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David M. Raatz, Jr., Esq.

Deputy Director of Council Services
Richelle K. Kawasaki, Esq.

COUNTY COUNCIL

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

March 19, 2024

Mr. Shayne Agawa, Director
Department of Environmental Management
County of Maui
Wailuku, Hawaii 96793

Dear Mr. Agawa:

SUBJECT: **FISCAL YEAR ("FY") 2025 BUDGET** (BFED-1) (EM-1)

May I please request you submit your response to the following questions by **March 28, 2024**. This will enable the Committee to comprehensively review the FY 2025 Budget.

1. Please outline the major changes in your Department's budget from FY 2024 to FY 2025.
 - a. Explain any budget changes made because of the August 2023 wildfires.
 - b. If your budget will decrease, how will this impact your Department's operations and ability to serve the public?
2. How many vacant positions currently exist within your Department?
 - a. Please include the job titles for the vacancies and indicate how long the positions have been vacant.
 - b. What is the anticipated timeline for filling these vacancies?
 - c. What are the consequences, if any, for removing funding for these vacant positions from the FY 2025 Budget?

3. If your Department had expansion positions in the FY 2024 Budget, how many of those positions were filled? If they have not been filled, are they included in the FY 2025 Budget? How many months of funding are being requested?
4. If your Department is proposing expansion positions in the FY 2025 Budget, how do you plan to fill those positions?
5. How many positions were filled in FY 2024 that were not expansion positions?
6. How did your Department recruit to fill vacancies and what were the most effective methods for attracting candidates?
7. The following questions are related to overtime payments:
 - a. How much in overtime has been paid to date in FY 2024 and what was the reason for the overtime?
 - b. Were any of these overtime costs attributed to the number of vacant positions in your Department?
 - c. Do you anticipate that overtime costs in FY 2025 will increase or decrease and what are the reasons for your assumption?
8. The following questions are related to your Department's program and activities:
 - a. Identify the programs and activities conducted by your Department because of a Federal or State mandate. Indicate the amount of Federal or State funding the County receives for each program or activity, including how much for each the County expends.
 - b. Identify the programs and activities conducted solely because of a Maui County Code mandate and indicate the amount for each the County expends.
9. If your Department had Capital Improvement Projects ("CIPs") in FY 2024:

- a. Provide the current status of each CIP project, if different from the information provided in the Fiscal Year 2024 2nd Quarter CIP Report.
 - b. Provide information on how much funding has been encumbered or expended to date for each project.
10. If your Department has proposed CIPs for FY 2025:
 - a. Rank your proposed CIPs, by priority.
 - b. Will CIP funding included in the FY 2025 Budget be encumbered by June 30, 2025? If not, how much do you anticipate will be encumbered by that date?
11. If your Department manages a revolving fund:
 - a. Explain whether the revolving fund is still needed and why.
 - b. Provide the current balance.
12. If your Department manages grants:
 - a. For each grant line item not designated for a specific recipient (e.g., Small Business Promotion; Youth Programs), provide a breakdown of the grants that will be funded by the line item.
 - b. Provide a breakdown of all grants that will be funded by your Department under Subobject Code 6317, County grant subsidy.
13. Provide details on your Department's Carryover/Savings that were included in the FY 2025 Budget.
14. What are your top three Department priorities for FY 2025 and how does your Department's budget reflect that?
15. Did your Department apply for any grant funding in FY 2024? If yes, how much in funding was received?
16. How much has your Department spent on Professional Services in FY 2024, and what projects and consultants were funded under this line item?

Mr. Shayne Agawa

March 19, 2024

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17. How much of your Department's expenditures in FY 2024 will be reimbursed by the Federal Emergency Management Agency in relation to the wildfires? What amount of FY 2025 expenditures are expected to be reimbursed?
18. Provide a list of equipment, locations, and structures used or managed by your Department that was destroyed in the wildfires. Explain for each whether your Department plans to repair or replace it. If it will be repaired or replaced, provide the estimated cost and timeline for the repair or replacement.

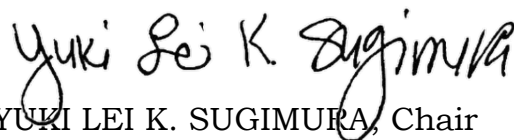
The Department is scheduled to present before the Committee on April 2, 2024. The schedule is subject to change and Committee staff will reach out if there are any changes to the schedule.

Please be prepared to provide a ten-minute presentation on the changes in your Department's budget from FY 2024 to FY 2025, addressing the following:

- Operations
- CIPs
- Grants awarded by the Department, if any
- Grants received by the Department, if any
- Revolving funds
- Rates and fees, including any estimated increase or decrease in revenue as a result of the changes

Thank you for your attention to this request. Should you have any questions, please contact me or the Committee staff (James Krueger at ext. 7761, Kasie Apo Takayama at ext. 7665, or Yvette Bouthillier at ext. 7758).

Sincerely,



YUKI LEI K. SUGIMURA, Chair
Budget, Finance, and Economic
Development Committee

bfed:2025bgt:240315altr01:jgk

cc: Mayor Richard T. Bissen, Jr.
Budget Director

BFED Committee

From: BFED Committee
Sent: Tuesday, March 19, 2024 5:45 PM
To: Shayne Agawa
Cc: BFED Committee; Robert Schmidt; Nadine Orikasa; Michelle Santos; Zeke Kalua; Maria Zielinski; Lesley Milner; Kristina Cabbat
Subject: PLEASE READ attached letter re: FISCAL YEAR ("FY") 2025 BUDGET (BFED 1); (EM 1); reply by 03/28/2024
Attachments: 240319aem01.pdf

Mr. Agawa: Please refer to the attached letter from the Budget, Finance, and Economic Development (BFED) Committee Chair, dated March 19, 2024. Please respond by **March 28, 2024**.

Mayor's Office (attention: Michelle Santos and Zeke Kalua): Please forward the attached letter to Mayor Bissen for his information.

