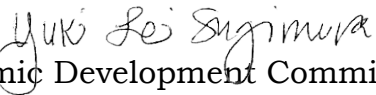


March 29, 2023

MEMO TO: BFED-1 File

F R O M: Yuki Lei K. Sugimura, Chair 
Budget, Finance, and Economic Development Committee

SUBJECT: **TRANSMITTAL OF INFORMATIONAL DOCUMENT RELATING TO
THE PROPOSED FISCAL YEAR 2024 BUDGET FOR THE COUNTY
OF MAUI** (BFED-1)

The attached informational document pertains to Item 1 on the Committee's agenda.

Attached is the executive summary for April 6, 2023, for the Department of Parks and Recreation.

bfed:2024bgt:230327afile05:ljcm

Attachment

March 28, 2023

MEMO TO: Yuki Lei K. Sugimura, Chair
Budget, Finance, and Economic Development Committee

F R O M: James Krueger, Senior Committee Analyst 

SUBJECT: **EXECUTIVE SUMMARY OF FISCAL YEAR (“FY”) 2024 BUDGET
PROPOSAL FOR DEPARTMENT OF PARKS AND RECREATION**
(BFED-1)

This is an executive summary of the FY 2024 Budget proposal for the Department of Parks and Recreation.

Overall Operating Budget

- FY 2023 Adopted: \$38,984,801 vs. FY 2024 Proposed: \$43,177,453 (10.8% **increase**)

Administration Program – General Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 15.2% (\$322,112)
- 2 – Premium Pay – **No change**
- 3 – Position Funding
 - Adjustment in salaries due to the Collective Bargaining Agreement increase, step movements, position reallocation, positions filled at a lower step, and increase for the Director and Deputy Director per Salary Commission (\$197,648).
- 4 – New Positions
 - Proposed expansion positions for one Clerk III and two Park Security Officer I, 8 months funding per Resolution 22-208 (\$124,464).

Category “B” – Operations

- 1 – Materials and Supplies – **Increase** by 17.4% (\$10,000)

- Expansion request:
 - o Safety Supplies: Additional funding for sanitizing supplies (\$10,000).

2 – Other Costs – **Increase** by 19.6% (\$73,200)

- Expansion Requests:
 - o Rentals: Additional funding for office space rental and utilities due to War Memorial renovations (\$28,200).
 - o County grant subsidy: Funding for grant to Boys and Girls Club of Maui, Inc. for the replacement of (1) 10-inch double check detector assembly back flow preventer at the Central Maui Boys and Girls Clubhouse , Kahului (\$45,000).

3 – Services – **Increase** by 13.7% (\$19,800)

- Expansion Requests:
 - o Maintenance agreements: Additional funding for office space rental and utilities due to War Memorial renovations (\$18,600).
 - o Sewer charges: Additional funding for office space rental and utilities due to War Memorial renovations (\$1,200).

4 – Travel – **No change**

5 – Utilities – **Increase** by 35.5% (\$6,000)

- Expansion Requests:
 - o Electricity: Additional funding for office space rental and utilities due to War Memorial renovations (\$3,600).
 - o Water delivery charges: Additional funding for office space rental and utilities due to War Memorial renovations (\$2,400).

Category “C” – Equipment

1 – Machinery and Equipment – **Decrease** by 85.1% (-\$114,500)

- Motor Vehicles: Deletion of equipment approved in FY 2023, one-time appropriation (-\$63,500).
- Communication Equipment: Deletion of equipment approved in FY 2023, one-time appropriation (-\$48,000).

- Other Equipment: Deletion of equipment approved in FY 2023, one-time appropriation (-\$23,000).
- Expansion Request:
 - o Other Equipment: Replacement of (10) automated external defibrillators at \$2,000 each for the various districts (\$20,000).

