. (Page 20-40, Budget Details, Index Code 953471B, Sub-Object Code 6010)
- a. Please provide an explanation for this expansion request. (KRF)
 - b. Is the cost increase due to an increase in the cost of supplies or an increased need for disinfection and treatment? (KRF)

Ms. Helene Kau
April 12, 2022
Page 6

- c. This seems to be a substantial cost. Is this indicative that our water supply is that much more contaminated as compared to prior years? (TP)
8. \$350,000 is requested for an accreditation program, special training, FSMO, and audits. Please provide an estimated allocation for each item described in the explanation and describe the accreditation programs and special training. Aside from the items listed in the explanation, what other contractual services will be funded with the remaining balance? (Page 20-40, Budget Details, Index Code 953471B, Sub-Object Code 6112) (KRF)
9. Please explain why are you requesting \$500,000 for relocation costs when other departments are requesting \$300,000? (Page 647, Program Budget) (GJ)
10. Please clarify if the line item for Professional Services for East Maui Watershed Protection is being used by the grantee as matching funds. What is this grant helping to fund – Equipment, supplies, and labor? (Page 20-19, Budget Details, Index 953169B, Sub-Object Code 6132) (MM)
11. Please explain the need to purchase one end dump trailer for \$97,000. (Page 658, Program Budget, Index Code 953307C, Sub-Object Code 7044) (TP)

Thank you for your attention to this request. Should you have any questions, please contact me or the Committee staff (Lesley Milner at ext. 7886, Jerry Paredes at ext. 7140, or Yvette Bouthillier at ext. 7758).

Sincerely,



KEANI N.W. RAWLINS-FERNANDEZ, Chair
Budget, Finance, and Economic
Development Committee

bfed:2023bgt:220409aws01:kmatt

cc: Mayor Michael P. Victorino
Budget Director

BFED Committee

From: BFED Committee
Sent: Tuesday, April 12, 2022 4:00 PM
To: Helene Kau
Cc: BFED Committee; 'Michelle Santos'; 'Zeke Kalua'; michele.yoshimura@co.maui.hi.us
Subject: PLEASE READ attached letter re: FISCAL YEAR ("FY") 2023 BUDGET (BFED 1) ((WS-1)
Attachments: (WS-1) Correspondence to Water Supply 04-12-2022.pdf

Ms. Kau: Please refer to the attached letter from the Budget, Finance, and Economic Development (BFED) Committee Chair, April 12, 2022.

Mayor's Office (attention: Michelle Santos and Zeke Kalua): Please forward the attached letter to Mayor Victorino.

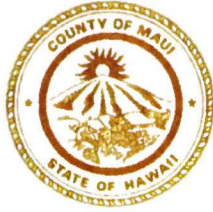
Ms. Yoshimura: FYI

Thank you,
Yvette Bouthillier, Secretary
BFED Committee

MICHAEL P. VICTORINO
Mayor

HELENE KAU
Acting Director

SHAYNE R. AGAWA, P.E.
Deputy Director



DEPARTMENT OF WATER SUPPLY
COUNTY OF MAUI
200 SOUTH HIGH STREET
WAILUKU, MAUI, HAWAII 96793
<http://www.mauicounty.gov/water>

April 14, 2022

Ms. Michele M. Yoshimura
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

For Transmittal to:

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

Dear Chair Rawlins-Fernandez:

SUBJECT: FISCAL YEAR ("FY") 2023 BUDGET (WS-1) (BFED-1)

In response to your request dated April 12, 2022, attached please find Department of Water Supply's response.

1. Please explain how the Department's six-year CIP plan will help achieve the goals of the Comprehensive Affordable Housing Plan. What could the Department do regarding planning and implementing the necessary infrastructure investments needed for affordable housing? If so, what projects would you prioritize and what would be the cost? (GJ)

APPROVED FOR TRANSMITTAL

Michael P. Victorino 4/14/22

Mayor Date

"By Water All Things Find Life"

Response:

The Department of Water Supply's Capital Improvement Program provides support to the County of Maui's operational programs, including ongoing infrastructure needs. We do not have any planned projects that directly support affordable housing; however, we support the Mayor's requests to provide what is feasibly possible.

2. Is it a Department priority to expedite processing of Affordable Housing Projects? Please explain. (AL)

Response:

It is the Department's priority to support the community in general. The Engineering Division will expedite review of a permit if directed to do so by the Director's Office or Mayor's Office.

