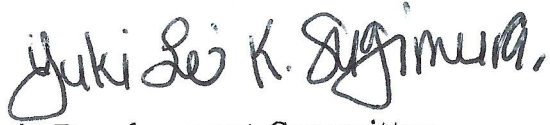


March 27, 2023

MEMO TO: BFED-1 File

F R O M: Yuki Lei K. Sugimura, Chair
Budget, Finance, and Economic Development Committee



SUBJECT: **TRANSMITTAL OF INFORMATIONAL DOCUMENTS RELATING
TO THE PROPOSED FISCAL YEAR 2024 BUDGET FOR THE
COUNTY OF MAUI** (BFED-1)

The attached informational documents pertain to Item 1 on the Committee's agenda.

Attached are the executive summaries for April 5, 2023:

1. Department of Transportation
2. Department of Fire and Public Safety
3. Department of Management
4. Department of Agriculture

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Attachments

March 27, 2023

MEMO TO: Yuki Lei K. Sugimura, Chair
Budget, Finance, and Economic Development Committee

F R O M: Lesley Milner, Senior Committee Analyst *LYCM*

SUBJECT: **EXECUTIVE SUMMARY OF FISCAL YEAR (“FY”) 2024 BUDGET
PROPOSAL FOR DEPARTMENT OF TRANSPORTATION** (BFED-1)

This is an executive summary of the FY 2024 Budget proposal for the Department of Transportation.

Overall Operating Budget

FY 2023 Adopted: \$42,740,341 vs. FY 2024 Proposed: \$52,285,044
(22.3% **increase**)

Administration Program – General Fund

Category “A” – Salaries & Wages

1 – Wages and Salaries - **Increase** by 13.8% (\$112,132)

2 – Premium Pay – **No change**

3 – Position Funding

- Adjustment in salaries due to Collective Bargaining Agreement, increase for Director and Deputy Director per Salary Commission, step movement, and reorganization reallocation (\$60,715).

4 – New Positions –

- Expansion Request
 - o \$51,417 for one Transportation CIP Coordinator expansion position, 9 months funding.

Category “B” – Operations

1 – Materials & Supplies – **No change**

2 – Other Costs – ***Increase*** by 162.3% (\$351,000)

- County Grant Subsidy: Deletion of one-time appropriation for one ADA replacement bus for MEO (-\$199,000).
- Expansion Request
 - o County Grant Subsidy: Grant to MEO to purchase (1) 14-passenger/two-wheelchair bus for Hana for \$250,000, and electric charger for electric vehicles for \$300,000 (\$550,000).

3 – Services – ***No change***

4 – Travel – ***No change***

5 – Utilities – ***No change***

Category “C” – Equipment

1 – Machinery and Equipment – ***N/A***

2 – Lease Purchases – ***No change***

Errors or Inconsistencies – ***N/A***

Administration Program – Highway Fund

Category “A” – Salaries & Wages

The Administration Program does not have E/Ps funded through the Highway Fund.

Category “B” – Operations

1 – Services – ***N/A***

2 – Budgeted Expenditures – ***Increase*** by 83.9% (\$1,300,000)

- Expansion Request
 - o County matching funds: Increase matching funds to match additional Federal funds (\$1,300,000).

Category “C” – Equipment

1 – Machinery & Equipment – **N/A**

Errors or Inconsistencies – **N/A**

Administration Program – Grant Revenue Fund

Category “A” – Salaries & Wages

1 – Wages and Salaries – **Increase** by 13.3% (\$23,878)

2 – Other Premium Pay – **N/A**

Category “B” – Operations

1 – Materials & Supplies – **N/A**

2 – Other Costs – **Decrease** by 63.7% (-\$9,339,402)

3 – Services – **N/A**

4 – Travel – **N/A**

5 – Utilities – **N/A**

6 – Interfund Cost Reclassification – **Increase** by 18% (\$20,524)

Category “C” – Equipment

1 – Machinery and Equipment – **Increase** by 56.5% (\$3,900,000)

2 – Lease Purchases – **N/A**

Grants

1 – FTA and Other Transportation Program Grants for Maui MPO – **No change** (\$625,000). County match required, 10%.

2 – Transportation Program Grants - **Decrease** (\$12,500,000 to \$5,600,000). County match required, 20%.

3 – FTA Section 5311 Rural Transit Assistance (RTAP) Program – **Increase** (\$20,000 to \$25,000)

4 – FTA Section Rural/5339 Formula Funds Program - **Increase** (\$2,200,000 to \$3,300,000). County match required, 20%.

5 – FTA Section Small Urban/5339 Formula Funds Program – **No change** (\$2,000,000).

6 – FTA Section 5311 Non-Urbanized Area Formula Program - **No change** (\$1,800,000). County match required, 50%.

7 – Urbanized Area Formula Program 5307 - **Increase** (\$2,700,000 to \$5,500,000). County match required, 50%.

Errors or inconsistencies – **N/A**

Human Service Transportation Program – General Fund

Category “A” – Salaries & Wages

The Human Service Transportation Program does not have E/Ps funded through the General Fund.

Category “B” – Operations

1 – Materials & Supplies – **N/A**

2 – Other Costs – **Increase** of 3.8% (\$249,904)

- Expansion Request

- o County Grant Subsidy: 3.8% increase for the Human Service Transportation grant for staff salaries based on MEO and Teamsters Collective Bargaining Agreement, increases in insurance premiums, and other operational expenses.