2 – Lease Purchases – **No change**

County Grant Subsidy

- Lahaina Restoration Foundation – **No change** (\$191,000)
- Maui Community Correctional Center Workline Program – **No change** (\$117,000).
- Boys & Girls Club of Maui – **NEW** (\$45,000)

Errors or inconsistencies – **N/A**

Administration Program – Revolving Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 63.4% (\$33,416)
- 2 – Premium Pay – **N/A**
- 3 – Position Funding
 - Adjustment in salaries due to the Collective Bargaining Agreement increase and increase for expansion positions from FY 2023 to full year salary (\$33,416).
- 4 – New Positions – **N/A**

Category “B” – Operations

- 1 – Materials and Supplies – **No change**
- 2 – Other Costs – **No change**
- 3 – Services – **N/A**

4 – Travel – **N/A**

5 – Utilities – **No change**

Category “C” – Equipment

1 – Machinery and Equipment – **Decrease** to \$0 (-\$173,500)

2 – Lease Purchases – **N/A**

Errors or inconsistencies – **N/A**

Parks Program – General Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Increase** by 19.6% (\$809,443)

2 – Premium Pay – **No change**

3 – Position Funding

- Adjustment in salaries due to the Collective Bargaining Agreement increase, Within Range Progression, step movement, positions filled at a higher step, position reallocation, salary corrections, transferred Automotive Mechanic Helper from 915680A, transferred Tree Trimmer/Chemical Treatment Helper to 915667A, and FY 2023 expansion position increase to full year salary (\$480,915).

4 – New Positions

- Proposed expansion positions for one half-time Clerk III and two half-time Golf Course Groundskeeper I, 8 months funding (\$41,488).
- Requesting full year salary for the two expansion positions in FY 2023 for one Automotive Mechanic Helper and one Building Maintenance Repairer II (\$122,268).
- Proposed expansion positions for one Nursery Worker I and two Nursery Worker II, 12 months funding per Resolution 22-208 (\$164,772).

Category “B” – Operations

1 – Materials and Supplies – **Increase** by 14.5% (\$154,200)

- Gasoline, Diesel, Oil, etc.: Anticipated increase due to fuel cost increase (\$15,000).
- Office Supplies: Anticipated increase due to material cost increase (\$2,500).
- Small Tools: Anticipated increase due to material cost increase (\$3,000).
- Expansion Requests:
 - o Electrical parts & supplies: Additional funding based on last two years' actuals and the need to replace lighting to comply with the new outdoor lighting ordinance (\$3,000).
 - o Machinery & Equipment Replacement Parts: Additional funding based on previous years' actuals and increase in repair due to aging fleet (\$48,000).
 - o Safety Supplies: Additional funding based on average of last two years' actuals, estimated supplies cost increase and being fully staffed (\$7,700).
 - o Auto Parts: Additional funding based on last year's actuals and due to aging fleet and increase in cost of parts. Division is taking care of more small repairs instead of sending to the Department of Public Works. (\$4,000).
 - o Medical & Safety Supplies: Additional funding due to estimated supplies cost increase and being fully staffed (\$3,000).
 - o Small Equipment - under \$1000: Funding due to estimated tool cost increase and tools for expansion positions (\$2,500).
 - o Agricultural Supplies: Agricultural supplies for dune restoration and planting projects for A&B land dedication - Resolution 22-208 (\$20,000).
 - o Auto Parts: Additional funding based on last year's actuals and due to aging fleet and increase in cost of parts. Division is taking care of more small repairs instead of sending to the Department of Public Works (\$2,500).
 - o Gasoline, Diesel, Oil, etc.: Additional funding due to estimated fuel increase (\$2,500).
 - o Repairs & Maintenance Supplies: Additional funding based on last two years actuals and estimated material increase to repair aging buildings. Repair and maintenance

supplies for dune restoration and planting projects for A&B land dedication - Resolution 22-208 (\$30,000).

- Small Tools: Additional funding due to estimated tool cost increase (\$500).
- Small Equipment - under \$1000: Additional funding due to estimated tool cost increase and need to provide tools for all staff. Necessary tools for expansion planting areas for A&B land dedication - Resolution 22-208 (\$10,000).

2 – Other Costs – **Decrease** by 11.2% (-\$5,500)

- Computer Software: Deletion of one-time appropriation for software license and existing Rainbird irrigation system (-\$14,000).
- Dues: Anticipated increase due to the estimated increase in cost of dues paid (\$1,000)
- Expansion Request:
 - Rentals: Estimated cost to rent large forklift for County-sponsored events and other projects (\$7,500).

