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Deputy Director of Council Services
David M. Raatz, Jr., Esq.

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

April 4, 2023

Mr. Bradford Ventura, Fire Chief
Department of Fire & Public Safety
County of Maui
Wailuku, Hawaii 96793

Dear Chief Ventura:

SUBJECT: **FISCAL YEAR ("FY") 2024 BUDGET** (BFED-1) (FS-2)

May I please request you be prepared to answer the following questions at the BFED Committee meeting held via BlueJeans on **April 5, 2023***. This will enable the Committee to comprehensively review the FY 2024 Budget. May I further request that, after approval by the Office of the Mayor, you transmit a written response to bfed.committee@mauicounty.us by **April 4, 2023**. **Date subject to change without notice.*

Overall

1. Regarding the provision of ocean safety services at Pu'u Keka'a, has the new ocean safety tower been completed? (Page 277, Program Budget) (TK) (TP) (SS)
 - a. Is the tower currently in operation?
 - b. If it is in operation, how is the Department staffing this site?
 - c. If is not in operation, what is the timeline for the tower opening?
 - d. Is the Department requesting full funding for staff and operations?
 - e. Please identify the costs relating to this site.

2. When will the four 10-hour day schedule for ocean safety officers be implemented? (TP)
3. Why is the cost for fire permit inspections four times more this fiscal year, from \$25 to \$100? (Page 16, Appendix B, Ramseyered version) (TP)
 - a. Is square foot measurement no longer a trigger?
 - b. If an outdoor event is open to the public, how is it known whether 50 or more people will ultimately attend?
4. Relating to the Ocean Safety Program, please provide an update on plans to place ocean safety personnel and lifeguard towers in East Maui. (SS)
 - a. What locations would be preferred, and what type of funding and amounts would be required to make this happen? (SS)
5. Please list all proposed changes to rates and fees and the impact on projected revenues. (Appendix B) (SS)
6. Did the Fire Commission approve the budget submitted by the Mayor? (SS)
 - a. If so, did the Commission review any changes made by the Mayor after his initial submittal? (SS)
7. Please explain why each project with a lapse date of 2018 or prior listed in the CIP Quarterly Report has not been closed out. Can these contracts be closed out and monies lapsed into FY 2024? (Appendix A-1) (SS)
8. How does the Department's budget reflect local recruiting? What actions are being done to recruit locally? (Page 239, Program Budget) (NUH)
9. Please explain the rationale for increasing plan review fees from 12.5% to 17.5% of the building permit fee. (Page 17, Appendix B, Ramseyered version) (TP)

Salaries and Wages (Category "A")

1. With respect to the plan review function, does the Department believe the current E/P count is sufficient to address existing and possibly increased workloads? What is the average time to sign off on a building permit application? (Page 268, Program Budget) (TK)

Chief Bradford Ventura
April 4, 2023
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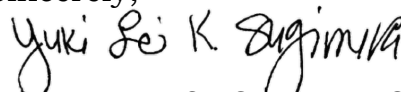
2. Will the three Fire Fighter III and three Fire Captain expansion positions be funded once the Olowalu Fire Station comes online? (Page 260, Program Budget)(Page 8-22, Budget Details) (TP)
3. Has the Department of Personnel Services already described the Ocean Safety Bureau Chief position? (Page 8-69, Budget Details) (TP)
4. Please explain the \$1,007,688 increase in premium pay. (Page 241, Program Budget) (NUH)

Operations and Equipment (Categories “B” and “C”)

1. Will the MSA replacement cylinders be used only for training or also for live firefighting? (Page 8-17, Budget Details) (TP)
2. Has Rescue Boat 3 been having engine trouble? (TP)
3. Since the Department submitted their budget proposal to the Administration in October 2022, has any equipment failed or unforeseen equipment needs arisen? (TP)
4. Regarding the proposed expansion positions for Lahaina Fire Station only until Olowalu Fire Station opens, what is the status of the Olowalu Fire Station? (Budget 8-22, Budget Details) (SS)
 - a. Should the apparatus for the Olowalu Fire Station also be included in the budget due to the lead time needed? (SS)
5. Regarding the requested equipment purchases of (1) sports utility vehicle and (1) digital fire extinguisher trainer, can the revolving fund be used to purchase these items? Please explain. (Page 8-64, Budget Details) (SS)

