


March 31, 2022

MEMO TO: BFED-1 File

F R O M: Keani N.W. Rawlins-Fernandez, Chair 
Budget, Finance, and Economic Development Committee

SUBJECT: **TRANSMITTAL OF INFORMATIONAL DOCUMENTS RELATING
TO THE PROPOSED FISCAL YEAR 2023 BUDGET FOR THE
COUNTY OF MAUI** (BFED-1)

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

bfed:2023bgt:220326afile04:ljcm

Attachments

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OFFICE OF THE
CLERK OF THE
COUNTY OF MAUI

RECEIVED

March 28, 2022

MEMO TO: Keani N.W. Rawlins-Fernandez, Chair
Budget, Finance, and Economic Development Committee

F R O M: Wilton Leauanae, Legislative Analyst *wl*

SUBJECT: **EXECUTIVE SUMMARY OF FISCAL YEAR (“FY”) 2023 BUDGET PROPOSAL FOR MAUI COUNTY EMERGENCY MANAGEMENT AGENCY** (BFED-1)

This is an executive summary of the FY 2023 Budget proposal for the Maui County Emergency Management Agency.

Overall Operating Budget

- FY 2022 Adopted: \$10,237,431 vs. FY 2023 Proposed: \$7,275,399 (-28.9% **decrease**)

Emergency Management Program – General Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 3.6% (\$19,968)
- 2 – Premium Pay – **No change**
- 3 – Position Funding
 - Adjustments in salaries due to position reallocations, positions filled at a lower step, step movement, and salary correction.
- 4 – New Positions: **No Change**

Category “B” – Operations

- 1 – Materials and Supplies – **No Change**
- 2 – Other Costs– **Increase** by 15.5% (\$10,000)
 - Expansion Request:

- County grant subsidy: Funding to support volunteer groups who assist during emergency situations (\$10,000).

3 – Services – **Increase** by 6.1% (\$20,000)

- Contractual Service: Budget transferred from sub-object 6132 Professional Services (\$92,000).
- Professional Services: \$92,000 Budget transferred to sub-object 6112 Contractual Service; and \$250,000 deletion of one-time appropriation for consulting fees to update Emergency Management Plans (-\$342,000).
- Expansion Request:
 - Advertisement: Additional funding to augment public preparedness messaging (\$20,000).
 - Professional Services: Funding to update Emergency Management Plans (\$250,000).

4 – Travel – **No change**

5 – Utilities – **No change**

Category “C” – Equipment

1. Machinery and Equipment – **Decrease** by 100% (-\$15,000)

- Communication Equipment: Deletion of equipment approved in FY 2022; one-time appropriation (-\$15,000).

2. Lease Purchases – **Increase** from \$0 (\$3,000)

- Expansion Request:
 - Leased equipment: New lease for copier/printer (\$3,000).

General Fund Grants

- American Red Cross – **No Change** (\$50,000)
- Volunteer Organization Active in Disaster – **Increase** (\$0 to \$10,000)

Key Activity Goals & Measures

1 – FY 2023 New or Revised Goals – **N/A**

2 – FY 2023 estimates an **increase** in the following:

- Goal 1.2 – Provide professional development opportunities
 - o Number of times employees participate in professional development opportunities (12 to 36).
- Goal 2.1 – Increase the capabilities of the EOC with the goal of developing branch specific plans, training, and operational guidelines to accommodate more coordinated response during activations
 - o Number of trainings offered directly related to Maui County plans or procedures (5 to 10).
- Goal 2.2 – Engage remote locations in emergency management through coordination meetings
 - o Number of meetings conducted with Molokai, Lanai, and Hana (9 to 36).
- Goal 5.1 – Identify and manage financial opportunities for the County related to emergency management
 - o Amount of grant dollars received (\$1,000,000 to \$6,125,000).
- Goal 8.1 – Develop/maintain an active volunteer leadership team
 - o Percent of districts that have CERT volunteers in leadership positions (60% to 100%).
- Goal 8.2 – Develop/maintain active volunteer membership
 - o Quarterly district volunteer meetings (16 to 24).

3 – FY 2023 estimates a **decrease** in the following:

- Goal 1.1 – Administrator engagement with staff to provide performance feedback
 - o Number of 1-on-1 weekly meetings with administrator and employees (416 to 312).
- Goal 5.1 – Identify and manage financial opportunities for the County related to emergency management
 - o Number of grant proposals applied for through MEMA (4 to 3).
- Goal 6.4 – Continue to develop and improve systems that provide warning, awareness, and emergency communication
 - o Percent of erroneous messaging (number of messages sent vs. number of retractions or corrections) (2% to 0%).

Errors or inconsistencies – Machinery & Equipment: FY 2023 Proposed is \$0 but change amount shows \$1 and change percent shows 0% (p. 150).

Emergency Management Program – Grant Revenue Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **N/A**
- 2 – Premium Pay – **N/A**

Category “B” – Operations

- 1 – Materials and Supplies – **N/A**
- 2 – Other Costs – **N/A**
- 3 – Services – **N/A**
- 4 – Special Projects **Decrease** by 32.9% (-\$3,000,000)
- 5 – Travel – **N/A**
- 6 – Utilities – **N/A**

Category “C” – Equipment

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

Emergency Management Program – Grants

- Emergency Management Performance Grant - **No Change** (\$125,000)
- State Homeland Security Grant Program - **No Change** (\$1,000,000)
- Federal Emergency Management Agency (“FEMA”) Public Assistance Grant - **Decrease** (\$8,000,000 to \$5,000,000)

Capital Improvement Projects

Keani N.W. Rawlins-Fernandez, Chair
March 28, 2022
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There are no CIPs.

I hope this is helpful. If you have any questions, please contact me at ext. 7761.

bfed:2023bgt:execsummary:ema:wal

March 29, 2022

MEMO TO: Keani N.W. Rawlins-Fernandez, Chair
Budget, Finance, and Economic Development Committee

F R O M: Paige Greco, Legislative Analyst *PG*

SUBJECT: **EXECUTIVE SUMMARY OF FISCAL YEAR (“FY”) 2023 BUDGET PROPOSAL FOR DEPARTMENT OF ENVIRONMENTAL MANAGEMENT** (BFED-1)

This is an executive summary of the FY 2023 Budget proposal for the Department of Environmental Management.

Overall Operating Budget

FY 2022 Adopted: \$88,729,403 vs. FY 2023 Proposed: \$102,955,607 (16% **increase**).

