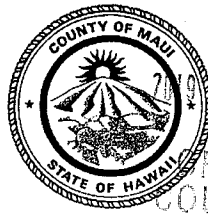


GET-1(4)

RECEIVED

MICHAEL P. VICTORINO  
Mayor

SANDY K. BAZ  
Acting Managing Director



2019 JAN 14 PM 4:40

OFFICE OF THE  
COUNTY COUNCIL

COUNTY OF MAUI

**OFFICE OF THE MAYOR**

200 SOUTH HIGH STREET  
WAILUKU, HI 96793

January 14, 2019

Mike Molina, Chair  
GET Committee  
Maui County Council  
c/o 200 S. High Street, 7<sup>th</sup> Floor  
Wailuku, Hawaii 96793

**RE: GET-1; Director Appointment for the Department of Water Supply**

Dear Chair Molina:

For your review, enclosed please find:

1. County of Maui Job Description for the Director of Water Supply
2. Ordinance No. 4847, Bill No. 43 (2018) of the Maui County Code
3. Resume for Jeffrey T. Pearson

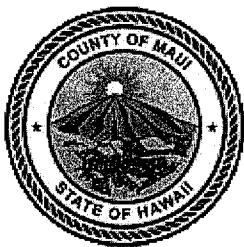
Thank you for your consideration of this applicant. Should you have any questions or concerns, please do not hesitate to call me at ext. 5535.

Sincerely,

A handwritten signature in black ink that reads "Michael P. Victorino".

MICHAEL P. VICTORINO  
Mayor, County of Maui

Enclosures



# DIRECTOR OF WATER SUPPLY

Class Code:  
0C.040

Bargaining Unit: N/A

COUNTY OF MAUI

Established Date: Jul 20, 2018

Revision Date: Dec 14, 2018

## **DUTIES SUMMARY:**

- Be the administrative head of the Department of Water Supply.
- Administer the affairs of the Department of Water Supply, and be responsible for the day-to-day management and control of all water systems of the county.
- Prepare long-range capital improvement plans and up-to-date water use and development plans for review by the Board of Water Supply and enactment by the council by ordinance.
- Implement enacted long-range capital improvement plans and water use and development plans.
- Prepare an annual operating and capital budget for the Board of Water Supply's review and submit the Department of Water Supply's request for an annual appropriation to the mayor.
- Perform such other duties and functions as shall be prescribed by law. (Amended 2002, 1998)

## **MINIMUM QUALIFICATION REQUIREMENTS:**

- Be a citizen of the United States.
- Be a resident of the State for at least one year immediately preceding the appointment.
- Have a minimum of five years of experience in a management capacity, either in public service or private business, or both.
- The director or deputy director of the Department of Water Supply shall be a registered engineer. (Amended 2016, 2002, 1988)
- As a part of or in addition to the five years of management experience, three years of responsible budgetary experience.

- As a part of or in addition to the five years of management experience, three years of experience in one or more of the following functions: administering operations of a water purveyor, including day-to-day management and control of all water systems; preparing long-range capital improvement plans and up-to-date water use and development plans; implementing long-range capital improvement plans and water use and development plans; and preparing an annual operating and capital budget.
- Have a bachelor's degree from an accredited college or university in engineering, water resources, business administration, public administration, or other relevant discipline, or a combination of education and work experience substantially equivalent to such a bachelor's degree.

ORDINANCE NO. 4847

BILL NO. 43 (2018)

A BILL FOR AN ORDINANCE ESTABLISHING ADDITIONAL QUALIFICATIONS  
FOR THE PLANNING DIRECTOR, THE DIRECTOR OF FINANCE, AND THE  
DIRECTOR OF WATER SUPPLY

BE IT ORDAINED BY THE PEOPLE OF THE COUNTY OF MAUI:

SECTION 1. Purpose. The purpose of this ordinance is to establish additional qualifications for the Planning Director, the Director of Finance, and the Director of Water Supply, pursuant to Section 6-4, Revised Charter of the County of Maui (1983), as amended ("Charter"). Section 6-4 of the Charter authorizes the Council to establish specific qualifications for administrative heads appointed by the Mayor in addition to any set forth in the Charter. More specific qualifications will help identify skilled, experienced individuals to lead the County's departments, strengthen operations, and better serve the public.

