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

March 16, 2018

Mr. Jeffrey Murray, Chief
Department of Fire and Public Safety
County of Maui
Wailuku, Hawaii 96793

Dear Chief Murray:

SUBJECT: MAKENA LIFEGUARD SERVICES (BF-83)

At its meeting of March 14, 2018, the Budget and Finance Committee reviewed the tenth amendment to the Memorandum of Agreement ("MOA") between the County and the State Department of Land and Natural Resources for lifeguard services at the State-owned Makena Beach Park. The tenth amendment to the MOA is for the period beginning October 1, 2017 through December 31, 2017.

May I please request you respond to the following:

1. Provide an itemized list of **all** expenditures related to the lifeguard services provided at Makena Beach Park for the period July 1, 2017 through March 15, 2018. If funds were expended for salaries and wages, provide a breakdown **by pay period, base salary, premium pay, and fringe benefit costs**. Furthermore, provide the index codes used for the expenditures and totals for each pay period.
2. Provide the status of the amendments to the MOA for the third and fourth quarters of Fiscal Year 2018.
3. Of the 10.5 Limited Term Appointment equivalent personnel authorized for the State of Hawaii Makena Lifeguard Services, how many are currently filled? If there are vacant positions, what is your Department's plan to fill the positions?

4. In your response to the Committee dated March 9, 2018, you provided a salary and premium pay schedule for the Ocean Safety Bureau for Makena Beach, Index Code 186820. A copy of the schedule is attached.
 - a. Please explain the decrease in salary between August 31, 2017 and September 15, 2017, and the decrease between October 31, 2017 and November 15, 2017.
 - b. Please explain the footnote "Any balance after the payroll transactions have been finalized at the end of the fiscal year will be charged to fringe benefits."
 - c. The schedule does not indicate any charges made to the "B" account for operations. Please explain the footnote "Some charges were erroneously made for B-account items. These charges will be transferred to the regular Ocean Safety index code by the end of the fiscal year."
 - i. Were charges incurred for "B" account items for Makena Beach lifeguard services? If so, provide the items and the amount of each item. Furthermore, indicate how the items were paid for and include the index code.
 - ii. If "B" account charges were incurred for the Makena Beach lifeguard services, why would the charges be transferred to the regular Ocean Safety index code? Why would they not be charged to the grant from the State?
5. An invoice, billing #18-01 dated November 27, 2017, was issued by your Department to Curt Cottrell, State Parks Administrator, Department of Land and Natural Resources State Parks, for Makena Lifeguard Services for the period July 1, 2017 to September 30, 2017. The amount of the invoice is \$264,014.66. Please provide a breakdown of the invoice amount and any supporting documentation related to the invoice. A copy of the invoice is attached for your reference.

Chief Jeffrey Murray
March 16, 2018
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May I further request you provide your response no later than **Thursday, March 29, 2018**. To ensure efficient processing, please include the relevant Committee item number in the subject line of your response.

Should you have any questions, please contact me or the Committee staff (Michele Yoshimura at ext. 7663, James Krueger at ext. 7761, or Yvette Bouthillier at ext. 7758).

Sincerely,



RIKI HOKAMA, Chair
Budget and Finance Committee

bf:ltr:083afs04:mmy

Attachments

cc: Mayor Alan M. Arakawa

ALAN M. ARAKAWA
MAYOR



JEFFREY A. MURRAY
FIRE CHIEF

LIONEL W. MONTALVO
DEPUTY FIRE CHIEF

RECEIVED
STATE PARKS DIV

COUNTY OF MAUI

DEPARTMENT OF FIRE & PUBLIC SAFETY

'17 DEC -1 410 01

200 DAIRY ROAD
KAHULUI, HI 96732
(808) 270-7561
Fax (808) 270-7919
Email: fire.dept@mauicounty.gov

Billing #18-01

November 27, 2017

Curt Cottrell
State Parks Administrator
DLNR State Parks
P.O. Box 621
Honolulu, Hawaii 96809

GOODS/SERVICES REC'D IN SATISFACTORY CONDITION		
		DATE: 12/18/17
<i>[Signature]</i>		
Signature	Init.	Date
Invoice Rec'd	JK	12/18
OK to Pay	JK	12/18
Circle	PARTIAL	FINAL

Makena Lifeguard Services for FY 2018 (July 1, 2017 to September 30, 2017)

1st Quarter = \$264,014.66 Total Request

Please make check payable to: DIRECTOR OF FINANCE

Submit payment to: County of Maui
Department of Fire & Public Safety
Attn: Cindy Kagoshima
200 Dairy Road
Kahului, Hawaii 96732

We certify that the above bill is correct and just; and that payment therefore has not been received; that all statutory requirements as to American production and labor standards, and all conditions of purchase applicable to the transactions have been complied with; and that state and local taxes are not included in the amount billed.

County of Maui
Department of Fire & Public Safety

By *[Signature]*

Ocean Safety Bureau
 Makena Beach
 Index Code -186820

	7/15/17	7/31/17	8/15/17	8/31/17	9/15/17	9/30/17	10/15/17	10/31/17	11/15/17	11/30/17	12/15/17	12/31/17	Salary	Prem Pay	YTD
Salary	22,281.50	22,281.50	22,281.50	22,593.99	16,275.50	16,275.50	16,275.50	16,275.50	14,194.58	14,194.50	14,194.60	14,194.50	211,318.67		
Premium Pay	2,668.94	1,135.93	3,350.96	1,665.87	922.60	2,463.04	1,877.09	1,023.65	1,492.42	977.06	2,244.41	2,076.78		21,898.75	233,217.42

Any balance after the payroll transactions have been finalized at the end of the fiscal year will be charged to fringe benefits.

Some charges were erroneously made for B-account items. These charges will be transferred to the regular Ocean Safety index code by the end of the fiscal year.