Administration Program – General Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **No Change**
- 2 – Premium Pay – **No Change**
- 3 – Position Funding – **No Change**
- 4 – New Positions– **N/A**

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 – Special Projects – **No Change**

Category “C” – Equipment

1 - Machinery and Equipment – **No Change**

2 - Lease Purchases – **No Change**

Key Activity Goals & Measures

1 – FY 2023 New or Revised Goals: **N/A**

2 – FY 2023 estimates an **increase** in the following: **N/A**

3 – FY 2023 estimates a **decrease** in the following:

- Goal 2.2 – Review current procedures and initiate new procedures to promote efficiency annually
 - o Number of new procedures initiated per year (4 to 1).
- Goal 3.1 – Conduct meetings with Divisions to review and update personnel needs and actions annually
 - o Number of meetings conducted per year (84 to 72).
- Goal 3.2 – Conduct meetings with Department Personnel Officer (DPO) to prioritize actions
 - o Number of meetings conducted per year to prioritize actions (88 to 76).

Errors or inconsistencies – **N/A**

Wastewater Administration Program – Sewer Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Increase** by 7.2% (\$115,716)

2 - Premium Pay – **Increase** by 119.3% (\$114,026)

- Expansion Request:

- o Increased premium pay due to previous collective bargaining increases and anticipated salary increases based on Collective Bargaining Agreement.

3 - Position Funding

- Adjustment in salaries due to step/salary corrections, position reallocations, and positions transferred from 919007A Wastewater Administration Program for one Construction Inspector II and from 919012A Water Operations Program for one Civil Engineer II.
- Adjustment in salaries due to position transferred to 919005A Wastewater Administration Program.

4 - New Positions

- Expansion Request:
 - o \$46,584 for a new Civil Engineer I position, 8 months funding.

Category "B" – Operations

1 – Materials and Supplies – **Increase** by 6.6% (\$2,300)

- Expansion Requests:
 - o Miscellaneous Supplies: Related operation costs for the proposed expansion position (\$2,000).
 - o Small Equipment - under \$1000: Related operation costs for the proposed expansion position (\$300).

2 – Other Costs – **Increase** by 1.5% (\$5,000)

- Expansion Request:
 - o Computer Software: Related operation costs for the proposed expansion position.

3 – Services – **Increase** by 31.8% (\$290,960)

- Expansion Requests:
 - o Computer Services: Increased cost of DWS sewer billing services (\$40,960).
 - o Professional Services: Increase of \$150,000 for Archaeological monitoring services for various projects and \$100,000 for archiving of records (\$250,000).

4 – Travel – **No Change**

5 – Utilities – **No Change**

- 6 – Interfund Cost Reclassification – **Increase** by 1.8% (\$218,225)
 - Social Security - FICA: Adjustment based on Fringe Benefits Rates for Calendar Year 2022 (\$20,910).
 - Retirement System Charges: Adjustment based on Fringe Benefits Rates for Calendar Year 2022 (\$65,600).
 - Hawaii Employer-Union Trust Fund: Adjustment based on Fringe Benefits Rates for Calendar Year 2022 (\$155,184).
 - Overhead Charges/Admin Cost: Adjustment based on the Cost Allocation Plan (\$196,389).
 - OPEB Contributions: Adjustment based on Fringe Benefits Rates for Calendar Year 2022 (-\$219,858).

Category “C” – Equipment

- 1 - Machinery and Equipment – **Increase** from \$0 (\$6,000).
 - Expansion Requests:
 - o Computer Equipment: Computer for the proposed expansion position (\$5,000).
 - o Furniture/Fixtures: Desk for the proposed expansion position (\$1,000).
- 2 - Lease Purchases – **No Change**

Transfers Out

- 1 – General Fund – **Increase** by 25.8% (\$2,262,416)
 - Adjustment for the debt service cost per the Debt Service Schedule.
- 2 - Other Governmental Funds – **Increase** from \$0 (\$2,240,299)
 - Expansion Requests:
 - o County Funds: Funding for Countywide Sewer Capital Improvement Reserve Fund.
- 3 - Capital Projects Fund – **Increase** from \$0 (\$2,583,115)
 - Expansion Requests:
 - o Internal transfer out CIP: Reclassification of disapproved SRF Loan projects from FY 2017 & FY 2019.

Key Activity Goals & Measures

- 1 – FY 2023 New or Revised Goals: **N/A**
- 2 – FY 2023 estimates an **increase** in the following: **N/A**
- 3 – FY 2023 estimates a **decrease** in the following:
 - Goal 1.1 – Maintain efficient fiscal management
 - o Total cost per 1,000 gallons collected, transported, treated, and disposed (\$6.43 to \$6.30).
 - Goal 1.2 – Maximize throughput efficiency
 - o Power (in kWh) per 1,000 gallons treated (\$4.04 to \$3.65).

Errors or inconsistencies – **N/A**

Wastewater Administration Program - Grant Revenue Fund

In FY 2023, these grant awards are allocated for capital projects and the funds are included in the CIP section.

Grant Awards

Environmental Protection Agency, State and Tribal Assistance Grant (“STAG”) - North Kihei Reuse Distribution Expansion – **Increase** (\$0 to \$600,000)

Bureau of Reclamation WaterSMART: Title XVI Authorized Grant - West Maui Recycled Water System Expansion – **Increase** (\$0 to \$1,080,224)

Errors or inconsistencies – **N/A**

Wastewater Operations Program – Sewer Fund

Category “A” – Salaries and Wages

- 1 - Wages and Salaries – **Decrease** by 0.7% (-\$44,268).
- 2 - Premium Pay – **Increase** by 61.3% (\$462,934).

- Anticipated salary increases based on Collective Bargaining Agreement and increased premium pay due to previous collective bargaining increases.

3 - Position Funding

- Adjustments to salaries due to position filled at a higher step and position transferred to 919005A Wastewater Administration Program, a position filled at a lower step, a position transferred to 919044A Mechanical/Electrical System, and position reallocations and position transferred from 919041A Lanai Wastewater Treatment Plant for one Plant Electrician/Electronic Repairer I.

4 - New Positions - **N/A**

Category "B" - Operations

1 - Materials and Supplies - **No Change**

2 - Other Costs - **No Change**

3 - Services - **Increase** by 18.4% (\$250,000)

- Expansion Request:
 - o Professional Services: Increased for permit processing for potential National Pollutant Discharge Elimination System (NPDES) Permits.

