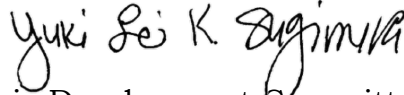


March 30, 2023

MEMO TO: BFED-1 File

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



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

The attached informational documents pertain to Item 1 on the Committee's agenda.

Attached are the executive summaries for April 17, 2023:

1. Department of Public Works
2. Emergency Management Agency
3. Office of Council Services
4. Office of the County Clerk

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Attachments

March 30, 2023

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

F R O M: Richelle Kawasaki, Legislative Attorney *RK*

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

This is an executive summary of the FY 2024 Budget proposal for the Department of Public Works.

Overall Operating Budget

- FY 2023 Adopted: \$61,474,798 vs. FY 2024 Proposed: \$67,290,816
(9.5% **increase**)

Administration Program

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Increase** by 19.8% (\$116,303)

2 – Premium Pay – **No change**

3 – Position Funding – Adjustment in salaries due to the Collective Bargaining Agreement increase, step movement, and increase in Director and Deputy Director salaries per Salary Commission (\$60,575).

4 – New Positions –

Expansion Request

- o Business Administrator I, 8 mo. funding (\$55,728)

Category “B” – Operations - **No change**

Category “C” – Equipment – **No change**

Errors or inconsistencies – **N/A**

Engineering Program

Category “A” – Salaries and Wages

1– Wages and Salaries – **Increase** by 9.8% (\$305,346)

2 – Premium Pay – **No change**

3 – Position Funding - Adjustments in salaries due to the Collective Bargaining Agreement increase and expansion positions in FY 2023 increasing to full year salary (\$305,346).

4 – New Positions – **N/A**

Category “B” – Operations

1 – Materials and Supplies – **No change**

2 – Other Costs – **No change**

3 – Services – **Decrease** by 1.7% (-\$15,000)

- Professional Services: Deletion of one-time appropriation for safety program consultant services for OSHA compliance (-\$50,000).
- Expansion request:
 - o Professional Services: Additional funding for third-party drainage reviews (\$20,000) and scanning of survey maps and historical survey books (\$15,000). (\$35,000)

4 – Travel – **No change**

5 – Utilities – **No change**

Category “C” – Equipment

1– Machinery and Equipment – **Decrease** from \$140,000 to \$0

- Deletion of one-time appropriations for Motor Vehicles (-\$90,000), Office Equipment (-\$35,000), and Maintenance & Repair Equipment (-\$15,000).

2 – Lease Purchases – **N/A**

Errors or inconsistencies – **N/A**

Engineering Program – Grant Revenue Fund

Category “A” – Salaries and Wages

The Engineering Program does not have equivalent personnel funded through the Grant Revenue Fund.

Category “B” – Operations

1 – Interfund Cost Reclassification – **N/A**

2 – Other Costs – **N/A**

3 – Services – **N/A**

4 –Special Projects – **Decrease** from \$265,000 to \$0 (-100%)

5 – Utilities – **N/A**

Category “C” – Equipment – **N/A**

Errors or inconsistencies – **N/A**

Grants

- Federal Highway Administration, Federal-Aid and Other Transportation Grants - **Increase** (\$6,990,000 to \$8,025,000). County match required, 20%. – *This grant award is allocated for capital projects and the funds are included in the CIP section.*
- State of Hawaii Department of Transportation, Safe Routes to School Program Special Fund- **Decrease** (\$182,500 to \$0)
- Private Contributions – **Decrease** (\$265,000 to \$0)

Special Maintenance Program

Category “A” – Salaries and Wages

1 – Wages and Salaries – ***Increase*** by 16.5% (\$486,884)

2 – Premium Pay – ***Increase*** by 3.3% (\$2,000)

- Additional funding to align budget with historical run rate of temporary assignment costs related to repair & maintenance of the County’s vehicle and equipment fleet.

3 – Position Funding

- Adjustments in salaries due to expansion positions in FY 2023 increasing to full year salary, collective bargaining increases, and positions reallocated (\$393,560), and one Planner IV transferred to the Department of Planning (-\$27,636). (\$365,924)

4 – New Positions

- Expansion requests:
Proposed expansion positions, 8 months funding for: Construction Equipment Mechanic I for Lahaina District Garage (\$46,376); Automotive Mechanic I for Lanai District Garage (\$44,744); and Administrative Services Assistant II for Countywide (\$29,840). (\$120,960)

Category “B” – Operations

1 – Materials and Supplies – ***Decrease*** by 2.9% (-36,500)