3 – Services – **Increase** by 24.5% (\$390,900)

- Repairs/maintenance grounds: Anticipated increase to cost of parts (\$13,900).
- R & M - Services/Contracts: Anticipated increase to service contract (\$15,000), deletion of one-time appropriation for fence replacement and other repairs and maintenance at the Waihee Golf Course facility (-\$100,000), and deletion of one-time appropriation for the Keawekapu Beach Access parking lot (-\$100,000). (-\$185,000).
- Security alarms services: Anticipated increase due to the estimated increase from vendor (\$500).
- Expansion Requests:
 - Contractual Service: Increase due to refuse dumpster contract price increase (\$4,000), additional funding based on FY 2023 refuse dumpster contract price and estimated increase in FY 2024 (\$8,500), and additional funding due to cost increase in annual department-wide tree trimming contracts. Previous contract was \$50,000 over budgeted funds (\$50,000). (\$62,500)

- Repairs/maintenance grounds: Additional funding for irrigation and ground maintenance supplies to meet Section's performance measure of upgrading existing irrigation systems (\$35,000).
- R & M - Services/Contracts: Additional funding based on previous years' actuals and increase in repair of aging equipment (\$14,000).
- Professional Services: Additional funding for Maui Raceway Park Master Plan Update and Baldwin Beach Park Adaptation Plan to include offshore water quality study (\$450,000).

4 – Travel – **No change**

5 – Utilities – **Increase** by 0.2% (\$400)

- Expansion Request:
 - Water delivery charges: Anticipated increase due to estimated cost increase (\$400).

Category “C” – Equipment

1 – Machinery and Equipment – **Increase** by 30.1% (\$126,000)

- Golf Course Equipment: Deletion of equipment approved in FY 2023, one-time appropriation (-\$100,000).
- Motor Vehicles: Deletion of equipment approved in FY 2023, one-time appropriation (-\$110,000).
- Parks Maintenance: Deletion of equipment approved in FY 2023, one-time appropriation (-\$18,000).
- Motor Vehicles: Deletion of equipment approved in FY 2023, one-time appropriation (-\$65,000).
- Parks Maintenance Equipment: Deletion of equipment approved in FY 2023, one-time appropriation (-\$125,000).
- Expansion Requests:
 - Golf course equipment: Replacement of (1) fairway mower at \$130,000, (1) hybrid greens mower/verticut at \$95,000, and (3) club carts at \$25,000 each (\$300,000).
 - Motor Vehicles: Motor Vehicles: Replacement of (1) one-ton crew/truck with rack, lift gate, and aluminum tool boxes (CM 2137) at \$90,000, and (1) one-ton truck with rack, lift

gate, and aluminum tool boxes (CM 1963) at \$85,000 (\$175,000).

- Parks maintenance equipment: Replacement of (2) equipment lifts at \$7,000 each (\$14,000).
- Motor Vehicles: Replacement of (1) mid-size extra cab pickup truck with toolbox and utility rack (CM 1989). (\$55,000).

- 2 – Lease Purchases – **Decrease** by 66.3% (-\$16,087)
- Deletion of leased equipment for mower (-\$19,087).
 - Ongoing copier/printer lease (\$3,000).

Errors or inconsistencies

- The expenditures summary for Wages & Salaries reports 2023 Adopted as \$4,209,505, but the Budget Details reports the 2023 Adopted as \$4,139,629. This summary uses the number from the Budget Details.
- The explanation of budget changes for Machinery and Equipment erroneously reports a deletion of \$19,087 for a leased mower, which should have been under Lease Purchases.

Recreation and Support Services Program – General Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 13.4% (\$1,859,364)

- 2 – Premium Pay – **No change**

- 3 – Position Funding

- Adjustment in salaries due to the Collective Bargaining Agreement increase, step movements, positions filled at higher/lower steps, Within Range Progression, and increase to full year salary for expansion positions from FY 2023 (\$1,420,298)

- 4 – New Positions

- Proposed expansion positions for one Recreation Leader III and one Park Caretaker I, 8 months funding (\$70,584).