Ms. Zielinski: FYI

Thank you,
Yvette Bouthillier, Secretary
BFED Committee

RICHARD T. BISSEN, JR.
Mayor

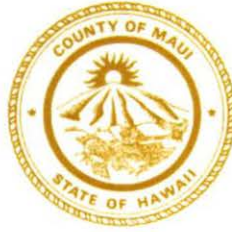
SHAYNE R. AGAWA, P.E.
Director

ROBERT SCHMIDT
Deputy Director

MICHAEL KEHANO, P.E.
Solid Waste Division

ERIC A. NAKAGAWA, P.E.
Wastewater Reclamation Division


Environmental Protection &
Sustainability Division



**COUNTY OF MAUI
DEPARTMENT OF
ENVIRONMENTAL MANAGEMENT**

2145 KAOHU STREET, SUITE 102
WAILUKU, MAUI, HAWAII 96793

March 28, 2024

Ms. Lesley Milner 
Acting Budget Director, County of Maui
200 S. High Street
Wailuku, HI 96793

Honorable Richard T. Bissen, Jr.
Mayor, County of Maui
200 South High Street
Wailuku, HI 96793

APPROVED FOR TRANSMITTAL


Mayor **3-28-24**
Date

For Transmittal to:

Honorable Yuki Lei K. Sugimura
Chair, Budget, Finance and Economic Development Committee
Maui County Council
200 South High Street
Wailuku, HI 96793

Dear Chair Sugimura,

SUBJECT: FISCAL YEAR (“FY”) 2025 BUDGET (BFED-1) (EM-1)

In response to your request for information dated March 19, 2024, your request and the corresponding answers are provided below by the Department of Environmental Management (DEM).

- 1. Please outline the major changes in your Department’s budget from FY 2024 to FY 2025.**

Solid Waste Division’s (SWD) budget submission reflects a flat budget to the amended FY24 budget, which amounts to a 5% reduction from FY24.

The Wastewater Reclamation Division (WWRD) has an increase of operational funding (\$2,559,486), CIP (\$4,700,000), positions (3 expansion positions), and sewer rates (2%) from FY2024 to FY2025. The Operational increase is due to premium pay (\$148,000), salaries (\$624,271), DWS billing service (\$52,886), rent (\$15,000), Kualapuu Sewer contract (\$1,007), NPDES permitting (\$2,600,000), sludge (\$33,000), electricity (\$893,000), debt service (\$562,230), ERS/FICA (\$244,424), EUTF (\$1,064), and overhead (\$554,877). The CIP increase is due to projects addressing Sea Level Rise, expansion of reuse, and providing a reliable wastewater system. The expansion positions are due to the anticipated regulatory requirements from the National Pollutant Discharge Elimination System (NPDES) permit and manpower shortage within our planning and permitting section. The sewer rate increase will help offset the overall increase of funding required for FY2025.

a. Explain any budget changes made because of the August 2023 wildfires.

From FY 2024 to FY 2025, the Environmental Protection & Sustainability Division (EP&S) reported no budget changes in response to the August 2023 wildfires.

No increases were proposed in the SWD's operating budgets to meet budget needs for addressing wildfire disaster clean up.

WWRD has no budget changes because of wildfire.

b. If your budget will decrease, how will this impact your Department's operations and ability to serve the public?

The decrease in the SWD's budget may equate to reductions in public services, environmental protection/safety, meeting goals and measures, or require a budget amendment in FY25. Any further reductions in the SWD's proposed budget would severely limit the division's ability to meet compliance, safety and sustainability.

EP&S and WWRD do not have a budget decrease for FY2025.

2. How many vacant positions currently exist within your Department?

The Department currently has 33 Vacancies

- 2 – EP&S
- 11 – Solid Waste
- 20 –Wastewater

- a. **Please include the job titles for the vacancies and indicate how long the positions have been vacant.**

See Attachment A

- b. **What is the anticipated timeline for filling these vacancies?**

See Attachment A

- c. **What are the consequences, if any, for removing funding for these vacant positions from the FY 2025 Budget?**

Environmental Protection and Sustainability Division:

Cutting funding for vacant positions could lead to a decrease in community services and hinder our ability to operate effectively and sustainably in the long term.

Solid Waste Division:

Reducing funding for vacant positions may lead to a reduction in services to the public and possibly an inability to meet regulatory and safety requirements. There may be decreased morale and job satisfaction for remaining staff as they do more with less to try and keep up and fill in the gaps.

Wastewater Reclamation Division:

The consequences of removing the funding for these vacant positions could result in potential permit violations, wastewater spills, reduced services to the community, increased funding for professional and contractual services, and long-term degradation of our wastewater system which results in future increase of CIP funding required.

3. **If your Department had expansion positions in the FY 2024 Budget, how many of those positions were filled? If they have not been filled, are they included in the FY 2025 Budget? How many months of funding are being requested?**

For the fiscal year 2024, we had three (3) expansion positions available.

Out of the three (3) positions, one (1) has been filled - the Landfill Equipment Operator I position.

The Electronic Technician I is currently in the recruitment process, and we are working with DPS to create the Secretary I position.

All expansion positions have 12 months of funding in our proposed FY2025 Budget.

4. If your Department is proposing expansion positions in the FY 2025 Budget, how do you plan to fill those positions?

The department plans to fill the vacant expansion positions through open and internal recruitment, as well as promotions.

5. How many positions were filled in FY 2024 that were not expansion positions?

As of March 31, 2024, the Department filled 31 non-expansion positions in FY2024.

6. How did your Department recruit to fill vacancies and what were the most effective methods for attracting candidates?

DEM utilized the standard recruitment process in partnership with the Department of Personnel Services, leveraging various channels such as the County of Maui website, social media platforms, and word of mouth. Additionally, we actively participated in job fairs coordinated by the Department of Personnel Services and the Office of Economic Development.

DEM successfully implemented a recruitment incentive program in 2023. The most impactful strategies included referrals from existing staff members and utilizing the standard online job postings on the County of Maui website. Based on the current job posting on the County of Maui website, we are addressing the challenges that the County of Maui has been facing.

According to the chart below, you will see that our website receives a substantial number of visits based on the listed views. However, the actual number of people who apply for jobs in our department is low.