Thank you for your attention to this request. Should you have any questions, please contact me or the Committee staff (Lesley Milner at ext. 7886, 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 Committee

From: BFED Committee
Sent: Tuesday, April 4, 2023 9:37 AM
To: Bradford Ventura
Cc: Michelle Santos; Zeke Kalua; Maria Zielinski; Desiree Echalas; Janina Agapay; BFED Committee; Chasserae Kaawa
Subject: PLEASE READ attached letter re: Fiscal Year ("FY") 2024 Budget (BFED-1) (FS-2)
Attachments: (FS-2) Correspondence to Fire and Public Safety 04-04-2023.pdf

Mr. Ventura: Please refer to the attached letter from the Budget, Finance, and Economic Development (BFED) Committee Chair, dated 04/04/2023.

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

Ms. Zielinski: FYI

Mahalo, Clarita Balala

RICHARD T. BISSEN, JR.
Mayor

KEKUHAUPIO R. AKANA
Managing Director

BRADFORD K. VENTURA
Fire Chief

GAVIN L.M. FUJIOKA
Deputy Fire Chief



DEPARTMENT OF FIRE & PUBLIC SAFETY
COUNTY OF MAUI
200 DAIRY ROAD
KAHULUI, MAUI, HAWAII 96732
www.mauicounty.gov

April 4, 2023

Ms. Maria Zielenski
Budget Director, County of Maui
200 South High Street
Wailuku, HI 96793

my

APPROVED FOR TRANSMITTAL

Richard T. Bissen 4-5-23
Mayor Date

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

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") 2024 BUDGET (BFED-1) (FS-2)

The Department of Fire & Public Safety is in receipt of your letter dated April 4, 2023.
Please see our responses below.

Overall

1. Regarding the provision of ocean safety services at Pu'u Keka'a, has the new ocean safety tower been completed? (Page 277, Program Budget) (TK) (TP) (SS)
 - a. Is the tower currently in operation?
No, the tower has not been constructed yet. We have been in extended negotiations with Kyo-Ya (the owners of The Sheraton, on whose property the tower will be built) regarding the formal agreement between them and the county, and are awaiting permits before we clear the ground and begin construction.

b. If it is in operation, how is the Department staffing this site?

N/A

c. If is not in operation, what is the timeline for the tower opening?

Main project tasks that will need to be completed include the following:

- 1. Completion of the contract between Kyo-Ya and the County. We are near the end of several rounds of back-and-forth regarding the provisions of this agreement, but cannot know for sure the end date. This has been the major impediment to progress, as we do not want to commit any funds until we are sure an agreement will be reached.**
- 2. Completion of the formal agreement between KOA and the County regarding reimbursement for up to \$150,000 for tower construction and major equipment. We have reached informal agreement already so drafting a formal agreement satisfactory to both parties should be relatively quick.**
- 3. Receipt of permits (3rd party contractor was contracted to submit the applications). Time to receive the permits is unknown.**
- 4. Purchase of materials for tower construction, along with major equipment for operations (RWC, ATV, etc.). This is pending item 1 above. Note that backup RWC and other equipment could be used if there are delays in equipment procurement.**
- 5. Ground preparation and tower construction. We anticipate this not taking more than a few months once we get started.**

d. Is the Department requesting full funding for staff and operations?

Yes—FY 2024's budget reflects full staffing for Pu'u Keka'a. We are remaining optimistic that once initial hurdles have been cleared we can move swiftly to get this project operational.

e. Please identify the costs relating to this site.

We anticipate tower construction and major equipment to be covered by Ka'anapali Operations Association out of the \$150,000 they have agreed to provide on a reimbursement basis. Noteworthy costs to the county are for staffing and various incidentals.

2 OSO IIIs @ \$80,172 each = \$160,344

6.5 OSO IIs @ \$54,156 each = \$352,014

Premium Pay: roughly 1/13 of \$630,000 OSB premium pay = \$48,462

Incidental Expenses: rough estimate at \$200 per month = \$2,400

TOTAL = \$563,220 rough estimate per year

2. When will the four 10-hour day schedule for ocean safety officers be implemented? (TP)

We are awaiting ratification of the MOU with HGEA. We can be ready upon graduation of the *next* recruit class, scheduled to run from August 1st through October 31st, to begin 4 x 10s across all our towers, which is the preferred operational model.