- Proposed expansion positions for one Park Caretaker II, two Park Caretaker I - East Coastal, and one Building Maintenance Repairer I, 12 months funding per Resolution 22-208 (\$216,948).
- Proposed expansion positions for one Clerk III and one Park Caretaker I, 8 months funding, and increase Recreation Assistant I to full time (\$78,524).
- Proposed expansion position to increase Clerk III to full time (\$20,730).
- Proposed expansion position for one Recreation Aide, 8 months funding (\$23,568).
- Proposed expansion position for one Pool Guard, 8 months funding (\$28,712).

Category “B” – Operations

1 – Materials and Supplies – **Increase** by 1.5% (\$25,800)

- Machinery & Equipment Replacement Parts: Deletion of one-time appropriation for replacement of a boiler for 50-meter pool at Kihei Aquatic Center (-\$51,000).
- Expansion Requests:
 - o Repairs & Maintenance Supplies: Additional funding for A&B land dedication areas per Resolution 22-208 (\$40,000).
 - o Safety Supplies: Related operation costs for the proposed expansion for A&B land dedication per Resolution 22-208 (\$2,000).
 - o Small Equipment - under \$1000: Related operation costs for the proposed expansion for A&B land dedication per Resolution 22-208 (\$15,000).
 - o Copier Supplies: Additional funding for printer ink/toner replacement for existing printer and new copier lease (\$2,500).
 - o Chemical & Other Filter Supplies: Additional funding for chemical treatment for additional algae protection (algaecide, phosphate remover, clarifier, and Pooltrine 60) (\$17,300).

2 – Other Costs – **Increase** by 1.7% (\$5,000)

- Expansion Request:
 - o Recreation programs: Additional funding to run existing programs and supplies for two added recreation areas in the Lanai District (\$5,000).

3 – Services – **Increase** by 5.2% (\$249,370)

- R & M - Services/Contracts: Deletion of one-time appropriation for fencing at Paukukalo Park (-\$50,000).
- R & M - Services/Contracts: Deletion of one-time appropriation for installation of a boiler replacement for 50-meter pool at Kihei Aquatic Center (-\$15,000).
- Expansion request:
 - o Contractual Service: Additional funding for the Kalima O Maui and Molokai Occupational Center contract due to minimum wage increase (\$314,370).

4 – Travel – **Increase** by 7% (\$1,500)

- Expansion request:
 - o Airfare, Transportation: Additional funding for Lanai District staff to travel to and from Lanai/Maui to attend trainings and meetings (\$1,500).

5 – Utilities – **No change**

Category “C” – Equipment

1 – Machinery and Equipment – **Increase** by 42.8% (\$485,610)

- Motor Vehicles: Deletion of equipment approved in FY 2023, one-time appropriations (-\$315,000).
- Parks Maintenance Equipment: Deletion of equipment approved in FY 2023, one-time appropriations (-\$563,850).
- Recreational Equipment: Deletion of equipment approved in FY 2023, one-time appropriations (-\$79,000).
- Other Equipment: Deletion of equipment approved in FY 2023, onetime appropriation (-\$20,000).
- Security Equipment: Deletion of equipment approved in FY 2023, one-time appropriations (-\$157,000)

- Expansion Requests:

- Motor Vehicles: Replacement of (1) four-door pickup truck w/long bed & aluminum liftgate (CM 2162) at \$60,000, and (1) heavy duty 3/4-ton truck with utility boxes, racks, tow package, and liftgate (CM 2384) at \$90,000 (\$150,000).
- Parks maintenance equipment: Purchase of (1) heavy duty utility vehicle (23-horsepower, diesel-powered engine, two-passenger, four wheel drive) at \$33,000, (1) utility vehicle (25-horsepower, diesel-powered, two-passenger, four-wheel drive) at \$35,000, and (1) utility vehicle (25-horsepower, diesel-powered engine, two-passenger, four-wheel drive) at \$35,000 (\$103,000).
- Parks maintenance equipment: Replacement of (1) shipping container to hold a trailer, (6) kayaks and paddles (\$8,000).
- Motor Vehicles: Replacement of (1) mid-size sports utility hybrid vehicle (CM 2406) due to accident (\$45,000).
- Parks maintenance equipment: Replacement of (2) floor scrubbers at \$6,210 each for the Hannibal Tavares and Eddie Tam Community Centers (\$12,420).
- Recreational equipment: Purchase of (3) pairs of soccer goals at \$5,180 each for East Upcountry district and (2) playground slides at \$15,000 each at Kalakapua Playground (\$45,540).
- Motor Vehicles: Replacement of (2) four-door pickup truck with long bed and aluminum liftgate (CM 2424 and CM 2133) at \$60,000 each, and (1) mid-size sports utility hybrid vehicle (CM 2256) at \$45,000 (\$165,000).
- Parks maintenance equipment: Purchase of (1) shipping container to be used to keep materials and equipment safe and secure (\$8,500).
- Maintenance & Repair Equipment: Every year, the beach park encounters large logs and debris caused by runoff from stream beds and high surf. New equipment will be used in various parks and facilities in the Hana District for field renovations, loading material, landscaping, removal of large tree branches due to bad weather and improve safe work conditions for employees while providing safer facilities and heavy-duty trailer to tow skid steer (\$150,000).