3. Based on the critical need for affordable housing and the inordinate length of time for these projects to receive reviews and approvals from other departments, what suggestions does the Department have to improve collaborative and coordination amongst pertinent departments to move these projects forward more expeditiously? (AL)

Response:

The Mayor's Attainable Housing Working Group is used to initiate coordination amongst reviewing departments. The issue appears to be generally a lack of understanding with developers as to what is involved in complying with the Department of Water Supply's rules governing water service, subdivision, and building permits. This knowledge is critical to a developer when determining how permit approval will affect the project schedule for funding and construction. We strongly suggest that developers reach out directly to the Department of Water Supply at the earliest opportunity rather wait for the Mayor's Attainable Housing Working Group meeting. By the time they are at this point, they have already spent a considerable amount of time and money in preliminary design based on assumptions.

4. Can you identify planned or pending CIPs that your Department would be able to initiate in phases or defer? Does your Department have any CIPs that are "shovel ready?" Which CIPs would require upfront funding? (AL)

Response:

- 4A. No. There are no CIP projects in FY2023 that can be deferred or phased.

- 4B. The Kamole Water Treatment Plant Operations and Chemical Building Painting is “shovel ready” meaning that it is ready to advertise for construction bids immediately. The Kanoa Well #1 Motor Control Upgrade will be ready to advertise for construction bids by May 13, 2022.
- 4C. All CIP projects in FY023 require upfront funding.
- 5. Regarding CBS-1075, Countywide Facility Improvements, the amount of funds being requested for FY 2023 is nearly quadruple of what was estimated in last year's budget. Also, the 6-year total funding estimate is over double the amount of what was estimated last year. Please explain such dramatic cost increases. (Page 846, Program Budget) (TP)

Response:

The increase is due to waterline replacements and tank replacements being included. Most of these projects are being designed by Engineering Division staff.

- 6. Of the seven listed projects under CBS-1075, Countywide Facility Improvements, totaling \$4,700,000, what are the top three priority projects? (Page 846, Program Budget) (MM)

Response:

Dam Safety, Olinda WTP Clearwell Roof Replacement, and Piipholo WTP Filter Refurbishment.

- 7. The project description for CBS-1102, Waiehu Heights Well 1 Replacement, states that the well was taken out of service due to high chlorides likely due to issues with the well construction. How would issue with the well construction result in high chlorides? Are we sure that the issue is due to well construction and not over pumping? (Page 854, Program Budget, CBS-1102) (TP)

Response:

We believe that the pump well casing may be leaking causing salt water infiltration. It is also possible that the well pump is not positioned correctly in the aquifer. Correct positioning may resolve the chloride issue.

- 8. Will the department be working with CWRM and area residents on CBS-1092, West Maui Reliable Capacity? (Page 857, Program Budget, CBS-1092) (TP)

Response:

Yes. Environmental Assessment for new wells are subject to public review and comment. Well construction and pump installation permits are issued by CWRM. Planned well development in West Maui may be constrained if all aquifer systems are designated as Groundwater Management Area by CWRM.

9. The 2021 DWS Maui rate study report indicates there is a common industry best practice to have a ratio of fixed to variable cost recovery range between 25 to 40% from fixed charges. The current ratio of fixed to variable charges are 18% to 82%. Please explain why the County is not following the industry best practice. I know that high fixed charges make sense for ensuring cost recovery but that would be a concern only if demand is low. Here, the demand is greater than the supply. (Page 49, Appendix B) (Rates and fees) (TP)

Response:

DWS remains sensitive to the demographics of our population. As an example, my water & sewer bill averages \$90 a month. Fixed charges for that bill are \$54.80. If I use no water, my bill is \$54.80. Increasing the fixed monthly service charges means I would pay a monthly minimum of \$60 or \$65 if I use no water. For me and most of our population this is ok.

However, recent census data indicates that 19% of our County of Maui population is aged 65+ years. 9.5% of our population is considered to be in poverty. We have found that our lower income and senior citizen segments of the population are better able to manage monthly expenses by controlling usage. Deriving most of our income from water usage charges means that people who use more water are paying more. We believe this method is more suitable for our population.