3. Why is the cost for fire permit inspections four times more this fiscal year, from \$25 to \$100? (Page 16, Appendix B, Ramseyered version) (TP)

Permits for tents, canopies and temporary structures is now subsumed under the new language for Special Events Permits, and so the fee now corresponds to the Special Events Permit fee of \$100.00. Note that the older section of the code had not been updated in recent memory, and the \$25 fee no longer reflected the staff hours required to conduct the requisite review and inspections, which include items such as fire extinguisher placement, exits, separation distances for cooking operations, etc.

- a. Is square foot measurement no longer a trigger?

Special events incorporating tents larger than 400 square feet are required to have the tents meet flame resistance requirements. 700 square feet is no longer an applicable threshold.

- b. If an outdoor event is open to the public, how is it known whether 50 or more people will ultimately attend?

The fire code requires at least two exits once there are 50 or more people gathered together for a special event. While it is often difficult to know in advance whether this threshold will be crossed, if event organizers expect a plausible attendance of more than 50 then in the interests of public safety we enforce the requirement for that number of people. We prefer to err on the side of caution and optimism for event attendance rather than potential expose a crowd of people to unsafe conditions against fire code.

4. Relating to the Ocean Safety Program, please provide an update on plans to place ocean safety personnel and lifeguard towers in East Maui. (SS)

While the fire department administration is certainly open to the idea of adding ocean safety services in East Maui, we are not yet actively planning to do so, and so there is nothing in the FY 2024 budget devoted to this project.

- a. What locations would be preferred, and what type of funding and amounts would be required to make this happen? (SS)

Regarding locations, we have not identified a single preferred tower location. Characteristics of preferred locations include:

- **County Beach Park (e.g., Hana Bay Beach Park—which is convenient, but does not pose appreciable safety concerns calling for a lifeguard tower).**
- **Safety concerns and/or significant history of aquatic injuries so that OSOs will make the most impact (a good example would be Koki Beach—but there is no county beach park there).**

An alternative to selecting a single tower location is to establish a roving patrol, with OSOs utilizing their pickup truck with RWC in tow, travelling to busy areas and setting up surveillance temporarily as indicated.

Funding to make this happen would include monies for:

- **1 lifeguard tower—about \$130,000 for a pre-fabricated tower (if a tower were used)**
- **1 RWC with road trailer, beach trailer, and rescue sled→\$31,000**
- **1 full-sized pickup truck with lights, radios, etc. →\$65,000**
- **Miscellaneous Equipment (Rescue board, AED, backboard, EMS supplies, radios, etc.)→\$25,000**
- **Staffing→roughly \$564,000 if staffed like Pu'u Keka'a**
- **Housing: roughly \$3,000 - \$4,000 per month→ \$48,000 per year? This is assuming any is available. If no housing is provided, hours of operation will be significantly reduced to allow sufficient commute time.**
- **Per diem→\$65,000? We may be required to pay per diem for OSOs being housed overnight.**

Very Rough Total: \$883,000 for first year.

5. Please list all proposed changes to rates and fees and the impact on projected revenues. (Appendix B) (SS)

Change 1: The following sections of the County Code were amended so that references would correctly match the 2018 Amendments. There was no substantial change to any requirements. (Adopted November 23, 2022)

**16.04C.040 to 16.04D.030
16.04C.160 to 16.04D.150
16.04C.060 to 16.04D.050**

Change 2: The following language was deleted, as the new code incorporates tents, canopies and temporary structures under the special events permit (see Change 3 below). Note that this section of the code had not been updated in recent memory and the \$25 fee no longer reflected the staff hours required to conduct inspections and process these applications.

*For tent, canopy, and temporary structure in excess of
700 square feet, except for structures used
exclusively for camping and private functions not
open to public \$25 each*

Change 3: The following language covering Special Event Permits was added to the 2018 County Amendment 16.04D.150.
Account: 3420

*For any event set up that requires a review and approval for fire code compliance as required by another county or state department.
For any outdoor event that is open to the public, hosting 50 or more people, and any of the following is being conducted: 1. Outdoor cooking operations. 2. Use of temporary structures, tents, and /or canopies. 3. Access and egress of the attendees of the event are to be limited or constrained in some manner.*

Fee: \$100 each

County Code: 16.04D.150

Change 4: The following regarding Photovoltaic Permits was added to the 2018 County Amendment 16.04D.150.