- Gasoline, diesel, oil, etc.: Transfer to align with historical spending (-\$43,000)
- Office Supplies, Paint & Painting Supplies, Safety Supplies, Small Tools, Small Equipment – Under \$1,000, Copier Supplies, and Auto Parts: Transfer to align with historical spending (\$8,000)
- Construction Materials: Delete one-time appropriation for Veterans Cemetery office repair and improvement costs (-\$70,000); Janitorial

Supplies: Deletion of one-time appropriation for replacement of waste receptacles and benches throughout cemetery to meet National Cemetery Association standards (-\$25,000). (-\$95,000)

- Expansion requests:
 - o Repairs & Maintenance Supplies Additional funding for aging and increasing fleet of General Fund vehicles and equipment (\$75,000); increase in Tires and Tubes to match historical expenses (\$10,000); increase in Paint & Painting Supplies to match historical expenses (\$5,500); and increases to Repairs & Maintenance Supplies (\$1,000); Miscellaneous Supplies (\$1,000); and Office Supplies (\$1,000) for the proposed expansion positions. (\$93,500)

2 – Other Costs – **Increase** by 36% (\$25,000)

- Increase for Computer Software to align budget with historical spending (\$10,000)
- Expansion request:
 - o Uniform Allowance: Additional funding for cemetery uniforms and laundering services to meet National Cemetery Association standards (\$15,000).

3 – Services – **Decrease** by 11.2% (-\$128,000)

- Other Services: Transfers to various sub-object codes to align budget with historical spending (\$19,000).
- R&M – Services/Contracts: Deletion of one-time appropriation for biennial repainting and repairs to committal shelter (-\$50,000).
- Professional Services: Deletion of one-time appropriation for Molokai Cemetery site selection study (-\$100,000).
- Other Services: Deletion of one-time appropriation to provide telecom/internet for cemetery (-\$7,000).
- Towing Charges, Laboratory Services, Professional Services: Transfer to align with historical spending (\$5,000).
- Expansion request:
 - o Sewer Charges to match historical expenses (\$5,000).

4 – Travel – **N/A**

5 – Utilities – **Increase** by 107% (\$40,450)

- Expansion request:
 - o Electricity: Increase to match historical expenses (\$21,950).
 - o Water Delivery Charges: Increase to match historical expenses (\$15,000).
 - o Telephone: Increase due to internet services (\$2,500).
 - o Cellular Telephone: Transfer to align with historical spending (\$1,000).

Category “C” – Equipment

1 – Machinery and Equipment – **Increase** by 165.8% (\$1,154,000)

- Maintenance & Repair Equipment: Deletion of two one-time appropriations for equipment (-\$79,000).
- Motor Vehicles: Deletion of six one-time appropriations (-\$475,000).
- Other Equipment: Deletion of two one-time appropriations (-\$137,000).
- Office Furniture: Deletion of a one-time appropriations (-\$5,000).
- Expansion requests:
 - o Maintenance & Repair Equipment:
 - Purchase of (6) mobile post lifts at \$20,000 each for Makawao Garage (\$120,000).
 - Replace mechanic shop equipment for County Garages (\$175,000).
 - Replace mechanic shop equipment for Molokai Highways Garage (\$15,000).
 - o Motor Vehicles:
 - Purchase of service truck to support additional positions approved in prior FY at the Makawao Highways District Garage (\$120,000).
 - Replace mechanic truck (CM 2703) for Makawao Garage (\$85,000).
 - Replace service truck (CM 2115) for Wailuku Garage (\$120,000).
 - o Other Equipment:
 - Purchase mini excavator for Molokai Veterans Cemetery and space constraint for digging graves (\$115,000).

- Purchase excavator for Makawao/Upcountry District (\$375,000).
- Replace excavator for Lahaina District (\$425,000).
- Replace slope mower to replace current vegetation management equipment for Lahaina NRCS and DLNR regulated dams for West Maui (\$300,000).

5 – Lease Purchases – **N/A**

Transfers Out

1 – Special Revenue Funds – **No change**

Errors or inconsistencies – **N/A**

Special Maintenance Program – Revolving Fund

Category “A” – Salaries and Wages

The Special Maintenance Program does not have equivalent personnel funded through the Revolving Fund.

