

Council Chair
Alice L. Lee

Vice-Chair
Keani N.W. Rawlins-Fernandez

Presiding Officer Pro Tempore
Tasha Kama

Councilmembers
Riki Hokama
Kelly Takaya King
Michael J. Molina
Tamara Paltin
Shane M. Sinenci
Yuki Lei K. Sugimura



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

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

April 6, 2020

Ms. Rowena Dagdag-Andaya, Director
Department of Public Works
County of Maui
Wailuku, Hawaii 96793

Dear Ms. Dagdag-Andaya:

SUBJECT: FISCAL YEAR ("FY") 2021 BUDGET (PW-2)(EDB-1)

In addition to the information requested in the letter transmitted on April 2, 2020, may I please request you also be prepared to answer the following questions, from Councilmember Sinenci, at the EDB Committee meeting held via BlueJeans on **April 14, 2020**. * This will enable the Committee to comprehensively review the FY 2021 Budget. **Date subject to change without notice.*

Category "A" – Salaries & Wages

(Page numbers are from the Budget Proposal FY 2021, unless otherwise noted.)

1. Please provide job descriptions and justification for the 7.3 expansion positions. (Page 520)

Category "C" – Equipment

(Page numbers are from the Budget Proposal FY 2021, unless otherwise noted.)

2. Please explain the increase in equipment for the Engineering Program from \$1,429 FY 2020 adopted to \$123,000 FY 2021 proposed. (Page 527)

Sincerely,

A handwritten signature in black ink that reads "Keani Rawlins-Fernandez".

KEANI RAWLINS-FERNANDEZ, Chair
Economic Development and Budget
Committee

edb:2021budget:200406apw02:cdc
cc: Mayor Michael P. Victorino
Budget Director

MICHAEL P. VICTORINO
Mayor

ROWENA M. DAGDAG-ANDAYA
Director

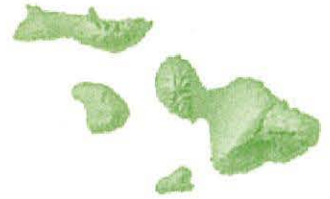
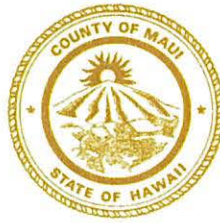
JORDAN MOLINA
Deputy Director

GLEN A. UENO, P.E., L.S.
Development Services Administration

RODRIGO "CHICO" RABARA, P.E.
Engineering Division

JOHN R. SMITH, P.E.
Highways Division

Telephone: (808) 270-7845
Fax: (808) 270-7955



COUNTY OF MAUI
DEPARTMENT OF PUBLIC WORKS
200 SOUTH HIGH STREET, ROOM 434
WAILUKU, MAUI, HAWAII 96793
April 13, 2020

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

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

APPROVED FOR TRANSMITTAL

Michael P. Victorino *4/16/20*

Mayor Date

For Transmittal to:

Honorable Keani Rawlins-Fernandez, Chair
Economic Development and Budget Committee
Maui County Council
200 South High Street
Wailuku, Maui, Hawaii 96793

Dear Chair Rawlins-Fernandez:

SUBJECT: FISCAL YEAR ("FY") 2021 BUDGET (PW-2) (EDB-1)

The Department of Public Works (DPW) responds to your letter dated April 6, 2020, as follows:

Category "A" – Salaries and Wages

1. *Please provide job descriptions and justification for the 7.3 expansion positions. (Page 520) (SS)*

See attached class specifications for 7.3 expansion positions. Formal position descriptions are not ready until positions are authorized so class

Ms. Michele M. Yoshimura
Honorable Michael P. Victorino
For Transmittal to:
Honorable Keani Rawlins-Fernandez, Chair
April 13, 2020
Page 2

specifications showing duties summary, examples of duties, and minimum qualifications are attached.

Justification for each position are as follows:

College Intern - Generate interest in working for government agencies. To be competitive with the Public Sector in recruiting Civil Engineers, we need to provide college students experience-based learning opportunities within government. The college student intern will be provided higher level tasks such as: data analysis and quantity calculations for design and construction projects, field experience with Traffic Engineers, and maintaining construction diaries by working alongside construction inspectors and engineers. It will foster the hiring of future graduates with real-world government work experience. In addition, providing college internships reinforces the County of Maui's commitment to fostering the education of our island people by providing rewarding opportunities.

Janitor II (2 FTE) - Expansion position is requested in anticipation of completion of the new County Service Center in Kahului. Position will open and secure, clean offices, conference room, public ways and bathrooms, and maintain janitorial supplies for new building. The position is needed to assure facility cleanliness is maintained at all times for the safety of public users and County personnel.