10. Please provide an update on the Wailuku Water Company system acquisition. What are the major obstacles in purchasing and taking over the system? Could the obstacles be overcome or are they beyond the County's control? (Page 654, Program Budget, Goal #2) (SS)

Response:

There are obstacles in purchasing and taking over the Wailuku Water Company system; obstacles that we cannot disclose in a public document. If further discussion is desired, we respectfully request that the Committee do so in executive session.

11. Do you have designated grant writers in your Department? If yes, how many? (AL)

Response:

No.

12. What is the total amount of Federal and State grant funds received in FY 2022 and how were they used? Does your Department anticipate receiving grant funds from either, or both, of these entities in FY 2023? If so, please explain the purpose of the funds? Are matching funds required for the release of these funds? (AL)

Response:

Water Resources & Planning

FY22 Grant applications pending award:

- State Department of Health, Wellhead Protection Financial Assistance to Protect Source Water on Mauna Kahalawai, \$100,000
- State Department of Health, Wellhead Protection Financial Assistance for East Maui Source Water Protection: \$100,000

FY23 Anticipated Grants:

- U.S. Bureau of Reclamation: Drought/shortage plan development: up to \$100,000, 50% match required.
- State appropriation from Appropriations Act 40, for construction and installation of greywater reuse system at Kanaha Beach Park: \$1.2M. 10% match required.

Engineering Division does not have any State grants. The State funding from the Department of Land and Natural Resources for land acquisition for the Upcountry Maui Well Development project is not considered a grant by the State Department of Land and Natural Resources.

13. Does the Department intend to hire a new crew leader for the Honokowai/Wahikuli Watershed? If so, who will do the hiring, and will the Department provide housing and transportation for the position? (Page 20-18, Budget Details, Index Code 953080B, Sub-Object Code 6132) (TP)

Response:

The Department provides grant funds to the Nature Conservancy (TNC) to manage the Honokowai/Wahikuli watershed. TNC recruits staff and provides for housing and transportation for Youth Conservation Corps using DWS grant funds.

Salaries and Wages (Category "A")

1. How many vacant positions currently exist in the Department? (KTK) (AL)

Response:

See, Exhibit "1".

- a. Please list the job titles of all vacant positions and in what programs the vacancies are located. (AL)

Response:

See, Exhibit "1".

- b. Please describe any difficulties with filling these positions. (AL)

Response:

Age of Workforce/Balancing the Turnover Rate: Within the next 5 years the Department of Water Supply will see 35% of its current workforce retired or eligible for retirement.

Local pool of qualified personnel is limited for specialized positions. Outside interest from the mainland is often lost, due to high housing/rent costs, cost of living, healthcare, etc.

The public sector has historically lagged behind the private sector in the ability to provide incentives for recruitment and retention.

No incentives to obtain higher certifications. This causes current employees to stay in their positions because wages/salaries are not equal to the added level of responsibility expected. When those positions of higher responsibility become vacant due to retirement or transfer, they are all the more difficult to fill because of the higher level of proficiency needed through education, certifications and experience.

Length of hiring process.

Lack of career progression for certain positions.

Stop incentivizing not working.

Recruitment of qualified applicants.

- c. What will you do to attract and retain high quality candidates for these positions? (KTK)

Response:

Reviewing and updating position descriptions to make them current. Interest is lost immediately when a potential applicant reads outdated or irrelevant verbiage in a job description.

Assisting DPS in the conversion to online testing for qualified applicants by having subject matter experts review, reduce and revise the current exams to better fit the online format.

Community engagement by participating in the job fair at UHMC on May 12.

Developing an internship program for eligible students at UHMC.

Partnering with community organizations such as Hawaii Rural Water Association (HRWA) to create incentives for employees to earn required certifications for higher positions.

Coordinate with the Department of Personnel Services for in-person recruitment at engineering colleges and universities possibly on the West Coast.

- d. Please describe any creative recruitment methods used and how effective have they been in filling vacancies. (AL)

Response:

The Department of Water Supply is undergoing a transformative phase, streamlining internal processes and procedures to reduce redundancy while embracing technology (MAPPS). We are improving internal barriers/factors (on-line testing), we are giving more control to the employees over their careers (example, Workday allows employee certifications, training, accolades etc. to be loaded in a digital format. This reduces not only the antiquated paper personnel file, but space, and the time. DWS also encourages continued education and self-improvement through learning platforms such as Workday learning through LinkedIn and Target Solutions.