4 - Travel - **No Change**

5 - Utilities - **Increase** by 8.5% (\$500,000)

- Electricity: Inflationary adjustments.

Category "C" - Equipment

1 - Machinery and Equipment - **Increase** by 41.1% (\$431,127)

- Maintenance & Repair Equipment: Deletion of equipment approved in FY 2022, one-time appropriation (-\$70,000).
- Motor Vehicles: Deletion of equipment approved in FY 2022, one-time appropriation (-\$850,000).

- Other Equipment: Deletion of equipment approved in FY 2022, one-time appropriation (-\$102,000).
- Expansion Requests:
 - o Maintenance & Repair Equipment: Replacement of lab testing equipment (\$5,000).
 - o Motor Vehicles: Replacement of an 11 Yard vacuum/combo truck (\$560,000).
 - o Other Equipment: Replacement of a utility cart (\$15,000).
 - o Maintenance & Repair Equipment: Replacement of mechanical and electrical equipment (\$42,000).
 - o Motor Vehicles: Replacement of one 1/2-ton pick-up truck 4x4 (replace CM 2020) (\$51,000).
 - o Motor Vehicles: Replacement of one 1/2-ton pick-up truck (replace CM 1786) at \$48,000 and one 3/4-ton truck with utility bed and lift gate at \$75,000 (\$123,000).
 - o Other Equipment: Replacement of one tractor trailer at \$196,000; one 4" transfer pump at \$25,000; one 12" Godwin pump at \$346,127; one 8" Godwin pump trailer at \$12,000; one 6" Godwin pump trailer at \$10,000; one generator diesel tank housing at \$20,000; and two Scum pumps at \$25,000 each. Purchase one infrared scanner at \$15,000, and one motor analyzer at \$10,000 (\$684,127).

2 - Lease Purchases – **No Change**

Transfers Out

- 1 – Other Government Funds – **Increase** by 0.5% (\$10,000)
- Expansion Request:
 - o Solid Waste Fund: Anticipated expenditure for sludge disposal.

Key Activity Goals & Measures

- 1 – FY 2023 New or Revised Goals: **N/A**
- 2 – FY 2023 estimates an **increase** in the following: **N/A**
- 3 – FY 2023 estimates a **decrease** in the following:
- Goal 1.2 – Satisfy regulatory requirements for treatment plants

- o Number of non-compliance days (12 to 10).

Errors or inconsistencies – *N/A*

Solid Waste Administration Program – Solid Waste Management Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Decrease** by 1% (-\$10,560).
- 2 - Premium Pay – **Increase** by 103.7% (\$54,425).
 - Anticipated salary increases based on Collective Bargaining Agreement.
- 3 - Position Funding
 - Adjustment to salaries due to position filled at a lower step and adjustment per WIRP (Within Range Progression).
- 4 – New Positions – *N/A*

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**
- 2 – Interfund Cost Reclassification – **Increase** by 2.8% (\$252,385)
 - Retirement System Charges: Adjustment based on Fringe Benefits Rates for Calendar Year 2022 (\$14,246).
 - Hawaii Employer-Union Trust Fund: Adjustment based on Fringe Benefits Rates for Calendar Year 2022 (\$88,643).

- Overhead Charges/Admin Cost: Adjustment based on the Cost Allocation Plan (\$341,151).
- OPEB Contribution: Adjustment based on Fringe Benefits Rates for Calendar Year 2022 (-\$196,196).

Category "C" – Equipment

- 1 - Machinery and Equipment – **Decrease** by 100% (-\$12,000)
 - Other Equipment: Deletion of equipment approved in FY 2022, one-time appropriation.
- 2 - Lease Purchases – **No Change**

Transfers Out

- 1 – General Fund – **Increase** by 22.3% (\$1,086,983)
 - Adjustment for the debt service cost per the Debt Service Schedule.

Key Activity Goals & Measures

- 1 – FY 2023 New or Revised Goals: **N/A**
- 2 - FY 2023 estimates an **increase** in the following:
 - Goal 1.1 – Maintain efficient fiscal management
 - o Total cost per ton processed at each landfill:
 - CML (\$43 to \$44).
 - HLF (\$1,394 to \$1,428).
 - MLF (\$581 to \$596).
 - LLF (\$296 to \$304).
 - o Weighted average cost of all landfills (\$64 to \$66).
 - o Cost per month for refuse collection only, per account (\$29 to \$30).
 - o Total cost per month for refuse collection and associated landfilling (\$40 to \$41).
- 3 - FY 2023 estimates a **decrease** in the following: **N/A**

Errors or inconsistencies – N/A

Solid Waste Operations Program – Solid Waste Management Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Decrease** by 0.5% (-\$25,380)
- 2 – Premium Pay – **Increase** by 33.6% (\$265,825)
 - Anticipated salary increases based on Collective Bargaining Agreement.
- 3 – Position Funding
 - Adjustments in salaries due to positions filled at a lower step and salary correction.
- 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**

Category “C” – Equipment

- 1 – Machinery and Equipment – **Increase** from \$0 (\$1,042,500)
 - Expansion requests:
 - o Replacement of one D-5 dozer at \$225,000; one roll-off truck at \$285,000; and one 3/4-ton pick-up truck at \$60,000. Purchase one trailer mounted steam pressure washer at \$25,000, and two air burners at \$175,000 each (\$945,000).

- Replacement of one 1/2-ton pick-up truck at \$50,000 and three 20' refurbished/painted storage containers at \$10,500 each (\$81,500).
- Purchase one tow behind debris blower (\$16,000).

2 - Lease Purchases – **No Change**

Transfers Out

- 1 – Other Governmental Funds – **Increase** from \$0 (\$100,000)
 - Highway Fund: Budget transferred from sub-object 7511.
- 2 – Special Revenue Funds – **Decrease** by 85.3% (-\$290,000)
 - Budget transferred \$100,000 to sub-object 7544 for actual expenditures; reduction in use of Highways Division staff.

Key Activity Goals & Measures

- 1 – FY 2023 New or Revised Goals: **N/A**
- 2 – FY 2023 estimates an **increase** in the following:
 - Goal 1.2 – Perform annual landfill surveys and capacity studies (based on additional landfill capacity constructed in FYs 2022 and 2023).
 - Central remaining years (1.9 to 8.4).
- 3 – FY 2023 estimates a **decrease** in the following:
 - Goal 1.2 – Perform annual landfill surveys and capacity studies (based on additional landfill capacity constructed in FYs 2022 and 2023).
 - Hana remaining years (Est. 8 years conversion to transfer station) (39.1 to 38.1).
 - Molokai remaining years (8 to 7).
 - Lanai remaining years (24 to 23).