Job Title	Views	Current App.	Predicted App.	Target App.	App. Deficit	App. Quantity	Job Advertise
Civil Engineer III (SR-22)	12637	1	0	15	14	Trending Low	Advertise Job
Civil Engineer I (SR-18)	14950	0	0	15	15	Trending Low	Advertise Job
Wastewater Technical Support Engineer (SR...	9193	0	0	15	15	Trending Low	Advertise Job
Wastewater Collection Systems Superinten...	7635	0	0	15	15	Trending Low	Advertise Job
Recycling Program Assistant (SR-15)	10512	1	0	15	14	Trending Low	Advertise Job
Wastewater Treatment Plant Operation and ...	4452	0	0	15	15	Trending Low	Advertise Job
Wastewater Source Control Technician (SR...	4073	2	0	15	13	Trending Low	Advertise Job
Sanitary Chemist (SR-22)	1986	4	0	15	11	Trending Low	Advertise Job
Wastewater Treatment Plant Worker (BC-05)	2978	6	0	15	9	Trending Low	Advertise Job
Geographic Information System Analyst IV (...)	1451	7	0	15	8	Trending Low	Advertise Job

Safety Specialist I (SR-20)	1621	3	0	15	12	Trending Low	Advertise Job ⓘ
Assistant Wastewater Treatment Plant Oper...	1641	1	0	15	14	Trending Low	Advertise Job ⓘ
Geographic Information System Technician L...	816	4	14	15	0	On Track	Advertise Job ⓘ
Sewer Maintenance Repairer I (BC-10)	780	2	14	15	0	On Track	Advertise Job ⓘ
Accountant IV (SR-24)	394	2	9	15	4	On Track	Advertise Job ⓘ

Another prominent challenge that we are actively addressing revolves around competitive pay and suitable housing options.

7. The following questions are related to overtime payments:

a. How much in overtime has been paid to date in FY 2024 and what was the reason for the overtime?

In FY 2024, EP&S incurred overtime payments totaling \$16,928.39 across three accounts due to projects, emergency responses, scheduled community events and community meetings, and staffing shortages.

- 919725A: \$4,274.81 under EP&S Administration
- 919730A: \$ 7,610.77 under EP&S Recycling
- 101120A: \$ 5,042.81 under EP&S Abandoned Vehicles and Metals

Through 2/29/24, the SWD has paid \$714,195 in overtime costs. Overtime costs were incurred for various reasons including providing services on holidays, covering for staff on leave or vacancies, equipment shortage due to downed equipment, and additional responsibilities due to post-wildfire support activities.

WWRD has spent \$482,774.00 in overtime to date for FY2024. This is due to Lahaina wildfire response, emergency callouts, manpower shortage, holidays, large operational/CIP projects that require multiple personnel on non-scheduled work time/days, night time inspections, increase in permit reviews, etc.

b. Were any of these overtime costs attributed to the number of vacant positions in your Department?

Yes, a portion of the overtime costs in FY 2024 was directly attributed to the number of vacant positions in all three Divisions of DEM.

c. Do you anticipate that overtime costs in FY 2025 will increase or decrease and what are the reasons for your assumption?

In FY 2025, it's anticipated that EP&S overtime costs will decrease as vacancies are filled.

The Solid Waste Division anticipates an increase in overtime costs due to additional responsibilities to support the wildfire cleanup efforts and also due to landfill and refuse collections operations inability to maintain filled positions.

WWRD anticipates an increase in overtime as a result of the adjustment in salaries required by the collective bargaining agreements.

8. The following questions are related to your Department's program and activities:

a. Identify the programs and activities conducted by your Department because of a Federal or State mandate. Indicate the amount of Federal or State funding the County receives for each program or activity, including how much for each the County expends.

Acting on reports from the public, EP&S investigates environmental threats related to air and water quality, hazardous materials, wetlands and pesticide use among others, and when appropriate follows up on these concerns with relevant agencies at the State of Hawaii Department of Health.

The Solid Waste Division currently operates the Central Maui Landfill's gas collection system under a consent decree, but does not receive any funding for this activity since the activity is required by permit. All County of Maui landfills are regulated by and operated in accordance with state and federal regulations and permits. Failure to meet these state and federal standards may risk the health and safety of the public and could result in regulatory fines.

Historically, all of WWRD programs and activities were mandated by the Federal and State agencies because of the Clean Water Act of 1972. WWRD received funding in the 1970's to build wastewater infrastructure and continues to receive funding through the SDOH Clean Water State Revolving Fund (SRF) for infrastructure improvements (note SRF funds require repayment).

The 1999 Consent Decree required the Wastewater Reclamation Division to include a Pretreatment Program for the control of fat, oil and grease (FOG) in the collection system to reduce/eliminate the chance of sanitary sewer overflows. We do not receive any funding for this program. The budget for FY2024 was \$153,180.

b. Identify the programs and activities conducted solely because of a Maui County Code mandate and indicate the amount for each the County expends.

The Environmental Programming Section is responsible for:

- County Ordinance 5306, the Mineral Only Sunscreen Maui County program.

- County Ordinance 5236 which bans the sale, rental, and distribution of polystyrene bodyboards.

The Recycling Section is responsible for ongoing enforcement of the Plastic Bag Reduction Ordinance, Polystyrene Ordinance, Single Use Plastic Ordinance and the Liquor Licensee Glass Recycling Mandate.

In accordance with Maui County Code Title 8, Chapter 8.04, the County of Maui operates refuse collection and landfilling operations to protect public health, safety and well-being. The FY2024 Approved Budget (A, B, & C) for the Solid Waste Division is \$39,719,529.

Maui County Code was amended in 1996 requiring the use of recycled water. In order to grow the recycled water distribution system and manage customers the department/division created the Recycled Water Program. The budget for FY2024 was \$124,133 (this does not include any expenditures for CIP).

9. If your Department had Capital Improvement Projects (“CIPs”) in FY 2024:

- a. Provide the current status of each CIP project, if different from the information provided in the Fiscal Year 2024 2nd Quarter CIP Report.**

SWD: Project status is as stated in FY2024 2nd Quarter CIP Report.