2. The Department is requesting one Engineering Support Technician I expansion position.
- a. What circumstances necessitate this position?

Response:

- Engineering Division only has 1 residential permit approver. There are a total of approximately 500 building permits "Pending".
 - Approximately 200 DWS received the required worksheet and permit is pending review.
 - Approximately 200 DWS reviewed waiting for applicant to respond with payment, revised plans, revised worksheet, completion of improvements, etc.
 - Approximately 100 applicants did not submit water meter sizing worksheets and we are still waiting to receive the worksheet to initiate review.
- b. What will you do to attract and retain high quality candidates for this position? (KTK)

Response:

The Engineering Support Technician I requires a combination of education and experience substantially equivalent to two (2) years of technical experience in engineering oriented support functions such as in research, data collection and analysis, inspection, testing, designing, surveying and/or drafting activities. This minimum qualification requirement will generally attract and retain high quality applicants. Also, the applicant once determined to have these minimum requirements, will also be required to sit for a test administered by the Department of Personnel Services.

Operations and Equipment (Categories "B" and "C")

1. The FY 2023 Budget includes \$231,000 for Professional Services in the Water Administration Program. Please provide the following information: (Page 20-10, Budget Details, Index Code 953000B, Sub-Object Code 6132)
 - a. An expansion of \$120,000 is requested for MAPPS change order and K Asset Management. Please describe the services provided by K Asset Management. (KRF)

Response:

During DWS' July and August 2021 testing of the beta versions of the MAPPS, we found many modifications will be necessary during fiscal year 2023. This work will be done as a change order anticipated at \$70,000. \$50,000 is requested for Asset Management. The November 2020 Department of Water Supply

Strategic Plan identified Digital Infrastructure as 1 of 4 Strategic Initiatives. The reason this was identified is that DWS currently relies heavily on paper copies for data collection, transfer of information between divisions, and storage of data. DWS does have some of its assets in a GIS database, however the information on these assets is not updated when they get replaced due to failure or routine maintenance.

A part of this strategic initiative is to develop a digital information system to capture DWS key assets in a digital format that is robust and secure and available to all divisions.

Speaking for Engineering Division, a digital asset management system will result in efficient access of information for review of building permits, subdivisions, and water service requests. This will result in shorter review times. Currently, we call or email the appropriate operations division staff for the information and sometimes have to wait 2-5 days for the information, depending on staff availability. If the information is captured in a digital format immediately when the asset is changed or setting revised, we would have that information immediately available when doing our review.

- b. Aside from the \$120,000 expansion, please provide additional details on how the remaining \$231,000 will be utilized. (KRF)

Response:

The \$231,000 covers contingencies for the entire department. There may be additional MAPPS change orders and we have funding to accommodate third party analysis as necessary.

- c. Please explain how the \$70,000 in additional funding for the MAPPS software for the Department of Water Supply differs from the MAPPS software noted under the Department of Management. Why would the Department of Water Supply need separate funding if it is a "cross departmental, enterprise-wide replacement project for the existing KIVA land use and permitting system?" (MM)

Response:

The Department of Water Supply is an enterprise fund, and we are billed separately for our pro-rata share of the software as well as the full amount of change orders related to DWS.

2. The FY 2023 Budget includes \$500,000 for costs related to prepare Maui County Federal Credit Union Building for DWS Fiscal Division Occupancy. Please provide the following information: (Page 20-13, Budget Details, Index Code 953083B, Sub-Object Code 6139)

- a. Please justify the additional funding request. (MM)

Response:

500,000 – Repairs & Maintenance

GOAL: To make the new space as efficient as practical without sacrificing future flexibility

- b. Please provide examples of the repairs and maintenance required. (KRF) (TP)

Response:

Potential Improvements/Repairs:

Flooring

Electrical

Plumbing

Carpentry – for any needed remodeling (moving walls, dividing existing office spaces)

Landscaping

We may also use some of the funding to prepare the 5th floor for occupancy by our Water Resources and Planning Division. The portion of the floor being vacated by the Fiscal Division has original (circa 1970s) wallpaper, etc.

- c. The Credit Union is still occupying the building, when does the Department anticipate this work will take place? (TP)

Response:

We anticipate the credit union vacating the building in September and we may proceed with flooring replacement and minor repairs as soon as they vacate.