Errors or inconsistencies – **N/A**

Environmental Protection and Sustainability Program – EP&S Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Decrease** by 1.9% (-\$5,064).

2 – Premium Pay – **Increase** by 110.6% (\$13,041).

- Anticipated salary increases based on Collective Bargaining Agreement.

3 - Position Funding – **No Change**

4 – New Positions – **No Change**

Category “B” – Operations

1 – Materials and Supplies – **Increase** by 155.4% (\$100,700)

- Expansion Requests:
 - o Miscellaneous Supplies: Additional funding for the new environmental programming, e.g. sunscreen legislation, environmental education, and outreach (\$30,000).
 - o Other Services: Additional funding for new staff and all new environmental programming, e.g. sunscreen legislation, environmental education, and outreach (\$20,000).
 - o Miscellaneous Supplies: Additional funding for BYO! and other educational/promotional supplies (\$50,000).
 - o Office Supplies: Additional funding for BYO! Campaign (\$700).

2– Other Costs – **Increase** by 14.5% (\$160,500)

- County Grant Subsidy: Deletion of one-time appropriation added by Council for Kihei Compost for greenwaste and composting services (-\$150,000).
- Expansion Requests:
 - o Rentals: Additional funding due to office relocation to 2145 Wells Street (\$10,000).

- County Grant Subsidy: Additional funding for ongoing and innovative landfill diversion programs (\$260,500).
 - County Grant Subsidy: Additional funding for Molokai and Lanai reconnaissance and education; includes personnel, travel, accommodations, shipping of truck between Maui and neighboring islands, and disposal costs (\$40,000).
- 3 – Services – **Increase** by 28.5% (\$1,594,707).
- Expansion Requests:
 - Advertisement: Additional funding to enhance public outreach for plastic ban, BYO! Campaign, recycling education, and litter control (\$30,000).
 - Contractual Service: Increase in tonnage of County office paper, dropbox processing, electronics recycling, and new facilities design (\$1,489,707).
 - Contractual Service: Increase in costs for rural metals recycling and residential white goods recycling (\$75,000).
- 4 – Travel – **No Change**
- 5 – Utilities – **Decrease** by 32.9% (-\$2,001)
- 6 – Interfund Cost Reclassification – **Increase** by 1.4% (\$5,115)

Category “C” – Equipment

- 1 - Machinery and Equipment – **Increase** from \$0 (\$150,000)
- Expansion Request:
 - Other Equipment: Replacement of fifteen customized roll-off recycling containers at \$10,000 each.
- 2 - Lease Purchases – **No Change**

Transfer Out

- 1 – Special Revenue Funds – **Decrease** by 4.3% (-\$27,217)
- Due to decrease in costs.

County Grant Subsidies

- Malama Maui Nui – **No Change** (\$155,500)
- Go Green West Maui Recycling – **No Change** (\$143,407)
- Community Work Day – **Increase** (\$266,000 to \$306,000)
- Green Grants Program/West Maui Green Cycle Pilot – **No Change** (\$100,000)
- Kihei Compost – **Decrease** (\$150,000 to \$0)

Key Activity Goals & Measures

- 1 – FY 2023 New or Revised Goals: **N/A**
- 2 – FY 2023 estimates an **increase** in the following:
 - Goal 3.1 – Maintain effective programs to protect the environment and foster community resilience
 - Number of educational campaigns introduced (1 to 2).
- 3 – FY 2023 estimates a **decrease** in the following:
 - Goal 1.1 – Maintain efficient fiscal management
 - Estimated total tons diverted or recycled per year under non-County funded projects (50,000 to 10,000).
 - Diversion rate (diversion rate dependent upon FY 2021 funding availability) (25% to 12%).
 - Goal 2.4 – Maintain efficient fiscal management
 - Percentage of paid accounts from total number of outstanding accounts (15% to 12%).

Errors or inconsistencies – **N/A**

Environmental Protection and Sustainability Program - Grant Revenue Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** from \$0 (\$8,485)
- 2 – Premium Pay – **Increase** from \$0 (\$53,064)

- 3 - Position Funding - **No Change**
- 4 - New Positions - **Increase** by 1 position
 - Environmental Program Specialist I.

Category "B" - Operations

- 1 - Materials and Supplies - **N/A**
- 2 - Other Costs - **Increase** by 17.9% (\$75,000)
- 3 - Services - **N/A**
- 4 - Special Projects - **No Change**
- 5 - Travel - **Increase** from \$0 (\$8,500)
- 6 - Interfund Cost Reclassification - **Increase** from \$0 (\$35,319)

Category "C" - Equipment

- 1 - Machinery and Equipment - **Increase** from \$0 (\$7,500)
- 2 - Lease Purchases - **No Change**

Grant Awards

- Electronic Program **No Change** (\$400,000)
- Deposit Beverage Container Program **Increase** (\$0 to \$157,868)
- Glass Recovery Program **Increase** (\$120,000 to \$150,000)
- Recycling Program- Landfill Diversion **No Change** (\$300,000)

Errors or inconsistencies - **N/A**

Environmental Protection and Sustainability Program - Revolving Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 118.5% (\$13,747)
- 2 – Premium Pay – **Decrease** by 0.8% (-\$2,220)
- 3 – Position Funding – **No Change**
- 4 – New Positions – **N/A**

Category “B” – Operations

- 1 – Materials and Supplies - **No Change**
- 2 – Other Costs - **Increase** by 3.5% (\$10,000)
- 3 – Services – **No Change**
- 4 – Travel - **No Change**
- 5 – Utilities - **No Change**

Category “C” – Equipment

- 1 - Machinery and Equipment – **Increase** from \$0 (\$115,000)

Errors or inconsistencies – N/A

Capital Improvement Projects

Countywide

Sanitation

- CBS-3182: Environmental Compliance System Design and Construction (SW) (\$500,000) for design and new construction.
 - o Additional \$2,500,000 (SW) projected for FYs 2024 – 2028 for design and new construction.

