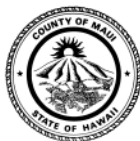


Council Chair
Alice L. Lee

Vice-Chair
Yuki Lei K. Sugimura

Presiding Officer Pro Tempore
Tasha Kama

Councilmembers
Tom Cook
Gabe Johnson
Tamara Paltin
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Shane M. Sinenci
Nohelani U'u-Hodgins



Director of Council Services
Traci N. T. Fujita, Esq.

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 10, 2023

Mr. Kekuhaupio Akana, Managing Director
Department of Management
County of Maui
Wailuku, Hawaii 96793

Dear Mr. Akana:

SUBJECT: **FISCAL YEAR ("FY") 2024 BUDGET** (BFED-1) (MD-3)

Thank you for participating in the Committee's discussions on April 5, 2023. The Committee respectfully submits the follow-up questions listed below. 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 17, 2023**.

1. Please provide information on possible business improvement district boards that can provide security or cleaning services to districts or towns. (YLS)
2. How much was paid to use ground penetrating radar consultant services, per project, in FY 2023? (SS)
3. Would the Department support the creation of a Maui County veteran's board or council? (GJ)
4. Please provide an itemized cost breakdown for each Clean and Safe Program in FY 2023. (NUH)
5. Please provide the next steps for the Affordable Housing project on Lānaʻi. (GJ)
6. Please provide information on plans to address abandoned vehicles located on County property. (TP)

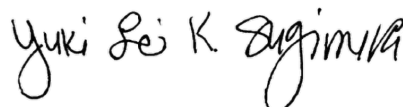
Mr. Kekuhaupio Akana
April 10, 2023
Page 2

7. Regarding the reorganization of the Information Technology Services Division, of the 17 vacant positions, please identify which ones require 12-months funding and which do not. (TP)
8. Please provide a corrected page 745 for CBS-2789, Wailuku Civic Hub, that doesn't include \$11,000,000 in Federal funds intended for the Halau of 'Oiwī Arts. (KRF)
9. Please explain why no CIP page was included for CBS-7251, Halau of 'Oiwī Arts. Is it because additional funding for FY 2024 is not necessary? (KRF)
10. The following questions relate to CBS-6651, 60 South Church Street Building Renovations: (KRF)
 - a. Please provide details on how the expended or encumbered amount of \$995,729 reported in FY 2023 has increased to \$10,245,641.
 - b. Please explain why the FY 2023 Budget projected no funds for this project in FY 2024, yet the proposed FY 2024 Budget includes \$3,900,000 in funding.
 - c. Is \$14,955,641 the total amount for renovations the County anticipates expending for this project or has the amount exceeded the original estimate?

To ensure efficient processing, please include the relevant Committee item number in the subject line of your response.

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:2024bgt:230405amd03:alkl

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

BFED Committee

From: BFED Committee
Sent: Monday, April 10, 2023 1:10 PM
To: Kekuhaupio Akana
Cc: Josiah Nishita; Cynthia Sasada; Michelle Santos; Zeke Kalua; Maria Zielinski; Desiree Echalas; Janina Agapay; BFED Committee
Subject: PLEASE READ attached letter re: Fiscal Year ("FY") 2024 Budget (BFED-1) (MD-3)
Attachments: (MD-3) Correspondence to Management 04-10-2023.pdf

Mr. Akana: Please refer to the attached letter from the Budget, Finance, and Economic Development (BFED) Committee Chair, dated 04/10/2023.

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

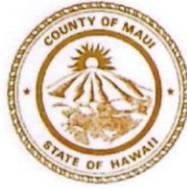
Ms. Zielinski: FYI

Mahalo, Clarita Balala

RICHARD T. BISSEN, JR.
Mayor

KEKUHAUPIO R. AKANA
Managing Director

JOSIAH K. NISHITA
Deputy Managing Director



DEPARTMENT OF MANAGEMENT
COUNTY OF MAUI
200 SOUTH HIGH STREET
WAILUKU, MAUI, HAWAII 96793
www.mauicounty.gov

April 19, 2023

Ms. Maria Zelinski
Budget Director, County of Maui
200 South High Street
Wailuku, Hawaii 96793

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

APPROVED FOR TRANSMITTAL

Richard T. Bissen 4-20-23
Mayor Date

For Transmittal to:

