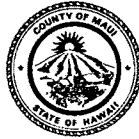


Council Chair
Alice L. Lee

Vice-Chair
Keani N.W. Rawlins-Fernandez

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Tasha Kama

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Riki Hokama
Kelly Takaya King
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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 2, 2020

Mr. Jeffrey T. Pearson, P.E., Director
Department of Water Supply
County of Maui
Wailuku, Hawaii 96793

Dear Mr. Pearson:

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

May I please request that you be prepared to answer the following questions at the EDB Committee meeting held via BlueJeans on **April 15, 2020.*** This will enable the Committee to comprehensively review the FY 2021 Budget. **Date subject to change without notice.*

Overall

1. If Council finds that due to the current COVID-19 crisis, a 5% reduction of the entire departmental budget is required, how would the Department propose to implement the needed cuts? (TK) (TP) (RH)
 - a. Are there specific programs that the Department would discontinue? (TK) (TP) (RH)
 - b. Would the Department delay or cancel planned "external" costs (e.g. professional services)? (TK) (TP) (RH)
 - c. Would the Department seek to increase user fees? (TK) (TP) (RH)

Category "A" – Salaries & Wages

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

2. Please provide vacancy and overtime reports for the entire Department. Please include the SR rating, step and dollar amount allotted for all position titles within the Department of Water Supply as well as which positions are currently vacant. This information is missing from Mayor Proposed Budget Details. (RH) (TP)
3. Are all Department employee evaluations up to date? What is the reason for less than 100% of employee evaluations completed on time? (Page 591) (TP)
4. Please provide a sample of an employee satisfaction survey and an update of how many have been completed to date. (Page 592) (TP)
5. What amount from the General Fund was used to offset federal grants program personnel and benefits? Please provide details of position types, amounts, and grant names. (RH)
6. Was premium pay in 2020 sufficient to cover other costs it replaced such as overtime and night differential? (Page 19-35 in the Mayor Proposed Budget Details, Index Code 953604A - 5215 \$275,000.) (YLS)
7. Given the current worldwide pandemic and the shutdown of out of state travel, please explain travel costs increasing from FY20 and provide an update of funds used for FY20 to date. (Page 590) (TP)
8. Water Operations Program, DWS Field Operations, Page 19-29 of Mayor Proposed Budget Details, 953307A, Expansion Positions. On your expansion request for 4 new positions to assist with repair, installation and maintenance of water meter service, will these positions be temporary or permanent? (MM)
9. For the Water Operations Program, the Department proposes to add 10 EP positions. Given the Mayor's commitment to maintain current utility rates for ratepayers, how will these new positions be funded? (Page 604) (TK)
10. For the Water Administration Program:
 - a. Regarding the number of staff obtaining new certifications, are these mandated certifications to maintain employment or can these certifications and their subsequent costs be postponed for cost saving this year? (Page 591) (TP)

- b. Regarding annual evaluations, please advise as to why the Department does not complete employee evaluations on time. (Page 591) (TP)

Category "B" - Operations

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

11. Please provide an update on the average days for single family residential permit review for FY20 and explain why the FY21 average estimate is increasing. (Page 592) (TP)
12. Please explain how Maui's Automated Permitting and Planning System change orders require an additional \$31,000 in Professional Services. (Page 19-10, Mayor Proposed Budget Details, 953000B-6132: Water Administration Program) (TP)
13. Please explain the decrease to the Countywide Watershed Protection Grant. Is this due to the miconia management being placed in a different grant or the increases in other grant areas? (Page 597) (TP)
14. Please provide the current dollar amount disbursed to each grantee/program for FY 2020. The approved amount is supplied, but not the actual amount that has been awarded so far. (Page 597) (TP)
15. Does The Nature Conservancy grant also fund the West Maui Mountain Watershed Partnership? (Page 598) (TP)
16. Was the pilot project to develop water conservation measures implemented? If yes, what were the results? If no, why not? (Page 595) (TP)
17. Relating to the Wailuku Water Company (Page 19-37, Mayor Proposed Budget Details, and pages 591 and 606 of Budget Proposal FY 2021) (TP) (AL) (YLS) (MM):
 - a. Please explain the additional \$2.5 million in funding for Wailuku Water Company Maintenance.