Account: 3420

For installation or modification of any photovoltaic system not associated with a building permit.

Fee: \$100 each

County Code: 16.04D.150

Change 5: The Fire Plan Review Fee was increased from 12.5% to 17.5%. This change was overdue, as per agreement the Fire Department % is supposed to be half that for the Building Department. A number of years ago the Building

Department increased theirs to 35%, but the Fire Department never got around to updating theirs. This year we did.

6. Did the Fire Commission approve the budget submitted by the Mayor? (SS)

Since the mayor transmitted his proposed FY24 budget to the County Council there has not been a Fire and Public Safety Commission meeting. Pursuant to County Charter, however, the Fire and Public Safety Commission did review our proposed budget prior to submittal to the Budget Office in November of 2022.

- a. If so, did the Commission review any changes made by the Mayor after his initial submittal? (SS)

N/A

7. Please explain why each project with a lapse date of 2018 or prior listed in the CIP Quarterly Report has not been closed out. Can these contracts be closed out and monies lapsed into FY 2024? (Appendix A-1) (SS)

We are not aware of any lapsed contracts extending that far back. If there are any, then yes—they should be closed out.

8. How does the Department's budget reflect local recruiting? What actions are being done to recruit locally? (Page 239, Program Budget) (NUH)

We utilize several parts of our budget to conduct continuous recruitment. Our Fire Prevention Bureau, Ocean Safety Bureau, and the Health and Safety Bureau attend both traditional job fairs and virtual job fairs. They also attend high school career days when invited by the local high schools.

The Ocean Safety Bureau has an annual Jr. Lifeguard Program that is conducted to pique the interest of our local school-aged kids towards the career of an ocean safety officer. Our proposed budget has expansion positions to create a firefighter explorer program. Our goal with this program is to attract high school aged youth who may have an interest in a career as a firefighter.

9. Please explain the rationale for increasing plan review fees from 12.5% to 17.5% of the building permit fee. (Page 17, Appendix B, Ramseyered version) (TP)

This change was overdue, as per longstanding agreement the Fire Department % is supposed to be half that for the Building Department. A number of years ago the Building Department increased theirs to 35%, but the Fire Department never got

around to updating theirs. This year we got caught up to start receiving our agreed-upon share.

Salaries and Wages (Category "A")

1. With respect to the plan review function, does the Department believe the current E/P count is sufficient to address existing and possibly increased workloads? What is the average time to sign off on a building permit application? (Page 268, Program Budget) (TK)

We believe that the four lieutenants we now have doing plans review should be sufficient for the time being, especially with the addition of the second Fire Prevention Bureau Captain coming later this fiscal year. Should our optimism prove unfounded, we will request additional positions in future year's budgets.

As for the average time to sign off on a building permit application, that varies widely to the point that it is hard to provide a single meaningful time frame. For example, a residential permit could take as little as half an hour if every requirement is clearly in place. A large project like a resort or shopping center could easily take a week or longer; and if information is missing and/or the applicant does not communicate efficiently with our reviewers, the review process could end up taking months.

2. Will the three Fire Fighter III and three Fire Captain expansion positions be funded once the Olowalu Fire Station comes online? (Page 260, Program Budget)(Page 8-22, Budget Details) (TP)

Yes. When the fire station is ready to go on-line for the community our department would not want a delay in staffing the station. The unfunded positions are being requested this fiscal year so that they can be created within the county system and a re-organization conducted in advance. Once the station is ready, a budget amendment will be requested to fund the positions.

3. Has the Department of Personnel Services already described the Ocean Safety Bureau Chief position? (Page 8-69, Budget Details) (TP)

The Department of Personnel is processing the creation and approval from the equal pay group before we can establish the new class. The county does not have this class of work established. Once completed, the department will be able to create the position and recruit internally, providing an eagerly-awaited promotional opportunity within the Ocean Safety Bureau.