- Motor Vehicles: Replacement of (1) 4X4 dump truck with hydraulic dump and tow package (CM 2018) at \$120,000, (1) one-ton heavy-duty dually truck with hydraulic dump bed with tow package (CM 2208) at \$120,000, (1) four-door pickup truck with long bed & aluminum liftgate (CM 2138) at \$60,000, and (1) mid-size sports utility hybrid vehicle (CM 2373) for South District Supervisor at \$45,000 (\$345,000).
- Parks maintenance equipment: Replacement of (1) Cushman cart, which was stolen from the baseyard on January 31, 2021 (\$35,000).
- Recreational equipment: Purchase of (2) five-row bleachers ADA, aluminum at \$8,750 each for Dorvin D. Leis Field in Kalama Park for sports spectators (\$17,500).
- Motor Vehicles: Replacement of (1) one-ton diesel truck with hydraulic dump & tow package (CM 2310) (\$120,000).
- Parks maintenance equipment: Purchase of (1) towable wood chipper for Molokai District (\$37,500).
- Parks maintenance equipment: Replacement of (2) aluminum gas carts (Decal #s 27730 & 15044) at \$24,000 each for Molokai's Duke Maliu Regional Complex and Mitchell Pauole Complex (\$48,000).
- Parks maintenance equipment: Replacement of Field Pro (Decal # 32312) for the seven ball fields in the Molokai District (\$62,000).
- Parks maintenance equipment: Purchase of (1) skid steer at \$42,000, (1) tow behind blower at \$16,000, and (1) utility work cart at \$17,000 for Lanai District (\$75,000).
- Recreational equipment: Replacement of (1) Nevco scoreboard for Lanai Little League field (\$14,500).
- Motor Vehicles: Replacement of (1) heavy-duty ¾-ton truck with utility boxes, tow package & liftgate (CM 2123) (\$80,000).
- Parks maintenance equipment: Replacement of (1) heavy-duty trailer (\$18,000).
- Recreational equipment: Replacement of (2) pairs of soccer goals at \$9,000 each for Keopuolani Park, and (3) 6" game mounds at \$1,833 each for Little League fields 1, 2 and 3 (\$23,500).
- Maintenance & Repair Equipment: Purchase of (4) robotic vacuums at \$8,000 each for Sakamoto Pool, Upcountry

Pool, Kihei Pool and Lahaina Pool to clean the deep end of the pools, and (2) heat siphons at \$12,500 each (Decal #s 24718 & 24719) for Wailuku Pool (\$57,000).

2 – Lease Purchases – **No change**

Errors or inconsistencies –

Under expansion requests for Machinery and Equipment (Program Budget, p. 474), the quantity of aluminum gas carts to be replaced should be two.

Recreation and Support Services Program – Grant Revenue Fund

Category “A” – Salaries and Wages

The Recreation and Support Services Program does not have equivalent personnel funded through the Grant Revenue Fund.