- b. Does Maui County own the system or is it purchasing water from them and paying to fix the system or is this part of a payment plan?
 - c. What are the major repairs anticipated?
 - d. Please provide details on this expansion request. Please outline all related costs associated with the Wailuku Water Company, including the 5 new E/Ps being added for maintenance of the Wailuku Water Company Property. Please detail the intended use for the additional funds. (Page 19-37, Mayor Proposed Budget Details) (KRF)
18. When will the County's Iao Water Treatment Facility be able to use the additional 1 million gallons/day? (AL)
19. When will Mike Atherton's Waikapu Country Town wells be operational? (AL)
20. Please provide details of the multi-year processes with timeline and implementation, that is covered by Contractual Service. (Page 19-39, Mayor Proposed Budget Details) (KRF)

Capital Improvement Program

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

21. Is the amount of mainline replacements planned in CIP for 2020 realistic, given that it is 5 times larger than that installed in 2019? (Pages 602 and 778) (YLS)
22. What does "development of source for the Central Maui Water System" mean for CBS-1073? Drilling Wells? (Page 774) (TP)
23. Please provide a breakdown of costs for the 15 items listed in the Project Description for CBS-1075. (Page 776) (TP)
24. For CBS-1075, the majority of the project's items appear as repair, replace, refurbish tasks – would that still be considered new construction? (Page 776) (TP)

25. In light of projections of less available water in the future, how has the department determined the estimated amount of water they can provide for future demands (CBS-2299)? (Page 778) (TP)
26. Why was the funding for Countywide Water System Modifications (CBS-4615) increased from \$150,000 to \$500,000 between FY20 and FY21? (Page 780) (TP)
 - a. Why is each year between FY21 and FY26 now planned to expend \$500,000 for this project, when total funds expended for prior years totals only \$67,970? (Page 780) (TP)
27. CBS-4622 is a project with a shared cost. Please provide a breakdown of shared costs between Maui Lani and the County for the Kahului Tank II. (Page 782) (TP)
28. For CBS-1092, the project description includes expansion for the West Maui Water System. Is there a difference between capacity and sustainable yield as it relates to Launiupoko Wells 1 and 2? (Page 783) (TP)
29. For the West Maui Reliable Capacity Project, why will only \$7.25 million be expended during FY21 and FY22, but over \$32 million will be expended between FY23 and FY26? (Page 784) (TP)

Program Goals and Objectives

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

30. For the Water Operations Program:
 - a. Please provide an update of number of system outages or water restrictions due to facility shutdown or deficient water quality for FY20 to date. (Page 601, Goal #1.1) (TP)
 - i. Please also provide updates for FY20 to date. (Page 601, Program Budget, Goals #1.2 and #1.3) (TP)
 - b. FY21's estimate is reported in "LF" – is this linear feet? Why change reporting? And, if so, this is substantially less than previous years. Please explain. (Page 602) (TK) (TP)

- c. Please provide an update on the number of miles of mainline repaired to date for FY20. (Page 602) (TP)
- d. FY20's reported estimate is grossly higher than FY19 and FY21. Please explain the extreme difference and if you foresee this possibility in FY21. (Page 602) (TP)