3 – Services – **N/A**

4 – Travel – **N/A**

5 – Utilities – **N/A**

Category “C” – Equipment

1 – Machinery and Equipment – **N/A**

Errors or Inconsistencies – **N/A**

Air Ambulance Program – General Fund

Category “A” – Salaries & Wages

The Air Ambulance Program does not have E/Ps funded through the General Fund.

Category “B” – Operations

1 – Materials & Supplies – **N/A**

2 – Other Costs – **No change**

3 – Services – **N/A**

4 – Travel – **N/A**

5 – Utilities – **N/A**

Category “C” – Equipment

1 – Machinery and Equipment – **N/A**

Errors or Inconsistencies – **N/A**

PARK MAUI Program – General Fund

Category “A” – Salaries & Wages

The PARK MAUI Program does not have E/Ps funded through the General Fund.

Category “B” – Operations

1 – Materials & Supplies – **N/A**

2 – Other Costs – **No change**

3 – Services – **N/A**

4 – Travel – **N/A**

5 – Utilities – **N/A**

Category “C” – Equipment

1 – Machinery and Equipment – **N/A**

Errors or Inconsistencies – **N/A**

Public Transit Program – Highway Fund

Category “A” – Salaries & Wages

The Public Transit Program does not have E/Ps funded through the Highway Fund.

Category “B” – Operations

1 – Materials & Supplies – **N/A**

2 – Other Costs – **N/A**

3 – Services – **Increase** of 182.4% (\$12,991,667)

- Expansion Request

- o Transportation Services: New Maui Bus five-year contract period starts July 1, 2023 for Maui Bus Fixed Route services, Maui Bus Paratransit Services, and Maui Bus Commuter Services.

4 – Travel – **N/A**

5 – Utilities – **N/A**

Category “C” – Equipment –

1 – Machinery and Equipment – **Decrease** to \$0 (-\$65,000)

- Motor Vehicle: Deletion of one-time appropriation approved in FY 2023.

2 – Lease Purchases – **N/A**

Errors or Inconsistencies – N/A

Capital Improvement Projects

Countywide

Other Projects

- CBS-1039: Bus Stops and Shelters (\$600,000) (GB) for design and new construction.
 - o Additional \$3,000,000 (GB) projected for FYs 2025 – FY 2029 for design and new construction (\$600,000 annually).

Wailuku-Kahului

Government Facilities

- CBS-7244: Transportation Baseyard Facility (\$2,400,000) (OG) for land acquisition, planning, design, and construction management.
 - o Additional \$20,000,000 (OG) projected for FY 2025 for new construction utilizing Federal Transit Administration (FTA) funds.

Errors or Inconsistencies – N/A

I hope this is helpful. If you have any questions, please feel free to contact me at ext. 7886.

March 27, 2023

MEMO TO: Yuki Lei K. Sugimura, Chair
Budget, Finance, and Economic Development Committee

F R O M: Ana Lillis, Legislative Analyst *al*

SUBJECT: **EXECUTIVE SUMMARY OF FISCAL YEAR (“FY”) 2024 BUDGET
PROPOSAL FOR DEPARTMENT OF FIRE AND PUBLIC SAFETY**
(BFED-1)

This is an executive summary of the FY 2024 Budget proposal for the Department of Fire and Public Safety.

Overall Operating Budget – Department Summary

FY 2023 Adopted: \$52,874,929 vs. FY 2024 Proposed: \$60,185,107
(13.8% **increase**)

Administration Program – General Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Increase** by 21.4% (\$336,457)

2 – Premium Pay – **No change**

3 – Position Funding:

- Regular Wages: Adjustment in salaries due to the Collective Bargaining Agreement, increase for the Fire Chief and Deputy Fire Chief per Salary Commission, step movement, Within Range Progression, transfer of Battalion Chief (Ocean Safety) from Ocean Safety Program, and expansion position in FY 2023, increase to full year salary (\$267,901)

4 - New Positions

Expansion Request:

- Regular Wages: Proposed expansion position for CIP Coordinator, 8 months funding (\$68,556).

Category “B” – Operations

1 – Materials and Supplies – **Increase** by 4.3% (\$2,500)

Expansion Request

- Small Equipment - under \$1000: Purchase of furniture for the CIP Coordinator expansion position (\$2,500).

2 – Other Costs – **Increase** by 4.7% (\$5,200)

- Uniform Allowance: 20% increase due to the increase in vendor costs.

3 – Services – **No change**

4 – Travel – **No change**

5 – Utilities – **No change**

Category “C” – Equipment

1 – Machinery and Equipment – **Decrease** by 58.3% (-\$127,000)

- Deletion of equipment approved in FY 2023, one-time appropriations (-\$218,000).

Expansion Requests:

- Software Programs: Purchase of additional modules from the suite of First Due software (\$55,000).
- Maintenance & Repair Equipment: Purchase of (1) radio calibration & test set (\$36,000).

2 – Lease Purchases – **No change**

Countywide Expenditures – **No change**

Errors or inconsistencies – **N/A**

Training Program – General Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – ***Increase*** by 44.1% (\$311,696)

2 – Premium Pay – ***No change***

- Budget transferred to the newly created index code 911421A (-\$120,000).
- Budget transferred from 911420A-5215 (\$120,000).