Category “B” – Operations

1 – Materials and Supplies – **N/A**

2 – Other Costs – **N/A**

3 – Services – **Increase** by 4.7% (\$15,000)

4 – Travel – **N/A**

5 – Utilities – **Decrease** by 52.8% (-\$15,000)

Category “C” – Equipment – **N/A**

Errors or inconsistencies – **N/A**

Development Services Administration (DSA) Program – General Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 7.1% (\$176,340)
- 2 – Premium Pay – **No change**
- 3 – Position Funding
 - Adjustment to salaries due to Collective Bargaining Agreement increase.
- 4 – New Positions – **N/A**

Category “B” – Operations

- 1 – Materials and Supplies – **No change**
- 2 – Other Costs – **No change**
- 3 – Services – **No change**
- 4 – Travel – **No change**
- 5 – Utilities – **No change**

Category “C” – Equipment – **N/A**

Errors or inconsistencies – **N/A**

DSA Program – Building Permit Program – Revolving Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **Increase** by 20.4% (\$190,640)
- 2 – Premium Pay – **Decrease** by 28.7% (-\$46,783)
 - Deletion of one-time appropriation for anticipated salary increases based on the Collective Bargaining Agreement.
- 3 – Position Funding

- Adjustments in salaries due to collective bargaining increases, position filled at a higher step, and position title corrections (\$125,976).

4 – New Positions

- Expansion requests:
 - o Land Use and Building Plans Technician, 8 mo. funding (\$31,072).
 - o Engineering Support Technician II, 8 mo. funding (\$33,592).

Category “B” – Operations

1 – Materials and Supplies – **No change**

2 – Other Costs – **No change**

3 – Services – **No change**

4 – Travel – **No change**

5 – Utilities – **No change**

Category “C” – Equipment –

1 – Machinery and Equipment – **Increase** by 51.9% (\$48,500)

2 – Lease Purchase – **N/A**

Errors or inconsistencies – **N/A**

Highways Administration Program – Highway Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Increase** by 13.0% (\$77,251)

2 – Premium Pay – **Decrease** by 66.4% (-\$29,671)

- Salary adjustments: Deletion of one-time appropriation for anticipated salary increases based on Collective Bargaining Agreement.

3 - Position Funding

- Salary increases based on Collective Bargaining Agreement, proposed position reallocation, and expansion position from FY 2023, increase to full year salary.

4 – New Positions - **N/A**

Category “B” – Operations

1 – Materials and Supplies – **Increase** by 28.0% (\$3,000)

- Auto Parts, Medical and Safety Supplies: Transfer to align budget with historical spending (\$3,000).

2 – Other Costs – **Increase** by 2040.0% (\$200,000)

- Expansion Request:
 - o Rentals: Annual rental for baseyard capacity increase in Central Maui to support Highways operational needs for equipment and materials storage. Leased space will support Wailuku/Kahului/Kihei/Makawao and Pavement Preservation activities.

3 – Services – **Decrease** by 54.7% (-\$52,500)

- Professional Services: Delete one-time expenses for safety program consulting service and Vegetation Management & Exemption Plan development. Ongoing expense of \$25,000 for environmental monitoring for OSHA-required programs (-\$61,500).
- Maintenance Agreements: Transfer to align budget with historical spending (-\$3,000).
- Expansion Request:
 - o R&M – Services/Contracts: Additional funding to participate in statewide Electric Vehicle Contract including (1) EV and charging infrastructure (\$12,000).

4 – Travel – **No change**

5 – Utilities – **No change**

6 – Interfund Cost Reclassification – **Increase** by 19.9% (\$2,730,468)

- Social Security- FICA: Adjustment based on Fringe Rates for Calendar Year 2023 (\$139,703).
- Retirement System Charges: Adjustments based on Fringe Rates for Calendar Year 2023 (\$438,284).
- Hawaii Employer-Union Trust Fund: Adjustment based on Fringe Rates for Calendar Year 2023 (-\$1,083,985).
- OPEB Contributions: Adjustment based on Fringe Rates for Calendar Year 2023 (\$1,992,102).
- Overhead Charges/Admin Cost: Adjustment based on Fringe Rates for Calendar Year 2023 (\$1,244,364).

Category “C” – Equipment

1 – Machinery and Equipment – **Increase** by 2066.7% (\$62,000)

- Expansion Requests:
 - o Motor Vehicles: Replacement of (1) pickup truck (CM 2116) used daily by Highways Administration (\$65,000).

2 – Lease Purchases – **Decrease** by 65.0 % (-\$6,500)

- Delete one-time expenses for New lease for printer/scanner/copier/fax (-\$10,000).
- Expansion Request:
 - o Ongoing lease for printer/scanner/copier/fax (\$3,500).

Transfers Out

1 – General Fund – **Increase** by 15.2% (\$1,095,772)

- Adjustment for the debt service cost per the Debt Service Schedule.

