

March 19, 2019

MEMO TO: Members of the Economic Development and Budget Committee

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

SUBJECT: **FISCAL YEAR 2020 BUDGET DELIBERATIONS SCHEDULE**
(EDB-1)

Attached is a **tentative** schedule of the Economic Development and Budget Committee's district meetings, public hearings, and other notices required by law for the Fiscal Year 2020 Budget. None of the meetings become officially scheduled until the relevant meeting agendas are posted.

In drafting the tentative schedule, the following time constraints were observed.

1. The Mayor must submit an operating budget, a capital program, and an accompanying message to the Council on or before March 25. The Council shall pass the budget and the capital program, with or without amendments, on second and final reading by June 10. (Revised Charter of the County of Maui (1983), as amended ("Charter") §9-2(1), §9-5, and §9-6.)
2. A Council public hearing must be held on the Mayor's proposed budget and capital program during the period of April 1 to April 30. Two notices are required. (Charter §9-4; Hawaii Revised Statutes ("HRS") §92-41.) One notice must be published at least two weeks before the hearing. (Charter §9-4.)
3. A digest of the Council's bills that pass first reading must be published at least three days before second and final reading. (Charter §4-2.)
4. A public hearing must be held on any real property tax rate change. A published notice that includes a range of possible rates is required at least ten days before the hearing. This meeting must be reconvened within three weeks. For the reconvened meeting, the Council must publish a notice specifying the proposed real property tax rates to be adopted in a proposed resolution. A total of four notices are required, two prior to the initial hearing and two after the initial hearing, but prior to the reconvening. (Maui County Code ("MCC") §3.48.565; HRS §92-41.)

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5. The Director of Finance must submit the certified assessment list (certified tax roll) on or before April 19. (MCC §3.48.135.)
6. A public hearing must be held on any fuel tax rate change. Three notices are required. Two of the notices must be published within the 30-day period preceding the hearing. A third notice is required to be published before the hearing. The new rate takes effect on the first day of the second month following the date the resolution is adopted (August 1). (HRS §243-5; MCC §3.20.010; HRS §92-41.) If no change to the fuel tax rate is proposed, no hearings will be held, and the fuel tax rate previously authorized will remain in effect. If a change to the fuel tax rate is proposed but not recommended, no new resolution will be adopted.
7. A public hearing must be held on any new vehicle weight tax rate. Two notices are required. One notice must include the maximum rate to be considered and must be published at least ten days before the hearing. A second notice is required to be published before the hearing. The new rate takes effect January 1, of the year following the date of enactment of the ordinance. (HRS §249-13; MCC Chapter 3.24; HRS §92-41.)
8. Upon the request of three Councilmembers, a public hearing shall be held on any proposed ordinance or resolution. Two notices are required. One notice must be published at least six days before the hearing. A second notice is required to be published before the hearing. (Charter §4-2; HRS §92-7; HRS §92-41.)

Our schedule consists of three major parts:

1. **District meetings.**

The Committee intends to schedule the following eight district meetings: Lanai (April 1), Upcountry (April 4), East Maui (April 5), South Maui (April 9), West Maui (April 10), Makawao-Haiku-Paia (April 11), and Molokai (April 15). All meetings will begin at 6:00 p.m. A Council public hearing (April 17) will be held in the Council Chamber to comply with Charter requirements. In lieu of the Kahului and Wailuku-Waihee-Waikapu district meetings, the residents of those districts are encouraged to attend the public hearing.

2. **Deliberations.**

Deliberations on the Mayor's proposed budget will begin on Monday, April 1 as indicated on the attached schedule. The schedule has been arranged to provide the public an opportunity to review the Mayor's proposed budget after the anticipated receipt by the Council on March 25.

The Committee's deliberations on the FY 2020 Budget will commence with a general overview of the Mayor's proposed budget (including revenues and countywide costs). Meetings to review the proposed capital program and individual departmental changes from the current year's budget will follow. Committee meetings in the Chamber will adjourn in time to accommodate the scheduled start time for evening district meetings or public hearings. On non-district meeting days, meetings will generally run all day, beginning at 9:00 a.m., breaking for lunch from 12:00 noon to 1:30 p.m., and ending upon completion of the Committee's daily schedule. While the goal is to end all non-district meeting days by 5:00 p.m., I would appreciate the members' flexibility to accommodate meetings past 5:00 p.m. as necessary. If it becomes necessary to continue past 5:00 p.m., the Committee will be given the option of taking a dinner break from 5:00 p.m. to 6:00 p.m. The Chamber has been reserved until 11:00 p.m. to accommodate any needed adjustments. The Committee will meet following the Council meetings on April 5 and April 23. The Committee may meet on Saturday, April 6, Saturday, April 13, and Saturday, April 27, if needed. Please schedule your activities so that you can attend these important meetings and hearings. Meetings will be scheduled every week during the budget session, including on what would otherwise be "off-weeks."