3 – Position Funding:

- Regular Wages: Adjustment in salaries due to positions transferred to the newly created index code 911421A (-\$706,980).
- Regular Wages: Adjustment in salaries due to positions transferred from 911420A, Collective Bargaining Agreement increases, BOBI (\$807,792).

4 – New Positions

Expansion Requests:

- Proposed expansion positions for one Safety Specialist III, one Fire Captain, and one Fire Fighter III (\$210,884).

Category “B” – Operations

1 – Materials and Supplies – ***Increase*** by 20.3% (\$46,500)

- Medical & Safety Supplies: Budget transfer to the newly created index code 911256B (-\$66,825).
- Medical & Safety Supplies: Budget transfer from 911255B. (\$66,825)
- Safety Supplies: Budget transfer to the newly created index code 911256B. Department-wide expenses for personal protective and other items required for safety (-\$45,000).

- Safety Supplies: Budget transfer from 911255B. Department-wide expenses for personal protective and other items required for safety. (\$45,000)
- Small Equipment - under \$1000: Budget transfer to the newly created index code 911256B (-\$38,800).
- Small Equipment - under \$1000: Budget transfer from 911255B. Department-wide expenses for myriad of small items (\$38,800).
- Construction Materials: Budget transfer to the newly created index code 911421B (-\$15,000).
- Construction Materials: Budget transfer from 911420B (\$15,000).
- Miscellaneous Supplies: Budget transfer to the newly created index code 911421B (-\$12,000).
- Miscellaneous Supplies: Budget transfer from 911420B (\$12,000).
- Safety Supplies: Budget transfer to the newly created index code 911421B (-\$10,000).
- Safety Supplies: Budget transfer from 911420B (\$10,000).
- Small Equipment - under \$1000: Budget transfer to the newly created index code 911421B (-\$22,500).
- Small Equipment - under \$1000: Budget transfer from 911420B. (\$22,500)
- Expansion Requests:
 - Machinery & Equipment Replacement Parts: Replacement parts for air compressor and SCBA packs (\$39,000).
 - Small Equipment - under \$1000: Related operation costs for the proposed Training Bureau-Safety Specialist III, Fire Captain, and Fire Fighter III expansion positions (\$7,500).

2 – Other Costs – **Increase** by 9.8% (\$4,900)

- Meal Allowance: Budget transfer to the newly created index code 911256B (-\$11,500).
- - Meal Allowance: Budget transfer from 911255B (\$11,500).
- Registration/Training Fees: Budget transfer to the newly created index code 911421B (-\$20,000).
- Registration/Training Fees: Budget transfer from 911420B (\$20,000).
- Expansion Requests:
 - Physical Examinations: Related operation costs for the proposed Fire Captain and Fire Fighter III expansion positions (\$600).
 - Uniform Allowance: 20% increase due to the increase in vendor costs (\$900).
 - Uniform Allowance: Related operation costs for the proposed Fire Captain and Fire Fighter III expansion positions (\$3,000).

3 – Services – **Increase** by 23% (\$36,000)

- Professional Services: Budget transfer to the newly created index code 911256B. Medical Director, PPE maintenance, Hep B vaccinations, equipment testing, etc. (-\$100,000).
- Professional Services: Budget transfer from 911255B. Medical Director, PPE maintenance, Hep B vaccinations, equipment testing, etc. (\$100,000).
- R & M - Services/Contracts: Budget transfer to the newly created index code 911256B. Control account for all R&M sub-objects (-\$30,000).
- R & M - Services/Contracts: Budget transfer from 911255B. Control account for all R&M sub-objects (\$30,000).

- Expansion Requests:
 - Professional Services: Additional funding for mental health wellness program for individual consultations, assistance with program development, training, resource identification/dissemination, etc. These services would relieve CISM/Peer Support/Health & Safety Bureau personnel of some of their burdens (\$36,000).

4 – Travel – ***No change***

- Airfare, Transportation: Budget transfer to the newly created index code 911421B (-\$35,000).
- Airfare, Transportation: Budget transfer from 911420B (\$35,000).
- Per Diem Non-Reportable: Budget transfer to the newly created index code 911421B (-\$15,000).
- Per Diem Non-Reportable: Budget transfer from 911420B (\$15,000).
- Per Diem Reportable Non-Taxable: Budget transfer to the newly created index code 911421B (-\$20,000).
- Per Diem Reportable Non-Taxable: Budget transfer from 911420B (\$20,000).

5 - Utilities – ***No change***

Category “C” – Equipment

1 Machinery & Equipment – ***Increase*** by 16.4% (\$97,550)

- Fire Equipment: Deletion of equipment approved in FY 2023, one-time appropriation (-\$262,700).
- Other Equipment: Deletion of equipment approved in FY 2023, one-time appropriation (-\$294,000).

