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April 14, 2022

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OFFICE OF THE
COUNTY COUNCIL

MEMO TO: BFED Committee

F R O M: Traci Fujita, Director *TNF*
Office of Council Services

SUBJECT: **FISCAL YEAR ("FY") 2023 BUDGET** (BFED-1)
ADDITIONAL OCS REQUESTS

As discussed during the April 5, 2022 BFED meeting, the Office of Council Services makes the following additional requests to the FY23 Budget:

1. Records Management platform- \$85,000
Joint project with OCC for legislative tracking system to organize legislation and make it easy for the public to search and quickly find legislative history and documents.
2. Zoom- \$13,000
If Councilmembers want to add Zoom as an additional online meeting platform, funds must be added to procure approximately 50 licenses.
3. Salary adjustments for Legislative Attorneys, OCS Deputy Director, and OCS Director- \$30,655

On March 11, 2022 the Salary Commission voted to approve salary increases for various Department Directors and Deputy Directors, including the Corporation Counsel, First Deputy Corporation Counsel, Prosecuting Attorney, and First Deputy Prosecuting Attorney. Please see attached Salary Commission letter dated March 28, 2022.

To maintain salary parity among the County attorneys, OCS is requesting additional FY23 funding for salary increases identical to the Department of the Corporation Counsel and Department of the Prosecuting Attorney:

	FY22	FY23	Increase
Director of Council Services	149,507	156,960	7,453
Deputy Director	142,031	149,043	7,012

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Legislative Attorney	133,573	141,668	8,095
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TOTAL INCREASE			30,655

A copy of a bill for Legislative Attorney salary increases mirroring what is being proposed for the Deputy Corporation Counsel and Deputy Prosecuting Attorney positions is attached. Also, copies of resolutions to set the FY23 salaries for the OCS Deputy Director and OCS Director are attached. The original legislation has been submitted to the Office of the County Clerk for posting on a Council meeting agenda.

Please let me know if there any questions.

ocs:mgt:220414a

Attachments

cc: OCS Deputy Director

MICHAEL P. VICTORINO
Mayor

SANANDA K. BAZ
Managing Director



COUNTY OF MAUI
OFFICE OF THE MAYOR
200 SOUTH HIGH STREET
WAILUKU, MAUI, HAWAII 96793

March 28, 2022

Honorable Michael P. Victorino
Mayor, County of Maui
200 South High Street
Wailuku, Hawaii 96793

APPROVED FOR TRANSMITTAL

Michael P. Victorino **3-29-22**
Mayor Date

For transmittal to:

Honorable Alice L. Lee
and Members of the Council
200 South High Street
Wailuku, HI 96793

Dear Chair Lee,

**SUBJECT: SALARY INCREASES FOR DEPARTMENT DIRECTORS,
DEPUTY DIRECTORS, AND COUNTY AUDITOR**

As detailed below, at its March 11, 2022 meeting, the Salary Commission voted to approve salary increases for the positions of Director and Deputy Director of the following Departments: Management, Corporation Counsel, Environmental Management, Finance, Fire and Public Safety, Housing and Human Concerns, Liquor Control, Parks and Recreation, Personnel Services, Planning, Police, Prosecuting Attorney, Public Works, Transportation and Water; and the position of County Auditor.

Beginning in FY 2023, the Salary Commission approved a 5% salary increase at the beginning of each Hawaii fiscal year (July 1st to June 30th) for the next three (3) years, FY 2023, FY 2024, and FY 2025. The first 5% salary increases are effective as of July 1, 2022. The Salary Commission also reserved the right to review and adjust the 5% salary raise schedule as needed over the next three years.

After factoring in the 5% increase for FY 2023, the salaries for the following positions are as indicated in the table below:

Management	Managing Director	\$156,149.00
	Deputy Managing Director	\$140,534.00
Corporation Counsel	Corporation Counsel	\$156,982.00
	First Deputy	\$149,132.00
County Auditor	Auditor	\$144,553.00
Environmental Management	Director	\$153,590.00
	Deputy Director	\$138,232.00
Finance	Director	\$144,640.00
	Deputy Director	\$130,175.00
Fire and Public Safety	Chief	\$166,793.00
	Deputy Chief	\$158,453.00
Housing and Human Concerns	Director	\$140,945.00
	Deputy Director	\$126,851.00
Liquor Control	Director	\$146,089.00
	Deputy Director	\$131,479.00
Parks and Recreation	Director	\$141,798.00
	Deputy Director	\$127,619.00
Personnel Services	Director	\$140,662.00
	Deputy Director	\$126,595.00
Planning	Director	\$144,214.00
	Deputy Director	\$129,793.00
Police	Chief	\$166,793.00
	Deputy Chief	\$158,453.00
Prosecuting Attorney	Prosecuting Attorney	\$156,982.00
	First Deputy	\$149,132.00
Public Works	Director	\$153,590.00
	Deputy Director	\$138,232.00
Transportation	Director	\$132,705.00
	Deputy Director	\$119,434.00
Water	Director	\$149,898.00
	Deputy Director	\$133,797.00