WWRD: See Attachment B

- b. Provide information on how much funding has been encumbered or expended to date for each project.**

SWD:

Project	Status	Encumbered
CML Facilities	Conceptual mapping of uses	\$247,650
CML Phase III-B	Construction & CQA ongoing	\$11,652,328
Greenwaste & Biosolids Mgmt.	Grading permit pending	\$2,524,139
CML Land Purchase	Archaeology study to SHPD	\$2,302,470
CML SCADA	Testing/commissioning/training	\$269,840
CML Leachate Recirculation	Design adjustment for field data	\$650,654
CML Flare Facility Upgrade	Flare to arrive end of August	\$2,648,177
CML Comprehensive EIS	Defining area and uses	\$634,374
CML GCCS	Combined with flare project	\$450,000 pending
CML Gulch Crossing	Scope prepared for consultant	\$250,000 pending

CML Closure Cover	Routing proposal for contract	\$49,950 pending
Lanai LF Groundwater Exemption	Reviewing report and lab data	\$215,171
Molokai LF Master Plan	Reviewing layout options	\$250,000
Integrated Solid Waste Mgmt. Plan	DOH comments pending	\$401,500

WASTEWATER RECLAMATION DIVISION FISCAL YEAR 2024	INDEX	TOTAL	Encumbered To Date	% Encumbered
Countywide:				
Countywide EPA Compliance Projects (D/C) (CBS-1132)	340002	1,000,000	597,120	60%
Countywide EPA Compliance WWRF Renovations Projects (D/C) (CBS-1119)	340003	4,150,000	106,950	3%
Countywide WW System Modifications (D/C) (CBS-1128)	340005	3,000,000	2,834,446	94%
Countywide WW Project Management (C) (CBS-7878)	340004	2,000,000	-	0%
Hana:				
N/A				
Lanai:				
Lanai WWT Pond Renovations (C) (CBS-7250)	340015	500,000	500,000	100%
		-		
Molokai:				
N/A		-	-	
		-		
South Maui:				
Kihei No.6 FM Replacement (D) (CBS-2729)	340006	400,000	-	0%
Kihei WWPS No.2 Modifications Upgrade (D) (CBS-5519)	340007	350,000	-	0%
Kihei WWPS No. 4 Modifications/Upgrade (D) (CBS-3199)	340008	350,000	350,000	100%
Kihei WWPS No.5 Modifications/Upgrade & FM (D)(CBS-3568)	340010	600,000	-	0%
Kihei WWPS No.6 Modifications/Upgrade (D) (CBS-3569)	350009	1,000,000	-	0%
Kihei WWPS No.7 Relocation/Modifications/Upgrade (D)(CBS-3570)	340011	1,100,000	867,094	79%
Kihei WWPS No.9 Modifications/Upgrade (C) (CBS-5028)	340214	500,000	500,000	100%
Kaiola Place Sewer Extension (C) (CBS-5032)	340213	1,000,000	-	0%
North Kihei R-1 Line Replacement (C) (CBS-7246)	340012	450,000	446,939	99%
		-		
Paia-Haiku:				
Paia WWPS Rehabilitation (D) (CBS-3207)	340017	250,000	250,000	100%
		-		
Makawao-Pukalani-Kula				
N/A		-		
		-		
Wailuku-Kahului:				
Wai-Kah EPA Compliance Sewer Rehabilitation (C) (CBS-1131)	340228	1,000,000	-	0%
Kahului Beach Road Sewer (C) (CBS-7234)	340227	1,500,000	-	0%
Hoo Hui Ana WWPS Modification (PER/D) (CBS-3212)	340025	400,000	-	0%
Waiehu Kou WWPS Modifications (D) (CBS-5526)	340026	200,000	200,000	100%
		-		

West Maui:			-		
West Maui EPA Compliance Sewer Rehabilitation (D/C) (CBS-1146)	340234	2,000,000		-	0%
Napili No.2 FM Replacement ('C) (CBS-1168)	340233	1,500,000		-	0%
Lahaina FM No. 3 Replacement (D) (CBS-5522)	340030	300,000		-	0%
Napili WWPS No. 2 Modifications ('C) (CBS-1178)	340235	1,000,000		-	0%
Napili WWPS No. 3 Modifications ('C) (CBS-1179)	340037	600,000	597,816		100%
Lahaina WWRF R-1 Process Expansion (D) (CBS-3576)	340232	1,350,000	1,350,000		100%
Kaanapali Resort R-1 Water Distribution System Expansion ('C) (CBS-1952)	340029	8,650,000	150,000		2%
Lahaina Recycled Water FM Construction/Rehab (D) (CBS-6080)	340031	850,000		-	0%
TOTAL		36,000,000	8,750,364		24%

10. If your Department has proposed CIPs for FY 2025:

a. Rank your proposed CIPs, by priority.

SOLID WASTE DIVISION FY2025 CIP PRIORITY	
Rank	Project
1	CML III-A LFG Collection System Expansion
2	Integrated Solid Waste Management Plan Update
3	Central Maui Landfill Comprehensive EIS
4	Environmental Compliance System Design and Construction
5	Beneficial Use of Landfill Gas
6	Molokai Landfill Scalehouse Replacement
7	Prefabricated Building with Solar Power at CML
8	Central Maui Landfill Storage Facility/Infrastructure

CBS No.	District	Division Priority	Project Type	WWRD Project Name	Phase	Amount
CBS-3575	West Maui	1	Sewer	Lahaina Wastewater Reclamation Facility RAS/Dewatering Upgrades	Const.	\$7,000,000
CBS-1177	West Maui	2	Sewer	Napili Wastewater Pump Station No. 1 Modifications	Const.	\$5,500,000

