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COUNTY COUNCIL
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April 5, 2019

Mr. Scott Teruya, Director
Department of Finance
County of Maui
Wailuku, Hawaii 96793

Dear Mr. Teruya:

**SUBJECT: REQUESTS/QUESTIONS FROM THE APRIL 1, 2019
MEETING (FN-14) (EDB-1)**

At its meeting on April 1, 2019, the Economic Development and Budget Committee requested your Department's responses to the following requests/questions:

1. Relating to page 54 of the Program Budget, has the County ever issued emergency notes? If so, what were the circumstances of their issuance? (TK)
2. Relating to the Emergency Fund (page 55 of the Program Budget), the balance of the Fund is expected to be \$35.3 million as of June 30, 2019.
 - a. What percentage of the \$35.3 million is funded by the General Fund?
 - b. Explain why the policy governing this Fund differs on pages 17 and 55 of the Program Budget. (TK)
3. Relating to the goals and objectives of the Financial Services Program (page 214 of the Program Budget):
 - a. Provide statistics on the motor vehicle registration renewal self-service terminal/kiosk located at the Maui Lani Safeway.
 - b. Have there been any issues with using this service and how have those issues been resolved?

- c. How has this service impacted the wait times at the Department's motor vehicle offices?
 - d. What is the Department's plan for installing additional terminals/kiosks at other locations? (MM)
4. Relating to page 6-10 of the Budget Details (index code 907022B, sub-object code 6132, Professional Services) and the proposed request of \$213,000:
 - a. What are the reasons for delaying the launch of Workday? Why is an extension needed?
 - b. What is the new anticipated launch date for Workday?
 - c. What will be the annual cost to maintain the Workday program? (MM)
5. Relating to proposed and reinstated positions:
 - a. Explain how the new positions will impact your Department, taking into consideration the reinstatement of the Internal Control Officer (page 6-3 of the Budget Details, position number DF-0175) and the Assistant Accounting System Administrator (page 6-8 of the Budget Details, position number DF-0174).
 - b. Provide a description of the roles and duties for the Real Property Manager (page 6-3 of the Budget Details, position number DF-0149); the four DMVL Service Representative II - LTA positions, one each for Lahaina, Pukalani, Kihei, and Kahului districts (pages 6-13 & 6-14 of the Budget Details, position numbers DFL-XXXX); and the Revenue Manager (page 6-30 of the Budget Details, position number DF-XXXX). (MM)
6. Relating to page 6-51 of the Budget Details (index code 907816B, sub-object code 6558, Settlements and judgments), describe how the proposed \$6 million in funding will be utilized. (MM)
7. Relating to real property tax rates:

- a. What is the percentage increase in rates, by classification, for the last 10 years?
 - b. What is the percentage increase in property valuations for the same period? (AL)
8. Relating to page 6-21 of the Budget Details (index code 907039B, sub-object code 6124, Janitorial Services), is there a contract with Ka Lima O Maui for janitorial services? (KK)
 9. Relating to page 6-21 of the Budget Details (index code 907039B, sub-object code 6110, Computer Services), clarify the \$286,518 for plastic driver-license production. (KK)
 10. Relating to page 204 of the Program Budget, clarify the need for two Real Property Managers. (KK)

May I further request that you transmit your response **no later than April 12, 2019**, to enable the Committee to comprehensively review the FY 2020 Budget.

To ensure efficient processing, please duplicate the coding in the subject line above for easy reference.

Thank you for your attention to this request. Should you have any questions, please contact me or the Committee staff (Leslee Matthews at ext. 7662, Shelly Espeleta at ext. 7134, Christy Chung at ext. 7137, or Yvette Bouthillier at ext. 7758).

Sincerely,



KEANI RAWLINS-FERNANDEZ, Chair
Economic Development and Budget
Committee

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cc: Mayor Michael P. Victorino
Budget Director