Errors or inconsistencies – **N/A**

Road, Bridge, and Drainage Maintenance Program – Highway Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Increase** by 15.2% (\$1,306,936)

2 – Premium Pay – **Decrease** by 59.0% (-\$429,632)

- Salary adjustments: Decrease due to deletion of one-time appropriations for the anticipated salary increases based on collective bargaining.

3 - Position Funding

- Adjustments due to collective bargaining increases and expansion positions in FY 2023, increase to full salary, and position reallocation.

4 – New Positions – **N/A**

Category “B” – Operations

1 – Materials and Supplies – **Increase** by 19.8% (\$459,000)

- Miscellaneous Supplies, Office Supplies, Road Patching Materials, Tires & Tubes, and Small Equipment – Under \$1,000: Budget transfers to align with historical spending (\$7,000).
- Expansion Requests:
 - o Construction Materials: Increase budget to match historical spending (\$50,000).
 - o Machinery & Equipment Replacement Parts: One-time replacement of auger box and associated parts for two slurry trucks (\$80,000) and repairs to aging paving equipment (\$75,000) (\$155,000).
 - o Gas/diesel/oil interfund: Increase due to increasing fuel prices and expansion of equipment fleet (\$172,000).
 - o Machinery & Equipment Replacement Parts: One-time appropriation for aggregate spreader box part for wheel loader purchase to facilitate rural road maintenance (\$75,000).

2 – Other Costs – **Decrease** by 14.0% (-\$6,750)

3 – Services – **Increase** by 0.5% (\$1,000)

4 – Travel – **Decrease** by 17.8% (-\$1,250)

5 – Utilities – **Increase** by 8.3% (\$215,291)

- Expansion Request:

Electricity: Additional funding to match current trends for streetlight electricity.

Category “C” – Equipment

1 – Machinery and Equipment – **Decrease** by 37.0% (-\$2,177,500)

- Motor Vehicles: Deletion of equipment approved in FY 2023, one-time appropriations (-\$1,255,000).
- Other Equipment: Deletion of equipment approved in FY 2023, one-time appropriations (-\$4,481,500).
- Communication Equipment: Deletion of equipment approved in FY 2023, one time appropriations (-\$40,000).
- Security Equipment: Deletion of equipment approved in FY 2023, one time appropriations (-\$100,000).
- Computer Equipment: Deletion of equipment approved in FY 2023, one time appropriations (-\$6,000).
- Expansion Requests:
 - o Other Equipment:
 - (1) 10-ton pneumatic tire roller (\$145,000).
 - (1) 100-gallon crack sealing rubber melter trailer (\$40,000).
 - (1) Mobile support equipment (\$75,000).
 - (1) Pavement crack dust containment system (\$25,000).
 - (1) 50-ton lowboy trailer (\$140,000).
 - Replace (1) backhoe (\$250,000).
 - Replace (1) 50-ton lowboy trailer (\$140,000).
 - Replace (1) tractor mower (\$180,000).
 - o Motor Vehicles:
 - Replace (1) 14-cubic yd dump truck (CM 1113) for Wailuku/Central Maui District (\$280,000).
 - Replace (1) 14-cubic yd dump truck (CM 2706) for Wailuku/Central Maui District (\$280,000).
 - Replace (1) boom truck (CM 1494) for Wailuku/Central Maui District (\$350,000).
 - Purchase (1) 1-ton utility crew cab flatbed to transport Makawao Highways utility worker and labor crews to construction projects and assist during emergency repairs (\$100,000).
 - Purchase of (1) half-ton pickup truck (\$60,000).

- Replace (1) 8 cubic yd dump truck (CM 1102) for Makawao District (\$260,000).
- Replace (1) 14 cubic yd dump truck (CM 2437) for West Maui District (\$280,000).
- Replace (1) pickup truck (CM 2140) (\$60,000).
- Replace (1) small bucket truck (\$200,000).
- Replace (1) pickup truck (CM 1834) (\$80,000).
- Replace (1) vacuum truck (CM 2203) for Molokai District (\$650,000).
- Replace (1) crew cab flatbed truck (CM 1948) for Lanai District (\$110,000).

2 – Lease Purchases – **Decrease** by 67.2% (-\$21,500)

Errors or inconsistencies – In the Continuation Budget Changes explanation for Machinery and Equipment, not all costs +/- \$10,000 were included. The removal of \$1,635,000 on-time appropriation in Other Equipment and \$570,000 in Motor Vehicles were omitted.