CBS No.	District	Division Priority	Project Type	WWRD Project Name	Phase	Amount
CBS-1119	Countywide	3	Sewer	Countywide Environmental Protection Agency (EPA) Compliance Wastewater Reclamation Facility Renovation Projects	D/C	\$4,500,000
CBS-1167	West Maui	4	Sewer	Napili No. 1 Force Main Replacement	Const.	\$3,700,000
CBS-1128	Countywide	5	Sewer	Countywide Wastewater System Modifications	D/C	\$2,000,000
CBS-2321	Kihei-Makena	6	Sewer	North Kihei Mauka Transmission System	Const.	\$6,000,000
CBS-1131	Wailuku-Kahului	7	Sewer	Wailuku-Kahului Environmental Protection Agency (EPA) Compliance Sewer Rehabilitation	D/C	\$2,000,000
CBS-4591	Lanai	8	Sewer	Lanai WWRF Facility Plan	Design	\$1,000,000
CBS-7878	Countywide	9	Sewer	Countywide Wastewater Project Management	D/C	\$1,000,000
CBS-3207	Paia-Haiku	10	Sewer	Paia Wastewater Pump Station Modifications	Const.	\$1,500,000
CBS-2323	Wailuku-Kahului	11	Sewer	Wailuku Wastewater Pump Station Modifications	Design	\$1,500,000
CBS-5521	Kihei-Makena	12	Sewer	North Kihei Reuse Distribution Expansion	Const.	\$1,500,000
CBS-5027	Kihei-Makena	13	Sewer	Kihei Wastewater Pump Station No. 8 Modification/Upgrade	Design	\$600,000
CBS-1132	Countywide	14	Sewer	Countywide Environmental Protection Agency (EPA) Compliance Projects	D/C	\$500,000
CBS-3574	Wailuku-Kahului	15	Sewer	Wailuku/Kahului Wastewater Reclamation Facility Concrete Rehabilitation	Const.	\$500,000
CBS-6080	West Maui	16	Sewer	Lahaina Recycled Water Force Main Construction/Rehabilitation	Design	\$500,000
CBS-5031	Kihei-Makena	17	Sewer	Kihei Wastewater Reclamation Facility Ultraviolet System Upgrade	Design	\$400,000

CBS No.	District	Division Priority	Project Type	WWRD Project Name	Phase	Amount
CBS-3198	Kihei-Makena	18	Sewer	Kihei Wastewater Pump Station No. 3 Modification/Upgrade	Design	\$400,000
CBS-1954	West Maui	19	Sewer	Honokowai R-1 Water Distribution System	Design	\$400,000
CBS-1153	Molokai	20	Sewer	Kaunakakai Effluent Force Main Replacement	Design	\$200,000

b. Will CIP funding included in the FY 2025 Budget be encumbered by June 30, 2025? If not, how much do you anticipate will be encumbered by that date?

The SWD plans to encumber most of the funds appropriated prior to June 30, 2025 and all other funds by December 31, 2025. Please note that outside agency approvals (e.g., DOH) and staffing/project scheduling will affect when funds are encumbered.

WWRD anticipates that all CIP projects will be encumbered by June 30, 2025. However, every year a few projects are encumbered in the last 6 months of the calendar year for various reasons like last minute modifications, permitting issues, land/easement issues, bid protests, etc.

11. If your Department manages a revolving fund:

a. Explain whether the revolving fund is still needed and why.

EP&S: 101255 Abandoned Vehicle/Highway Beautification Revolving Fund: This revolving fund is for the prevention, response, administration, and management of abandoned vehicles. This revolving fund is critical to prevent abandoned vehicles and their associated hazard and pollutants from clogging roadways, neighborhoods, public areas, and other sensitive natural environments.

EP&S: 101120 Vehicle Disposal Revolving Fund: This fund was created to assist residents with the proper disposal and recycling of vehicles in Maui County. This fund is necessary because history has proven that economic barriers to vehicle recycling results in a significant rise in abandoned vehicles. This fund has been very successful in preventing abandoned vehicles and assisting residents with the proper recycling of unwanted cars and their associated hazards (e.g. fluids, heavy metals, etc.).

WWRD has two (2) revolving funds, NASKA Sewage Pump Station Fund and the Countywide Sewer Capital Improvement Reserve Fund.

The NASKA pump station is a facility of the state of Hawaii which services the Kahului Airport and which is connected to the county sewerage system. The state has requested that the county maintain and operate this pump station, and has agreed to pay for operations and maintenance costs. In order to facilitate the administration of this arrangement, a fund is necessary to ensure that a ready source of revenue is available to meet operational expenditure requirements on an ongoing basis.

The Reserve Fund was established for the purpose of funding the replacement or expansion of infrastructure for the County's sewer and wastewater collection system, and related improvements and debt service. Therefore, it is still needed.

b. Provide the current balance.

- 101255: \$168,818.31 Highway Beautification Fee
- 101120: \$628,132.12 Vehicle Disposal Fee

NASKA Sewage Pump Station Fund has a balance of \$ 3,912 and Countywide Sewer Capital Improvement Reservice Fund has a balance of \$12,560,181.

12. If your Department manages grants:

- a. For each grant line item not designated for a specific recipient (e.g., Small Business Promotion; Youth Programs), provide a breakdown of the grants that will be funded by the line item.**
- b. Provide a breakdown of all grants that will be funded by your Department under Subobject Code 6317, County grant subsidy.**

For the FY 2025 Budget, at this time we do not know who the recipients for the Green Grants and Recycling Grants will be. We are still in the process of accepting grant applications. However, as an example, below we have listed grantees that were awarded FY 2024 grants.

