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OFFICE OF THE
COUNTY COUNCIL

MEMO TO: EDB-1 File

F R O M: Michael J. Molina,  Chair
Governance, Ethics, and Transparency Committee

SUBJECT: **OPERATIONAL AND BUDGETARY REVIEW OF THE
DEPARTMENT OF LIQUOR CONTROL** (GET-47)

The Governance, Ethics, and Transparency Committee has received a response to its correspondence, dated March 23, 2020, following the Department of Liquor Control's presentation on March 10, 2020. The response, dated April 6, 2020, is attached for the Economic Development and Budget Committee.

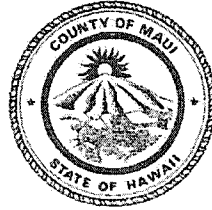
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Attachment

MICHAEL P. VICTORINO
Mayor

Director

GEORGETTE C.R. TYAU
Deputy Director



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2020 APR -7 AM 10:58
OFFICE OF THE MAYOR

DEPARTMENT OF LIQUOR CONTROL
COUNTY OF MAUI
2145 KAOHU STREET, ROOM 105
WAILUKU, MAUI, HAWAII 96793
TELEPHONE: (808) 243-7753
FACSIMILE: (808) 243-7558

April 6, 2020

Ms. Michele M. Yoshimura
Budget Director, County of Maui
200 South High Street
Wailuku, Hawaii 96793

Honorable Michael P. Victorino
Mayor, County of Maui
200 South High Street
Wailuku, Hawaii 96793

APPROVED FOR TRANSMITTAL

Michael P. Victorino 4/6/20
Mayor Date

For Transmittal to:

Honorable Michael J. Molina
Chair, Governance, Ethics, and Transparency Committee
Maui County Council
200 South High Street
Wailuku, Hawaii 96793

Dear Chair Molina:

**SUBJECT: OPERATIONAL AND BUDGETARY REVIEW OF
DEPARTMENT OF LIQUOR CONTROL (GET-47)**

1. How many vacancies are in the Department, and how long have they been vacant?

See attached.

The proposed reorganization, which includes the reallocation of a LCO II to an Account Clerk III, is currently in consultation with the Union.

The reorganization will enhance the operations of the Department and its customer service to include, but not limited to, increasing the efficiency and effectiveness of the Administrative Services Division by addressing and providing the necessary supervision needed due to the elimination of the Chief Liquor Control Officer position by Council. It will prevent the closure of the front counter cashiering and other services due to the shortage of personnel who are able to comply with the increased accounting and cashiering requirements by the County.

2. Does the Department have any issues with employee retention or recruitment?

Not at this time.

3. Does the Department have any legal issues – whether Federal, State, or with licensees – that are currently pending or present potential litigation issues for the County?

No.

4. Please submit a PowerPoint or other type of documentation that shows the Department's expenditures and vacancies for FY 2020.

See attached.

5. Please provide information on the impact, if any, in the reduction in positions for FY 2020. Please include:

- a. A comparison in the number of inspections conducted in FY 2019 and FY 2020.

FY 2019: 6,652 inspections

FY 2020 through 2nd quarter: 2,340 inspections

- b. A comparison in fines in FY 2019 and FY 2020.

FY 2019: \$21,950

FY 2020 thru 3rd Quarter: \$9,845

- c. Whether there has been an increase in underage drinking incidents or accidents from FY 2019 to FY 2020.

The total number of underage drinking incidents or accidents for FY 2019 and FY 2020 may be statistics for the Maui Police Department, other governmental agencies or public organizations which the Department of Liquor Control does not have access and which has no relation to the Department's enforcement statistics.

Honorable Michael J. Molina
April 6, 2020
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6. Please provide information on the ratio of licensees to officers and a comparison to other counties in Hawaii.

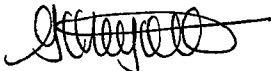
Maui County:	457 licensees: 12 enforcement liquor control officers Note: 1 pending reorganization
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Kauai County:	221 licensees: 5 enforcement investigators
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Hawaii County:	400 licensees: 8 enforcement investigators
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City and County of Honolulu:	1493 licensees: 7 enforcement investigators
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Sincerely,



Georgette Tyau, Deputy Director
Department of Liquor Control

Attachments

BUDGET IMPLEMENTATION REPORT

Department: Liquor Control
Quarter ending: March 31, 2020

VACANT POSITIONS - 90 DAYS OR MORE

[illegible]

County of Maui
Other Premium Pay Report: Prior FY Actuals, Current FY YTD, and Ensuing FY Budget - By Department, Program, Index and Subobject Codes