Sewer

- CBS-1119: Countywide Environmental Protection Agency (EPA) Compliance Wastewater Reclamation Facility Renovation Projects (WF) (\$4,000,000) for new construction.
 - o Additional \$8,000,000 (WF) projected for FYs 2024 – 2028 for new construction.
- CBS-1128: Countywide Wastewater System Modifications (WF) (\$1,500,000) for new construction.
 - o Additional \$5,000,000 (WF) projected for FYs 2024 – 2028 for new construction.
- CBS-1132: Countywide Environmental Protection Agency (EPA) Compliance Projects (WF) (\$1,500,000) for new construction.
 - o Additional \$3,000,000 (WF) projected for FYs 2024 – 2028 for new construction.

Kihei-Makena

Sewer

- CBS-3199: Kihei Wastewater Pump Station No. 4 Modification & Upgrade (WF) (\$200,000) for design.
 - o Additional \$2,000,000 (WF) projected for FY 2025 for new construction.
- CBS-3563: Kihei No. 3 Force Main Replacement (GB) (\$4,800,000) for new construction.
- CBS-5026: Kihei Wastewater Reclamation Facility Grit System Replacement (GB) (\$4,000,000) for new construction.
- CBS-5520: Kihei Land Application System (WF) (\$1,500,000) for new construction.
- CBS-5521: North Kihei Reuse Distribution Expansion (OG) (\$600,000) and (WF) (\$400,000) for design.
 - o Additional \$4,000,000 (SRF) projected for FY 2026 for new construction.
- CBS-7246: North Kihei R-1 Line Replacement (WF) (\$1,900,000) for new construction.

- CBS-7247: Kihei Laboratory Building Replacement (WF) (\$1,000,000) for new construction.

Lanai

Sanitation

- CBS-7238: Lanai Landfill Groundwater Monitoring Exemption (SW) (\$250,000) for design and new construction.

Sewer

- CBS-7250: Lanai Wastewater Treatment Pond Renovations (WF) (\$2,000,000) for renovations.

Paia-Haiku

Sewer

- CBS-3207: Paia Wastewater Pump Station Modifications (WF) (\$150,000) for design.
 - o Additional \$1,500,000 (WF) projected for FY 2025 for renovations.
- CBS-4588: Spreckelsville Force Main Replacement (GB) (\$3,600,000) for new construction.

Wailuku-Kahului

Sanitation

- CBS-2721: Central Maui Landfill Operations Facilities (SW) (\$250,000) for planning.
 - o Additional \$350,000 (SW) projected for FY 2024 for design.
 - o Additional \$5,000,000 (GB) projected for FY 2026 for new construction.
- CBS-3567: Central Maui Landfill Land Purchase (SW) (\$150,000) for planning.
 - o Additional \$500,000 (GB) projected for FY 2024 for acquisition.
- CBS-6634: CML Ph II/III Interface Development (GB) (\$700,000) for new construction.
 - o Additional \$3,500,000 (GF) projected for FYs 2024 – 2027 for new construction.
- CBS-6635: CML Ph III-B Lateral Expansion (GB) (\$10,000,000) for new construction.

- CBS-6639: Central Maui Landfill Gas Collection System Reliability (GB) (\$2,000,000) for new construction.
- CBS-6640: Central Maui Landfill Comprehensive EIS (SW) (\$500,000) for an Environmental Impact Statement for the entire proposed district.
 - o Additional \$1,200,000 (SW) projected for FYs 2024 – 2028 for the Comprehensive EIS.
- CBS-7252: Interim County of Maui Greenwaste and Biosolids Management (SW) (\$1,100,000) for new construction.

Sewer

- CBS-1131: Wailuku-Kahului Environmental Protection Agency (EPA) Compliance Sewer Rehabilitation (GB) (\$1,000,000) for renovations.
 - o Additional \$5,000,000 (WF) projected for FYs 2024 – 2027 for renovations.
- CBS-2323: Wailuku Wastewater Pump Station Modifications (WF) (\$500,000) for planning.
 - o Additional \$1,500,000 (WF) projected for FY 2025 for design.
 - o Additional \$8,000,000 (GB) projected for FY 2027 for new construction.
- CBS-3204: Upper Waiko Road Sewer Extension (WF) (\$150,000) for design.
 - o Additional \$2,000,000 (WF) projected for FY 2025 for new construction.
- CBS-5526: Waiehu Kou Wastewater Pump Station Modifications (WF) (\$200,000) for design.
 - o Additional \$2,000,000 (WF) projected for FY 2025 for renovations.
- CBS-6083: Waikapu/Wailuku Diversion Pump Station and Force Main (WF) (\$1,000,000) for design.
 - o Additional \$1,000,000 (WF) projected for FY 2024 for acquisition.
 - o Additional \$9,000,000 (GB) projected for FY 2026 for new construction.

- CBS-6084: Waikapu/Wailuku Diversion Gravity Sewer (WF) (\$1,000,000) for design.
Additional \$14,000,000 (GB) projected for FY 2026 for new construction.

West Maui

Sewer

- CBS-1124: West Maui Recycled Water System Expansion (OG) \$1,080,224 and (SRF) (\$5,000,000) for new construction.
- CBS-1167: Napili No. 1 Force Main Replacement (WF) (\$400,000) for design.
 - o Additional \$3,700,000 (GB) projected for FY 2025 for new construction.
- CBS-1174: Napili No. 4 Force Main Replacement (WF) (\$500,000) for new construction.
- CBS-1178: Napili Wastewater Pump Station No. 2 Modifications (GB) (\$4,000,000) for renovations.
- CBS-1179: Napili Wastewater Pump Station No. 3 Modifications (WF) (\$230,000) for design.
- CBS-1180: Napili Wastewater Pump Station No. 4 Modifications (WF) (\$370,000) for design and new construction.
- CBS-1968: Honoapiilani Highway Recycled Water Lateral Installation (WF) (\$800,000) for new construction.
- CBS-3572: Lahaina Wastewater Reclamation Facility Concrete Rehabilitation (WF) (\$500,000) for new construction.
- CBS-3575: Lahaina Wastewater Reclamation Facility RAS/Dewatering Upgrades (WF) (\$700,000) for design.
 - o Additional \$7,000,000 (SRF) projected for FY 2025 for renovations.
- CBS-3576: Lahaina Wastewater Reclamation Facility R-1 Process Expansion (WF) (\$600,000) for design and (WF) (\$2,500,000) for other.

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March 29, 2022
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I hope this is helpful. If you have any questions, please contact me at ext. 7760.