- d. Does the county anticipate relocating in October? (TP)

Response:

DWS anticipates relocating after repairs and maintenance projects, including IT wiring, have been completed. Hopefully November or December of this year.

3. The FY 2023 Budget includes the deletion of a one-time appropriation of \$225,000 for Utilities Leak Survey and asset management system. Please provide the following information: (Page 20-14, Budget Details, Index Code 953109B, Sub-Object Code 6132)
- a. Has the Utility Leak Survey been completed? If so, please describe or provide the results of the survey. (KRF)

Response:

The Utility Leak Survey was completed on April 1, 2022. The vendor is currently finalizing the findings into a report that will be submitted in a few weeks.

- b. Has the asset management system been implemented? (KRF)

Response:

The asset management system has not been implemented.

- c. Please describe how the Department anticipates utilizing the remaining \$75,000 in the Professional Services line item. (KRF)

Response:

The \$75,000 in the Professional Services line item will be used to implement Phase 3 and 4 of the scanning contract to include all of Engineering Division's development files and large format as-built drawing, easement maps, and miscellaneous maps.

4. The FY 2023 Budget includes \$508,547 for USGS resource monitoring program, Groundwater Availability Study Year 2, and Conservation Target Analysis. (Page 20-16, Budget Details, Index Code 953158B, Sub-Object Code 6132)
- a. Please provide a breakdown of how these funds will be allocated amongst these projects. (KRF)

Response:

USGS Resource Monitoring \$134,504
USGS Study "Effects of Scenario-Based Recharge Change on Groundwater Availability" \$138,000

Conservation Target Analysis: \$236,043 (includes up to \$50K matching funds for Bureau of Reclamation Grant)

- b. Please provide a description of "Conservation Target Analysis." (KRF)

Response:

Conservation demand side portfolio analysis of policies and regulatory measures to optimize outdoor water efficiency by micro climate. Drought/shortage plan development by DWS district.

- c. Please provide brief updates on the progress of the FY 2022 allocations for the USGS monitoring and the USGS Groundwater Availability Study. (KRF)

Response:

Water Resource Monitoring Program ongoing for 5 monitoring wells, 3 streams and 1 rainfall monitoring station on Maui and Molokai. Kanaha Stream monitoring station pending Right of Entry from land owner.

Study to Assess Groundwater Availability Under Scenario-Based Recharge Changes on Maui ongoing. Defined pump scenarios for input to groundwater model. Joint funding agreement extended to September 2023.

5. A \$63,000 decrease in funding to the Hawaii Agriculture Research Center is proposed under Countywide Watershed Protection funding. Please explain the reason for the proposed reduction. (Page 20-20, Budget Details, Index Code 953862B) (KRF)

Response:

The Grant Analysis Committee found that reasonable deliverables include continued Rapid Ohia Death (ROD) screening and research. However, as ROD resistant trees have yet to be identified, grant funds to establish ROD resistant ohia tree orchards are premature. Additional savings proposed by the Committee include reduced travel costs by combining travel from Honolulu to Maui for both the HARC ROD project and the HARC Koa project. The total proposed grant allocation is a \$38,000 decrease from FY22.

6. Related to water conservation in West Maui: The Mahinahina Water Treatment Facility has not been operating due to reduced stream flow, and

axis deer have been sighted within the fence line at Mahinahina. Please explain the decrease in funding to the Pu'u Kukui Watershed Preserve and Countywide Watershed Protection. (Page 648, Program Budget) (TP)

Response:

For the Pu'u Kukui Watershed Preserve project, chronic staff vacancies contribute to challenges to meet proposed deliverables, as demonstrated by unspent funds in FY21 and FY22.

In FY22, \$200,000 was allocated for countywide watershed protection, including \$75,000 for Hawaii Agriculture Research Center's (HARC) project for Rapid Ohia Death (ROD) research and screening. The remaining \$125,000 of countywide funds are made available for critical unforeseen needs by DWS funded watershed protection projects. None of the countywide funds were requested. For FY23, \$63,000 of countywide funds are requested for HARC's ROD project, and \$74,000 for unforeseen needs.