County Building & Grounds Maintenance Supervisor I - Expansion position is requested in anticipation of completion of the new County Service Center in Kahului. Position will provide supervision of the Janitor II positions, maintain facility landscaping, and provide support of the Janitor II with their respective duties. The position is needed to assure campus landscaping is maintained and staff is providing the facility cleanliness at all times for the safety of public users and County personnel.

County Building & Grounds Utility Worker - Expansion position is requested in anticipation of completion of the new County Service Center in Kahului. Position will provide grounds and building maintenance to maintain facility landscaping and minor maintenance repairs. The position is needed to assure campus landscaping is maintained and building facilities are maintained at all times for the safety of public users and County personnel.

Ms. Michele M. Yoshimura
Honorable Michael P. Victorino
For Transmittal to:
Honorable Keani Rawlins-Fernandez, Chair
April 13, 2020
Page 3

Construction Equipment Mechanic I - Increase in shop load due to expanded Pavement Preservation operation and equipment expansions for the Wailuku District. For the paving and micro-surfacing operations, an additional mechanic is needed to ensure equipment is maintained appropriately to ensure timeliness of pavement preservation activities such as paving and micro-surfacing. This position will directly support the expansion of pavement preservation activities inside and outside the Wailuku District.

Equipment Operator (EO) IV - Pavement preservation involves the operation of multiple heavy pieces of equipment; loaders, truck tractors and trailers, milling machine, distributor truck, paver, microsurfacing machine to name a few. With an additional EO IV in the Pavement Preservation Section, qualified laborers would not need to be regularly temporarily assigned to operate equipment (current practice), or impact operations in supporting districts due to the need to borrow operators (current practice). Dedicated equipment operators will also result in familiarity of equipment, and a safe and efficient operation due to the ability to retain laborers that are trained specifically on the nuances of pavement preservation activities.

Traffic Marker – Sign Painter I - For over the past ten years, the Traffic Signs and Markings Section has been responsible for maintaining all existing County roads and signs and new roads and signs accepted by the County. During that period, no expansion positions have been requested to meet the demand of maintaining faded markings and damaged/stolen signs. There is also an increasing demand for new striping with the increase in pavement preservation work. Pavement Preservation Section estimates treating up to 13 miles of road in FY 2020 and increasing the number of miles treated in the near future. This new position will help the Traffic Signs and Marking Section to catch up with historical increases in work responsibilities, as well as new increases in work responsibilities. The Painter I position supports the Painter II position, applies striping on roads, and supervises some sign replacement/installation work.

Ms. Michele M. Yoshimura
Honorable Michael P. Victorino
For Transmittal to:
Honorable Keani Rawlins-Fernandez, Chair
April 13, 2020
Page 4

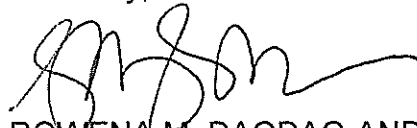
Category "C" – Equipment

2. *Please explain the increase in equipment for the Engineering Program from \$1,429 in FY 2020 adopted to \$123,000 FY 2021 proposed. (Page 527) (SS)*

Equipment request includes three replacement vehicles at \$40,000 each for the construction inspectors and two buffer machines for the new County Service Center.

Thank you for the opportunity to respond to your questions. Please feel free to contact me should you have additional questions or need further clarification.

Sincerely,



ROWENA M. DAGDAG-ANDAYA
Director of Public Works

RMDA:jso
Attachments
s:\rowena\transmittals\krawlins-fernandez_fy2021 budget pw-2 edb-1 04.13.20

EDB Committee

From: Shirley Blackburn <Shirley.Blackburn@co.maui.hi.us>
Sent: Thursday, April 16, 2020 5:29 PM
To: EDB Committee
Cc: Shirley Blackburn; Wendy Nathan
Subject: FY 2021 Budget (PW-1 & PW-2) (BD-2) EDB-1
Attachments: Shirley Blackburn.vcf; PW-1 (BD-2)_EDB-1.pdf; PW-2_EDB-1.pdf

Aloha Committee Chair Rawlins-Fernandez,

Attached please find response from Budget Director relating to Department of Public Works, Director Rowena Dagdag-Andaya, (PW-1 & PW-2) _ EDB-1 FY 2021 Budget.

Mahalo,

Shirley L. Blackburn

Budget Specialist

County of Maui

Office of the Mayor

shirley.blackburn@co.maui.hi.us

(808) 270-7516