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March 30, 2022

MEMO TO: Keani N.W. Rawlins-Fernandez, Chair
Budget, Finance, and Economic Development Committee

F R O M: Jerry Paredes, Legislative Analyst *JAP*

SUBJECT: **EXECUTIVE SUMMARY OF FISCAL YEAR (“FY”) 2023 BUDGET PROPOSAL FOR DEPARTMENT OF FINANCE** (BFED-1)

This is an executive summary of the FY 2023 Budget proposal for the Department of Finance.

Overall Operating Budget

- FY 2022 Adopted: \$59,787,832 vs. FY 2023 Proposed: \$25,422,595 (-57.5% decrease)

Administration Program

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 56.6% (\$520,100)
- 2 – Premium Pay – **Increase** by 504.0% (\$25,000)
 - Maui County TAT office created in FY 2022.
- 3 – Position Funding:
 - Regular Wages: Adjustment in salaries due to position filled at a lower step, WIRP, position increased to full year salary, and expansion position in FY 2022, increase to full year salary (\$39,932).
 - Regular Wages: Adjustment in salaries due to position transferred from Purchasing Program, expansion position in FY 2022, increase to full year salary and reallocation (\$67,200).
- 4 – New Positions:
 - Expansion requests:
 - o \$52,544 for one Personnel Assistant I expansion position and one Clerk III expansion position for FY 2023, 8 months funding.

- \$360,424 for increase to full year salary for one Revenue Manager (TAT), one Tax Accounting Technician II, one Tax Information Technician I, and one Account Clerk III; and addition of one Tax Auditor IV, one Delinquent Tax Collection Assistant III, and one Tax Information Specialist I for FY 2023, 8 months funding.

Category “B” – Operations

1 – Materials and Supplies – **Increase** by 280.5% (\$28,500)

Expansion requests:

- Office Supplies: Increased based on annual expenditures (\$3,000).
- Small Equipment – under \$1,000: Increased based on annual expenditures (\$1,500).
- Miscellaneous Supplies: Maui County TAT office created in FY 2022 (\$2,000).
- Office Supplies: Maui County TAT office created in FY 2022 (\$5,000).
- Postage: Maui County TAT office created in FY 2022 (\$2,000).
- Small Equipment – under \$1,000: Maui County TAT office created in FY 2022 (\$15,000).

2 – Other Costs – **Increase** by 660.9% (\$114,000)

Expansion requests:

- Publications & Subscriptions: Increased based on annual expenditures (\$4,000).
- Computer Software: Software for land management (\$8,500).
- Dues: Maui County TAT office created in FY 2022 (\$500).
- Meal Allowance: Maui County TAT office created in FY 2022 (\$1,000).
- Miscellaneous Other Costs: Maui County TAT office created in FY 2022 (\$10,000).
- Publications & Subscriptions: Maui County TAT office created in FY 2022 (\$3,000).
- Registration/Training Fees: Maui County TAT office created in FY 2022 (\$10,000).
- Computer Software: Maui County TAT office created in FY 2022 (\$75,000).

- Training Fees/Seminars: Maui County TAT office created in FY 2022 (\$2,000).

3 – Services – **Increase** by 190.5% (\$80,000)

Expansion requests:

- Other Services: Maui County TAT office created in FY 2022 (\$5,000).
- Professional Services: Maui County TAT office created in FY 2022 (\$75,000).

4 – Travel – **Increase** by 83.3% (\$25,000)

Expansion requests:

- Airfare, Transportation: Maui County TAT office created in FY 2022 (\$10,000).
- Per Diem Non-reportable: Maui County TAT office created in FY 2022 (\$5,000).
- Per Diem Reportable Non-Taxable: Maui County TAT office created in FY 2022 (\$5,000).
- Per Diem S/D/T Taxable: Maui County TAT office created in FY 2022 (\$5,000).

5 – Utilities – **Increase** by 40.0% (\$1,000).

Expansion request:

- Cellular Telephone: Maui County TAT office created in FY 2022 (\$1,000).

Category “C” – Equipment

1 – Machinery and Equipment – **Increase** by 1,083.3% (\$16,250)

Expansion requests:

- Office Equipment: Purchase two workstations for the proposed expansion positions at \$4,000 each (\$8,000).

- Furniture/Fixtures: Purchase furniture for the proposed expansion positions for the Maui County TAT office (\$6,000).
- Office Equipment: Purchase office equipment for the proposed expansion positions for the Maui County TAT office (\$3,750).

2 – Lease Purchases – **Increase** by 340.0% (\$5,100)

Expansion request:

- Leased Equipment: New lease for copier/printer (\$5,100).

Administration Program – Grant Revenue Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **N/A**
- 2 – Premium Pay – **N/A**
- 3 – Position Funding – **N/A**
- 4 – New Positions – **N/A**

Category “B” – Operations

- 1 – Materials and Supplies – **N/A**
- 2 – Other Costs – **N/A**
- 3 – Services – **N/A**
- 4 – Special Projects – **Decrease** by 77.8% (-35,000,000)
- 5 – Travel – **N/A**
- 6 – Utilities – **N/A**

Countywide Costs

1 – Other Costs – **N/A**

Category “C” – Equipment

1 – Machinery & Equipment – **N/A**

Key Activity Goals & Measures

1 – FY 2023 New or Revised Goals:

- Goal 1.1 – Monitor and manage the County’s key long-term liabilities and financial risks
 - o Percentage of unreserved fund balance equivalent to general fund revenues (2 months or 16.7%).
- Goal 3.1 – Timely processing of TAT payments
 - o Average number of days to post payments in iNovah from payment receipt date is ≤ 2 business days (Yes).

2 – FY 2023 estimates an **increase** in the following:

- Goal 2.1 – Effectively manage the County’s assets through preparation and maintenance of perpetual inventory of all owned, leased, rented, or County-controlled lands and equipment
 - o Percentage of real property inputted into the County’s database systems (93% to 94%).
- Goal 2.2 – Obtain and scan all supporting real property documentation (i.e. leases, deeds, executive orders, etc.) into the County’s database system
 - o Percentage of documents scanned into the system (92% to 94%).
- Goal 4.1 – Provide regular and constructive feedback to employees on their performance in meeting established goals
 - o Percentage of employees with completed performance evaluations (80% to 85%).
- Goal 5.3 – Eliminate paper forms and adopt paperless office operation.
 - o Percentage of online-fillable forms implemented by Director’s Office – completed by 2023 (40% to 75%).