31. For the Water Administration Program:

- a. Is the upcountry list requests the only way the Department measures customer satisfaction? (Page 592) (TP)
- b. Please provide an update on whether the Department is actually averaging 20 days to process single family residential water permits for FY20 to date? (Page 592) (TP)
- c. What watershed management plan are we losing in 2021 that brings it down to 10? (Page 592) (TP)
- d. Computer Services, Page 19-12 of Mayor Proposed Budget Details, 953083B, 6110. On your request for an expansion of \$75,000 for cellular fees for meter readings, is the cellular fee something new that the company implemented or has this been incurred every year? (MM) (TP)
- e. Professional Services, Page 19-12 of Mayor Proposed Budget Details, 953083B, 6132. Please clarify the deletion of funding for the Meter Replacement Program Phase 1 and then increasing the funding for Phase 2. Has Phase 1 been completed, and at \$2 million under budget (Page 595)? (MM) (TP)
- f. Please provide the status of the Meter Replacement Program and provide details for the \$3,000,000 expansion request. (Page 19-12, Mayor Proposed Budget Details) (KRF)
- g. Miscellaneous Other Cost, Page 19-15 of Mayor Proposed Budget Details, 953117B, 6221. Please provide an explanation for the one-time deletion of the appropriation of \$200,000 for Engineering Feasibility study to use storm water for drought resiliency for Upcountry. Was the study completed? If so, what were the results, and if not, why not? (Page 595) (MM) (TP)
- h. Miscellaneous Other Cost, Page 19-15 of Mayor Proposed Budget Details, 953119B, 6221. Please provide an explanation for the

Mr. Jeffrey T. Pearson
April 2, 2020
Page 7

one-time deletion of the appropriation of \$100,000 for the pilot project to develop water conservation measures. (MM)

32. Please provide details for the seed distribution program. (Page 19-18, Mayor Proposed Budget Details) (KRF)
33. Please provide details for the additional deliverables and other items listed in this request. (Page 19-19, Mayor Proposed Budget Details) (KRF)
34. How are priorities set for installation of smart meters? (Page 19-12 of the Mayor Proposed Budget Details, Index Code 954084B-6132, and Page 596 in the Budget Proposal FY 2021) (YLS)

Sincerely,



KEANI RAWLINS-FERNANDEZ, Chair
Economic Development and Budget
Committee

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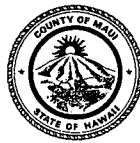
cc: Mayor Michael P. Victorino
Budget Director

Council Chair
Alice L. Lee

Vice-Chair
Keani N.W. Rawlins-Fernandez

Presiding Officer Pro Tempore
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Traci N. T. Fujita, Esq.

COUNTY COUNCIL
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www.MauiCounty.us

April 6, 2020

Mr. Jeffrey T. Pearson, P.E., Director
Department of Water Supply
County of Maui
Wailuku, Hawaii 96793

Dear Mr. Pearson:

SUBJECT: FISCAL YEAR ("FY") 2021 BUDGET (WS-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 15, 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 justifications for the 10 expansion positions and two transfers in Department. (Page 590)

Category "B" – Operations

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

2. How did debt service for the Department decrease by 29.2% from \$7,057,048 in FY 2020 adopted to \$4,993,210 in FY 2021 proposed? (Page 600)
3. Relating to the Wailuku Water Company (Page 606):

Mr. Jeffrey T. Pearson
April 6, 2020
Page 2

- a. Will the maintenance costs be \$2.5 million per year in future years? More? Less?
- b. Is there an engineering report for the project and schedule of maintenance needed?

Sincerely,

A handwritten signature in black ink, appearing to read "Keani Rawlins-Fernandez".

KEANI RAWLINS-FERNANDEZ, Chair
Economic Development and Budget
Committee

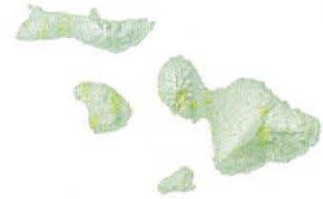
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cc: Mayor Michael P. Victorino
Budget Director

MICHAEL P. VICTORINO
Mayor

JEFFREY T. PEARSON, P.E.
Director

HELENE KAU
Deputy Director



DEPARTMENT OF WATER SUPPLY
COUNTY OF MAUI
200 SOUTH HIGH STREET
WAILUKU, MAUI, HAWAII 96793

April 17, 2020

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

APPROVED FOR TRANSMITTAL

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

Michael P. Victorino 4/17/20

Mayor Date

For Transmittal to:

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

Dear Chair Rawlins-Fernandez:

SUBJECT: **FISCAL YEAR ("FY") 2021 BUDGET** (WS-1 and WS-2) (EDB-1)

With regards to the Department of Water Supply's budgetary priorities for fiscal 2021, please note the following:

A. Salaries & Wages

The 5% reduction list which was previously transmitted on April 16, 2020 (see Attachment 1) included deferral of 9 expansion positions.