4. Please explain the \$1,007,688 increase in premium pay. (Page 241, Program Budget) (NUH)

This is the result of a number of factors, including the following:

- **Collective bargaining agreements were renewed that awarded employees successive increases in pay, and so corresponding increases in premium pay when compared to FY 2023's approved budget.**
- **We anticipate expanding the number of training classes—taught and attended by operational personnel—that will require overtime compensation. We are also in negotiation with the HFFA regarding our rank-for-rank policy, which may allow more opportunities for personnel to participate in that program.**
- **We anticipate and want to be prepared for a more active fire and season and hurricane season, and so need to have funds available in the budget to pay overtime for emergency call-back crews, incident rehab, investigations, etc.**
- **We anticipate expanding upon our public education and recruiting offerings, for which personnel are paid overtime.**
- **We also have 24 additional Ocean Safety personnel moving from partial to full-year funding. This was to accommodate expanded working hours and a new tower, and so anticipate some increase there for items such as holiday pay, working lunches, etc. And we are hoping to add one more new OSO position to FY 2024.**

Operations and Equipment (Categories “B” and “C”)

1. Will the MSA replacement cylinders be used only for training or also for live firefighting? (Page 8-17, Budget Details) (TP)

The department's training program includes the Fire Training Bureau, Health and Safety Bureau and our central warehouse. The additional MSA equipment will be utilized during both operations and training. This equipment circulates back and forth between the Training Program and Fire/Rescue Operations as cylinders are replaced following incidents and are taken out of circulation for annual testing and maintenance.

2. Has Rescue Boat 3 been having engine trouble? (TP)

Yes, it has. RB3 is currently out of service with an unknown in-service date. The vessel has two engines and each engine has its own set of problems, ranging from not being able to hold a particular RPM, to faulty throttle position sensors, to cracks in the gimbal ring on the starboard engine. Maui County has only one mechanic that works on this brand of engine, so repairs are often delayed.

3. Since the Department submitted their budget proposal to the Administration in October 2022, has any equipment failed or unforeseen equipment needs arisen? (TP)

Due to the unreliability of the engines on RB3 we suggest the engines be replaced with industry-leading models for this front line rescue boat. We desire to change from inboard to outboard engines. The outboard engines require much less maintenance and there are multiple vendors in Maui County available to work on them.

4. Regarding the proposed expansion positions for Lahaina Fire Station only until Olowalu Fire Station opens, what is the status of the Olowalu Fire Station? (Budget 8-22, Budget Details) (SS)

The West Maui Improvement Foundation is continuing its fundraising efforts to purchase a modular fire station which is planned to be shipped from Canada to Olowalu. The exact timeline for this project to be complete is unknown. There are still land entitlements that need to be done prior to placing a fire station on the land that is being donated.

- a. Should the apparatus for the Olowalu Fire Station also be included in the budget due to the lead time needed? (SS)

The proposed fire station will staff 2-3 personnel per shift. The apparatus that will be used at this station will be smaller than your normal full-sized fire apparatus and with shorter lead times. Although we are optimistic that the project will be completed, we do not want to request funding for a new apparatus until a firm opening date can be anticipated. If lead time on the new apparatus results in the station opening prior to its arrival, we are prepared to utilize a relief apparatus until the new apparatus arrives.

Honorable Yuki Lei K. Sugimura, Chair

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Tuesday, April 4, 2023

5. Regarding the requested equipment purchases of (1) sports utility vehicle and (1) digital fire extinguisher trainer, can the revolving fund be used to purchase these items? Please explain. (Page 8-64, Budget Details) (SS)

Yes, it could. That fund is used to pay for two of our plans reviewers (FF IVs, Lieutenants), but may also be used for other equipment items for our Fire Prevention programs. Also, we did apply for federal grant funds for extinguisher trainers as well, so if we are awarded that grant we would not need these funds. We likely will not know that, however, until well after the budget is approved.

If you have additional questions or require further clarification, please contact the Office of the Fire Chief at (808)270-7561.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brad Ventura", is written over the word "Sincerely,".

BRADFORD K. VENTURA
Fire Chief

BFED Committee

From: Desiree Echalas <Desiree.B.Echalas@co.maui.hi.us>
Sent: Wednesday, April 5, 2023 9:00 AM
To: BFED Committee
Subject: FY 2024 (BFED-1) (FS-2)
Attachments: FY 24 (BFED-1) (FS-2) Response.pdf

Please see attached response (FS-2) from Department of Fire & Public Safety.

Desiree Echalas
Budget Specialist
County of Maui
Office of the Mayor
Desiree.B.Echalas@co.maui.hi.us
Phone: (808) 270-8239