

ALAN M. ARAKAWA  
MAYOR



JEFFREY A. MURRAY  
FIRE CHIEF

LIONEL W. MONTALVO  
DEPUTY FIRE CHIEF

**COUNTY OF MAUI**  
**DEPARTMENT OF FIRE & PUBLIC SAFETY**

RECEIVED  
2018 MAR 29 AM 8:42

OFFICE OF THE MAYOR

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March 28, 2018

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

For Transmittal to:

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

APPROVED FOR TRANSMITTAL  
  
Mayor 3/29/18 Date

Dear Chair Hokama:

**SUBJECT: MAKENA LIFEGUARD SERVICES (BF-83)**

We have received your letter dated March 16, 2018 concerning the above subject. Thank you for the opportunity to respond to questions related to our March 14, 2018 Budget and Finance Committee meeting. The response to your questions are below.

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.*

We are providing several spreadsheets to explain your request above. The spreadsheet explaining details from index account #186820 provides amounts related to salary, premium pay and fringe benefits expended from this account per pay period.

Additional attached spreadsheets provide purchase information on accounts #911777A and #911777B. The salaries for the 3<sup>rd</sup> quarter are listed as it was charged to the regular Ocean Safety account. We do not have the funds yet from the State of Hawaii to pay for the 3<sup>rd</sup> & 4<sup>th</sup> qtrs. When the grant is received, we will replace the funding. Furthermore, the totals for gasoline at Makena are provided here on a separate sheet but the gasoline is purchased bulk with all of Ocean Safety utilizing the gasoline purchased. We are still able to track Makena gasoline usage.

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2. *Provide the status of the amendments to the MOA for the third and fourth quarters of Fiscal Year 2018.*

Per Ms. Piikea Tomczyk of the State of Hawaii, Department of Land and Natural Resources, the Memorandum of Agreement (MOA) for the 3<sup>rd</sup> and 4<sup>th</sup> quarters are in process and should be sent out shortly. We are well aware of the precarious financial situation we are in and will be checking in frequently regarding this particular MOA as we get towards the end of FY '18.

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?*

Of the 10.5 Limited Term Appointment equivalent personnel authorized for the State of Hawaii Makena Lifeguard Services, all are currently filled.

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.*

The decrease in salary between August 21, 2017 and September 15, 2017 was due to the transfer of 3 Ocean Safety Officers (OSO) to another district. The decrease between October 31, 2017 and November 15, 2017 was due to the transfer of 1 OSO's to another district. These personnel took advantage of transferring to a permanent position. The Department has since hired new OSO's.

- 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."*

The charging of the balance to fringe benefits has routinely been done by the Parks Dept. in the past. FY '18 is the first year that the County of Maui has invoiced the State of Hawaii for fringe benefits regarding the Makena lifeguard MOA.

- 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.*

Yes, there are charges to the B account funds for Makena expenses as the MOA only allows for salaries and fringe benefits. These B account expenses were charged to the Ocean Safety index code, 911777B. See attached.

- 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?*

Per the MOA agreement, only salaries & fringe benefits are covered. This is what the State of Hawaii has offered to all the Counties in the State. We will continue to try to amend future MOA's to include all costs to operate Makena.

- d. *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.*

Yes, these expenses were charged to the Ocean Safety index code, 911777B. See attached.

- e. *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?*

Per the MOA agreement, only salaries & fringe benefits are covered. The agreement is similar to other counties in Hawaii.

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.*

Employee	Annual Salary	Benefits	Total	Quarter
OSO IV Captain SR21 G	\$ 65,700.00	\$ 54,406.17	\$120,106.17	\$ 30,026.54
OSO III Lieutenant SR19 F	\$ 58,416.00	\$ 48,374.29	\$106,790.29	\$ 26,697.57
OSO II SR17 H	\$ 58,416.00	\$ 48,374.29	\$106,790.29	\$ 26,697.57
OSO II SR17 G	\$ 56,172.00	\$ 46,516.03	\$102,688.03	\$ 25,672.01
OSO II SR17 F	\$ 54,000.00	\$ 44,717.40	\$ 98,717.40	\$ 24,679.35
OSO II SR17 F	\$ 54,000.00	\$ 44,717.40	\$ 98,717.40	\$ 24,679.35
OSO II SR17 F	\$ 54,000.00	\$ 44,717.40	\$ 98,717.40	\$ 24,679.35
OSO II SR17 E	\$ 51,972.00	\$ 43,038.01	\$ 95,010.01	\$ 23,752.50
OSO II SR17 E	\$ 51,972.00	\$ 43,038.01	\$ 95,010.01	\$ 23,752.50
OSO II SR17 D (half-time)	\$ 24,997.00	\$ 20,700.02	\$ 45,697.02	\$ 11,424.50
OSO II SR17 C	\$ 48,036.00	\$ 39,778.61	\$ 87,814.61	\$ 21,953.65
<b>Total</b>	<b>\$577,681.00</b>	<b>\$478,377.64</b>	<b>\$1,056,058.64</b>	<b>\$264,014.66</b>

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Sincerely,

A handwritten signature in blue ink, appearing to read "Jeffrey A. Murray". The signature is fluid and cursive, with the first name "Jeffrey" and last name "Murray" being more prominent than the middle initial "A.".