Traffic Management Program – Highway Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – **Increase** by 23.5% (\$225,308)

2 – Premium Pay – **Decrease** by 36.1% (\$-47,985)

- Deletion of one-time salary appropriation for anticipated collective bargaining agreement increases.

3 – Position Funding

- Adjustments due to collective bargaining increases. (\$82,020)

4 – New Positions – **Increase** by 25.0% (4.0 FTE)

- Expansion Requests:
 - o Proposed Laborer II and Traffic Signs & Markings Installer expansion positions, 8 mo. funding. (\$71,752)
 - o Proposed Electrician Helper expansion position, 8 mo. funding. (\$71,536)

Category “B” – Operations

1 – Materials and Supplies – **Increase** by 68.5% (\$328,600)

- Gas/diesel oil interfund transfer to align budget with actual spending trends (\$16,000).
- Machinery & Equipment Replacement Parts: Transfer to align budget with actual spending trends (\$30,000).
- Repairs & Maintenance Supplies: Transfer to align budget with actual spending trends (-\$60,000).
- Safety Supplies: Transfer to align budget with actual spending trends (\$30,000).
- Expansion Requests:
 - o Machinery & Equipment Replacement Parts: One-time appropriation to purchase eradicator part for skid steer to facilitate pavement marking removal/restripe (\$35,000), one-time appropriation to purchase traffic improvement parts and upgrades (\$50,000). (\$85,000)
 - o Miscellaneous Supplies: Related operational costs for proposed TS&M Installer and Laborer II expansion positions (\$2,000).
 - o Safety Supplies: Related to proposed TS&M Installer, Laborer II, and Electrician Helper expansion positions (\$4,000).
 - o Auto Parts: Related to Electrician Helper expansion position (\$1,600).
 - o Electrical Parts & Supplies: One-time appropriation for increased repairs to Ho‘okele, Pulehu, and Dairy Rd. signals and required upgrades due to recent A&B roadway dedications (\$215,000).
 - o Small Tools: Related to the Electrician Helper expansion position for traffic improvement parts and upgrades (\$5,000).

2 – Other Costs – **No change**

3 – Services – **Decrease** by 14.3% (-\$16,000)

- Transfer to align with actual spending (-\$46,000).
- R&M – Services/Contracts: Transfer to align with actual spending for electrical contractors hired to replace damaged signal poles and signal cabinets with crane (\$30,000).

4 – Travel – **No change**

5 – Utilities – **No change**

Category “C” – Equipment

1 – Machinery and Equipment – **Decrease** by 1.7% (-\$5,000)

- Motor Vehicles: : Deletion of equipment approved in FY 2023, one-time appropriation (-\$300,000).
- Expansion Request:
 - o Motor Vehicles: Purchase of (1) Ford F-150 pickup truck (\$75,000), (1) Ford F-550 truck with side lift gate (\$130,000), and (1) flatbed truck with crew cab and crane (\$90,000). (\$295,000)

2 – Lease Purchases – **Decrease** by 70.8% (-\$8,500)

Errors or inconsistencies – **N/A**

Capital Improvement Projects

Countywide

Drainage

- CBS-6069: Countywide Bridge and Drainage Program (GF)(\$4,000,000) for design, new construction, other, and planning.
 - o The following drainage projects and programs are anticipated in FY 2024:
 - Emergency repairs to damaged or failing facilities that pose a hazard to public safety
 - Kahoma flood control environmental modifications (planning)
 - Honokalani St. ditch repair (Pukalani Terrace Subdivision)
 - Kaunakakai Drainage Master Plan
 - West Maui Dam evaluations
 - Drainage Master Plan Implementation
 - o Additional (GF)(\$25,000,000) projected for FYs 2025-2029 for design, new construction, and other (\$5,000,000 annually).

- CBS-6633: Countywide Drainline Replacement Program (GB)(\$5,000,000) for new construction.
 - o The following drainage projects and programs are anticipated in FY 2024:
 - Central Maui Drainline Replacement
 - West Maui Drainline Replacement
 - o Additional (GB)(\$25,000,000) projected for FYs 2025-2029 for new construction (\$5,000,000 annually).