Honorable Yuki Lei K. Sugimura, Chair
Budget, Finance, and Economic Development Committee
200 S. High Street
Wailuku, Hawaii 96793

Dear Chair Sugimura:

SUBJECT: FISCAL YEAR ("FY") 2024 BUDGET (BFED-1) (MD-3)

Thank you for your letter dated April 10, 2023 regarding the Fiscal Year 2024 budget for the Department of Management. Please see the below responses:

- 1. Please provide information on possible business improvement district boards that can provide security or cleaning services to districts or towns. (YLS)**

Response:

At this time, the County of Maui does not have any Business Improvement Districts, or Special Improvement Districts as they are defined in the Maui County Code 3.70. Chapter 3.70 outlines a process for creating and operating a Special Improvement District. This process largely mirrors the process for a Business Improvement District on the U.S. continent and around the world.

In the Urban Land Institute's reference book titled, Business Improvement Districts, Second Edition, author Paul R. Levy writes:

Despite many differences in their details, all BIDs are fundamentally a legal mechanism to raise funds to enhance the management of a particular place. Bradley Segal, a Denver-based consultant who has helped organize many BIDs offers the following definition: "A BID is based upon the benefit district concept, which allows for an assessment of property within a defined geographic boundary. Revenues from this assessment are directed back to the defined area to finance a myriad of enhanced services, including security, maintenance, marketing, economic development, parking and special events." While BIDs in North America are usually funded by an assessment on real property, often times some additional support provided by the municipality is provided.

In recent years, BIDs have become the preferred mechanism in business districts to allow the property and business owners to direct programming and services as needed. The Department of Management has been tracking this trend and participating in international discussions and trainings to learn more.

2. How much was paid to use ground penetrating radar consultant services, per project, in FY 2023? (SS)

Response:

The Department of Management retained Ground Penetrating Radar (GPR) services for the Wailuku Civic Complex and for the Hālau of 'Ōiwi Art at a cost of \$48,000 to date. Department of Environmental Management has used GPR for a leach field in Hana Ball Park for Helene Hall. Department of Parks and Recreation will likely also utilize GPR in upcoming projects.

3. Would the Department support the creation of a Maui County veteran's board or council? (GJ)

Response:

The Department would first encourage the categorizing of existing veterans' resources, boards, etc., promote the education and dissemination of that information for awareness, and then identify any gaps that may exist under the current resources in place, so as to ensure no duplication of services, programs or advisory boards and that the entities with the appropriate personnel, resources and legal authority are at the table to serve our veterans.

As brief examples, Maui County veterans are served by the University of Hawaii at Maui College's Veterans Resource Center, United States Department of Veterans

Affairs' Maui Vet Center, Veterans Affairs Pacific Islands Health Care System, State of Hawaii Office of Veterans Services, Advisory Board on Veterans' Services, Maui County Veterans Council, etc.

4. Please provide an itemized cost breakdown for each Clean and Safe Program in FY 2023. (NUH)

Response:

The Lahaina, Wailuku and Paia contracts each include approximately \$155,000 annually for salaries and wages for administration, daily safety consultation and patrols, dispatch and reporting. However, in recent months, safety concerns have increased and sometimes two safety ambassadors are necessary for certain shifts, increasing this base cost. In all three contracts a homeless outreach social worker was budgeted for \$72,900 per year. Those positions remain unfilled and unbilled. In Wailuku Town the contract also includes approximately \$32,000 in salaries and wages for the Mental Health Kokua cleaning team and the native plant caretakers as well as \$45,000 in subcontracts for dumpster service, landscape maintenance and power washing. All three contracts utilize Lokahi Pacific as a fiscal sponsor, who charges an 11% fee for bookkeeping and oversight.

5. Please provide the next steps for the Affordable Housing project on Lānaʻi. (GJ)

Response:

The Department of Management will coordinate with the Department of Housing and Human Concerns to retain a consultant for the purposes of developing a design-build Request for Proposals for the Lānaʻi Affordable Housing project.