SECTION 2. Chapter 2.14, Maui County Code, is amended by adding a new section to be appropriately designated and to read as follows:

**"2.14.070 Planning director.** The planning director shall have the following minimum qualifications:

1. As set forth in the charter, five years of experience in the field of planning, at least three of which shall have been in an administrative capacity, either in public service or private business, or both.

2. As a part of or in addition to the five years of experience in the field of planning, three years of responsible managerial and budgetary experience.

3. As a part of or in addition to the five years of experience in the field of planning, three years of experience in one or more of the following functions:

- a. Serving as the administrative head of a department of planning.
- b. Serving as the chief planning officer or technical advisor on planning-related matters.
- c. Recommending revisions to a general plan of a municipality or other governmental entity, on behalf of the municipality or other governmental entity, to guide its development.
- d. Preparing, administering, and enforcing long-range planning programs.
- e. Preparing, administering, and enforcing a cultural resource management program.
- f. Preparing, administering, and enforcing zoning ordinances, zoning maps and regulations, including but not limited to, coastal zone management areas and shoreline setback issues, and any amendments thereto.
- g. Reviewing lists of proposed capital improvement projects and recommending their order of priority.
4. A bachelor's degree from an accredited college or university in urban planning, environmental planning, business administration, public administration, or other relevant discipline, or a combination of education and work experience substantially equivalent to such a bachelor's degree."

SECTION 3. Chapter 2.14, Maui County Code, is amended by adding a new section to be appropriately designated and to read as follows:

**"2.14.080 Director of finance.** The director of finance shall have the following minimum qualifications:

1. As set forth in the charter, five years of experience in a public or private financial position, at least three of which shall have been in an administrative capacity.
2. As a part of or in addition to the five years of experience in a public or private financial position, three years of responsible managerial and budgetary experience.
3. As a part of or in addition to the five years of experience in a public or private financial position, three years of experience in one or more of the following functions:
  - a. Preparing bills for the collection of money due, or authorizing the preparation of such bills by others being supervised.

- b. Collecting and receiving moneys due or receivable and issuing receipts therefor, or authorizing others to do so under prescribed conditions.
- c. Keeping an accurate and complete account of receipts and disbursements.
- d. Maintaining and managing a treasury and depositing moneys in depositories and instruments authorized by law.
- e. Contracting for services of independent contractors and permitting disbursements to be made pursuant to established policies.
- f. Bearing responsibility for issuing, selling, paying interest on, and redeeming bonds.
- g. Preparing and issuing warrants and checks.
- h. Preparing payrolls and pension rolls.
- i. Selling real property upon which improvement assessments or real property taxes are not paid within the prescribed period, and disposing of real property or personal property not needed pursuant to established policies.
- j. Renting or leasing property and awarding concessions.
- k. Preparing and maintaining a perpetual inventory of all lands and equipment owned, leased, rented, or controlled.
- l. Reviewing assessment rolls for assessable public improvements and issuing bills once approved.
- m. Having custody of official's surety bonds.
- n. Submitting quarterly statements of revenue and expenditures for the preceding quarter and for the fiscal year up to and including the preceding quarter.
- o. Administering the real property taxation function of a municipality or other governmental entity.
- 4. A bachelor's degree from an accredited college or university in finance, accounting, economics, business administration, public administration, or other relevant discipline, or a combination of education and work experience substantially equivalent to such a bachelor's degree."

SECTION 4. Chapter 2.14, Maui County Code, is amended by adding a new section to be appropriately designated and to read as follows:

**"2.14.090 Director of water supply.** The director of water supply shall have the following minimum qualifications:

1. As set forth in the charter, five years of experience in a management capacity, either in public service or private business, or both.

2. As set forth in the charter, the director or deputy director shall be a registered engineer.

3. As a part of or in addition to the five years of management experience, three years of responsible budgetary experience.

4. As a part of or in addition to the five years of management experience, three years of experience in one or more of the following functions:

a. Administering operations of a water purveyor, including day-to-day management and control of all water systems.

b. Preparing long-range capital improvement plans and up-to-date water use and development plans.

c. Implementing long-range capital improvement plans and water use and development plans.