JEFFREY A. MURRAY  
Fire Chief

Attachments (5)

xc: Kevin McAfee, Battalion Chief of Ocean Safety

# 911777A

Date	Type of Purchase	Vendor	Location	Equipment #	Purpose	Invoice #	PAID	Sub Object	TOTAL
									\$ 76,732.89
01/31/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Regular Wages			5101	\$ 15,974.00
01/31/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Night Differential			5204	\$ -
01/31/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Overtime			5205	\$ -
01/31/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Temporary Assignment			5207	\$ 3,850.06
01/31/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Others			5208	\$ 61.36
02/15/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Regular Wages			5101	\$ -
02/15/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Night Differential			5204	\$ 15,974.00
02/15/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Overtime			5205	\$ -
02/15/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Temporary Assignment			5207	\$ 1,064.18
02/15/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Others			5208	\$ 230.32
02/15/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Emergency Call Back			5201	\$ -
02/28/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Regular Wages			5101	\$ 15,974.07
02/28/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Night Differential			5204	\$ -
02/28/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Overtime			5205	\$ 2,794.89
02/28/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Temporary Assignment			5207	\$ 463.52
02/28/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Others			5208	\$ -
03/15/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Regular Wages			5101	\$ 19,384.71
03/15/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Overtime			5205	\$ 822.82
03/15/18	PAYROLL	PAYROLL	PAYROLL	MAKENA	PAYROLL - Temporary Assignment			5207	\$ 138.96