Category “B” – Operations

1 – Materials and Supplies – **N/A**

2 – Other Costs – **No change**

3 – Services – **N/A**

4 – Travel – **N/A**

5 – Utilities – **N/A**

Category “C” – Equipment

1 – Machinery and Equipment – **N/A**

Grant Award

- PALS Food Service Program – **No change** (\$100,000)

Capital Improvement Projects

Countywide

Parks and Recreation

- CBS-1117: Countywide Parks Americans with Disabilities Act Improvements (GF) (\$500,000) for renovations.
 - o Additional \$20,000,000 (GF) projected for FYs 2025-2029 for renovations (\$4,000,000 annually).
- CBS-3232: Countywide Park Playground Improvements (GF) (\$1,600,000) for renovations.
 - o Additional \$5,000,000 (GF) projected for FYs 2025-2029 for renovations (\$1,000,000 annually).
- CBS-4581: Countywide Parks Facilities (GF) (\$500,000) for renovations.
 - o Additional \$2,500,000 (GF) projected for FYs 2025-2029 for renovations (\$500,000 annually).

Hana

Government Facilities

- CBS-5530: Old Hana School Improvements (GB) (\$3,000,000) for renovations.

Parks and Recreation

- CBS-1971: Helene Hall Septic Improvements (GF) (\$600,000) for design.
- CBS-7864: Keanae Septic System Improvements (GF) (\$150,000) for design.
 - o Additional \$500,000 (GF) projected for FY 2025 for new construction.

Kihei-Makena

Parks and Recreation

- CBS-5552: South Maui Beach Parks Parking Lots Improvements (PA) (\$400,000) for design and (GF) (\$1,550,000) for renovations.
 - o Additional \$1,250,000 (GF) projected for FYs 2025-2029 for design (\$250,000 annually).
 - o Additional \$2,750,000 (GF) projected for FYs 2025-2029 for renovations (\$550,000 annually).

- CBS-7856: Waipuilani Park Court Improvements (GF) (\$150,000) for design.
 - o Additional \$750,000 (GF) projected for FY 2025 for renovations.

Lanai

Parks and Recreation

- CBS-7242: Fifth Street Courts Resurfacing and Improvements (GF) (\$700,000) for design permitting, resurfacing, construction management, and renovations.

Makawao-Pukalani-Kula

Parks and Recreation

- CBS-7862: Makawao Boys and Girls Club Roof Replacement (GF) (\$100,000) for design.
 - o Additional \$300,000 (GF) projected for FY 2025 for renovations.

Wailuku-Kahului

Parks and Recreation

- CBS-4616: War Memorial Gym Building Improvements (GB) (\$4,000,000) for renovations.
- CBS-7239: Construction Maintenance Baseyard Improvements (GF) (\$500,000) for new construction.
- CBS-7245: Central Maui Pickleball Courts (GF) (\$1,000,000) for new construction.
- CBS-7860: Keopuolani Baseyard Improvements (GF) (\$150,000) for design.
 - o Additional \$1,000,000 (GF) projected for FY 2025 for new construction.

West Maui

Parks and Recreation

- CBS-6077: Lahaina Civic Center Rehabilitation (PA) (\$650,000) for design, permitting, construction, and construction management, and (GB) (\$4,750,000) for renovations.

Yuki Lei K. Sugimura, Chair
March 28, 2023
Page 16

- Additional \$15,000,000 (GB) projected for FY 2025 for renovations.
- CBS-6652: Napili Park Improvements (PA) (\$750,000) for new construction.

Errors or inconsistencies – **N/A**

I hope this is helpful. If you have any questions, please contact me at ext. 7761.

bfed:2024bgt:execsummaries:pr:jgk

BFED Committee

From: BFED Committee
Sent: Wednesday, March 29, 2023 1:52 PM
To: EA
Cc: BFED Committee
Subject: April 6, 10, and 12, 2023 Executive Summaries
Attachments: Executive Summaries for 04-12-23 meeting from Committee Chair.pdf; Executive Summaries for 04-10-23 meeting from Committee Chair.pdf; Executive Summaries for 04-06-23 meeting from Committee Chair.pdf

Aloha Members,

Please see the attached memos from the Committee Chair along with the Executive Summaries for the Departments that are currently scheduled for review on Thursday, April 6; Monday, April 10; and Wednesday, April 12. These documents will also be uploaded to Granicus. Mahalo!

-BFED Committee Staff