7. An \$800,000 expansion (\$1,250,000 total) is requested to fund additional disinfection and treatment. (Page 20-40, Budget Details, Index Code 953471B, Sub-Object Code 6010)

- a. Please provide an explanation for this expansion request. (KRF)

Response:

Increase ground water pumping due to surface water treatment plant reduced production due to lack of rainfall. We have been running Pookela Well more often to assist Piiholo WTF. We shutdown Olinda WTF to do the chlorine burn for the Upcountry upper system E Coli issue but usually we Olinda WTF can go offline due to lack of rain in Waikamoi. Mahinahina WTF shutdown due to lack of raw water. My guess is this will happen more frequent.

- b. Is the cost increase due to an increase in the cost of supplies or an increased need for disinfection and treatment? (KRF)

Response:

The cost of supplies has increased.

- c. This seems to be a substantial cost. Is this indicative that our water supply is that much more contaminated as compared to prior years? (TP)

Response:

Water is not more contaminated, the cost of supplies and shipping have increased substantially.

8. \$350,000 is requested for an accreditation program, special training, FSMO, and audits. Please provide an estimated allocation for each item described in the explanation and describe the accreditation programs and special training. Aside from the items listed in the explanation, what other contractual services will be funded with the remaining balance? (Page 20-40, Budget Details, Index Code 953471B, Sub-Object Code 6112) (KRF)

Response:

To maintain accreditation, external audits are done by:

1. ANAB-FSMO accreditation (field sampling management organization) for sample collection.
2. TNI accreditation (State of Utah) for microbiology/chemistry accreditation3.DOH accreditation
3. DOH provides reciprocity accreditation through the lab's TNI accreditation.

There is a fee to maintain certification/accreditation. In addition, fees also include assessor preparation, review, reporting as well as travel expenses,

Accreditation is maintained to assure analytical services continually meet a defined standard of quality that is designed to provide customers with data of known and documented quality, and where applicable, demonstrate regulatory compliance.

The County of Maui DWS Water Quality Laboratory provides inorganic chemistry and microbiology analyses. The laboratory is responsible for carrying out testing activities that meet the requirements of both the Hawaii Department of Health and Environmental Protection Agency (EPA) in support of the Safe Drinking Water Act for both regulatory and non-regulatory purposes.

Sampling will be ramping up next year with UCMR5 and the Triennial chemistry cycle starts all over again in January 2023. More samples will be done compared to this past year. Also, now that things have opened up, we will probably have more visits by Eurofins Laboratory for internal lab audits and training, which is a requirement for accreditation.

9. Please explain why are you requesting \$500,000 for relocation costs when other departments are requesting \$300,000? (Page 647, Program Budget) (GJ)

Response:

\$500,000 – Repairs & Maintenance

To make the new space as efficient as practical without sacrificing future flexibility. Potential Improvements and repairs:

Flooring

Electrical

Plumbing

Carpentry – for any needed remodeling (moving walls, dividing existing office spaces)

Landscaping

Possibly could use any unexpended funds to assist with rehab of vacated 5th floor Fiscal Offices – office area in need of deferred maintenance.

10. Please clarify if the line item for Professional Services for East Maui Watershed Protection is being used by the grantee as matching funds. What is this grant helping to fund – Equipment, supplies, and labor? (Page 20-19, Budget Details, Index 953169B, Sub-Object Code 6132) (MM)

Response:

The East Maui Watershed Protection line item includes grant funds for the East Maui Watershed Partnership (EMWP) and the Nature Conservancy (TNC) Waikamoi project. The grant helps to fund equipment, supplies and labor. All grantees are encouraged to secure additional funding sources, as matching or supplemental funds. EMWP and TNC anticipate \$250,000 and \$385,853 additional funds, respectively, from non DWS sources for these projects in FY23.

11. Please explain the need to purchase one end dump trailer for \$97,000. (Page 658, Program Budget, Index Code 953307C, Sub-Object Code 7044) (TP)

Response:

The dump truck we have can haul 15 yards of material and has fuel economy of 4.3 miles per gallon. The dump trailer we are requesting can haul 30 yards. The trailer saves on man hours and fuel costs. We anticipate using the trailer at least twice each week to haul material to Lahaina and Upcountry, as well as to move material to our stock at our base yards for daily operation.

Supplemental Questions from Committee Members

1. How many actual meters issued per year-Upcountry. (AL)

Response:

As of 3/31/2021, 141 meters were installed since the 2014 meter offers.