- Computer Equipment: Deletion of equipment approved in FY 2023, one-time appropriation (-\$15,400).
- Education/Instructional Equipment: Deletion of equipment approved in FY 2023 (-\$24,300).
- Expansion Requests:
 - Fire equipment: Purchase of (110) firefighter protective turnout gear at \$2,500 each (\$275,000).
 - Replacement of worn or damaged equipment (\$50,000).
 - Other Equipment: Purchase (10) MSA SCBA harnesses and (65) MSA cylinders (\$185,000), and cardiovascular fitness machines (treadmills, stationary bikes, etc.) (\$20,000). (\$205,000)
 - Rescue equipment: Replacement of (12) automated external defibrillators at \$3,750 each (\$45,000).
 - Computer Equipment: Purchase of (4) laptops at \$3,000 each to be utilized by the Fire Training Bureau (\$12,000).
 - Education/instructional equipment: Purchase of (1) high-powered projector (\$1,700), (4) Manikins at \$1,875 each (\$7,500), trauma mannequin (\$17,750), and replacement of (2) 40' containers and (1) 20' container (\$30,000). (\$56,950)
 - Motor Vehicles: Purchase of (1) 4x4 crew cab pickup truck for the proposed expansion position for Training Bureau (\$50,000).

2 Lease Purchases – ***No change***

Countywide Expenditures – ***N/A***

Errors or inconsistencies – ***N/A***

Training Program - Grant Revenue Fund

Category “A” – Salaries and Wages

The Training Program does not have equivalent personnel funded through the Grant Revenue Fund.

Category “B” – Operations

- 1 – Materials and Supplies – **N/A**
- 2 – Other Costs – **N/A**
- 3 – Services – **Increase** by 120% (\$120,000)
- 4 – Travel – **No change**

Category “C” – Equipment

- 1 -Machinery & Equipment – **N/A**

Grant Awards

- FEMA AFG—Operations and Safety Program – **Increase** (\$100,000 to \$220,000). County match required, 10%.
- Hazardous Materials Emergency Preparedness (HMEP) Program – **No change** (\$25,000)
- National Fire Academy Training Program – **No change** (\$20,000)

Fire/Rescue Operations Program – General Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 10.3% (\$2,578,208)
- 2 – Premium Pay – **Increase** by 17.8% (\$844,500)
 - Increase in accordance with Collective Bargaining Agreement.
- 3 - Position Funding:
 - Adjustment in salaries due to the Collective Bargaining Agreement, step movement, position filled at a higher range, Within Range Progression, and position filled at a higher/lower step.

4 - New Positions:

Expansion Requests:

- Proposed expansion position for one Fire Equipment Superintendent, 8 months funding (\$74,424).
- Proposed expansion positions for three Fire Fighter III and three Fire Captain, E/P only, until Olowalu Fire Station opens (\$0).

Category “B” – Operations

1 - Materials and Supplies – **Increase** by 3% (\$30,580)

- Expansion Requests:

- Small Tools and Small Equipment- under \$1000: Related operation costs for the proposed Fire Equipment Superintendent expansion position (\$4,580).
- Construction Materials: Additional funding to renovate and convert an unfinished room at the Kaunakakai Fire Station to a classroom/EOC/meeting room that can be utilized by multiple County departments and the public (\$12,000.)
- Medical & Safety Supplies: Purchase of powered portable suction devices that are vital for clearing the airway to aid in breathing and prior to performing CPR (\$14,000).

2 - Other Costs – **Increase** by 8.4% (\$55,313)

- Uniform Allowance: 20% increase in vendor costs (\$48,013).
- Expansion Requests:
 - Related operation costs for the proposed Fire Equipment Superintendent expansion position (\$300).
 - Registration/Training Fees: Additional funding for the fire equipment mechanics to attend training courses (\$7,000).

3 - Services – **Decrease** by 10.7% (-\$398,000)

- Repairs & maintenance buildings: Deletion of one-time appropriation for the resurfacing of apparatus bay for various stations (-\$410,000).
- Expansion Request:
 - Additional funding for electrician services to renovate the unfinished room at the Kaunakakai Fire Station into a classroom/EOC/meeting room (\$12,000).

4 Travel – **No change**

5 Utilities – **No change**

Category “C” – Equipment

1 - Machinery and Equipment – **Increase** by 285.4% (\$2,377,000)

- Deletion of equipment approved in FY 2023, one-time appropriations. (-\$833,000).
- Expansion Request:
 - Maintenance & Repair Equipment: Replacement of (4) heavy duty vehicle lifts at \$36,250 each (\$145,000).
 - Motor Vehicles: Purchase of (1) 1/2 ton diesel truck (\$75,000).
 - Other Equipment: Purchase of (1) 40' container at \$10,000, and (1) air conditioning unit at \$35,000 (\$45,000).
 - Motor Vehicles: Replacement of (1) water tanker at \$950,000, and (1) heavy rescue apparatus with equipment at \$1,650,000 for the Kahului Fire Station (\$2,600,000).
 - Motor Vehicles: Replacement of (1) 4x4 mini pumper for Kula Fire Station (\$345,000).

2 Lease Purchases – **N/A**

Errors or inconsistencies – **N/A**

Fire/Rescue Operations Program - Grant Revenue Fund

Category “A” – Salaries and Wages

The Fire/Rescue Operations Program does not have equivalent personnel funded through the Grant Revenue Fund.