Fringe  
63,542.51

# 911777B

Date	Type of Purchase	Vendor	Location	Equipment #	Purpose	Invoice #	PAID	Sub Object	TOTAL
									\$ 10,577.53
07/03/17	PC - ZE	Performance Watercraft	MAKENA		MAKENA - Jet Ski Cover			6031	\$ 50.00
07/16/17	PC - ZE	Med. Ed. & Co	MAKENA		MAKENA - AED Battery			6034	\$ 220.00
7/18/2017	357879	Clinical Laboratories	MAKENA		MAKENA - Drug Testing			6132	\$ 210.16
07/20/17	PC - ZE	Housemart Kihei Ace	MAKENA		MAKENA - Lock Key Safe			6031	\$ 38.36
7/21/17	358044	Soto's Security	MAKENA		MAKENA - Monthly Monitoring - Aug			6146	\$ 307.86
07/25/17	PC - ZE	Pacific Sign & Design	MAKENA		MAKENA - Decals for Jet Ski HA0366			6035	\$ 250.00
08/02/17	358541	Rainbow Rentals	MAKENA		MAKENA - Lua Rental - Makena - 7/10-8/6	A-47100		6235	\$ 221.35
08/02/17	PC - ZE	Menehune Water	MAKENA		MAKENA - Drinking Water			6035	\$ 250.00
08/02/17	358538	Sotos	MAKENA		MAKENA - Monitoring Fee - Makena 11/1	35734		6146	\$ 50.00
08/03/17	358582	Harmer Radio	MAKENA		MAKENA - Labor - Intermittent Mic on Siren	38104		6138	\$ 18.70
8/7/2017	358707	DLJJ LLC	MAKENA		MAKENA - Modify 2017 Yamaha Wave Runner			6138	\$ 271.87
08/15/17	359057	Rainbow Rentals	MAKENA		MAKENA - Lua Rental - Makena - 8/7-9/3	A-47387		6235	\$ 36.00
08/21/17	359225	Sotos	MAKENA		MAKENA - Monitoring Fee - Makena 9/1	35078		6146	\$ 989.58
08/21/17	FIREOSB18-001	OfficeMax	MAKENA		MAKENA - Paper Towels for All Districts			6024	\$ 155.25
8/24/2017	359380	Harmer Radio	MAKENA		MAKENA - Microphone & Labor			6138	\$ 250.00
09/06/17	PC - ZE	United Auto Parts	MAKENA		MAKENA - Interlock Trailer & Ball Mou			6005	\$ 50.00
9/7/17	359830	No 9 Welding & Metal Sales	MAKENA	Kawasaki Mule	MAKENA - Aluminum Tread Plate for Sheet for Bed			6031	\$ 572.91
09/11/17	360065	Rainbow Rentals	MAKENA		MAKENA - Lua Rental - Makena - 9/4-10/1	A-47667		6235	\$ 522.91
9/13/17	360074	Performance Watercraft	MAKENA	Kawasaki Mule	MAKENA - Service Engine, Change Oil Filter, etc.			6138	\$ 205.72
09/15/17	360352	Sotos	MAKENA		MAKENA - Monitoring Fee - Makena 10/1	35402		6146	\$ 708.29
9/27/17	360560	Service Rentals & Supplies	MAKENA	Polaris 6X6	MAKENA - Shock-Rear			6005	\$ 42.17
9/28/17	360730	Performance Watercraft	MAKENA	Polaris 6X6	MAKENA - Service Change Oil/Filter, Replace Spark Plugs, Park Brake Caliper			6138	\$ 367.97
10/3/2017	361007	Harmer Radio	MAKENA		MAKENA - Battery Eliminator, USB Jack, and Lat	0717		6138	\$ 250.00
10/9/2017	361227	Rainbow Rentals	MAKENA		MAKENA - Lua Rental - Makena - 10/2-10/29	A-47939		6235	\$ 156.25
10/9/2017	361086	Performance Watercraft	MAKENA	Polaris Ranger 570	MAKENA - Service on Polaris Ranger 570			6138	\$ 50.00
10/23/17	PC - ZE	Menehune Water	MAKENA		MAKENA - Drinking Water Aug. & Sep.			6035	\$ 322.13
11/14/17	362672	Rainbow Rentals	MAKENA		MAKENA - Lua Rentals 10/30/17-11/26/17	A-48210		6235	\$ 250.00
11/20/2017	362960	Sotos	MAKENA		MAKENA - Monitoring Fee - Makena 12/1	36014B		6146	\$ 45.93
11/30/17	363321	Rainbow Rentals	MAKENA		MAKENA - Lua Rentals 11/27/17-12/24/17	A-48484		6235	\$ 250.00
12/15/17	PC - ZE	Menehune Water	MAKENA		MAKENA - Drinking Water Aug. & Sep.			6035	\$ 119.54
01/01/18	PC - ZE	Wal-Mart	MAKENA		MAKENA - 3 Gallon Air Compressor			6031	\$ 250.00
01/05/18	364494	Rainbow Rentals	MAKENA		MAKENA - Lua Rentals 12/25/17-1/21/18	A-48759		6235	\$ 45.93
01/05/18	364493	Soto's Security	MAKENA		MAKENA - Monitoring Fee - Makena 12/1	36014B		6146	\$ 59.25
01/22/18	PC - ZE	Housemart Kihei Ace	MAKENA		MAKENA - Squeegee, SteelWool, Wire Brush, etc.			6031	\$ 59.67
01/26/18	PC - ZE	Medical Education & Co	MAKENA		MAKENA - Adult Bag Valve Resuscitator			6034	\$ 50.00
1/29/2018	365416	Soto's Security	MAKENA		MAKENA - Monthly Monitoring Fee - 2/1/18	36591		6146	\$ 250.00
1/29/2018	364878	Rainbow Rentals	MAKENA		MAKENA - Lua Rentals 1/22/18-2/18/18	A-49023		6235	\$ 50.00
01/29/18	PC - ZE	Housemart Kihei Ace	MAKENA		MAKENA - Signs and Rope			6031	\$ 250.00
02/01/18	PC - ZE	Valley Isle Marine	MAKENA		MAKENA - Bunk Boards, Brackets, Cleat Base			6031	\$ 937.49
02/02/18	PC - ZE	Menehune Water	MAKENA		MAKENA - Drinking Water Makena			6035	\$ 520.83
2/16/2018	366154	Soto's Security	MAKENA		MAKENA - Monthly Monitoring Fee - 3/1/18	36870		6146	\$ 161.46
02/20/18	PC - CY	OfficeMax	MAKENA		MAKENA - Chairs for Towers (4)			6060	\$ 24.16
02/21/18	366212	DLJJ LLC	MAKENA	HA0341XC	MAKENA - R&M to Jet Ski JS14			6138	\$ 142.62
2/27/2018	366526	Rainbow Rentals	MAKENA		MAKENA - Lua Rentals 2/19/18-3/18/18	A-49291		6235	\$ 126.57
02/28/18	366622	DLJJ LLC	MAKENA	HA0341XC/CM264	MAKENA - Labor & Parts for Jet Ski & Trailer			6138	\$ 416.60

# MAKENA FY2018

AS OF 03/20/18

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<b>GASOLINE</b>	\$2,718.41	Gallons 868.50
(Average rate of \$3.13 per gallon.)		

