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COUNTY COUNCIL

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

April 1, 2025

Ms. Kate Blystone, Director
Department of Planning
County of Maui
Wailuku, Hawaii 96793

Dear Ms. Blystone:

SUBJECT: **FISCAL YEAR 2026 BUDGET** (BFED-1) (PL-02)

May I please request you be prepared to answer the following questions at the BFED Committee meeting on **April 7, 2025**. * This will enable the Committee to comprehensively review the FY 2026 Budget. **Date subject to change without notice.*

May I further request that, after approval by the Office of the Mayor, you transmit your answers to bfed.committee@mauicounty.us by the end of the day on **April 7, 2025**.

Overall

1. As it relates to Goal #1: (Pages 639 and 640, Program Budget)
 - a. The Department reviewed 2,155 building permits in FY 2024 and estimated 1,500 reviews for FY 2025. Explain how the Department developed the FY 2026 Estimate of 2,500. (NUH)
 - b. The Department estimated investigating 400 zoning complaints in FY 2025. Explain why the FY 2026 Estimate decreased to 113. (NUH)
 - c. Explain the types of enforcement cases the Department handles. (SS)
 - d. What does enforcement entail? (SS)

- e. Is the amount of open enforcement cases attributed to staffing shortages? (SS)
 - f. The Department estimated issuing 200 Special Management Area exemptions in FY 2025. Explain the increase to 300 for FY 2026. (NUH)
 - g. Explain how the department is streamlining its permitting application and review processes. (SS) (NUH)
2. As it relates to Goal #2: (Page 640, Program Budget) (NUH)
 - a. The Department received 6,943 website visits. Explain why the Department estimated less visits for FYs 2025 and 2026.
 - b. What improvements will the Department implement to its website in FY 2026?
 3. Explain how the Department accommodates parking for its employees and how it will accommodate parking for its expansion positions. (NUH)
 4. Are there any updates regarding the new Special Management Area rules? If so, provide them. (TP)
 5. Does the Department track State legislation relating to shoreline areas? Are there liability protections for the County if the County allows permits for areas where sea level rise and coastal erosion occurs? (TP)
 6. Provide how many pending permit reviews the Department has that are associated with affordable housing projects and explain why they are pending. (SS)

Salaries (Category "A")

1. Explain the increase for Other Premium Pay and how the increase will benefit the Department and the community. (Page 637, Program Budget) (NUH)

2. The Department has 79.5 equivalent personnel in FY 2025. How many are filled? How does the Department expect to fill the requested expansion positions? (Page 642, Program Budget) (TK)
3. As it relates to Premium Pay, Index Code 909010A: (Page 643, Program Budget)
 - a. Explain how the Department will provide recruitment and retention pay. Describe the recruitment and retention pay that will be offered. (GJ) (TP)
 - b. Provide the amount that will be used for anticipated overtime and temporary assignments. Explain how the amount was calculated and describe what Department functions require the most support. (NUH)

Operations & Equipment (Category “B”)

4. As it relates to Special Projects:
 - a. The Expenditures Summary shows the proposed FY 2026 Special Projects appropriation to be \$6,559,188, but on Page 645, the Special Projects total is \$6,559,818. Please verify the correct amount. (Page 637, Program Budget) (YLS)
 - b. Provide more information on Special Projects, including the Department’s role in the projects and how the Department monitors the projects. (NUH)
5. Explain the increase in Services and how it will improve the Department’s operations. (Page 637, Program Budget) (NUH)
6. Provide a breakdown of the requested \$106,500 for Travel. What portion of that amount is allocated for Planning Commission members and what portion is for Department staff to attend training and conferences? (Page 637, Program Budget) (NUH)
7. As it relates to Professional Services, Index Code 909010B: (Page 643, Program Budget) (TP)

- a. Provide information on consultant services for entitling County-owned land for housing, including whether the consultant can assist with streamlining the entirety of the entitlement process.
 - b. Explain how the \$25,000 for the Upcountry Community Plan Update will be used.
 - c. When will the Community Plan Advisory Committee for the Upcountry Community Plan update be established?
 - d. Is the Wailuku–Kahului Community Plan the next plan to be updated?
 - e. Will the Department consult with the Department of ‘Ōiwi Resources before contracting for the Lahaina National Historic District Nomination Update, the Lahaina Traditional Cultural Properties Study, and the Cultural Resources Management Plan?
8. As it relates to Professional Services, Index Code 909018B, explain the kinds of outreach that will be performed to develop realistic incentives. (Page 19-8, Budget Details) (NUH)

Capital Improvement Projects

1. Under Section 8-8.3 of the Revised Charter of the County of Maui (1983), as amended, the Planning Director shall review the lists of proposed capital improvements projects contemplated by the County and recommend the order of their priority to the Mayor. Please provide the priority list. (YLS)

Appendix A, Part I

1. As it relates to the National Oceanic and Atmospheric Administration Subaward: (Page 44)
 - a. Explain where the County’s 50 percent match will come from. Is the 423 acres of coastal land a part of the County’s match? (TK)

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- b. The proposed FY 2026 amount for salaries and wages is \$115,182. Provide the fringe benefit costs and explain whether the costs should be paid for by the grant. (Page 19-17, Budget Details) (YLS)
- c. Provide additional information on the grant spending plan. (GJ)
- d. Is this grant at risk due to Federal funding cuts? (GJ)

Appendix A, Part II

- 1. Is the Department's total revolving fund amount \$250,000 or \$350,000? Page 647, Program Budget, indicates \$250,000 for operations from the Revolving Fund for Professional Services relating to the Maui Island SMA Boundary Assessment. Page 19-13, Budget Details, reflects a total of \$350,000 under County Revolving Funds. Are the appropriations properly listed in Appendix A, Part II? (YLS)
- 2. Does the Department support using the Special Management Area Revolving Fund to clean hazardous County-owned parcels within the SMA? (TP)

Appendix B

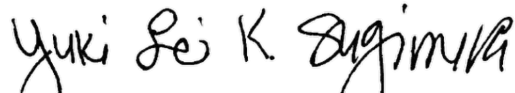
- 1. Explain why the Department is proposing no fee for the Molokai Planning Commission Rules of Practice and Procedure. If there should be a fee, provide it. (Page 34)
- 2. Do the proposed rates and fees changes align with the March 2020 Cost of Services (User Fee) Study conducted by the Matrix Consulting Group for the Department?

Thank you for your attention to this request. To ensure efficient processing, please include the relevant Committee item number in the subject line of your response.

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Should you have any questions, please contact me or the Committee staff (Kirsten Szabo at ext. 7662, James Krueger at ext. 7761, Jarret Pascual at ext. 7141, Clarissa MacDonald at ext. 7135, or Pauline Martins at ext. 8039).

Sincerely,



YUKI LEI K. SUGIMURA, Chair
Budget, Finance, and Economic
Development Committee

bfed:2026bgt:250331apl01:jgk

cc: Mayor Richard T. Bissen, Jr.
Budget Director
Deputy Planning Director

BFED Committee

From: BFED Committee
Sent: Tuesday, April 1, 2025 7:24 PM
To: Kate.Blystone@co.maui.hi.us
Cc: BFED Committee; Ana L. Lillis; joy.paredes@co.maui.hi.us; 'Michelle Santos'; 'Zeke Kalua'; Lesley Milner; kristina.cabbat@co.maui.hi.us; tiare.p.horner@co.maui.hi.us; Janina Agapay
Subject: FISCAL YEAR 2026 BUDGET (BFED-1) (PL-02)
Attachments: (PL-2) Correspondence to Planning Director 04-01-2025.pdf