- EP&S Green Grants: 919733B/ 6317
 - Capacity Building for Maui Coral Restoration: \$26,000
 - Polipoli Farms x Kanu Ulu Nursery: \$21,500
 - Molokai Stream Restoration: \$13,000
 - Save Maui Cats TNR—Feral cat population management: \$13,500
 - Maui Nui Pet Hui—Axis deer for pet food: \$11,500
- EP&S Recycling Grants: 919730B/6317
 - Maui Huliau Foundation: \$26,000

- Hoahu Energy Cooperative Molokai, PV Panel Reuse & Storage: \$24,000
 - Hoahu Energy Cooperative Molokai, Reuse PV Panel Garden: \$12,000
 - Lokahi Pacific, Teenforce Recycles: \$67,333
 - Maui Nui Marine Resource Council, Reef Friendly Landscaping: \$12,664
 - Hawaii Association for Marine Education & Research, Hawksbill Sea Turtle Conservation in Action: \$21,125
 - Napoleon Gentry, Manae Mulch: \$22,000
 - West Maui Green Cycle, School Reusables Pilot: \$45,000
 - HuiZero, Zero Waste Events: \$30,000
 - Hawaii Association for Marine Education & Research, Maui Marine Debris Clean Ups & Analysis: \$26,400
 - Honua Collective, Zero Waste Refill Store: \$41,950
 - Malama Hamakua Maui: \$15,000
 - Choice Maui, Zero Waste Program: \$15,000
 - Kipuka Farms Lanai, Wood Chipper: \$65,000
 - Vincent Mina, Recycled Cardboard Weed Barrier Pilot: \$TBD
- Abandoned Vehicles & Metals Grant: 919765 & 919760/ 6317
 - Malama Maui Nui/Community Work Day: Keep Maui Beautiful grant for recycling education, waste upgrading technology initiatives, community clean ups, stewardship campaigns, Art of Trash: \$411,000
 - Abandoned Vehicles & Metals Grant: 101255/ 6137
 - Malama Maui Nui/Community Work Day: Highway Beautification grant for large community clean ups, litter control, education, and hot spot response: \$200,000

13. Provide details on your Department's Carryover/Savings that were included in the FY 2025 Budget.

The carryover savings included in the FY 2025 budget are from the unrestricted fund balance for FY 2023 reflected in the County's Annual Comprehensive Financial Report (ACFR). Any carryover savings from FY 2024 will be recognized in the FY 2026 budget.

14. What are your top three Department priorities for FY 2025 and how does your Department's budget reflect that?

EP&S: Top priorities for FY 2025 include:

1. Filling vacancies and expanding staff, with the budget providing allocations for

both recruitment and additional positions, highlighting our commitment to enhancing our capabilities and achieving our objectives.

2. Expanding Programming: Our second priority is to broaden EP&S programming to demonstrate EP&S commitment to tackling a wider array of Maui County's pressing environmental concerns:
 - a. Expand the Environmental Programming Section, extending beyond recycling and abandoned vehicles to address wider issues such as marine health and climate change. The budget reflects this with a new index code and expansion requests to support diverse environmental programs and staffing.
3. Continuing to modernize systems and technologies used for operations and disaster mitigation and response, and program efficacy.

SWD's top three priorities for FY 2025:

1. Safety
2. Regulatory Compliance
3. Resource Management

The FY25 budget request will provide the necessary resources to support these priorities.

The top three (3) priorities for WWRD are public health and safety, regulatory permit compliance, and providing a reliable wastewater service. Our FY2025 budget reflects this by providing manpower and resources to accomplish these tasks based on historical and current data.

15. Did your Department apply for any grant funding in FY 2024? If yes, how much in funding was received?

- The Abandoned Vehicles and Metals Section applied for and was awarded \$150,000 from the State of Hawaii Electronic Device Recycling Fund.
- The Recycling Section is anticipating \$200,000 grant award in the 4th quarter of FY24 from the State Department of Agriculture to assist in mitigating the spread of coconut rhinoceros beetle.
- The Recycling Section anticipates ADF grant monies from the State Department of Health (amount TBD) to be disbursed between two ADF glass processors on Maui through County grants.

SWD and WWRD did not apply for grant funding in FY2024.

16. How much has your Department spent on Professional Services in FY 2024, and what projects and consultants were funded under this line item?

- EP&S Administration/ EP Section (919725B): \$6,926.70
 - Grant Management Software—annual subscription

- EP&S Recycling (919730B): \$43,134.00
 - Various professional services such as graphic design work, flagger to guide resident through active construction sites to green waste receiving area at the central Maui landfill, Topography scan of rock piles to post job for bid specifications, PSI testing for cement slab for sludge receiving bay and mechanic shop slab, among other similar services.

Through 2/29/24 SWD has spent \$262K on Professional Services. A majority of professional services provided are consulting services related to landfill permitting, planning, and asset management. This line item is also used for environmentally safe refuse cart cleaning, random drug testing, maintenance of various equipment and facilities, and the iNovah (county-wide cashiering platform) conversion.

A variety of vendors and consultants are funded under this line item:

- HDR Engineering, \$25K
- A-Mehr, \$100K
- EH-International, \$23K
- Various vendors servicing landfills, \$25K
- Northwest Linings, \$26K
- Jacobs Engineering, \$21K

To date, WWRD spent \$130,546.26 for professional services in FY2024 for services such as updating sewer rate model, pre-treatment inspections and training, medical examinations, elevator services and repairs, special laboratory testing, facility programming work, and Lahaina wildfire work.

17. How much of your Department's expenditures in FY 2024 will be reimbursed by the Federal Emergency Management Agency in relation to the wildfires? What amount of FY 2025 expenditures are expected to be reimbursed?

- FY 2024 FEMA reimbursement total: \$ 242,966.41
 - CAT A: \$193,836.63 for Debris Removal Program
 - Vehicles, Green waste hauling, Spoiled fridge & Freezer Removal Program
 - CAT B: \$49,129.78 for
 - Waste & Hygiene Assistance Program
 - Waste Debris Hauling (Cardboard boxes, plastic, etc. from resilience hubs)
- FY2025 FEMA reimbursement: EP&S does not anticipate reimbursements at this time.

Currently, the total costs the SWD has expended related to the wildfire is \$591,371.34. The SWD anticipates that FEMA will reimburse at least 90% of these costs sometime in the future after review and approval reimbursement requests.

It is unknown at this time of exactly how much of WWRD's expenditures in FY2024 will be reimbursed by Federal Emergency Management Agency (FEMA). WWRD is working with the Office of Recovery's consultant to make sure all costs are reimbursable and WWRD receives the most it possibly can based on FEMA's requirements. For FY2025, no expenditures are expected to be reimbursed by FEMA for the wildfire unless professional services for large infrastructure improvements are required.