Category “B” – Operations

1 – Materials & Supplies – **No change**

2 – Other Costs – **No change**

3 – Services – **N/A**

4 – Special Projects – **No change**

5 – Travel – **No change**

Category “C” – Equipment

1 – Machinery and Equipment – **No change**

2 – Lease Purchases – **N/A**

Grant Awards

- FEMA AFG — Fire Prevention and Safety Grant – **No change** (\$75,000). County match required, 5%.
- FEMA AFG — Operations and Safety Grant – **No change** (\$200,000). County match required, 10%.
- FEMA Fire Management Assistance Grant – **No change** (\$700,000). County match required, 25%.
- FEMA Public Assistance Grant – **No change** (\$750,000). County match required, 10%.
- Local Emergency Planning Committee (LEPC) – **No change** (\$75,000)

- NHTSA – State of Hawaii Department of Transportation Highway Safety Grants – **No change** (\$75,000)
- Private Donations – **No change** (\$30,000)
- U. S. DOT PHMSA HMEP Grant – **No change** (\$20,000). County match required, 20%.

Errors or inconsistencies – **N/A**

Fire Prevention Program – General Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 8% (\$84,204)
- 2 – Premium Pay – **No change**
- 3 – Position Funding:
 - Adjustment in salaries due to the Collective Bargaining Agreement; BOBI; and expansion position in FY 2023, increase to full year salary (\$84,204).
- 4 – New Positions – **N/A**

Category “B” – Operations

- 1 – Materials and Supplies – **No change**
- 2 – Other Costs – **Increase** by 3.4% (\$2,420)
 - Uniform Allowance: 20% increase in vendor costs.
- 3 – Services – **No change**
- 4 – Travel – **No change**

5 – Utilities – **No change**

Category “C” – Equipment

1– Machinery and Equipment – **Increase** by 3,026.5% (\$64,373)

Deletion of one-time appropriation for purchase of personal protective equipment for the FY 2023 expansion position (-\$2,127).

Expansion Requests:

- Education/instructional equipment: Purchase of (1) digital fire extinguisher trainer for the Fire Prevention Bureau (\$16,500).
- Motor Vehicles: Purchase of (1) 4x4 SUV for the second Fire Prevention Captain funded in the FY 2023 Budget (\$50,000).

2– Lease Purchases – **No change**

Countywide Expenditures

1 – Other Costs – **No change**

Errors or inconsistencies- **N/A**

Fire Prevention Program – Revolving Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Increase** by 38.5% (\$62,472)

2 – Premium Pay – **Decrease** by 5.4% (-\$3,105)

3- – Position Funding – **N/A**

4- – New Positions - **No change**

Category “B” – Operations

- 1 – Materials and Supplies – **No change**
- 2 – Other Costs - **No change**
- 3 – Services – **No change**
- 4 – Travel - **No change**
- 5 – Utilities - **No change**
- 6 – Interfund Cost Reclassification – **No change**

Category “C” – Equipment

- 1 - Machinery and Equipment – **Decrease** to \$0 (-\$104,127)
- 2– Lease Purchases – **N/A**

Errors or inconsistencies- **N/A**

Ocean Safety Program – General Fund

Category “A” – Salaries and Wages

- 1 - Wages and Salaries – **Increase** by 23% (\$1,094,070)
- 2 - Premium Pay – **Increase** by 23.2% (\$118,580)
 - Premium Pay: Increase in accordance with the Collective Bargaining Agreement (\$118,580).
- 3 - Position Funding:
 - Adjustment in salaries due to the Collective Bargaining Agreement increase, step movement, position filled at a higher/lower step/range, Battalion Chief (Ocean Safety) transferred to 911008A Administration Fire Control, and

expansion positions in FY 2023, increase to full year funding (\$1,013,898).

4 – New Positions –

Expansion Request

- Proposed expansion position for one Ocean Safety Officer III, 8 months funding (\$80,172).

Category “B” – Operations

1 - Materials and Supplies – **No change**

2 – Other Costs – **Increase** by 14.9% (\$10,807)

- Uniform Allowance: 20% increase due to vendor costs (\$10,807).

3 – Services – **Decrease** by 18% (-\$20,000)

- Repair & Maintenance Buildings: Deletion of one-time appropriation for painting of lifeguard facilities at Hanakao’o and D.T. Fleming (-\$20,000).

4 - Travel – **Increase** by 43% (\$3,000)

- Expansion Request:
 - Airfare, Transportation: Additional funding for the Ocean Safety Officers to travel for Jr. Lifeguard program (\$3,000).

5 – Utilities – **No change**

Category “C” – Equipment

1 - Machinery and Equipment – **Decrease** by 51.3% (-\$233,683)

- Deletion of one-time appropriations for motor vehicles, vessel and marine equipment, rescue equipment, and other equipment. (-\$455,185)

- Expansion Requests:
 - Purchase of (3) ice machines with sealed food zone at \$3,167 each (\$9,501).
 - Replacement of (3) inflatable collars for the rescue water craft at \$3,000 each (\$9,000).
 - Rescue equipment: Purchase of ultra-terrain vehicles/all-terrain vehicles (\$96,000).
 - Vessel and marine equipment: Replacement of (3) rescue water craft (RWC) at \$31,667 each (\$95,001).
 - Vessel and marine equipment: Replacement of (8) rescue boards at \$1,500 each (\$12,000).