Retention of the vacant positions (see Attachment 2) is a priority. These positions are necessary for the department to continue to work safely and efficiently.

"By Water All Things Find Life"

B. Operations

As an Enterprise Fund, the Department of Water Supply (DWS) is particularly mindful of appropriations and expenditures. Purchases are made thoughtfully and deliberately; we don't have the "spend down" mentality as we are keenly aware that we are primarily funded by water service charges. As such, proposed appropriations reflect anticipated needs and we will not spend what we don't need.

The substantive proposed increases for FY2021 are funding for the Meter Replacement Program (\$3M) and funding for the Wailuku Water Company maintenance (\$2.5M). We have proposed reducing the Wailuku Water Company maintenance expenses by \$2M (as part of the 5% reduction of the total budget).

These appropriations are critical for DWS to continue providing necessary services.

C. Equipment

Please see Attachment 3, prioritized list of equipment.

If the Chair or the committee has any additional questions, please do not hesitate to contact me. In advance, thank you for your consideration.

Sincerely,



JEFFREY T. PEARSON, P.E.
Director

JTP:HK:lk
Attachments

5% REDUCTION OF PROPOSED 2021 BUDGET:

| | | | | |
|------------|----------------------------------|------------------|-----------|---|
| A | Expansion Positions | 953307A-5101 | 306,176 | 9 Expansion Positions |
| B | Watershed Grants | See attached | 232,300 | Reduce proposed increase |
| | | | 179,770 | Further reduction |
| | | Subtotal | 412,070 | |
| B | Travel & Related Exp. | | | |
| | | 953000B-6201 | 3,500 | |
| | | 953000B-6204 | 250 | |
| | | 953000B-6222 | 2,000 | |
| | | 953000B-6226 | 100 | |
| | | 953083B-6201 | 5,000 | |
| | | 953083B-6222 | 3,400 | |
| | | 953083B-6226 | 350 | |
| | | 953109B-6201 | 5,000 | |
| | | 953109B-6222 | 4,300 | |
| | | 953109B-6226 | 350 | |
| | | 953158B-6201 | 7,500 | |
| | | 953158B-6222 | 3,500 | |
| | | 953158B-6226 | 250 | |
| | | 953307B-6201 | 3,000 | |
| | | 953307B-6222 | 7,950 | |
| | | 953471B-6201 | 3,000 | |
| | | 953471B-6222 | 2,850 | |
| | | 953604B-6201 | 3,500 | |
| | | 953604B-6204 | 600 | |
| | | 953604B-6222 | 3,600 | |
| | | Subtotal | 60,000 | |
| B | Professional Services | 953307B-6132 | 2,000,000 | Wailuku Water Co. Maintenance |
| C | Equipment | 953307C-7040 | 230,000 | 12 Yard Dump Truck |
| CIP | Countywide Facility Improvements | 1,250,000 | | Mahinahina Water Treatment Plant |
| | CBS-1075, p.776 | | | Structural Repairs |
| | Countywide Facility Improvements | 750,000 | | PARTIAL DEFER Olinda WTP - 3 MG Clearwell Roof; |
| | CBS-1075, p.776 | | | try to repair (from \$1.5M to \$750K) |
| | TOTAL DEFERRAL | 5,008,246 | | |