<b>911777A</b>	\$76,732.89
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<b>911777B</b>	\$10,577.53
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<b>TOTAL</b>	\$90,028.83
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**OCEAN SAFETY BUREAU  
GASOLINE LOG  
FY2018**

DATE	EMPLOYEE	VEHICLE	DISTRICT	GALLONS	TOTALS	868.5
7/3/2017	Zach Edlao	COM2355	MAKENA	18	18	
7/3/2017	Zach Edlao	JS14	MAKENA	18.8	36.8	
7/11/2017	Zach Edlao	COM2355	MAKENA	19.5	56.3	
7/14/2017	-	MFD236	MAKENA	23.8	80.1	
7/17/2017	Zach Edlao	COM2355	MAKENA	14.3	94.4	
7/17/2017	Zach Edlao	JS14	MAKENA	19.2	113.6	
7/26/2017	Zach Edlao	MFD236	MAKENA	20.3	133.9	
7/27/2017	Zach Edlao	JS14	MAKENA	22.2	156.1	
8/4/2017	Zach Edlao	MFD236	MAKENA	18.3	174.4	
8/6/2017	Zach Edlao	MFD236	MAKENA	27.2	201.6	
8/16/2017	Jon Kaneshina	MFD236	MAKENA	22.0	223.6	
8/16/2017	Jon Kaneshina	JS14	MAKENA	11.9	235.5	
8/16/2017	Jon Kaneshina	JS14	MAKENA	11.9	247.4	
8/24/2017	Zach Edlao	MFD236	MAKENA	13.4	260.8	
8/24/2017	Zach Edlao	JS14	MAKENA	23.0	283.8	
9/4/2017	Zach Edlao	MFD236	MAKENA	20	303.8	
9/4/2017	Zach Edlao	JS14	MAKENA	19.9	323.7	
9/12/2017	Zach Edlao	MFD236	MAKENA	18.50	342.2	
9/15/2017	Jon Kaneshina	JS14	MAKENA	8.3	350.5	
9/16/2017	Jon Kaneshina	MFD236	MAKENA	10.7	361.2	
9/24/2017	Zach Edlao	MFD236	MAKENA	12.5	373.7	
9/24/2017	Zach Edlao	JS14	MAKENA	23.7	397.4	
10/5/2017	Zach Edlao	MFD236	MAKENA	22	419.4	
10/12/2017	Jon Kaneshina	MFD236	MAKENA	14	433.4	
10/12/2017	Jon Kaneshina	JS14	MAKENA	34.1	467.5	
10/20/2017	Zach Edlao	MFD236	MAKENA	15.7	483.2	
10/27/2017	Zach Edlao	MFD236	MAKENA	12.6	495.8	
10/27/2017	Zach Edlao	JS14	MAKENA	19.6	515.4	
11/5/2017	Zach Edlao	MFD236	MAKENA	11.8	527.2	
11/5/2017	Zach Edlao	JS14	MAKENA	22.6	549.8	
11/15/2017	Jon Kaneshina	MFD236	MAKENA	14.8	564.6	
11/15/2017	Jon Kaneshina	JS14	MAKENA	9.5	574.1	
11/24/2017	Zach Edlao	MFD236	MAKENA	16.5	590.6	
11/24/2017	Zach Edlao	JS14	MAKENA	18.3	608.9	
12/4/2017	Zach Edlao	MFD236	MAKENA	15.5	624.4	
12/8/2017	Zach Edlao	JS14	MAKENA	18.6	643	
12/14/2017	Zach Edlao	MFD236	MAKENA	18.2	661.2	
12/21/2017	Jon Kaneshina	MFD236	MAKENA	14.7	675.9	
12/21/2017	Jon Kaneshina	JS14	MAKENA	17.0	692.9	
1/1/2018	Zach Edlao	MFD236	MAKENA	23.0	715.9	
1/9/2018	Zach Edlao	MFD236	MAKENA	17.5	733.4	
1/9/2018	Zach Edlao	JS14	MAKENA	30	763.4	
1/18/2018	Zach Edlao	MFD236	MAKENA	20.9	784.3	
1/18/2018	Zach Edlao	JS14	MAKENA	12.7	797	
2/1/2018	Zach Edlao	MFD236	MAKENA	13.6	810.6	
2/1/2018	Zach Edlao	JS14	MAKENA	27.2	837.8	
2/11/2018	Zach Edlao	MFD236	MAKENA	17.6	855.4	
2/11/2018	Zach Edlao	JS14	MAKENA	13.1	868.5	
					868.5	
					868.5	
					868.5	



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	1/15/18	Salary	Prem Pay	Fringe	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	14,194.50	225,513.17			
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	832.74		22,731.49		
Fringe Benefit	20,661.46	19,391.97	21,226.24	20,089.59	14,241.75	15,517.38	15,032.16	14,325.43	12,990.40	12,563.57	13,613.14	13,474.25	12,444.06			205,571.40	453,816.06