Government Facilities

- CBS-6070: Countywide Facilities Maintenance Program (GB)(\$4,250,000) and (GF)(\$1,375,000) for planning, design, new construction, and other.
 - o The following projects and programs are anticipated in FY 2024:
 - Emergency repairs to damaged or failing equipment and building components
 - OSHA compliance improvements
 - Kalana Pakui a/c replacement for the conference room and surrounding offices
 - Old Courthouse leak repairs for the flat roof, windows, and ceilings
 - Kalana o Maui façade repair (west and north faces)
 - Kalana o Maui a/c chiller #2 replacement
 - Hawaiian Tel a/c replacement and equipment covering
 - Ueoka Building roof repair
 - Prison Street parking lot improvements
 - o Additional (GF)(\$13,400,000) projected for FYs 2025-2029 for design, new construction, and other.
- CBS-7232: Countywide DPW Highways Division Baseyard Facilities Program (GB)(\$2,300,000) for new construction and (GF)(\$300,000) for planning and design.
 - o The following projects and programs are anticipated in FY 2024:
 - Wailuku Baseyard Tire Shop safety improvements
 - Highways Division Baseyard master planning
 - Makawao covered storage upgrades
 - Lahaina Baseyard fuel tank replacement
 - Individual wastewater system upgrades at Makawao Baseyard, Makawao Veterans Cemetery, and Hana Civic Center and Baseyard

- Additional (GF)(\$51,000,000) projected for FYs 2025-2029 for acquisition, planning, design and new construction.

Road Improvements

- CBS-1023: Countywide Road Resurfacing and Pavement Preservation (GB)(\$6,050,000) for new construction and other and (HF)(\$7,000,000) for design and new construction.
 - The following projects and programs are anticipated in FY 2024:
 - Pavement preservation
 - District resurfacing
 - Pukalani Terrace Subdivision pavement reconstruction
 - Piiholo Road pavement reconstruction
 - Millyard Subdivision pavement reconstruction, Phase II
 - Additional (GB) (\$15,000,000) (\$3,000,000 annually) and (HF) (\$35,000,000) projected for FYs 2025-2029 for new construction.
- CBS-5022: Countywide Federal Aid Program (FD)(\$8,025,000) for new construction and other and (HF)(\$4,221,000) for design, new construction, and other.
 - The following projects and programs are anticipated in FY 2024:
 - Waiale Rd. intersection improvements at Waiinu Rd.
 - Kahawaiokapia Bridge replacement
 - Poopoo Bridge replacement
 - Pauwela Bridge replacement
 - S. Kihei Rd. pavement rehabilitation (Uwapo Rd. to Kaonoulu St.)
 - Additional (FD)(\$50,000,000) (\$10,000,000 annually) and (HF)(\$16,500,000) (\$3,300,000 annually) projected for FYs 2025-2029 for design, new construction, and other.
- CBS-6067: Countywide Traffic and Safety Program (HF)(\$4,130,000) for acquisition, planning, design, and new construction.
 - The following projects and programs are anticipated in FY 2024:
 - Roadway safety improvements
 - Annual Traffic Calming Program
 - Sidewalk improvements at Kupuna St., Makawao Ave., Loha St., Kamehameha Ave., Kinipopo St., and Kaohu St.
 - Lanai City curb ramp improvements
 - Hansen Road intersection improvements at Pulehu Rd.
 - Dairy Road traffic signal improvements

- o Additional (HF)(\$38,221,400) projected for FYs 2025-2029 for acquisition, planning, design, and new construction.

Hana

Other Projects

- CBS-7870: East Maui Rockfall and Embankment Repairs (GB)(\$3,900,000) for design, new construction, and other.
 - o The following projects are anticipated in FY 2024:
 - Alelele rockfall netting replacement
 - Piilani highway slope stabilization at Nuanualoa Gulch
 - o Additional (HF)(\$46,000,000) projected for FY 2025-2029 for design and new construction.

Wailuku-Kahului

Road Improvements

- CBS-7872: Maui Lani Parkway Extension (GB)(\$1,000,000) for planning.
 - o Additional (HF)(\$1,000,000) projected in FY 2026 for design.

West Maui

Road Improvements

- CBS-5509: Lower Honoapiilani Road Erosion at Kaopala Bay (GF)(\$350,000) for new construction.

Errors or inconsistencies – N/A

I hope this is helpful. If you have any questions, please contact me at ext. 7137.

March 26, 2023

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

F R O M: Richelle Kawasaki, Legislative Attorney 

SUBJECT: **EXECUTIVE SUMMARY OF FISCAL YEAR (“FY”) 2024 BUDGET
PROPOSAL FOR MAUI COUNTY EMERGENCY MANAGEMENT
AGENCY** (BFED-1)

This is an executive summary of the FY 2024 Budget proposal for the Maui County Emergency Management Agency.