| POSITION / LOCATION (Please indicate if expansion) | DATE OF VACANCY | REASONS FOR VACANCY | STATUS OF PERSONNEL ACTION | ANTICIPATED FILL DATE |
|---|--------------------|--|--|--------------------------|
| Fiscal/Customer Service: | | | | |
| P-27845 Meter Reader and Field Collection Supervisor/Wailuku | 4/30/19 | Retirement; Employees do not meet MQ's | Currently filled via TA | FY20 |
| P-28007 Pre-Audit Clerk I/Wailuku | 12/2/19 | Transfer | Failed Recruitment | FY20 |
| | | | | |
| Planning & Water Resources: | | | | |
| P-27795 Planner V/Wailuku | 10/16/19 | Appointment | Return Rights | unknown |
| | | | | |
| Engineering: | | | | |
| P-27909 Civil Engineer I/Wailuku | 08/20/18 | Continuous Recruitment | Continuous recruitment | FY20 |
| | | | | |
| Field Operations: | | | | |
| P-27817 Water Svc Supervisor II/Lahaina | 06/16/17 | Employees do not meet MQ's | Currently filled via TA | FY20 |
| P-27725 Pipefitter II/Molokai | 07/18/18 | Employees do not meet MQ's | Currently filled via TA | FY20 |
| P-27630 Construction Equipment Mechanic I/Kahului | 11/18/2019 | Promotion | Physical pending | FY20 |
| P-27847 Equipment Operator IV/Kahului | 11/19/2019 | Retirement | Currently filled via TA | FY20 |
| P-28001 Pipefitter Helper/Kahului | | Promtion | Interviewing | FY20 |
| P-27842 Water Service Clerk-Dispatcher/Kahului | 12/30/2019 | Retirement | Waiting for List | FY20 |
| P-27905 Carpenter I/Kahului | 12/31/2019 | Retirement | Physical pending | FY20 |
| | | | | |
| Plant Operations: | | | | |
| P-28047 Water Microbiologist III/Kahului | 12/03/18 | Promotion | Currently filled via TA | FY20 |
| P-27627 Water Plant Maintenance Mechanic I/Kahului | 03/16/18 | Employees do not meet MQ's | Pending DSO/WTPO license exam results | FY20 |
| | | | | |
| P-27729 Plant Electrician/Electronics Repairer Supervisor/Kahului | 04/16/19 | Retirement | Continuous recruitment | FY20 |
| P-28086 Water Plant Maintenance Mechanic II/Kahului | 06/01/19 | Retirement | PWOE-reviewing apps | FY20 |
| P-28088 Plant Electrician/Electronics Repairer II/Kahului | | Retirement | PWOE-reviewing apps | FY20 |
| P-27940 Electronic Technician I/Kahului | 12/31/2019 | Retirement | Continuous recruitment | |
| | | | | |
| Water Treatment Plant Operations: | | | | |
| P-29408 Water Treatment Plant Operator IV (Unfilled) | 12/16/2019 | Promotion | Reallocating to Trainee | FY20 |