- 18. Provide a list of equipment, locations, and structures used or managed by your Department that was destroyed in the wildfires. Explain for each whether your Department plans to repair or replace it. If it will be repaired or replaced, provide the estimated cost and timeline for the repair or replacement.**

SWD Collections – 847 refuse carts were destroyed in the wildfires and a request submitted for FEMA reimbursement. The refuse carts will be replaced as needed when those accounts are ready for refuse collection service. The cost of the cart will be the price determined in the refuse cart contract at that time, which is currently \$84.76/cart.

Based on WWRD's initial damage assessment report done by our consultant, Lahaina Wastewater Pump Station (WWPS) #3 (next to Wahikuli Park), Lahaina WWPS #4 (Mala Wharf), Lahaina WWPS #5 (next to 505 Front Street), Lahaina WWPS #6 (below Aholo Houselots Subdivision), and various underground collection system locations were damaged by the Lahaina wildfire. The range of damage to the existing buildings, mechanical equipment and electrical equipment varies from minor fence and roof repairs to major complete replacement of pump stations. Estimated costs in report were roughly \$25 million for pump stations and \$118 million for collection system. Damage assessment is still ongoing so more accurate costs and damages will be known in the near future. Estimated timeline for repairs varies from one (1) to four (4) years depending on complexity of projects and permits required.

Thank you for the opportunity to provide you with information on this matter. Should you have any questions or concerns, please feel free to transmit them to the Department of Environmental Management via transmittal through the Office of the Mayor.

Sincerely,



DN: cn=Shayne R. Agawa,
ou=Director of the Dept. of
Environmental Management,
email=shayne.agawa@co.maui.hi,
us, c=US
Date: 2024.03.28 15:44:40 -10'00'

SHAYNE R. AGAWA, P.E.
Director of Environmental Management

VACANCY REPORT AS OF MARCH 31, 2024

JOB TITLES.	DAYS VACANT	ANTICIPATED FILL DATE
ENVIRONMENTAL PROTECTION & SUSTAINABILITY DIVISION		
Recycling Coordinator	256	Reallocation in Process 7/1/2024
Recycling Program Assistant	153	Reallocation in Process 6/1/2024
SOLID WASTE DIVISION		
Accountant III	108	5/1/2024
Safety Specialist I	209	6/1/2024
Environmental Compliance Specialist	607	4/16/2024
Civil Engineer III	776	Planning on Reallocating this position. 7/1/2024
Landfill Attendant	91	4/16/2024
Laborer II	57	4/16/2024
Laborer II	61	4/16/2024
Landfill Attendant	46	4/16/2024
Solid Waste Collection Supervisor I	16	4/16/2024
Refuse Collector	21	6/1/2024
Refuse Collection Equipment Operator	67	4/16/2024
WASTEWATER RECLAMATION DIVISION		
Civil Engineer V	306	6/1/2024
Civil Engineer I	411	6/1/2024
Civil Engineer III	26	6/1/2024
Wastewater Treatment Coordinator	501	Unknown Continuous Recruitment
Wastewater Source Control Tech	321	6/1/2024
Geographic Information System Analyst IV	82	6/1/2024
Geographic Information System Tech	207	6/1/2024
Wastewater Technical Support Engineer	687	Planning on Reallocating this position 7/1/2024
Sanitary Chemist	94	4/16/2024
Wastewater Collection System Superintendent	564	6/1/2024
Sewer Maintenance Repairer I	75	4/16/2024
Wastewater Treatment Plant Operator Trainee	93	5/1/2024
Wastewater Treatment Plant Oper & Maint Supv IV	1737	Unknown Continuous Recruitment
Asst Wastewater Treatment Plant Oper & Maint Supv IV	93	4/16/2024
Wastewater Treatment Plant Operator Trainee	59	5/1/2024
Wastewater Treatment Plant Operator Trainee	153	5/1/2024
Wastewater Treatment Plant Worker	208	5/1/2024
Assistant Wastewater Treatment Plant Operator	968	Re-Organization 7/1/2024
Wastewater Plant Electrical/Electronic Supervisor II	68	6/1/2024
Electronic Technical I	108	6/1/2024

TAG c

WASTEWATER RECLAMATION DIVISION -- CIP UPDATE -- MARCH 2024

CBS	CIP PROJECT	PHASE	% COMP	STATUS FOR COM
CBS-1119	CW EPA Comp WWRF Renovation Wailuku PS Electrical Upgrade	CONST	16%	Construction 0%: Submittal review, Procurement of Materials
		DESIGN	76%	Design Services During Construction Phase
	CW EPA Comp WWRF Renovation W-K WWRF Solids Building Piping Rehab	DESIGN	0%	Design 10%
	CW EPA Comp WWRF Renovation WWRF Roofing Rehab Projects	DESIGN	90%	Design 50%
	CW EPA Comp WWRF Renovation W-K WWRF Effluent Management Project	DESIGN	0%	Design 10%
	Kihei WWRD Storage Building	CONST	0%	Construction 0%. Submittal Review.
	Kihei WWRF Clarifier 3 Rehab	CONST	0%	Construction 0%. Submittal Review.
	Kihei WWRF Pond Cover and Liner Rehab	DESIGN	87%	Design Services During Construction Phase
	Lanai WWRF Process Improvements	DESIGN	66%	Design Services During Construction Phase
CBS-1124	West Maui Recycled Water Syst Exp Phase II Pump Station Const	CONST	45%	Construction 25%
	West Maui Recycled Water Syst Exp Phase III and IV FM and Reservoir Const	CONST	29%	Construction 10%
	West Maui Recycled Water Syst Exp Phases II to IV Design	DESIGN	88%	Design Services During Construction Phase
CBS-1131	Central EPA Comp Sewer Rehab Happy Valley Sewer Line Rehab	CONST	8%	Construction 0%: Procurement of ROE permits.
		DESIGN	59%	Design Services During Construction Phase
	Central EPA Comp Sewer Rehab Liholiho St Sewer Rehab	DESIGN	9%	Design 10%
	Central EPA Comp Sewer Rehab Liko Place Sewer Rehab	CONST	0%	Submittal Review
		DESIGN	52%	Design Services During Construction Phase
CBS-1132	CW EPA Comp Sewer Rehab Happy Valley - Mokuau Lines	DESIGN	58%	Design 58%
		D/C	0%	Construction 0%: Submittal review
	CW EPA Comp Sewer Rehab Kaunakakai Sewer Rehab	DESIGN	20%	Design Services During Construction Phase
CBS-1146	West EPA Comp Sewer Rehab Honoapiilani Hwy Sewer Rehab	CONST	0%	Construction 0%. Submittal Review.
		DESIGN	86%	Design Services During Construction Phase
CBS-1158	Waiko Road Sewer Expansion	DESIGN	27%	Design 27%
CBS-1167	Napili 1 FM Rep	DESIGN	42%	Design 42%