6. Please provide information on plans to address abandoned vehicles located on County property. (TP)

Response:

In regards to specific County properties that have seen a considerable buildup of abandoned vehicles over the past several years, we will work in a collaboration with other departments to include the Office of Innovations, Dept of Housing and Human Concerns, Public Works, Maui Police Department and the Department of Environmental Management. Currently, we are conducting an assessment of MP#14 area of Honoapiʻilani Hwy and will begin an orderly removal of abandoned vehicles. Our goal is to remove any abandoned vehicle which is located and identified to be on County property.

7. **Regarding the reorganization of the Information Technology Services Division, of the 17 vacant positions, please identify which ones require 12-months funding and which do not. (TP)**

Response:

All 17 vacant positions will need full funding to cover costs for the entire year. Paperwork has been completed for all vacant positions and submitted to DPS for final review. ITSD is hoping for reorganization approval in the next couple of months. This will cover positions impacted by the reorganization, all other positions are posted as active recruitments.

8. **Please provide a corrected page 745 for CBS-2789, Wailuku Civic Hub, that doesn't include \$11,000,000 in Federal funds intended for the Halau of 'Oiwī Arts. (KRF)**

Response:

Please see attached.

9. **Please explain why no CIP page was included for CBS-7251, Halau of 'Oiwī Arts. Is it because additional funding for FY 2024 is not necessary? (KRF)**

Response:

No additional funding is being requested in FY 2024 for the Hālau of 'Ōiwi Art.

10. **The following questions relate to CBS-6651, 60 South Church Street Building Renovations: (KRF)**

- a. **Please provide details on how the expended or encumbered amount of \$995,729 reported in FY 2023 has increased to \$10,245,641.**

Response:

The amount of \$995,729 was encumbered in 2021-2022 for design services (\$964,729) and County data network infrastructure (\$31,000). (NOTE: this amount includes monies that were encumbered prior to creation of CBS-6651 in the FY 2022 Budget. The correct number that should have been reported in FY 2023 Budget as "Prior Years Expended/Encumbered" for CBS-6651 is \$735,729). Between that time and the time of the current budget request submission, an additional \$131,000 was encumbered for design services, and the construction contract was awarded in the amount of \$9,378,912.

- b. **Please explain why the FY 2023 Budget projected no funds for this project**

in FY 2024, yet the proposed FY 2024 Budget includes \$3,900,000 in funding.

Response:

The FY 2023 Budget request was made during the early stages of design for the building renovations, therefore, it was based on early cost estimates of a limited scope of work. As design progressed during 2022, the scope of required renovation work grew, leading to higher cost estimates. Much of the expanded scope items had to be excluded from the construction contract due to the winning bid exceeding available budget. However, the bid provided an actual cost for the excluded scope items which was helpful in formulating the FY 2024 Budget request. Furthermore, the construction contract was executed with no contingency monies, so they have also been included as part of the \$3,900,000 FY 2024 Budget request.

c. Is \$14,955,641 the total amount for renovations the County anticipates expending for this project or has the amount exceeded the original estimate?

Response:

The County anticipates expending a total of \$14,210,000 for renovations under CBS-6651.

Should you have any further questions, please do not hesitate to contact my office at ext. 7202 or contact Deputy Managing Director Josiah Nishita at ext. 7205.

Sincerely,


KEKUHAULANI R. AKANA

Attachments

Capital Improvement Program

PROJECT DETAIL BY DEPARTMENT

					\$ in 1000's		
					Fiscal Year		
District	Project Type	CBS No	Project Name	Fund	2024	2029	Total
Wailuku-Kahului	Government Facilities	CBS-2789	Wailuku Civic Hub	GB	3,515	0	3,515
		CBS-6651	60 South Church Street Building Renovations	FD	1,400	0	1,400
				GB	150	0	150
				LBF	2,350	0	2,350
		CBS-7251	Halau of OIwi Arts	OG	11,000	0	11,000
Total: Department of Management					18,415	0	18,415