2. Please provide a summary on the Smart Meter Program. (AL)

Response:

To date, 10,184 meters & transponders were installed in Waikapu, Wailuku, Waiehu, Waihee, & Paia.

(Note: Not everyone is getting a new meter - only those premises where the meter is older than 9 years. Everyone should be getting at least a new transponder)

About 8,000 meters and transponders are being installed in Kahului (5,000) and Lahaina/Napili (3,000) areas; scheduled to be completed by the end of March 2023.

6,200 meters and transponders will be installed from Maalaea to Makena in FY2024

Total project expended = \$3.9M; and amount encumbered = \$1.5M

3. When is the end date of the Akalai Line Project. (SS)

Response:

Hana Waterline Project is estimated to be completed end of July. There are no issues and project is progressing as expected.

4. Price clarification on FY2023 on materials. (KRF)

Response:

The materials unit costs submitted for the FY2023 Proposed Budget appear to be correct, except for the cost of Galvanized, 2 ½" = should be \$10.32 instead of \$10.52.

The material cost was calculated by adding 20% to the actual cost of material. Actual cost is the average of the material cost based on First-In First Out (FIFO) value. Few material costs went down compared to FY2022 because those materials were purchased in previous years.

Honorable Keani N.W. Rawlins-Fernandez
Chair, Budget, Finance, and Economic Development Committee
Maui County Council
April 14, 2022
Page 17

If the Chair or the committee has any additional questions, please do not hesitate to contact me. In advance, thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Helene Kau".

HELENE KAU
Acting Director

HK:lk
Attachment

BUDGET IMPLEMENTATION REPORT

Department: Water Supply
As of: April 12, 2022

VACANT POSITIONS - 90 DAYS OR MORE

POSITION / LOCATION (Please indicate if expansion)	DATE OF VACANCY	REASONS FOR VACANCY	STATUS OF PERSONNEL ACTION	ANTICIPATED FILL DATE	DIVISION	ADMIN
					COMMENTS	COMMENTS
P-27598 Water Plant Maintenance Mechanic Helper	5/1/2020	Promotion	R-7474 Open recruitment, 6 applicants awaiting to take exam.	Apr-22		Operations
P-27627 Water Plant Maintenance Mechanic Helper	03/19/19	Promotion	R-7636 Open recruitment, 6 applicants awaiting to take exam.	Apr-22		Operations
P-27633 Plant Electrician/Electronics Repairer I	05/01/20	Promotion	R-6959 Interview process 6 applicants, no viable applicants. R-6959(A) open for new candidates.	Jun-22		Operations
P-27721 Civil Engineer IV	02/01/21	Promotion	Recruitment pending based on potential reorg.	Jun-22		Administrative
P-27725 Pipefitter II (Molokai)	07/01/19	Transfer	R-7645 Open recruitment, extended 3/29/22 no eligible candidates.	Dec-22		Operations
P-27729 Plant Electrician/Electronics Repairer Supervisor	08/24/20	Retirement	Currently filled via TA	Dec-22		Operations
P-27795 Planner V	10/26/20	Incumbent accepted appointed position	R-5906 Applicants not interested in temporary position, continuous recruitment.	Jan-22		Administrative
P-27798 Civil Engineer VI	03/01/20	Transfer Voluntary Demotion	R-6651 Applicant not selected. R-6651 (A) Reopened, open	Jun-22		Administrative
P-27845 Meter Reader And Field Collection Supervisor	04/30/20	Retirement	TA to meet MQs	Dec-22		Administrative
P-27847 Equipment Operator III	11/18/19	Demotion	R-7551 Position reallocated to Equipment Operator III Feb-22. Open recruitment, no applicants	Dec-22		Operations
P-27853 Water Plant Maintenance Mechanic Supervisor	12/30/21	Retirement	R-7428 2 candidates on referred list sent 3/18/22. Awaiting interview process.	May-22		Operations
P-27909 Civil Engineer I	10/01/20	Resignation	R-6219(B) Recruitment reopened 9/27/2021. R-6219 (A) applicant declined offer. Potential reorg.	Jun-22		Administrative
P-27938 Water Plant Maintenance Mechanic I	10/16/20	Promotion	R-6243 (A) One candidate referred list for exam effective 3/18/22.	Apr-22		Operations
P-27944 Water Microbiologist I	04/08/21	Resignation	R-6737(B) Reopened for continuous open recruitment. Applicant list sent 3/22/22	Apr-22		Operations
P-27969 Civil Engineer III	10/01/20	Resignation	R-6218 Applicant declined offer. R-6218 (B) Recruitment reopened. No applicants. Potential reorg.	Jun-22		Administrative
P-28047 Water Microbiologist III	03/19/19	Retirement	Awaiting PD Update of Additional accreditations	Dec-22		Operations
P-28051 Water Microbiologist I	04/16/21	Promotion	R-7124 Reopened for continuous open recruitment. One candidate referred list for exam eff. 3/14/22.	Apr-22		Operations
P-28855 Civil Engineer IV	08/06/21	Resignation	Recruitment pending based on potential reorg.	Dec-22		Administrative
P-29263 Customer Service Representative II	12/01/21	Transfer Voluntary Demotion	Pending passing of probationary period of transferred employee to	Jul-22		Administrative
P-29265 Electronic Technician	12/30/2021	Retirement	R-7230 Referred list sent to Acting Division Chief 4/11/22.	Jun-22		Operations
P-29353 Assistant Field Operations Division Chief	11/30/21	Retirement	Currently filled via TA.	FY23		Operations