Overall Operating Budget

- FY 2023 Adopted: \$7,275,399 vs. FY 2024 Proposed: \$7,331,779
(0.8% **increase**)

Emergency Management Program – General Fund

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – **increase** by 5.5% (\$31,380)
- 2 – Premium Pay – **No change**
- 3 – Position Funding
 - Adjustments in salaries due to collective bargaining increases, position reallocations, and positions filled at a lower step.
- 4 – New Positions: **No change**

Category “B” – Operations

- 1 – Materials and Supplies – **No change**
- 2 – Other Costs– **increase** by 33.6% (\$25,000)
 - Expansion Request:
 - o County grant subsidy:
 - American Red Cross: Increase \$5,000 per request.

- Maui Search and Rescue: Increase \$10,000 to augment the County's search and rescue capabilities.
- Civil Air Patrol, Kahului Squadron: Increase \$10,000 to provide assistance during disasters, including aerial reconnaissance, damage assessment, alerts and notifications.

3 -Services – **No change**

4 – Travel – **No change**

5 – Utilities – **No change**

Category “C” – Equipment

1. Machinery and Equipment – **N/A**

2. Lease Purchases – **No change**

Errors or inconsistencies – \$1 listed under Change Amount for Machinery & Equipment, should be \$0.

Emergency Management Program – Grant Revenue Fund

Category “A” – Salaries and Wages

1 – Wages and Salaries – **N/A**

2 – Premium Pay – **N/A**

Category “B” – Operations

1 – Materials and Supplies – **N/A**

2 – Other Costs – **N/A**

Yuki Lei K. Sugimura, Chair
March 26, 2023
Page 3

3 – Services – **N/A**

4 – Special Projects **No change**

5 – Travel – **N/A**

6 – Utilities – **N/A**

Category “C” – Equipment

1 – Machinery and Equipment – **N/A**

Emergency Management Program – Grants

- Emergency Management Performance Grant - **No change** (\$125,000)
- State Homeland Security Grant Program - **No change** (\$1,000,000)
- Federal Emergency Management Agency (“FEMA”) Public Assistance Grant - **No change** (\$5,000,000)

Capital Improvement Projects

There are no CIPs.

I hope this is helpful. If you have any questions, please contact me at ext. 7137.

March 26, 2023

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

F R O M: Richelle Kawasaki, Legislative Attorney RK

SUBJECT: **EXECUTIVE SUMMARY OF FISCAL YEAR (“FY”) 2024 BUDGET PROPOSAL FOR COUNTY COUNCIL (OFFICE OF COUNCIL SERVICES)** (BFED-1)

This is an executive summary of the FY 2024 Budget proposal for the County Council (Office of Council Services).

Overall Operating Budget – Council Services Program

FY 2023 Adopted: \$8,569,980 vs. FY 2024 Proposed: \$9,043,426 (5.5% ***increase***)

Category “A” – Salaries and Wages

1 – Wages and Salaries – ***Increase*** by 11.1% (\$579,133)

2 – Premium Pay – ***No change***

3 – Position Funding:

- Regular Wages: Adjustment in salaries due position changes, positions filled at higher/lower steps, and step movements per Reso 23-14; pay range increase per Ordinance 5388; full year salary for expansion position in FY 2023; proposed pay range increases; and anticipated increased costs (\$390,852).

4 - New Positions

- Proposed Legislative Attorney and PAF Coordinator expansion positions, 12 months funding (\$188,281).

Category “B” – Operations

1 – Materials and Supplies – ***Increase*** by 28.5% (\$17,811)

- Delete one-time appropriations for monitors, UPS battery backups, and docking stations. Reduction in postage. (-\$14,945).

Expansion requests:

- Increases to Medical & Safety Supplies; Miscellaneous Supplies; Office Supplies; Small Equipment; and Copier Supplies based on anticipated expenditures (\$32,756).

2 – Other Costs – **Increase** by 17.4% (\$55,975)

- Rentals: Reduce leases for residency area offices (-\$10,053).
- Miscellaneous Other Costs: Increase of \$735 based on anticipated increase in cost, decrease of \$5,000 due to deletion of every odd-year appropriation for Council inauguration (-\$4,265).

Expansion requests:

- Increases to HSAC Dues; Miscellaneous Other Costs; Publications & Subscriptions; Registration/Training Fees; Rentals; and Retirement & Service Awards based on anticipated expenditures and increased costs (\$70,293).

3 – Services – **Decrease** by 11.9% (-\$289,419)

- Delete one-time appropriations for legislative branch office renovations and federal liaison public relations firm to work with the FAA (-\$700,000).
- Decrease in freight and hauling costs and repairs and maintenance of buildings (-\$3,266).

Expansion requests:

- Increases to Advertisements; Computer Services; Contractual Services; Printing & Binding; and Professional Services based on anticipated expenditures (\$413,847).