2 – Lease Purchases – **N/A**

Countywide Expenditures – **No change**

Errors or inconsistencies – **N/A**

Ocean Safety Program Grant Revenue Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Decrease** by 2.5% (-\$19,846)

2 – Premium Pay – **Increase** by 79.5% (\$47,713)

3 – Position Funding – **N/A**

4 – New Positions – **N/A**

Category “B” – Operations

1 – Materials and Supplies – **Increase** to \$10,000 from \$0.

2 – Services – **Increase** to \$5,000 from \$0.

3 – Special Projects – **Decrease** by 70% (-\$105,000)

4 – Interfund Cost Reclassification – **Decrease** by 5% (-\$38,104)

Category “C” – Equipment

1 - Machinery and Equipment – **Increase** to \$10,000 from \$0.

2– Lease Purchases – **N/A**

Errors or inconsistencies – **N/A**

Grant Awards

- State of Hawaii Makena Lifeguard Services – **Decrease** (\$1,610,237 to \$1,600,000)
- Kaanapali Operations Association, Inc. - **Decrease** (\$150,000 to \$45,000)
- Private Donations – **Increase** (\$0 to \$25,000)

Capital Improvement Projects

Countywide

Government Facilities

CBS-1003: Countywide Fire Facilities **(GF)** (\$241,000) for renovations.

Molokai

Government Facilities

CBS-6667: Pukoo Fire Station Renovation **(GB)** (\$350,000) for renovations.

Wailuku-Kahului

Government Facilities

CBS-7871: Administration Building Acquisition **(GF)** (\$4,000,000) for site selection and land acquisition for a new Administration Building in Central Maui.

I hope this is helpful. If you have any questions, please feel free to contact me at ext. 7659.

March 26, 2023

MEMO TO: Yuki Lei K. Sugimura, Chair
Budget, Finance, and Economic Development Committee

F R O M: ^{for} Kasie Apo Takayama, Senior Committee Analyst

SUBJECT: **EXECUTIVE SUMMARY OF FISCAL YEAR (“FY”) 2024 BUDGET PROPOSAL FOR DEPARTMENT OF MANAGEMENT** (BFED-1)

This is an executive summary of the FY 2024 Budget proposal for the Department of Management.

Overall Operating Budget

FY 2023 Adopted: \$22,401,777 vs. FY 2024 Proposed: \$26,904,334 (20.1% **increase**).

Management Program – General Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Increase** by 12.8% (\$205,488)

2 – Premium Pay – **No change**

3 – Position Funding

- Adjustment in salaries due to the Collective Bargaining Agreement increase, position to be filled at a higher/lower step/range, proposed position reallocation, increase for the Managing Director and Deputy Managing Director per Salary Commission, and expansion position in FY 2023, increase to full year salary (\$205,488).

4 – New Positions – **N/A**

Category “B” – Operations

1 – Materials and Supplies – **Increase** by 31.0% (\$14,550)

- Budget transferred from sub-object code 6221 for ID badges, supplies inventory replenishment, and actual cost for supplies expended in prior year for proxy cards, ink, etc. (\$11,050).
- Expansion Request
 - o Miscellaneous Supplies: Additional funding for furniture and supplies due to increase in staff (\$3,500).

2 – Other Costs – **Increase** by 26.5% (\$48,500)

- Miscellaneous Other Costs: Budget transferred from 6221 to various sub-object codes within 904007B (-\$25,000).
- Expansion Request:
 - o Registration/Training Fees: Additional funding to resume in-person professional training suspended since 2020 due to Covid (\$20,000).
 - o County grant subsidy: Grant funding to Maui Economic Opportunity to provide ADA-compliant access to their building prior to the Wailuku Civic Hub roadway and sidewalk improvements (\$50,500).
 - o County grant subsidy: Additional funding for Molokai Caring Veterans (\$3,000).

3 – Services – **Increase** by 5.1% (\$145,136)

- Other Services: Elimination of dumpster and landscape maintenance and incorporation into Wailuku Arts District management (-\$41,670).
- Expansion Request:
 - o Professional Services: Funding to establish the newly created Department of Housing and the Department of Oihi Resources (\$100,000).
 - o Contractual Service: Funding for shuttle operations and addition of Wailuku Arts District management (\$46,861).
 - o Professional Services: Additional funding for surveys and legal fees associated with lot consolidations of County owned parcels (\$39,945).

4 – Travel – **Increase** by 36.8% (\$15,000)

- Expansion Request:

- Airfare, Transportation: Increase in staff, no professional training offered to staff in last two years (\$7,500).
- Per Diem Non-Reportable: Increase in professional training for staff, requiring travel (\$5,000).
- Airfare, Transportation: Additional inter-island site visits anticipated (\$2,500).

5 – Utilities – **Increase** by 129.4% (\$14,950)

- Cellular telephone: Budget transferred from sub-object code 6221 for cellular service requirements for security systems (cameras, alarms) installed in remote County sites (parks, beaches, baseyards) (\$13,950).
- Expansion Request
 - Cellular telephone: Additional funding due to increase in staff (\$1,000).

Category “C” – Equipment

1 – Machinery and Equipment – **N/A**

County Grants –

- Maui County Veterans Council - **No change** (\$20,000)
- Maui Economic Opportunity - **Increase** (\$0 to \$50,500)
- Molokai Veterans Caring for Veterans - **Increase** (\$12,000 to \$15,000)
- West Maui Veterans Club - **No change** (\$5,000)

Errors or inconsistencies – **N/A**

Management Program – Grant Revenue Fund

Category “A” – Salaries & Wages

No E/P are funded through the Grant Revenue Fund.

