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Mayor



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DEPARTMENT OF PARKS AND RECREATION

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April 2, 2018

OFFICE OF THE
COUNTY COUNCIL

2018 APR -3 AM 8:44

RECEIVED

Mr. Sananda K. Baz
Budget Director, County of Maui
200 South High Street
Wailuku, Hawaii 96793

Honorable Alan M. Arakawa
Mayor, County of Maui
200 South High Street
Wailuku, Hawaii 96793

ALAN M. ARAKAWA
Alan Arakawa 4/2/18
Mayor Date

For Transmittal to:

Honorable G. Riki Hokama
Chair, Budget and Finance Committee
Maui County Council
200 South High Street
Wailuku, Hawaii 96793

Dear Chair Hokama:

SUBJECT: FISCAL YEAR ("FY") 2019 BUDGET (PR-3) (BF-1)

The following is our Department's response to requests/questions from the March 28, 2018 correspondence:

1. *The County recently acquired a parcel from Home Maid Bakery, Inc., located on South Kihei Road, Kihei, Maui, Hawaii, identified for real property tax purposes as tax map key (2)3-9-001:175. Provide your Department's short-term and long-term plans for the parcel. Also, include the estimated costs for the plans and indicate whether the funds are proposed in the FY 2019 Budget.*

Funding was not put in the FY 2019 Budget as the land acquisition was completed after budget was submitted.

2. *Provide a copy of the Department's vehicle replacement policy and vehicle take-home policy.*

The Department follows the County of Maui's Motor Vehicle Policy.

3. *Explain the Parks Permit Enforcement, Premium Pay expansion request of \$54,799 for “additional funding based on 3 years actual expenditures” (Index 915019A, sub-object 5215, page 12-9 of the Budget Details). Provide actual expenditures for the past three years and explain how costs were covered in previous years.*

The actual expenditures for the last three fiscal years were as follows: FY15 \$39,206, FY16 \$57,257, FY17 \$99,943. Costs were covered by vacancies in the Administration Program.

4. *Explain the Parks Administration, Cellular telephone expansion request of \$12,220 as it relates to the \$10,080 increase based on 14 lines of service (Index 915017B, sub-object 6152, page 12-11 of the Budget Details). Does this include new lines of service or increases for existing service?*

The Permit and Enforcement Section (Index code 915019B) has fourteen (14) positions which require cellphone use. The budget reflected in the Parks Administration index code 915017B, subject-object 6152 did not adequately address these lines. There was no money allocated in 915019B for cell phones. Of the fourteen lines anticipated, six (6) lines are associated with positions that have been created within the last eighteen months, and are therefore considered new lines. There have been minimal changes to service, resulting in increases of less than \$120 for the year total. This does not include increases that may have been initiated by the provider.

5. *Explain the new performance bond requirement for the Parks Beautification park tree trimming contract. How was the \$150,000 expansion amount determined? (Index 915680B, sub-object 6112, page 12-32 of the Budget Details)*

The Department manages the contracts for annual tree and palm maintenance within all Maui County parks. The new contract bond requirement of 20% of the total contract cost ensures payment of this sum of money in the event the contractor fails in the performance of the contract. It also helps to prevent those contractors that cannot guaranty their performance from submitting a bid.

The \$150,000 expansion amount was determined by the actual total cost of all annual tree and palm maintenance contracts for FY18.

6. *Provide a breakdown, including specific equipment, for the \$65,000 request for Parks Maintenance Equipment for “various equipment that may become inoperable throughout the year” (Index 915665C, sub-object 7046, page 12-35 of the Budget Details). If a breakdown of specific equipment costs is not available, please explain how this cost estimate was determined.*

The Department is requesting funding for replacement of maintenance equipment and tools that may become inoperable in FY 2019. This estimated funding would allow the Department to be able to continue the scheduled maintenance and repair projects when the specialized equipment fails. A report indicating how the funding is utilized would be available to Council on a quarterly basis.

7. *Provide a breakdown of the \$200,000 request to purchase new tables and chairs for all districts (Index 915116B, sub-object 6060, page 12-72 of the Budget Details). What are the overall cost savings for purchasing these items in bulk? Are tables and chairs at all facilities the same age and in the same state of disrepair?*

Tables and Chairs will be distributed based on the needs of each district. Priorities will go to the districts that does not have the recommended capacity for tables and chairs as all districts are currently below capacity. Because of the amount this will cost, it is hard to give a cost savings but it should save the county thousands of dollars as we are still waiting on bids.

With the exception on Kihei Community Center (Newest) all the tables and chairs are about 15 – 20 years old and starting to show the wear and tear.

8. *Provide a breakdown of the \$100,000 increase in cost for trash removal and portable toilet contracts for the Recreation and Support Services Program (Index 915116B, sub-object 6112, page 12-73 of the Budget Details).*

There were only two companies that were compliant to bid. The bid amount that was awarded to the lowest bidder was a substantial increase from the previous year. The increase to landfill and sewer costs are also factors for the increase.

9. Explain the request for “additional funding to centralize cost for pest control, A/C maintenance and water testing for five districts” for the Recreation and Support Services Program (Index 915116B, sub-object 6125, page 12-73 of the Budget Details). Why is additional funding needed and how were these costs covered in previous years?

In the past years, we did not have a sub-object code for preventive maintenance. Recently, we have been emphasizing preventive maintenance to our districts and needed a sub-object code for A/C maintenance, pest control and water testing. We submitted a budget amendment in August for this funding but unfortunately it did not make it to budget committee. In past years, districts were using any funds available to pay for these costs.

10. Please provide a breakdown of the \$91,000 increase requested for the contract with Ka Lima O Maui, including which new parks will receive services (Index 915152B, sub-object 6112, page 12-74 of the Budget Details).

<i>FY 18 Actual</i>	<i>\$1,431,070.38</i>
<i>FY 18 Budgeted</i>	<i><u>1,392,233.00</u></i>
<i>Shortfall</i>	<i>\$ 38,837.38</i>
<i>FY 19 Ka Lima Proposed</i>	<i>\$1,474,784.88</i>
<i>FY 19 Proposed (with \$91,000 increase)</i>	<i><u>1,483,233.00</u></i>
<i>Positive</i>	<i>8,448.12</i>
<i>Kehalani Mauka</i>	<i>\$85,000.00</i>
<i>Positive from \$91K Increase</i>	<i><u>- 8,448.12</u></i>
<i>Additional Increase Needed</i>	<i>\$76,551.88</i>

Should you have any questions, please contact Brianne Savage, Deputy Director at Ext. 7386.

Sincerely,



KA'ALA BUENCONSEJO
Director of Parks and Recreation

c: Brianne Savage, Deputy Director

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