3 – FY 2023 estimates a **decrease** in the following:

- Goal 1.1 – Monitor and manage the County’s key long-term liabilities and financial risks

- Percentage of Emergency Fund Balance from the General Fund operating expenditures (25% to 20%).
- Goal 5.2 – Increase efficiency and effectiveness of key departmental operational processes
 - Percentage of documented operational policies and procedures (60% to 50%).
 - Percentage of divisions who completed and implemented operational deadline checklist (80% to 75%).

Errors or inconsistencies – **N/A**

Administration Program – Grants

- COVID-19 Relief and Response Funds: **No Change** (\$10,000,000)
- American Rescue Plan Act of 2021 – Coronavirus State & Local Fiscal Recovery Funds: **Decrease** (\$35,000,000 to \$0)
- Non-Entitlement Units **Decrease** (\$17,523,295 to \$0)

Errors or inconsistencies – **N/A**

Accounts Program

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 3.3% (\$43,812)
- 2 – Premium Pay – **No Change**
- 3 – Position Funding:
 - Adjustment in salaries due to salary correction, position reallocations, WIRP, and positions filled at a higher/lower step.
- 4 – New Positions – **N/A**

Category “B” – Operations

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

2 – Other Costs – **No Change**

3 – Services – **Decrease** by 13.9% (-\$25,000)

- Professional Services:
 - o Deletion of one-time appropriation in FY 2021 for IFAS upgrade to Finance Enterprise (-\$25,000).

4 – Travel – **No Change**

5 – Utilities – **No Change**

Category “C” – Equipment

1 – Machinery and Equipment – **N/A**

2 – Lease Purchases – **N/A**

Key Activity Goals & Measures

1 – FY 2023 New or Revised Goals – **N/A**

2 – FY 2023 estimates an **increase** in the following:

- Goal 3.3 – Process payroll checks accurately by reducing payroll transaction error rate and manual payroll payments generated
 - o Percentage of payroll overpayment checks processed annually (<1% to </=1%).
 - o Percentage of manual checks cut vs. system-generated checks (<1% to </=1%).
- Goal 3.5 – Timely processing of worker compensation claims
 - o Average number of claims processed per month (35 to 40).

3 – FY 2023 estimates a **decrease** in the following: **N/A**

Errors or inconsistencies – **N/A**

Real Property Assessment Program

Category "A" – Salaries and Wages

1 – Wages and Salaries – **Decrease** by 0.6% (-\$14,464)

2 – Premium Pay – **No Change**

3 – Position Funding:

- Adjustment in salaries due to position reallocations, SRS/Step/position/salary corrections, WIRP, positions filled at a lower step, and full year salary for expansion position in FY 2022.

4 – New Positions: - **N/A**

Category "B" – Operations

1 – Materials and Supplies – **No Change**

2 – Other Costs – **Increase** by 12.3% (\$20,000)

- Registration/Training Fees: Budget transferred from sub-object 6138; restore reductions from FY 2021 and FY 2022 because of travel restrictions. Assessment staff requires 14 hours of continuing education per year (\$20,000).

3 – Services – **Decrease** by 6.5% (-\$40,000)

- R&M Services/Contracts: Budget transferred to various sub-object codes within 907060B; and reduction due to RPA move to New County Service Center (-\$40,000).

4 – Travel – **Increase** by 419.6% (\$20,000)

- Airfare, Transportation: Budget transferred from sub-object 6138; restore reduction from FY 2021 and FY 2022 because of travel restrictions (\$10,000).
- Per Diem Non-Reportable: Budget transferred from sub-object 6138; restore reduction from FY 2021 and FY 2022 because of travel restrictions (\$5,000).

- Per Diem Reportable Non-taxable: Budget transferred from sub-object 6138; restore reduction from FY 2021 and FY 2022 because of travel restrictions (\$5,000).

5 – Utilities – **No Change**

Category “C” – Equipment

1– Machinery and Equipment – **N/A**

2 – Lease Purchases – **Increase** from \$0 (\$5,100)

Expansion request:

- o Leased Equipment: New lease for copier/printer (\$5,100).

Key Activity Goals & Measures

1– FY 2023 New or Revised Goals:

- Goal 1.2 – Increase awareness of the new long-term rental exemption and classification
 - o Increase number of applicants for fiscal year 22-23 (25%).
- Goal 6.1 – Comply with Chapter 3.48.625(B), MCC and hear all appeals for the year in a timely manner
 - o Adjudicate 100% of appeals by end of fiscal year (100%).

2 – FY 2023 estimates an **increase** in the following: **N/A**

3 – FY 2023 estimates a **decrease** in the following: **N/A**

Errors or inconsistencies – **N/A**

Motor Vehicles & Licensing Program

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Increase** by 0.3% (\$7,908)

2 – Premium Pay – **No Change**

3 – Position Funding:

- Adjustments to salaries due to positions filled at a higher/lower step; salary correction; SR/step correction; and expansion positions in FY 2022, increase to full year salary and change from LTA to Permanent for six Service Representative II (\$12,540).

4 - New Positions - **N/A**

Category “B” – Operations

1 – Materials and Supplies – **Increase** by 2.0% (\$6,590)

- Auto Plates & Tags: Deletion of one-time appropriation for National Parks Commemorative Plates (-\$15,750).

Expansion requests:

- o Auto Plates & Tags: \$14,700 increase for Polynesian Voyaging Society Plates (1,400 pairs at \$10.50 each) and \$5,250 increase for National Parks Plates (500 pairs at \$10.50 each) (\$19,950).
- o Postage: Additional funding due to rate increase of three cents for First Class Mail, Letter Rate (1 oz.) from \$0.55 to \$0.58 (\$2,390).

2 – Other Costs – **Decrease** by 18.6% (-\$79,258)

- Miscellaneous Other Costs: Reduced costs due to projected diversion of 70,000 vehicle registrations through Self Service Terminals (-\$84,142).

Expansion request:

- o Rentals: Additional funding due to increase for rent of \$3,471 and CAM of \$1,413 for the West Maui DMV office (\$4,884).