FUNDING SOURCE

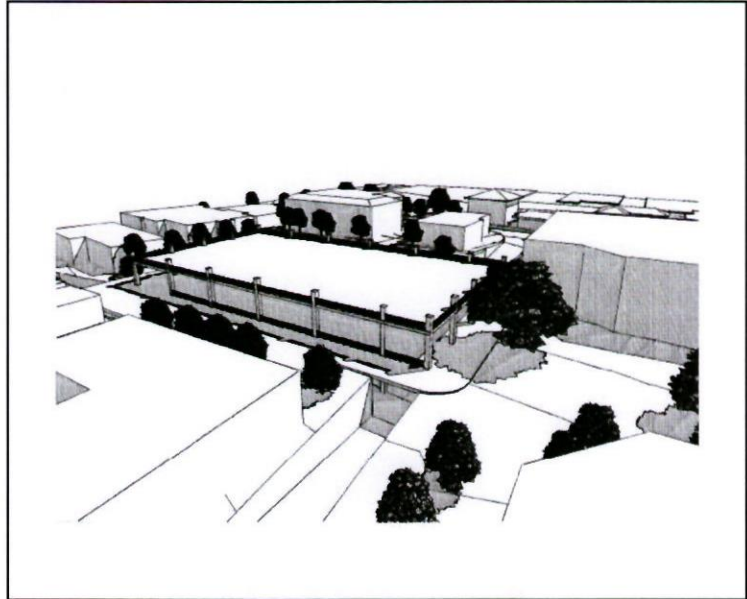
FD	1,400	0	1,400
GB	3,665	0	3,665
LBF	2,350	0	2,350
OG	11,000	0	11,000

*Note: Project sheets are included only for projects with FY 2024 funding.

Capital Improvement Program

CBS No: CBS-2789

Project Name: Wailuku Civic Hub
 Department: Department of Management
 District: Wailuku-Kahului
 Project Type: Government Facilities
 Anticipated Life: 50 Years



Prior Years	Appr	Ensuing	Subsequent Years					Total
Expend/Encb	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	6-Year
4,963,362	1,200,000	3,515,000	0	0	0	0	0	3,515,000

PROJECT DESCRIPTION

Construction of a Multi-Use Facility at the site of the Wailuku Municipal Parking Lot. The previous expenditures at the site are being utilized to fund a revised design secure permits, update environmental documents, and obtain approvals required for construction as well as acquisition of key parcels. The program for construction includes the following parameters for design:

- 1) A parking facility that accommodates 300 or more parking stalls with a portion of the parking to be created sub-grade or partially sub-grade. Parking facilities should have minimum 10 foot ceiling heights. Above grade portion of the facility should be designed to double as a special events space such as farmers markets, swap meets, etc. The portion of the parking between Main and Pili Street shall not exceed 28 feet above existing grade at the mauka property line.
- 2) A plaza, community gathering and performance space will be developed on Vineyard Street. This outdoor gathering space would support uses in the civic center and could be programmed for events and equipped to accommodate various size performances.
- 3) The plan and construction will accommodate logistical details including trash collection, deliveries, staging, grease trap placement, utilities connections etc.
- 4) FY 2024 funding covers the budget shortfall due to discovery of burials, hiring additional archaeological monitors, ground penetrating radar services, change in excavation methodology and redesign.

PROJECT JUSTIFICATION

The facility will provide needed parking during peak periods within the Wailuku Redevelopment Area. During non-peak times, it will double as a special event space and expand the economic viability of the area as an Arts and Entertainment district, therefore stabilizing and expanding the tax base.

Capital Improvement Program
STRATEGIC PLAN ALIGNMENT

Department's Strategic Plan	Countywide Priority Results
Strategic Plan - Wailuku Redevelopment Plan Section 3 VPC-4 Improve the crosswalk at the intersection of Main Street and Church Street Section 3 VPC-5 Make roadway and sidewalk design improvements to calm traffic Section 3 VPC-6 Develop additional parking at the site of the existing municipal parking lot Section 3 UDB - 3 Implement the Market Street Landscape Design and Beautification Plan and expand to surrounding streets Section 3 UDB - 4 Underground overhead utility lines	A Strong, Diversified Economy A Prepared, Safe, and Liveable County

Operating Impact Narrative

Garage operations will be managed by a third party and funded through a combination of the PARK MAUI program in Department of Transportation and the Clean & Safe program in Management.