3. **Decision-making meetings.**

Decision-making meetings will commence on Monday, April 22, and conclude on Friday, April 26. Please keep your schedule open for possible meetings on **Saturday, April 27, Sunday, April 28, and Monday, April 29**, if additional time is needed.

Members of the Economic Development and Budget Committee
March 19, 2019
Page 4

If 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).

edb:2020bgt:190319amc01 budget schedule cover:ldm

Attachment

cc: County Clerk
Budget Director
Jeffrey Ueoka, Deputy Corporation Counsel

March 2019

(Schedule as of March 19, 2019; SUBJECT TO CHANGE WITHOUT NOTIFICATION. Chamber is reserved until 11 p.m., unless a district budget meeting is scheduled.)

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 ▪Posting for 3/8 Council mtg	2 NACo Conf
3 NACo Conf	4 NACo Legislative Conference	5 NACo Legislative Conference	6 NACo Legislative Conference	7	8 9:00 a.m. Council meeting ▪Post 3/14 EDB mtg.	9
10	11 9:00 MT 1:30 WAI	12 9:00 GET 1:30 EACP	13 9:00 PSLU 1:30 AH	14 9:00 EDB 1:30 HFC	15 ▪Posting for 3/22 Council mtg	16
17	18 ▪Issue press release re: district mtgs.	19 Reconvene of 3/14 EDB mtg.	20	21 ▪Posting for 3/27 EDB mtg.	22 9:00 a.m. Council meeting ▪ Posting for 3/29 EDB mtg.	23
24	25 ♻️Mayor's deadline to submit FY 2020 Budget proposal to Council ▪Post deliberation mtg. agenda (4/1, 4/2, 4/3, 4/4) ▪Post district mtg. agenda (4/1, 4/4, 4/5, 4/9, 4/10, 4/11, 4/15)	26 HOLIDAY	27 9:30 EDB	28	29 9:00 EDB ▪Posting for 4/5 Council mtg	30
31						

April 2019

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 DELIBERATIONS 9:00 a.m. - 12:00 p.m. <i>Budget overview, Revenues, Countywide Costs, Department of Finance</i> *Set notice (by noon) for 4/17 FY Budget Pub. Hrg. Receive members' initial round of questions 6:00 p.m. Lanai District Meeting (Lanai Community Center)	2 DELIBERATIONS 10:30 a.m. - 5:00 p.m. *Post deliberation mtg. agenda (4/8, 4/9, 4/10, 4/11, 4/12, 4/15, 4/16, 4/17, 4/18) Rates and fees Send members' initial round of questions out	3 DELIBERATIONS 9:00 a.m. - 5:00 p.m. *publish 1st notice of 4/17 FY Budget Pub. Hrg. Real property taxes	4 DELIBERATIONS 9:00 a.m. - 4:00 p.m. 6:00 p.m. Upcountry District Meeting (Hannibal Tavares CC)	5 9:00 a.m. Council meeting (referral of FY 2020 Budget to EDB) 3:30 p.m. Nahiku bridge site visit 6:00 p.m. East Maui District Meeting (Hana Community Center)	6 9:00 a.m. - 5:00 p.m. <i>Reserve for deliberations, if needed</i>
7	8 DELIBERATIONS 9:00 a.m. - 5:00 p.m. ORPT Range of Rates Reso due to OCC <i>Members' priorities and concerns due/proposal presentations</i> Departmental responses to initial round of questions due to Committee by noon	9 DELIBERATIONS 9:00 a.m. - 4:00 p.m. *publish 2nd notice of 4/17 FY Budget Pub. Hrg. *Set notice (by noon) for RPT Range of Rates for 4/24 Initial Pub. Hrg. Compiled priorities & concerns distributed 6:00 p.m. South Maui District Meeting (Kihei CC)	10 DELIBERATIONS 9:00 a.m. - 4:00 p.m. 6:00 p.m. West Maui District Meeting (Lahaina Civic Center)	11 DELIBERATIONS 9:00 a.m. - 4:00 p.m. ☉Fuel Tax Reso due for posting (only if changes proposed) ☉Any legislation not submitted by Mayor due for posting (4/16 and 4/18) *publish 1st notice of RPT Range of Rates for 4/24 Initial Pub. Hrg 6:00 p.m. Makawao-Haiku-Paia District Meeting (Paia CC)	12 DELIBERATIONS 9:00 a.m. - 5:00 p.m.	13 9:00 a.m. - 5:00 p.m. <i>Reserve for deliberations, if needed</i>
14	15 DELIBERATIONS 9:00 a.m. - 12:00 p.m. 6:00 p.m. Molokai District Meeting (Mitchell Pauole Center)	16 DELIBERATIONS 11:30 a.m. - 7:00 p.m. *Post decision mtg. agenda (4/22, 4/23, 4/24, and 4/25) *Posting for 4/23 Council mtg	17 DELIBERATIONS 9:00 a.m. - 11:00 p.m. *publish 2nd notice of RPT Range of Rates for 4/24 Initial Pub. Hrg 6:00 p.m. FY Budget Pub. Hrg (Council Chamber)	18 DELIBERATIONS 9:00 a.m. - 5:00 p.m. ☉RPT Certification due (MCC §3.48.135) *Council Chair direct referral copy of RPT Cert. to EDB-1 <i>Finance Present RPT Cert Assest.</i> *Post last day decision mtg. agenda (4/26)	19 HOLIDAY	20
21	22 DECISIONS 9:00 a.m. - 5:00 p.m.	23 DECISIONS 9:00 a.m. Council meeting 1:30 p.m. - 5:00 p.m. EDB	24 DECISIONS 9:00 a.m. - 5:00 p.m. 6:00 p.m. RPT Range of Rates Initial Pub. Hrg (Council Chamber)	25 DECISIONS 9:00 a.m. - 5:00 p.m. *Weight tax to OCC (If changes proposed)	26 DECISIONS 1:30 p.m. - 5:00 p.m. *Set notice (by noon) for Weight Tax Public Hearing 5/10 *Posting for 5/3 Council mtg.	27 9:00 a.m. - 5:00 p.m. <i>Reserve for deliberations, if needed</i>
28	29 CORRECTIONS reconvene 10:00 a.m. ☉RPT Rates Reso due to OCC; Fuel Tax Reso due to OCC (only if changes proposed) by 4:00 p.m.	30 Publish 1st notice of 5/10 Public Hearing re: Weight Tax. Set notice (by noon) for RPT Rates reconvene; and if there is a proposed change, Fuel Tax Pub. Hrgs. for 5/10				
✓Provisos, list of bill titles, and purposes approved by CC						