4 – Travel – **Increase** by 12.1% (\$24,249)

Expansion requests:

- Increases to Airfare, Transportation; Mileage; and Per Diem based on anticipated expenditures.

5 – Utilities – **Increase** by 12.2% (\$6,381)

Expansion requests:

- Increases to Electricity, Cellular telephone, and Telephone based on anticipated expenditures.

Category “C” – Equipment

1 – Lease Purchases – **Increase** by 36.7% (\$4,018)

2 – Machinery and Equipment – **Increase** by 97.7% (\$75,298)

- Computer Equipment: Deletion of one-time appropriations (-\$70,930).
- Furniture/Fixtures: Deletion of one-time appropriation (-\$6,122).

Expansion requests:

- Increases to Computer Equipment and Motor Vehicles (van replacement) based on anticipated costs (\$152,350).

Errors or inconsistencies – **N/A**

Capital Improvement Projects

There are no CIPs.

I hope this is helpful. If you have any questions, please feel free to contact me at ext. 7137.

March 29, 2023

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

F R O M: Richelle Kawasaki, Legislative Attorney *RK*

SUBJECT: **EXECUTIVE SUMMARY OF FISCAL YEAR (“FY”) 2024 BUDGET
PROPOSAL FOR OFFICE OF THE COUNTY CLERK** (BFED-1)

This is an executive summary of the FY 2024 Budget proposal for the Office of the County Clerk.

Overall Operating Budget

- FY 2023 Adopted: \$2,156,150 vs. FY 2024 Proposed: \$2,319,372 (7.6% ***increase***)

County Clerk Program

Category “A” – Salaries and Wages

- 1 – Wages and Salaries – ***Increase*** by 5.3% (\$49,922)
- 2 – Premium Pay – ***No change***
- 3 – Position Funding:
 - Adjustment in salaries due to collective bargaining agreement increase and step movement (\$135,720), and reduction in staff due to election cycle (-\$85,798).
- 4 – New Positions – ***N/A***

Category “B” – Operations

- 1 – Materials and Supplies – ***Increase*** by 4.7% (\$5,000)
 - Expansion request:
 - o Miscellaneous Supplies: Increase for supplies needed for Agilis, Knowink, and TXT2Cure (\$5,000).
- 2 – Other Costs – ***Increase*** by 42.9% (\$78,700)

- Expansion requests:
 - o Publications & Subscriptions (Maui News) (\$200); Rentals to store election-related equipment (\$78,500).

3 – Services – **Increase** by 15.3% (\$72,000)

- Expansion requests:
 - o Advertisement: Increase in amount of legislation-related publications in newspapers (\$15,000).
 - o Other Services: Internet for South Maui and East Maui (\$3,000) and increase for Agilis, Knowink, and TXT2Cure services (\$19,000). (\$22,000)
 - o Professional Services: Increase for transcription services (\$35,000).

4 – Travel – **No change**

5 – Utilities – **No change**

6 – Budget Expenditures – **No change**

Category “C” – Equipment

1 – Machinery and Equipment – **Decrease** by 93.4% (-\$42,400)

- Computer Equipment: Deletion of equipment approved in FY 2023, one-time appropriation (-\$12,000).
- Other Equipment: Deletion of equipment approved in FY 2023, one-time appropriation (-\$33,400).
- Expansion Request:
 - o Other Equipment: Replace (10) monitors at \$300 each (\$3,000).

2 – Lease Purchases – **N/A**

Errors or inconsistencies – **N/A**

Yuki Lei K. Sugimura, Chair
March 29, 2023
Page 3

Capital Improvement Projects

Wailuku-Kahului Government Facilities

CBS-7892: Elections Division Warehouse Renovations (GF) (\$75,000) for renovations.

CBS-7893: Clerk's Office Renovations (GF) (\$300,000) for renovations.

I hope this is helpful. If you have any questions, please contact me at ext. 7137.

bfed:2024bgt:execsummary:occ:rkk

BFED Committee

From: BFED Committee
Sent: Friday, March 31, 2023 9:21 AM
To: EA
Cc: BFED Committee
Subject: April 14, 17, and 18, 2023 Executive Summaries
Attachments: Executive Summaries for 04-14-23 from Committee Chair.pdf; Executive Summaries for 04-17-23 meeting from Committee Chair.pdf; Executive Summaries for 04-18-23 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 14; Monday, April 17; and Wednesday, April 18. These documents will also be uploaded to Granicus. Mahalo!

-BFED Committee Staff