Category “B” – Operations

1 – Materials & Supplies – **N/A**

- 2 – Other Costs – **N/A**
- 3 – Services – **N/A**
- 4 – Travel – **N/A**
- 5 – Utilities – **N/A**
- 6 – Special Projects – **Decrease** to \$0 (-\$30,000)

Category “C” – Equipment

- 1 – Machinery and Equipment – **N/A**
- 2 – Lease Purchases – **N/A**

Errors or inconsistencies – **N/A**

Management Program – Grants

- Department of Housing and Urban Development, Community Development Fund Grant- **No change** (\$11,000,000)
- Department of Homeland Security Appropriations Bill - **NEW** (\$1,400,000)
- National Endowment for the Arts - **Decrease** (\$30,000 to \$0)

Errors or inconsistencies – **N/A**

Management Program – Revolving Fund

Category “A” – Salaries & Wages

No E/P are funded through the Revolving Fund.

Category “B” – Operations

- 1– Materials & Supplies – **N/A**
- 2 – Services – **No change**

- Employee Parking Fees Fund (Chapter 3.26, Maui County Code)

Category “C” – Equipment

- 1 – Machinery and Equipment – **N/A**

Errors or inconsistencies – **N/A**

Information Technology Services Program – General Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 19.1% (\$830,128)
- 2 – Premium Pay – **No change**
- 3 – Position Funding
 - Adjustment in salaries due to the Collective Bargaining Agreement increase, position reallocation, one Information System Analyst V transferred from Department of Prosecuting Attorney, and expansion positions in FY 2023, increase to full year salary. (\$562,848)
- 4 – New Positions –
 - Five Information Systems Analyst V, 8 months funding (\$267,280).

Category “B” – Operations

- 1 – Materials and Supplies – **Increase** by 53.8% (\$84,500)
 - Small Equipment – under \$1,000: Increase to reflect historical actuals (\$75,000).
 - Expansion Request
 - o Office Supplies: Additional funding to replace office chairs, whiteboards, etc. (\$9,500).
- 2 – Other Costs – **Increase** by 27.6% (\$1,709,105)
 - Rentals: Anticipated increase in costs for storage units, One Main Plaza, and Trask rentals (\$10,000).

- Computer Software: Due to increase of costs for the existing subscriptions and licensing software (\$1,644,605).
 - Increase in meal allowance due to Collective Bargaining Agreement (\$2,000).
 - Expansion Requests:
 - o Moving Expenses: Additional funding for movement to Hawaiian Tel building and new hire relocation (\$50,000).
 - o Registration/Training Fees: Additional funding for training and conferences for Workday, Microsoft M365, Tyler Tech/Energov, System Innovators, iNovah, ESRI, Cyber Security, and others (\$2,500).
- 2 – Services – **Increase** by 29.9% (\$1,223,400)
- Contractual Service: Budget transferred from 904015B-6138 (\$50,000).
 - Professional Services: Budget transferred from 904015B-6138 (\$778,000).
 - R & M – Services/Contracts: Budget transferred to 904015B-6138 (-\$50,000) and 6132 (-\$604,600).
 - Expansion Request
 - o Professional Services: Additional funding for the Okta Phase 2 development of enterprise identity management solution (\$1,050,000).
- 4 – Travel – **Increase** by 4.7% (\$2,300)
- Expansion Request
 - o Mileage & Allowable Reportable Non-Tax: Additional funding based on actuals (\$2,300).
- 5 – Utilities – **Increase** by 60% (\$15,000)
- Expansion Request
 - o Cellular telephone: Funding to purchase additional Ipads, tablets, MDM testing/deployment, Jet Pack, ITSD staff phones (\$15,000).

Category “C” – Equipment

- 3 – Machinery and Equipment – **Increase** by 9.4% (\$224,500)
- Computer Equipment: Deletion of equipment approved in FY 2023, one-time appropriation (-\$897,500).
 - Software Programs: Deletion of equipment approved in FY 2023, one-time appropriation (-\$1,498,000).
 - Expansion Request:
 - o Computer equipment: Desktop computers and software for the proposed expansion positions under Finance, Fire & Public Safety, Public Works, and Transportation (\$20,000).
 - o Computer Equipment: Replacement of lifecycle management desktops & laptops (\$650,000), replacement and expansion of data storage (\$450,000), expansion of backup capacity (\$200,000), replacement of printers (\$55,000), replacement of Alcatel switches (\$50,000), replacement of cyber security equipment (\$175,000), replacement of network ring equipment (\$420,000), and replacement of UPS systems at Wailuku Police Station (\$600,000) (\$2,600,000).

Errors or inconsistencies – Explanation of Budget Changes on Page 393 lists the cost of “expansion of backup capacity” at \$650,000, but it should be \$200,000 as seen on Page 11-18 of the Budget Details.

Capital Improvement Projects

Wailuku-Kahului

Government Facilities

- CBS-2789: Wailuku Civic Hub (FD) (\$11,000,000) and (GB) (\$3,515,000) for new construction.
- CBS-6651: 60 South Church Street Building Renovations (FD) (\$1,400,000), (GB) (\$150,043), and (LBF) (\$2,349,957) for renovations.