3 – Services – **No Change**

4 – Travel – **No Change**

5 – Utilities – **No Change**

Category “C” – Equipment

1 – Machinery and Equipment – **N/A**

2 – Lease Purchases – **N/A**

Key Activity Goals & Measures

1 – FY 2023 New or Revised Goals - **N/A**

2 – FY 2023 estimates an **increase** in the following:

- Goal 2.1 – Efficiently allocate the provisioning of DMVL services between the main and satellite offices to improve service to major population centers
 - o Percentage of total customers served by the main office (45% to 55%).
- Goal 2.2 – Increase the rate of vehicle registrations completed through alternative service portals
 - o Percentage of vehicle registrations completed using self-service terminals (21% to 23%).
 - o Percentage of online vehicle registration transactions (18% to 22%).
- Goal 3.1 – Increase the number of applicant identities verified through the Identity Management System (“IMS”) annually
 - o Number of applicant identities verified through IMS (70,000 to 75,000).
- Goal 4.1 – Reduce customer wait times
 - o Achieve the proper balance of force & process efficiency to load to implement a 30-minute average wait time (“AWT”) standard at all DMVL locations.
 - Service Center (35 min AWT to 45 min AWT).
 - Kihei (35 min AWT to 45 min AWT).
 - Lahaina (25 min AWT to 45 min AWT).
 - Pukalani (25 min AWT to 45 min AWT).

3 – FY 2023 estimates a **decrease** in the following:

- Goal 2.1 – Efficiently allocate the provisioning of DMVL services between the main and satellite offices to improve service to major population centers
 - o Percentage of total customers served by satellite offices (55% to 45%).
- Goal 6.1 – Increase the number of new driver licenses issued annually based on knowledge and road skills tests
 - o Number of new driver licenses issued annually (9,500 to 8,300).

Errors or inconsistencies – **N/A**

Motor Vehicle & Licensing Program – Grant Revenue Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Decrease** by 0.1% (-\$864)
- 2 – Premium Pay – **No Change**
- 3 – Position Funding – **N/A**
- 4 – New Positions – **N/A**

Category “B” – Operations

- 1 – Materials and Supplies – **Decrease** by 10.5% (-\$74,948)
- 2 – Other Costs – **No Change**
- 3 – Services – **No Change**
- 4 – Travel – **No Change**
- 5 – Utilities – **No Change**

Category “C” – Equipment

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

Motor Vehicle & Licensing Program – Grants

- Commercial Driver’s License (CDL) Program: **Decrease** (\$615,841 to \$590,959).
- Periodic Motor Vehicle Inspection Program: **Decrease** (\$562,463 to \$537,435).
- State Disability and Communication Access Board: (DCAB) Program: **Decrease** (\$22,310 to \$19,757).
- State Identification (SID) Program: **Decrease** (\$243,246 to \$235,592).
- State Motor Vehicle Registration Program: **Decrease** (\$360,746 to \$345,051).

Purchasing Program

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Decrease** by 10.1% (-\$40,984)
- 2 – Premium Pay – **No Change**
- 3 – Position Funding:
 - Adjustment in salaries due to position reallocations, positions filled at a lower step, and transfer of one Storekeeper I to Maui County TAT Office under Administration Program.
- 4 – New Positions – **N/A**

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**

Category “C” – Equipment

1 – Machinery and Equipment – **Decrease** by 100.0% (-\$1,500)

2 – Lease Purchases – **No Change**

Key Activity Goals & Measures

1– FY 2023 New or Revised Goals

- Goal 3.1 – Staff to obtain National Institute of Government Procurement (“NIGP”) and Universal Public Procurement Certification Council (“UPPCC”)
 - o Percentage of staff taking NIGP/UPPCC prep courses for certification exams (50%).

2- FY 2023 estimates an **increase** in the following:

- Goal 2.2 – Increase utilization of decentralized requisitions
 - o Percentage of departments utilizing accounting system’s workflow for inputting of requisitions (25% to 40%).

3– FY 2023 estimates a **decrease** in the following: **N/A**

Errors or inconsistencies – N/A

Treasury Program

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Decrease** by 1.8% (-\$18,224)

2 – Premium Pay – **No Change**

3 – Position Funding:

- Adjustments in salaries due to salary corrections and positions filled at a higher/lower step (-\$18,852).

4 – New Positions – **N/A**

Category “B” – Operations

1 – Materials and Supplies – **Increase** by 4.0% (\$2,743)

- Expansion requests:

- Janitorial Supplies: Additional funding due to cost increase (\$200).
- Postage: Additional funding due to cost increase (\$2,543).

2 – Other Costs – **Increase** by 3.2% (\$282)

Expansion requests:

- Rentals: Additional funding due to cost increase (\$82).
- Uniform Allowance: Additional funding due to cost increase and increase in personnel (\$200).

3 – Services – **Increase** by 1.5% (\$8,620)

- Collection/Convenience Fees: Additional funding due to cost increase (\$750).
- Bank Charges: Additional funding due to cost increase (\$7,750).
- Advertisement: Additional funding due to cost increase (\$120).

4 – Travel – **N/A**

5 – Utilities – **No Change**

Category “C” – Equipment

1 – Machinery and Equipment – **N/A**

2 – Lease Purchases – **No Change**

Key Activity Goals & Measures

1 – FY 2023 New or Revised Goals:

- Goal 4.2 – Timely processing of real property tax payments
 - o Number of parcels enrolled in Real Property Tax AutoPay program (3,200).
- Goal 4.3 – Minimize outstanding delinquent real property taxes
 - o Number of parcels auctioned at annual tax sale (5).

2 – FY 2023 estimates an **increase** in the following:

- Goal 2.1 – Centralize the payment activities countywide using iNovah as the enterprise cashiering platform
 - o Number of agencies that have converted to the iNovah cashiering system (85% to 90%).

3 – FY 2023 estimates a **decrease** in the following:

- Goal 4.3 – Minimize outstanding delinquent real property taxes
 - o Percentage of delinquent taxes collected (80% to 70%).

Errors or inconsistencies – **N/A**

Capital Improvement Projects

- CBS-1218: Countywide Equipment (GB) (\$8,820,000)
 - o Purchase of large, costly and long-life equipment:
 - Department of Environmental Management (Solid Waste Management Program) - \$5,320,000
 - o (2) D-8 dozers, (1) horizontal grinder and (1) vegetation/wood grinder for the Central Maui Landfill.
 - o (1) Rear load refuse truck for Makawao District.
 - o (2) Automated refuse trucks for Wailuku District.
 - Department of Fire and Public Safety - \$3,200,000
 - o (1) Hazmat truck with equipment for Hazmat Response Operations
 - o (1) Tanker truck with equipment for Kula Fire Station
 - o (1) Tanker truck with equipment for Lahaina Fire Station

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- CBS-7249: Maui County Transient Accommodations Tax (MCTAT) Office Renovations (GF) (\$300,000) for design and renovations.

I hope this is helpful. If you have any questions, please contact me at ext. 7140.

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