"ATTACHMENT B"

TAG c

WASTEWATER RECLAMATION DIVISION -- CIP UPDATE -- MARCH 2024

CBS	CIP PROJECT	PHASE	% COMP	STATUS FOR COM
CBS-1168	Napili 2 FM Rep	DESIGN	24%	Design 24%
CBS-1171	W-K WWRF Recycled Water FM	DESIGN	14%	Design 14%
CBS-1177	Napili 1 PS Renov	DESIGN	56%	Design 56%
CBS-1178	Napili 2 PS Renov	DESIGN	57%	Design 57%
CBS-1179	Napili 3 PS Renov	CONST DESIGN	0% 82%	Construction 0%. Submittal Review. Design Services During Construction Phase
CBS-1180	Napili 4 PS Renov	CONST DESIGN	48% 78%	Construction 25% Design 78%
CBS-1952	Kaanapali Resort R-1 Water Dist Syst	DESIGN	78%	Design 78%
CBS-2321	Kihei North Mauka System Gravity Sewer and Force Mains Kihei North Mauka System Pump Station	DESIGN DESIGN	51% 43%	Design 51% Design 43%
CBS-2323	Wailuku PS Modif	STUDY	0%	Study 5%
CBS-3199	Kihei 4 PS Modif	DESIGN	4%	Design 4%
CBS-3204	Waiko Road Sewer Expansion (Upper)	DESIGN	3%	Design 3%
CBS-3206	Central Maui WWRF WWRF Design	DESIGN	11%	Permits and EIS Phase
CBS-3207	Paia PS Renov	DESIGN	5%	Design 5%
CBS-3212	Hoo Hui Ana PS Modif	DESIGN	0%	QBS Selection

TAG c

WASTEWATER RECLAMATION DIVISION -- CIP UPDATE -- MARCH 2024

CBS	CIP PROJECT	PHASE	% COMP	STATUS FOR COM
CBS-3563	Kihei 3 FM Rep	CONST	0%	Construction 0%. Submittal Review.
		DESIGN	57%	Design 57%
CBS-3568	Kihei 5 PS Modifications and FM Rep	DESIGN	0%	Design 0%
CBS-3570	Kihei 7 PS Relocation	DESIGN	10%	Design 10%
CBS-3575	Lahaina WWRF RAS/Dewatering Upgrades	DESIGN	14%	Design 14%
CBS-3576	Lahaina WWRF R-1 Process Exp	CONST	23%	Construction 25%
		DESIGN	54%	Design Services During Construction Phase
CBS-4588	Spreckelsville FM Rep	CONST	0%	Construction 0%. Submittal Review.
		DESIGN	58%	Design Services During Construction Phase
CBS-4591	Lanai WWRF Facility Plan	DESIGN	17%	Fac Plan 17%
CBS-5028	Kihei 9 PS Modif	CONST	10%	Construction 10%. Material Delivery
		DESIGN	91%	Design Services During Construction Phase
CBS-5029	Kihei WWRF EPS Renov	CONST	86%	Construction 75%
		DESIGN	74%	Design Services During Construction Phase
CBS-5032	Kaiola Place Sewer Expansion	DESIGN	19%	Design 19%
CBS-5033	W-K WWRF SAT Basins	DESIGN	10%	Design 10%
CBS-5034	W-K WWRF Recycled Water PS	DESIGN	1%	Design 1%
CBS-5472	Helene Hall Septic System Upgrade	CONST	10%	Construction 10%. Material Delivery
		DESIGN	79%	Design Services During Construction Phase

TAG c

WASTEWATER RECLAMATION DIVISION -- CIP UPDATE -- MARCH 2024

CBS	CIP PROJECT	PHASE	% COMP	STATUS FOR COM
CBS-5519	Kihei 2 PS Modif	DESIGN	61%	Design 61%
CBS-5521	Kihei North R-1 Dist Expansion	DESIGN	0%	Design Services During Construction Phase
CBS-5522	Lahaina 3 FM Repl	DESIGN	0%	QBS Selection
CBS-5526	Waiehu Kou PS Modif	DESIGN	0%	Design 10%
CBS-6046	Kihei North R-1 Line Rep	DESIGN	79%	Design 79%
	Kihei WWRF Pond Cover and Liner Rehab	CONST	86%	Construction 90%
CBS-6080	Lahaina Recycled Water FM	DESIGN	0%	QBS Selection
CBS-6083	Waikapu-Wailuku Diversion System Pump Station	DESIGN	0%	Design 5%
CBS-6084	Waikapu-Wailuku Diversion System Gravity Sewer and FM	DESIGN	0%	Design 5%
CBS-7234	Kahului Beach Road Sewerline Upgrade	DESIGN	47%	Design 47%
CBS-7246	Kihei North R-1 Line Rep	CONST	25%	Construction 50%
CBS-7250	Lanai WWRF Process Improvements	CONST	0%	Construction 0%. Submittal Review.
CBS-7264	Maalaea Regional Wastewater System	D/C	0%	Study 5%

"ATTACHMENT B"

BFED Committee

From: Janina Agapay <Janina.E.Agapay@co.maui.hi.us>
Sent: Thursday, March 28, 2024 5:10 PM
To: BFED Committee
Cc: Lesley Milner
Subject: (BFED-1)(EM-1)
Attachments: (BFED-1)(EM-1).pdf

Hello,

Please see attached correspondence from Environmental Management.

Thank you,

Janina Agapay

County of Maui

Budget Office

(808) 270-7836

Janina.E.Agapay@co.maui.hi.us