



2019 APR -4 AM 11: 04

OFFICE OF THE COUNTY CLERK
COUNTY OF MAUI
200 SOUTH HIGH STREET
WAILUKU, MAUI, HAWAII 96793
www.mauicounty.gov/county/clerk

OFFICE OF THE
COUNTY COUNCIL

April 4, 2019

The Honorable Keani N.W. Rawlins-Fernandez, Chair
Economic Development and Budget Committee
County of Maui
Wailuku, HI 96793

Dear Chair Rawlins-Fernandez:

SUBJECT: FISCAL YEAR ("FY") 2020 BUDGET (OCC-1)(EDB-1)

Thank you for your letter dated April 1, 2019, requesting responses to the following questions:

1. What improvements were made to the Council Chamber with the \$100,000 appropriated in the FY 2019 Budget?
2. Provide information on the additional \$15,000 needed for document imaging activities.

Regarding your inquiries above, I offer the following responses:

- 1. What improvements were made to the Council Chamber with the \$100,000 appropriated in the FY 2019 Budget?**

During the Budget and Finance ("BF") Committee's deliberations on the proposed FY '19 budget, the BF Committee unilaterally added \$100,000 to the Office of the County Clerk's ("OCC") FY '19 budget proposal for "Council Chamber improvements – soundproof/security". Please see attached Exhibit "1", depicting the changes made by the Council to the OCC's FY '19 budget proposal.

To date, the OCC has not expended any of these funds. The OCC has met with Council Chair Kelly King on some options to consider for soundproofing and security improvements to the 8th floor lobby and Council Chamber. Upon Council Chair King's approval for expenditure of these funds, the Office of the County Clerk will proceed with improvements.

Based on security concerns for the Council Members, I will not disclose publicly the security upgrades being considered or those currently in place on the 8th floor and in the Council Chamber. If you require further information on security improvements to the Council Chamber, please contact me directly.

2. Provide information on the additional \$15,000 needed for document imaging activities.

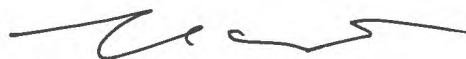
Since 2014, the OCC has undergone various imaging projects primarily to provide more of the County's records to the public, which we hope will promote accessibility, transparency and accountability. As an additional benefit, imaging of records also allows the OCC to reduce its' storage costs.

Our hope is that in FY '20 we will have imaged all of our records stored off-site and the vast majority of records that we store on-site, with implementation of a public portal to access all of these documents by end of FY '20. Records we retain date back to 1904.

The OCC has issued a request for proposals for document imaging activities that will close in April 2019, with review of the proposals and procurement contest period to end approximately in May 2019. The OCC anticipates completion of the imaging project before the end of December 2019, with file numbering/naming and post project corrections anticipated to be completed by December 2020.

Thank you for the opportunity to respond to your inquiries. Should you have any questions or need additional information, please feel free to contact me at (808) 270-7748.

Sincerely,



JOSIAH K. NISHITA
County Clerk
County of Maui

FISCAL YEAR 2019
EXHIBIT "1"

| | A | B | C | D | E | F | G |
|-----|---|---|---|-----------|-----------|----------|--------------|
| 85 | | | | | | | |
| 86 | | | OPERATING BUDGET | | | | |
| 87 | | | | | | | |
| 88 | | | | A | B | C | TOTAL |
| 89 | | | | | | | |
| 90 | | | OFFICE OF THE COUNTY CLERK | | | | |
| 91 | | | County Clerk Program | 1,036,172 | 779,100 | 6,800 | |
| 92 | | | (1) Provided, that disbursement for salaries and premium pay is not restricted by Section 5. | | | | |
| 93 | | | + Increase for Council Chamber improvements - soundproof/ security | | 100,000 | | |
| 94 | | | Net appropriation | | | | 1,925,072 |
| 95 | | | | | | | |
| 96 | | | OFFICE OF THE COUNTY COUNCIL | | | | |
| 97 | | | Council Services Program | 4,092,718 | 2,270,636 | 57,019 | |
| 98 | | | (1) Provided, that disbursement for salaries and premium pay is not restricted by Section 5. | | | | |
| 99 | | | + Adjustments per Council submittal to Mayor | | 97,210 | | |
| 100 | | | + <u>Add proviso: (2) Provided, that \$50,000 shall be for public education on real property tax.</u> | | | | |
| 101 | | | Net appropriation | | | | 6,917,983 |
| 102 | | | | | | | |
| 103 | | | County Auditor Program | 511,663 | 624,539 | 24,000 | |
| 104 | | | (1) Provided, that disbursement for salaries and premium pay is not restricted by Section 5. | | | | |
| 105 | | | - Delete expansion position for Analyst | (50,250) | | | |
| 106 | | | - Reduce salary adjustments | (7,718) | | | |
| 107 | | | + Add Professional services | | 200,000 | | |
| 108 | | | - Reduce operations for expansion position | | (8,000) | | |
| 109 | | | - Reduce equipment for expansion position | | | (2,500) | |
| 110 | | | + Increase for Cost of Government Commission | | 4,000 | | |
| 111 | | | Net appropriation | | | | 1,295,734 |
| 112 | | | | | | | |
| 113 | | | DEPARTMENT OF THE CORPORATION COUNSEL | | | | |
| 114 | | | Legal Services Program | 3,547,416 | 474,791 | 8,145 | |
| 115 | | | (1) Provided, that disbursement for salaries and premium pay is limited to 37.5 equivalent personnel. | | | | |
| 116 | | | - Reduce salary for MD-0015, Exec Asst redescribed to Safety Spec II | (61,056) | | | |