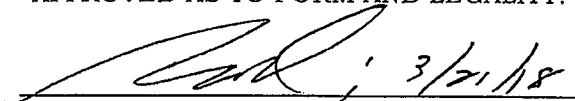
d. Preparing an annual operating and capital budget.

5. A bachelor's degree from an accredited college or university in engineering, water resources, business administration, public administration, or other relevant discipline, or a combination of education and work experience substantially equivalent to such a bachelor's degree."

SECTION 5. New material is underscored. In printing this bill, the County Clerk need not include the underscoring.

SECTION 6. This ordinance shall take effect on January 2, 2019.

APPROVED AS TO FORM AND LEGALITY:

  
EDWARD S. KUSHI, JR.  
Department of the Corporation Counsel  
County of Maui

pea:misc:027abill09(plan-finance-water):ske

I, DENNIS A. MATEO, County Clerk of the County of Maui, State of Hawaii, DO HEREBY CERTIFY that the foregoing BILL NO. 43 (2018) was passed on Second and Final Reading by the Council of the County of Maui, State of Hawaii, on the 20th day of April, 2018, by the following vote:

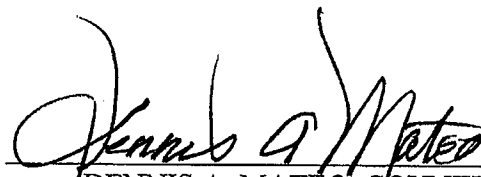
AYES: Councilmembers Alike Atay, Eleanora Cochran, Donald S. Guzman, G. Riki Hokama, Kelly T. King, Yuki Lei K. Sugimura, Vice-Chair Robert Carroll, and Chair Michael B. White.

NOES: None.

EXCUSED: Councilmember S. Stacy Crivello.

I FURTHER CERTIFY that on the 23rd day of April, 2018, said BILL NO. 43 (2018) was presented to the Mayor of the County of Maui for his approval or otherwise; that on the 24th day of April, 2018, the Mayor returned said BILL NO. 43 (2018) without his signature; therefore, pursuant to Section 4-3 of the Charter of the County of Maui, said BILL NO. 43 (2018) was designated as ORDINANCE NO. 4847 of the County of Maui.

DATED at Wailuku, Maui, Hawaii, this 24th day of April, 2018.

A handwritten signature in black ink, appearing to read "Dennis A. Mateo", is written over a horizontal line.

DENNIS A. MATEO, COUNTY CLERK  
COUNTY OF MAUI, STATE OF HAWAII

Passed First Reading: April 6, 2018

Effective Date of Ordinance: January 2, 2019



██████████ ██████████  
██████████ ██████████  
Jeffrey T. Pearson, P.E.

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**Current Position** Deputy Director: Department of Land and Natural Resources

**Experience** 2011 to 2015 Maul Department of Water Supply

**CIP Head Engineer**

- Manage Capital Improvement Section, 5 employees
- \$20M-\$30M in projects per year
- Work with Administration and Council on Fiscal Budget
- Coordinate land management, easements, and acquisition

2005 to 2011 Maui Land and Pineapple Company

**Water Manager**

- Manage Kapalua Water Company, 7 employees
- Manage Island-wide private non-potable and potable systems
- Work with County Council and Maui DWS on water issues
- Coordinate with State agencies on compliance and rates

2003 to 2005 Maul Department of Water Supply

**Deputy Director, Maul Department of Water Supply (Appointed)**

- Managed 3 of 6 Divisions, about 90 employees
- Involved in utility operations, water quality, and treatment
- Recommended budgets for fiscal and Council review
- Worked with State DOH on water quality

1999-2003 Brown and Caldwell Engineering

**Senior Project Manager**

- Met numerous consent decree requirements for County WWRD
- Design of waterline, sewer, drainage, and roadway projects
- Provided project management for major civil engineering work

**Education** 1978 to 1981 University of Minnesota; BSCE Civil Engineering  
Hawaii 1994; CE 8309

**Interests** Board member of Maui Food Bank, Member of American Waterworks Assoc., Grandpa to 6 grandchildren, father to 4. Enjoy outdoor activities.