VACANT POSITIONS - < 90 Days

POSITION / LOCATION (Please indicate if expansion)	DATE OF VACANCY	REASONS FOR VACANCY	STATUS OF PERSONNEL ACTION	ANTICIPATED FILL DATE	DIVISION COMMENTS	ADMIN COMMENTS
P-27726 Pipefitter II (Hana)	01/16/22	Transfer	Pending recruitment decision from Division Chief	FY23		Operations
P-27936 Waterworks Maintenance Helper	02/17/22	Resignation	R-7612. 3/28/22 Intra list referred. Applicants not selected. Request to recruit open 4/11/22.	Jun-22		Operations
P-28001 Pipefitter Helper	02/24/22	Promotion	R-7637. Position filled effective 4/16/2022.	Apr-22		Operations
P-30817 Pipefitter Helper	01/10/22	Promotion	R-7418 Position filled effective 4/16/2022.	Apr-22		Operations
P-30925 Pipefitter Helper	02/25/22	Promotion	R-7636 Position filled effective 4/16/2022.	Apr-22		Operations
P-28680 Laborer II	04/16/22	Promotion	R-7782 Position becomes vacant 4/16/2022. Referred list sent to division chief 4/11/22.	May-22		Operations
P-28675 Laborer II	04/16/22	Promotion	R-7783 Position becomes vacant 4/16/2022. Referred list sent to division chief 4/11/22.	May-22		Operations
P-28679 Laborer II	04/16/22	Promotion	R-7755 Position becomes vacant 4/16/22. Referred list sent to division chief 4/11/22.	May-22		Operations
P-29501 Waterworks Maintenance Helper	03/01/22	Promotion	R-7638 Request open recruitment 4/11/22.	Jun-22		Operations
P-27943 Water Microbiologist II	4/5/2022	Resignation	Recruitment window open through 4/18/2022 via PWOE.	May-22		Operations
P-27879 Water Treatment Plant Worker	02/28/22	Retirement	R-7701 Created 3/14/2022, List sent sent to Division 4/8/22.	May-22		Operations
P-27632 Clerk III	01/15/22	Resignation	R-7479 Referred list sent to Division Chief 1/21/2022.	FY23		Administrative
P-27818 Land Use Permit Clerk	03/01/22	Transfer Voluntary Demotion	Pending potential Reallocation	FY23		Administrative

Total: 10 Vacancies in Administrative Program (8 >90 days; 2 < 90

Total: 24 Vacancies in Water Operations Program (13 > 90 days; 11 <

BFED Committee

From: Melissa Agtunong <Melissa.P.Agtunong@co.maui.hi.us>
Sent: Thursday, April 14, 2022 5:21 PM
To: BFED Committee
Cc: Helene Kau; Shayne Agawa
Subject: FY 2023 Budget (WS-1)
Attachments: (WS-1) Response.pdf

Please see attached response from the Department of Water Supply.

Mahalo,
Melissa Jahja (Agtunong)
Office of the Mayor | County of Maui
(808)270-8263