DEPARTMENT OF WATER SUPPLY
FY2021 EQUIPMENT REQUESTS

| Priority No. | Brief Description of Request | Quantity | Cost Per Unit | Total Request | Index Code | Subobject Code |
|--------------|----------------------------------|----------|---------------|------------------|------------|----------------|
| 1 | 12" VALVES & ACTUATORS | 2 | 13,500 | 27,000 | 953604C | 7044 |
| 2 | RAW WATER & FILTER VALVES/ACTUAT | 5 | 50,000 | 250,000 | 953604C | 7044 |
| 3 | RAW WATER VAULT METERS | 2 | 25,000 | 50,000 | 953604C | 7044 |
| 4 | PRINTER FOR LAB | 1 | 9,000 | 9,000 | 953471C | 7031 |
| 5 | HP/PLOTTER SCANNER | 1 | 20,000 | 20,000 | 953109C | 7031 |
| 6 | SERVICE WATER PUMP(PIIHOLOO | 1 | 12,000 | 12,000 | 953604C | 7044 |
| 7 | VAULT FLOW METER | 1 | 18,000 | 18,000 | 953604C | 7044 |
| 8 | 4x4 UTILITY TRUCK CM1713 | 1 | 80,000 | 80,000 | 953307C | 7040 |
| 9 | 4x4 PICKUP CM1763 | 1 | 55,000 | 55,000 | 953471C | 7040 |
| 10 | PRESSURE RECORDER | 1 | 15,000 | 15,000 | 953109C | 7044 |
| 11 | COMPUTERS | 4 | 1,900 | 7,600 | 953000C | 7031 |
| 12 | COMPUTERS | 9 | 1,900 | 17,100 | 953083C | 7031 |
| 13 | 31" MONITORS FOR MAPPS | 2 | 9,450 | 18,900 | 953109C | 7031 |
| 14 | COMPUTERS | 2 | 5,000 | 10,000 | 953158C | 7031 |
| 15 | 1 TON 4X4 CM1997 | 1 | 58,000 | 58,000 | 953307C | 7040 |
| 16 | HYDRAULIC CYCLINDER SERVICER | 1 | 32,000 | 32,000 | 953307C | 7044 |
| 17 | 4x4 PICKUP CM2231 | 1 | 55,000 | 55,000 | 953471C | 7040 |
| 18 | 1 TON 4X4 CM 2126 | 1 | 57,000 | 57,000 | 953307C | 7040 |
| 19 | FUSING MACHINE | 1 | 30,000 | 30,000 | 953307C | 7044 |
| 20 | GAS POWERED SAW | 1 | 8,300 | 8,300 | 953307C | 7044 |
| 21 | VAN CM2298 | 1 | 42,000 | 42,000 | 953471C | 7040 |
| 22 | VEHICLE-COM2075 | 1 | 44,000 | 44,000 | 953109C | 7040 |
| 23 | REMOTE CONTROL MOWER | 1 | 53,500 | 53,500 | 953604C | 7044 |
| 24 | TRASH PUMP | 1 | 3,600 | 3,600 | 953307C | 7044 |
| 25 | 4 WHEEL DRIVE SUV CM1806 | 1 | 45,000 | 45,000 | 953604C | 7040 |
| 26 | BUBBLE TESTER | 2 | 12,000 | 24,000 | 953604C | 7044 |
| 27 | TARGET SAW | 1 | 8,500 | 8,500 | 953307C | 7044 |
| 28 | CHLORINE FEEDER TABS | 3 | 40,000 | 120,000 | 953471C | 7044 |
| 29 | LARGE SCREEN I-PAD | 4 | 1,100 | 4,400 | 953109C | 7031 |
| 30 | LARGE SCREEN I-PAD | 1 | 1,100 | 1,100 | 953158C | 7031 |
| 31 | DUMP TRUCK CM1373 | 1 | 230,000 | 230,000 | 953307C | 7040 |
| | | | | | | |
| | COPIER/PRINTER LEASE | 1 | 6,000 | 6,000 | 953000C | 7105 |
| | COPIER/PRINTER LEASE | 1 | 9,153 | 9,153 | 953158C | 7105 |
| | COPIER/PRINTER LEASE | 1 | 2,650 | 2,650 | 953083C | 7105 |
| | COPIER/PRINTER LEASE | 1 | 3,000 | 3,000 | 953307C | 7105 |
| | TOTAL | | | 1,426,803 | | |

EDB Committee

From: Wendy Nathan <Wendy.Nathan@co.maui.hi.us>
Sent: Friday, April 17, 2020 6:17 PM
To: EDB Committee
Cc: Shirley Blackburn
Subject: FY 2021 Budget (BD-2) (WS-1 & WS-2) (EDB-1)_3
Attachments: BD-2 (WS-1 & WS-2) (EDB-1)_3.pdf

Aloha Committee Chair Rawlins-Fernandez,

Attached please find response from Jeff Pearson, Department of Water Supply (WS-1 and WS-2) (EDB-1)_3.

Thank you,
Wendy Nathan

WENDY K. NATHAN | BUDGET SPECIALIST | BUDGET DEPARTMENT, OFFICE OF THE MAYOR | COUNTY OF MAUI
TEL: (808) 270-8239 | EMAIL: WENDY.NATHAN@CO.MAUI.HI.US