FUNDING DETAILS

Phase Description	Fund Code	Appr	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
New Construction	GB	0	3,515,000	0	0	0	0	0

Schedule of Activities				Methods of Financing (Ensuing + 5 Years)	
Activity	Start	End	Amount	Funding Source	Amount
New Construction	02/04/2019	10/30/2023	3,515,000	General Obligation Fund	3,515,000
Total Capital Project Costs			3,515,000	Total Funding Requirements	3,515,000
Total O&M Costs			1,200,000		
Total Capital & Operating Costs			4,715,000		

Capital Improvement Program

CBS No: CBS-6651

Project Name: 60 South Church Street Building Renovations

Department: Department of Management

District: Wailuku-Kahului

Project Type: Government Facilities

Anticipated Life: 50 years

Prior Years	Appr	Ensuing	Subsequent Years					Total
Expend/Encb	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	6-Year
10,245,641	810,000	3,900,000	0	0	0	0	0	3,900,000

PROJECT DESCRIPTION

Design and construction of interior renovations and engineering systems in the recently acquired Hawaiian Telcom Building in Wailuku.

PROJECT JUSTIFICATION

The County recently purchased this building. Renovations are required prior to occupancy.

STRATEGIC PLAN ALIGNMENT

Department's Strategic Plan

Countywide Priority Results

Efficiency of government operations

A Prepared, Safe, and Liveable County

Operating Impact Narrative

The building was purchased in order to reduce the use of rental space for administrative operations. Renovations will allow the intended use and reduction of future rental costs.

FUNDING DETAILS

Phase Description	Fund Code	Appr	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Renovations	FD	0	1,400,000	0	0	0	0	0
Renovations	GB	0	150,043	0	0	0	0	0
Renovations	LBF	0	2,349,957	0	0	0	0	0

Schedule of Activities

Activity	Start	End	Amount
Renovations	07/01/2022	10/30/2023	3,900,000
Total Capital Project Costs			3,900,000
Total O&M Costs			1,740,000
Total Capital & Operating Costs			5,640,000

Methods of Financing (Ensuing + 5 Years)

Funding Source	Amount
Federal Fund	1,400,000
General Obligation Fund	150,043
Lapsed Bond Fund	2,349,957
Total Funding Requirements	3,900,000

Capital Improvement Program

CBS No: CBS-7251

Project Name: Halau of Oihi Arts

Department: Department of Management

District: Wailuku-Kahului

Project Type: Government Facilities

Anticipated Life: 50 years



Prior Years	Appr	Ensuing	Subsequent Years					Total
Expend/Encb	FY 2023	FY 2024*	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	6-Year
0	54,000,000	11,000,000	0	0	0	0	0	11,000,000

PROJECT DESCRIPTION

A community facility to be designed and purpose built for the practice of Hula Oihi arts. Project to include emergency sheltering, recovery center and joint information center capabilities.

PROJECT JUSTIFICATION

To support the Huamakahikina Declaration and in acknowledgement of the reality that the County of Maui does not have any facilities that have been purpose built for the practice of Hula and related Oihi arts.

STRATEGIC PLAN ALIGNMENT

Department's Strategic Plan	Countywide Priority Results
Strategic Plan - Wailuku Redevelopment Plan Section 3 LU-3 Redevelopment the Municipal Parking Lot with potential opportunities for mixed use development that will create an activity generator. Section 3 MD-6 Development Wailuku Town activities and business opportunities	A Suitable Public Infrastructure A Healthy and Sustainable Community

Operating Impact Narrative

Operations and maintenance of the facility are expected to be contracted out.

Capital Improvement Program

FUNDING DETAILS

Phase Description	Fund Code	Appr	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
New Construction	OG	0	11,000,000	0	0	0	0	0

Schedule of Activities			
Activity	Start	End	Amount
New Construction	01/01/2024	07/01/2026	11,000,000
Total Capital Project Costs			11,000,000

Total O&M Costs	0
Total Capital & Operating Costs	<u>11,000,000</u>

Methods of Financing (Ensuing + 5 Years)	
Funding Source	Amount
Other Grant Fund	11,000,000
Total Funding Requirements	11,000,000

*The \$11,000,000 Grant Funding is also included in FY 2023 appropriation.

BFED Committee

From: Desiree Echalas <Desiree.B.Echalas@co.maui.hi.us>
Sent: Thursday, April 20, 2023 3:22 PM
To: BFED Committee
Subject: FY2024 (BFED-1) (MD-3)
Attachments: FY24 (BFED-1)(MD-3) Response.pdf

Attached is response MD-3 from Department of Management.

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