In addition, the Salary Commission voted to set salaries for the new positions of Director and Deputy Director for the Department of Agriculture as follows:

Agriculture	Director	\$90,000.00
	Deputy Director	\$70,000.00

March 28, 2022
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We appreciate this opportunity to serve the people of the County of Maui. If you have any questions, please feel free to contact Ipo Mossman, Community Liaison to the Mayor at (808) 270-7855, or Commission Secretary, Rochelle Ines at (808) 270-7287.

Sincerely,

/s/Clark Abbott
CLARK ABBOTT, CHAIR
Salary Commission

xc: Traci Fujita, Director of Council Services
David Raatz, Deputy Director of Council Services
Sandy Baz, Managing Director
Josiah Nishita, Deputy Managing Director
Michele Yoshimura, Budget Director
Christie Trenholme, Deputy Corporation Counsel
Ipo Mossman, Community Liaison, Boards and Commissions
Department Directors and Deputy Directors

ORDINANCE NO. _____

BILL NO. _____ (2022)

A BILL FOR AN ORDINANCE AMENDING SECTION 2.08.060, MAUI COUNTY
CODE, RELATING TO THE PAY RANGE FOR LEGISLATIVE ATTORNEYS IN
THE OFFICE OF COUNCIL SERVICES

BE IT ORDAINED BY THE PEOPLE OF THE COUNTY OF MAUI:

SECTION 1. Section 2.08.060, Maui County Code, is amended by
amending Subsection (B) to read as follows:

“B. The following pay ranges are established.

1. The annual salary for the director of council services and deputy director may be set by the council by resolution.

2. The salaries or other compensation of council executive assistants may be set by the council member directly supervising the position, subject to availability of funding.

3. The salaries or other compensation of council services assistants may be set by the director of council services, with approval of the council chair, but may not exceed 150 percent of the minimum wage.

4. The pay schedule for all other positions is as follows:

Pay Ranges

Annual Rates in Dollars

Effective July 1, 2021

Levels	CR-0	CR-1	CR-2	CR-3	CR-4	CR-5	CR-6	CR-7	CR-8	CR-9
A	47,088	44,260	50,956	46,656	55,129	47,919	68,018	82,376	50,899	60,639
B	48,974	47,919	52,981	48,501	57,289	53,861	75,299	86,702	55,106	68,198

C	50,956	51,790	55,129	50,443	59,589	60,639	82,307	91,027	59,559	73,772
D	52,981	56,030	57,289	52,485	61,971	68,198	89,864	95,354	64,434	76,723
E	55,129	60,639	59,589	54,570	64,450	73,772	97,147	99,678	69,735	79,757
F	57,289	63,049	61,971	56,783	67,052	76,723	104,444	104,004	72,507	82,989
G	59,589	65,589	64,450	59,008	69,696	79,757	111,726	108,330	75,428	86,322
H	61,971	68,198	67,052	61,377	72,517	82,989	119,008	112,655	78,428	89,768
I	64,450	70,935	69,696	63,830	74,488	86,322	125,648	116,981	81,575	93,342
J	67,052	73,772	72,517	66,384	77,468	89,768	133,573	121,306	84,837	97,076
K	69,696	76,723	74,488	69,064	80,566	93,342		127,140	88,231	100,959
L	72,517	79,792	77,468	71,787	82,177	97,075		129,683	89,996	102,978
M	73,967	81,388	79,017	73,222	83,821	99,016		132,277	91,796	105,038
N	75,446	83,015	80,597	74,686	85,496	100,996		134,922	93,631	107,138

Effective July 1, 2022

<u>Levels</u>	<u>CR-6</u>
<u>A</u>	<u>\$71,419</u>
<u>B</u>	<u>79,064</u>
<u>C</u>	<u>86,422</u>
<u>D</u>	<u>94,357</u>
<u>E</u>	<u>102,004</u>
<u>F</u>	<u>109,666</u>