	Expended FY 2019	YTD as of 03/31/2020	MP Budget 2021
913012 LIQUOR CONTROL ADMINISTRATION			
WAGES & SALARIES:			
OTHER PREMIUM PAY:			
MATERIALS & SUPPLIES:			
SERVICES:			
UTILITIES:			
TRAVEL:			
OTHER COSTS:			
Interfund Cost Reclassificatio:			
MACHINERY & EQUIPMENT:			
LEASE PURCHASES:			
913012A LIQUOR CONTROL ADMINISTRATION			
WAGES & SALARIES:			
5101 Regular Wages	1,210,974	910,751	1,560,076
OTHER PREMIUM PAY:			
5201 Emergency call back	445	311	
5204 Night differential	6,165	4,952	
5205 Overtime	10,299	14,990	
5207 Temporary assignment	5,145	4,862	
5215 Premium pay			30,000
5250 Salary adjustments			98,962
Total for 913012A LIQUOR CONTROL	1,233,028	935,866	1,689,038
913012B LIQUOR CONTROL ADMINISTRATION			
MATERIALS & SUPPLIES:			
6022 Gasoline, Diesel, Oil, etc.	5,795	2,923	17,151
6035 Miscellaneous Supplies	3,293	(642)	8,000
6037 Office Supplies	17,539	10,033	21,937
6040 Postage	3,520	1,604	4,500
6060 Small Equipment - under \$1000	2,454		5,000
SERVICES:			
6101 Advertisement	10,298	1,735	5,000
6129 Other Services	1,376	1,253	17,000
6130 Printing & Binding	993		4,000
6132 Professional Services	41,093	35,116	70,000
6138 R & M - Services/Contracts	9,767	5,082	9,140
UTILITIES:			
6120 Electricity	150		2,066

County of Maui
Other Premium Pay Report: Prior FY Actuals, Current FY YTD, and Ensuing FY Budget - By Department, Program, Index and Subobject Codes

Liquor Control	Expended FY	YTD as of	MP Budget
LIQUOR CONTROL GENERAL PROG	2019	03/31/2020	2021
6152 Cellular telephone	11,176	7,076	24,000
6154 Telephone	94		1,000
TRAVEL:			
6201 Airfare, Transportation	19,540	25	32,000
6204 Mileage & Allow Rptble Non-Tax	607	520	2,500
6222 Per Diem Non-Reportable	16,474	428	28,000
6223 Per Diem Reportable Non-Taxabl	6,851	2,320	17,485
6226 Per Diem S/D/T Taxable	375	505	1,000
OTHER COSTS:			
6212 Dues	875	385	1,200
6218 Meal Allowance	366	216	2,500
6221 Miscellaneous Other Costs	2,952	866	15,000
6225 Publications & Subscriptions	8,598	642	2,400
6230 Registration/Training Fees	9,510	6,721	21,575
6235 Rentals	172,224	173,315	192,000
6240 Retirement & Service Awards			500
6244 Computer Software	256		2,000
Total for 913012B LIQUOR CONTROL	346,176	250,123	506,954
913012C LIQUOR CONTROL ADMINISTRATION			
MACHINERY & EQUIPMENT:			
7040 Motor Vehicles	85,329		32,000
7043 Office Furniture			50,000
7044 Other Equipment	10,881	12,157	
LEASE PURCHASES:			
7105 Leased Equipment	1,891	2,061	2,500
Total for 913012C LIQUOR CONTROL	98,101	14,218	84,500
913013B LIQ CONTROL PROF'L SVCS			
SERVICES:			
913015B LIQ CONTROL AIR TRVL CAPPED			
TRAVEL:			
6201 Airfare, Transportation		8,779	
Total for 913015B LIQ CONTROL AIR TRVL CAPPED		8,779	
913017B LIQ CONTROL PER DIEM CAPPED			
TRAVEL:			
6222 Per Diem Non-Reportable		10,896	

County of Maui

Other Premium Pay Report: Prior FY Actuals, Current FY YTD, and Ensuing FY Budget - By Department, Program, Index and Subobject Codes

Liquor Control	Expended FY	YTD as of	MP Budget
LIQUOR CONTROL GENERAL PROG	2019	03/31/2020	2021
6223 Per Diem Reportable Non-Taxabl		45	
Total for 913017B LIQ CONTROL PER DIEM CAPPED		10,941	
913020 LIQUOR OVERHEAD CHARGES			
Interfund Cost Reclassificatio:			
913020B LIQUOR OVERHEAD CHARGES			
Interfund Cost Reclassificatio:			
6350 Overhead Charges/Admin Cost	858,864	615,276	1,182,327
Total for 913020B LIQUOR OVERHEAD CHARGES	858,864	615,276	1,182,327
 Total for LIQUOR CONTROL GENERAL PROG	 2,536,169	 1,835,203	 3,462,819
 Total for Liquor Control	 2,536,169	 1,835,203	 3,462,819
 GRAND TOTAL	 2,536,169	 1,835,203	 3,462,819