I hope this is helpful. If you have any questions, please contact me at ext. 7765.

March 26, 2023

MEMO TO: Yuki Lei K. Sugimura, Chair
Budget, Finance, and Economic Development Committee

F R O M: Lesley Milner, Senior Committee Analyst 

SUBJECT: **EXECUTIVE SUMMARY OF FISCAL YEAR (“FY”) 2024 BUDGET PROPOSAL FOR DEPARTMENT OF AGRICULTURE** (BFED-1)

This is an executive summary of the FY 2024 Budget proposal for the Department of Agriculture.

Overall Operating Budget

- FY 2023 Adopted: \$1,754,041 vs. FY 2024 Proposed: \$10,689,159 (509.4% **increase**)

Agriculture Program

Category “A” – Salaries and Wages

- 1 – Wages and Salaries - **Increase** of 118% (\$458,318)
- 2 – Premium Pay – **No change**
- 3 – Position Funding
 - Adjustment in salaries due to Collective Bargaining Agreement increase, step movement, position filled at a higher step, increase for Director and Deputy Director per Salary Commission, and increase to a full year salary for FY 2023 expansion positions (\$106,742).
- 4 – New Positions –
 - Expansion requests:
 - o \$351,576 for unfunded positions included in the FY 2023 Budget:
 - o One Agricultural Inspector, 12 months funding.
 - o One Agricultural Ombudsperson, 12 months funding.
 - o One Agricultural Advocate, 12 months funding.

- One Food Access Coordinator, 12 months funding.
- One Waste and Resource Regeneration Specialist, 12 months funding.
- One Grants Management Program Specialist, 12 months funding.

Category “B” – Operations

1 – Materials & Supplies – **No change**

2 – Other Costs – **Increase** of 1635.2% (\$8,503,000)

- County Grant Subsidy: Budgets transferred from the Economic Development Program for:
 - Feral Animal Control (\$40,000).
 - Kula Agricultural Park (\$450,000).
 - Feral Animal Recovery (\$1,000,000).
 - Feral Animal Control Maui (\$300,000).
 - Feral Animal Control Molokai (\$300,000).
 - Feral Animal Control Lanai (\$300,000).
 - Maui School Garden (\$100,000).
 - Maui County Farm Bureau (\$238,000).
 - MEO Agricultural Micro Grants (\$3,000,000).
 - Agriculture Education/Apprenticeship (\$375,000).
 - UH Tropical Ag/Human Resources (\$150,000).
 - Agriculture Promotion Tech (\$2,250,000).

3 – Services – **No change**

- Deletion of one-time appropriation for department strategic plan (-\$300,000).
- Expansion request
 - Funding to develop programs that increase agriculture and marketing awareness; educational opportunities; provide food safety, value-added production, and occupational skills training for agricultural-related industries (\$300,000).

4 – Travel – **Increase** of 100% (\$10,000)

- Expansion request:
 - o Additional funding for inter-island trips, primarily to Molokai and Lanai, and out-of-state conferences, including per diem (\$10,000).

5 – Utilities – **Increase** of 25% (\$500)

- Expansion request
 - o Additional cellular telephone costs.

Category “C” – Equipment

1 – Machinery and Equipment – **Decrease** of 69.9% (-\$36,700)

- Deletion of one-time appropriation for (5) workstations and (1) pickup truck (-\$52,500).
- Expansion request
 - o Purchase of (6) computers and reconfigure workstations for FY 2023 expansion positions (\$15,800).

2 – Lease Purchases – **No change**

County Grant Subsidy

- Agriculture Operations – **No change** (\$500,000).
- Feral Animal Control – **Increase** (\$0 to \$40,000) (previously in OED).
- Kula Agriculture Park – **Increase** (\$0 to \$450,000) (previously in OED).
- Feral Animal Recovery – **Increase** (\$0 to \$1,000,000) (previously in OED).
- Feral Animal Control Maui– **Increase** (\$0 to \$300,000) (previously in OED).
- Feral Animal Control Molokai – **Increase** (\$0 to \$300,000) (previously in OED).
- Feral Animal Control Lanai – **Increase** (\$0 to \$300,000) (previously in OED).
- Maui School Garden Network – **Increase** (\$0 to \$100,000) (previously in OED).

Ms. Yuki Lei K. Sugimura, Chair
March 26, 2023
Page 4

- Maui County Farm Bureau – **Increase** (\$0 to \$238,000) (previously in OED).
- MEO Agricultural Micro Grants Program – **Increase** (\$0 to \$3,000,000) (previously in OED).
- Agriculture Education and Apprenticeship – **Increase** (\$0 to \$375,000) (previously in OED).
- University of Hawaii Tropical Agriculture/Human Resources – **Increase** (\$0 to \$150,000) (previously in OED).
- Agriculture Promotion/Technology – **Increase** (\$0 to \$2,250,000) (previously in OED).

Errors or inconsistencies – **N/A**

Capital Improvement Projects

There are no CIPs.

I hope this is helpful. If you have any questions, please feel free to contact me at ext. 7886.

bfed:2024bgt:execsummary:ag:ljam