May 2019

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2 ▪publish 1 st notice of 5/10 Pub. Hrg. re: RPT Rates reconvene; and Fuel Tax, if necessary ▪Adjournment of Legislature	3 9:00 a.m. Council meeting	4 ▪Deadline to submit CR to Supervising Attorney for review
5 ▪publish 2 nd notice of 5/10 Pub. Hrg. re: RPT Rates reconvene; Weight Tax; and Fuel Tax, if necessary	6 ⓄBills and resos due to OCS by 8:00 a.m.	7 ⓄFinal list of bill titles & purposes due by noon to OCC for 3-Member Pub. Hrg. Notice	8 ▪publish 3 rd notice of 5/10 Pub. Hrg. re: Fuel Tax Pub. Hrg., if necessary ▪Set notice (by noon) for 5/17 3-Member Pub. Hrg	9 ▪OCC mail out notice for 3-Member Pub. Hrg.	10 PUBLIC HEARINGS 9:00 a.m. Fuel Tax, if necessary 10:00 a.m. Weight Tax 11:00 a.m. RPT Rates reconvene ▪publish 1 st notice 3-Member Pub. Hrg. (5/17) ▪Posting for 5/17 Council mtg. ▪Posting for 5/16 EDB mtg.	11
12	13 9:00 a.m. MT 1:30 p.m. WAI	14 9:00 a.m. GET 1:30 p.m. EACP	15 9:00 a.m. PSLU 1:30 p.m. AH ▪publish 2 nd notice 3-Member Pub. Hrg. (5/17) WIR Conference	16 9:00 a.m. EDB 1:30 p.m. HFC WIR Conference	17 9:00 a.m. 3-Member Pub. Hrg. 9:00 a.m. Council meeting (FIRST READING) WIR Conference	18
19	20 ▪Set notice (by noon) for digest of bills (publish before 2nd Reading per Charter §4-2)	21	22 ▪publish digest of bills before 2 nd Reading ▪Posting for 5/28 Special Council mtg.	23	24	25
26	27 HOLIDAY	28 10:00 a.m. Special Council meeting (SECOND READING)	29	30	31 ▪Posting for 6/6 EDB mtg. agenda ▪Posting for 6/7 Council mtg.	

June 2019

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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 9:00 MT 1:30 WAI	4 9:00 GET 1:30 EACOP	5 9:00 PSLU 1:30 AH	6 9:00 a.m. EDB 1:30 HFC	7 9:00 a.m. Council meeting	8
9 ⚡Council's deadline to approve FY 2020 Budget HSAC AWWA	10 HSAC Conference	11 HOLIDAY HSAC AWWA HSAC Conference	12 HSAC AWWA	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29