<u>G</u>	<u>117,312</u>
<u>H</u>	<u>124,958</u>
<u>I</u>	<u>131,930</u>
<u>J</u>	<u>140,252</u>

Effective July 1, 2023

<u>Levels</u>	<u>CR-6</u>
<u>A</u>	<u>\$74,990</u>
<u>B</u>	<u>83,017</u>
<u>C</u>	<u>90,743</u>
<u>D</u>	<u>99,075</u>
<u>E</u>	<u>107,104</u>
<u>F</u>	<u>115,149</u>
<u>G</u>	<u>123,178</u>
<u>H</u>	<u>131,206</u>
<u>I</u>	<u>138,527</u>
<u>J</u>	<u>147,265</u>

Effective July 1, 2024

<u>Levels</u>	<u>CR-6</u>
<u>A</u>	<u>\$78,740</u>
<u>B</u>	<u>87,168</u>

<u>C</u>	<u>95,280</u>
<u>D</u>	<u>104,029</u>
<u>E</u>	<u>112,459</u>
<u>F</u>	<u>120,906</u>
<u>G</u>	<u>129,337</u>
<u>H</u>	<u>137,766</u>
<u>I</u>	<u>145,453</u>
<u>J</u>	<u>154,628</u>

”

SECTION 2. New material is underscored. In printing this bill, the County Clerk need not include the underscoring.

SECTION 3. This Ordinance takes effect on approval.

APPROVED AS TO FORM AND LEGALITY:



RICHELLE M. THOMSON
Deputy Corporation Counsel
Department of the Corporation Counsel
County of Maui

LF2022-0471
2022-04-12 Proposed Ord Amd Sec 2.08.060
chr:misc:220324c:dr

INTRODUCED BY:



Resolution

No. _____

SETTING THE SALARY FOR THE DIRECTOR OF COUNCIL SERVICES FOR THE REMAINDER OF THE 2021-2023 COUNCIL TERM

WHEREAS, Section 2.08.060(B)(1), Maui County Code, states: “The annual salary for the director of council services and deputy director may be set by the council by resolution.”; and

WHEREAS, by Resolution 21-7, adopted on January 2, 2021, the Council appointed Traci N. T. Fujita as Director of Council Services and set her salary for the 2021-2023 Council term; and

WHEREAS, the Council now wishes to adjust the salary for the Director of Council Services for the remainder of the 2021-2023 Council, starting July 1, 2022; now, therefore,

BE IT RESOLVED, by the Council of the County of Maui that the annual salary of the Director of Council Services for the remainder of the 2021-2023 Council term, effective July 1, 2022, is \$156,982.

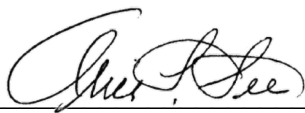
APPROVED AS TO FORM AND
LEGALITY:



Department of the Corporation
Counsel
County of Maui

chr:misc:220324a:dr

INTRODUCED BY:

A handwritten signature in cursive script, appearing to read "J. R. Lee", is positioned above a horizontal line.

Resolution

No. _____

SETTING THE SALARY FOR THE DEPUTY
DIRECTOR OF COUNCIL SERVICES FOR
THE REMAINDER OF THE 2021-2023
COUNCIL TERM

WHEREAS, Section 2.08.060(B)(1), Maui County Code, states: “The annual salary for the director of council services and deputy director may be set by the council by resolution.”; and

WHEREAS, by Resolution 21-87, adopted on May 21, 2021, the Council appointed David M. Raatz, Jr. as Deputy Director of Council Services and set his salary for the 2021-2023 Council term; and

WHEREAS, the Council now wishes to adjust the salary for the Deputy Director of Council Services for the remainder of the 2021-2023 Council, starting July 1, 2022; now, therefore,

BE IT RESOLVED, by the Council of the County of Maui that the annual salary of the Deputy Director of Council Services for the remainder of the 2021-2023 Council term, effective July 1, 2022, is \$149,132.

APPROVED AS TO FORM AND
LEGALITY:



Department of the Corporation
Counsel
County of Maui

chr:misc:220324b:dr

INTRODUCED BY:

A handwritten signature in cursive script, reading "John R. Lee". The signature is written in black ink and is positioned above a horizontal line.
