

Chair

Charles King  
1<sup>st</sup> Vice Chair

Trinette Kaui  
2<sup>nd</sup> Vice Chair



MEMBERS:  
Robert Crowell  
William Dahle  
Sheri Kunioka-Volz  
Michael MacFarlane

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KAUAI SALARY COMMISSION  
COUNTY OF KAUAI  
4444 Rice Street, Suite 150  
Lihu'e, Hawai'i 96766

OFFICE OF  
THE COUNTY CLERK  
COUNTY OF KAUAI

TO: The Honorable Kaipo "Bill" Asing, Chairman County Council  
And Members of the Council

FROM: Charles King, 1<sup>st</sup> Vice-Chair and Members of the Kauai Salary Commission

DATE: November 03, 2010

RE: Resolution No. 2010-1, Relating to the Salaries of Certain Officers and Employees  
of the County of Kauai - Adopted by the Salary Commission on November 3, 2010.

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Transmitted herewith for consideration by the County Council is Resolution No. 2010-1 that was adopted by the Salary Commission at its meeting on November 3, 2010.

Pursuant to Section 29.03 of the Kauai County Charter, the Salary Commission's findings shall be adopted by resolution and shall take effect without the Mayor's and Council's concurrence (60) days after its adoption unless rejected by a vote of not less than five (5) members of the Council. The Council may reject either the entire resolution or any portion of it.

If you have any questions, please contact [myoun@kauai.gov](mailto:myoun@kauai.gov) at the Office of Boards and Commissions. Thank you.

Attachment

cc: Peter Nakamura, County Clerk  
Mayor Bernard P. Carvalho Jr.  
Malcolm Fernandez, Personnel Director  
Alfred Castillo, County Attorney  
Gary Heu, Administrative Assistant  
Wally Rezentes, Jr., Finance Director

C2010-708

# SALARY COMMISSION

COUNTY OF KAUA'I

# Resolution

No. 2010-1

## RESOLUTION RELATING TO THE SALARIES OF CERTAIN OFFICERS AND EMPLOYEES OF THE COUNTY OF KAUA'I

WHEREAS, the Salary Commission feels that based on the recent implementation of County employee furloughs it is prudent to delay any future salary increases for the Mayor and any Mayoral and Board or Commission appointed administrative department heads and deputies until July 1, 2011; and

WHEREAS, the Commission further recognizes that the current the economic climate coupled with the uncertainty of revenues that can be anticipated from the State Transient Accommodations Tax and Real Property Tax require a high degree of administrative flexibility to effectively manage the County's operational cost; and

WHEREAS, although the Commission members feel that the proposed salary increases are reasonable and justified, they also find it necessary to proceed cautiously by providing the County with the ability through the annual operating budget to limit the funding and thereby reduce the salary for any non-elected officer or employee to an amount lower than the figure established for the position in this resolution; and

WHEREAS, pursuant to Section 29.03 of the Kaua'i County Charter, the Salary Commission's findings shall be adopted by resolution of the Commission and the resolution shall take effect without the Mayor's and Council's concurrence sixty (60) days after its adoption unless rejected by a vote of not less than five (5) members of the council; now, therefore,

BE IT RESOLVED BY THE SALARY COMMISSION, OF THE COUNTY OF KAUA'I, STATE OF HAWAII, that the provisions related to the "Salaries of Certain Officers" of the County of Kaua'i, be established as follows:

SECTION 1. Pursuant to Section 29.03 of the Charter of the County of Kaua'i, the Salary Commission hereby resolves to propose the changes described in this resolution to the Kaua'i County Council as follows:

### **Article 1      Salaries of Certain Administrative Officers and Employees.**

(a) Purpose. The purpose of this Article is to establish the salaries of certain [county] administrative officers and employees in accordance with the principles of adequate

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compensation for work performed, and preservation of a sensible relationship with the salaries of other county employees.

(b) Effective as of the dates stated below and subject to the performance review requirements of subsection (d), the annual salaries, payable semi-monthly, of certain [county] administrative officers and employees shall be as follows:

Position	Effective Dates			
	7/1/07	1/1/08	12/1/08	[12/01/10 (12 o'clock meridian)] <u>07/01/11</u>
Mayor	\$100,100	\$107,000	\$114,490	\$122,504
Administrative Assistant	\$ 96,250	\$102,988	\$110,197	\$117,911
County Engineer	\$ 93,750	\$100,313	\$107,335	\$114,848
Deputy County Engineer	\$ 86,250	\$ 92,288	\$ 98,748	\$105,660
Director of Finance	\$ 93,750	\$100,313	\$107,335	\$114,848
Deputy Director of Finance	\$ 86,250	\$ 92,288	\$ 98,748	\$105,660
County Attorney	\$ 93,750	\$100,313	\$107,335	\$114,848
First Deputy County Attorney	\$ 86,250	\$ 92,288	\$ 98,748	\$105,660
Deputy County Attorney	Up to \$82,500	Up to \$88,275	Up to \$94,454	Up to \$101,066
Chief of Police	\$ 93,750	\$100,313	\$107,335	\$114,848
Deputy Chief of Police	\$ 86,250	\$ 92,288	\$ 98,748	\$105,660
Planning Director	\$ 93,750	\$100,313	\$107,335	\$114,848
Deputy Planning Director	\$ 86,250	\$ 92,288	\$ 98,748	\$105,660
Director of Personnel	\$ 90,000	\$ 96,300	\$103,041	\$110,254
Manager and Chief Engineer, Department of Water	\$ 93,750	\$100,313	\$107,335	\$114,848
Deputy Manager-Engineer, Department of Water	\$ 86,250	\$ 92,288	\$ 98,748	\$105,660
Fire Chief	\$ 93,750	\$100,313	\$107,335	\$114,848
Deputy Fire Chief	\$86,250	\$ 92,288	\$98,748	\$105,660
Director of Economic Development	\$ 90,000	\$ 96,300	\$103,041	\$110,254
Director of Liquor Control	\$ 90,000	\$ 96,300	\$103,041	\$110,254
Director of Parks	\$ 93,750	\$100,313	\$107,335	\$114,848

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Deputy Director of Parks	\$ 86,250	\$ 92,288	\$ 98,748	\$105,660
Director of Housing	\$ 90,000	\$ 96,300	\$103,041	\$110,254

(c) ~~[New officer]~~ Administrative officer and employee of salaries shall not exceed the maximum salary provided for in ~~[subsection (b)]~~ this Article at the time of employment. However, the respective appointing authority may set the salary of any new or existing non-elected appointee at a figure lower than the figure established for the position.

(d) Requirements for salary increase. The salary increase for any non-elected officer or employee occupying and continuing in a position listed in ~~[subsection (b)]~~ this resolution is contingent on the Director of Personnel's receipt of the following:

- (1) A memo from the officer's or employee's appointing authority at least thirty (30) days prior to the increase certifying that appointee's performance has been evaluated pursuant to procedures established by the Director of Personnel; and
- (2) A copy of the officer's or employee's completed performance evaluation evidencing that the appointee has met or exceeded job requirements (for example, has achieved a rating of three points or higher in a five point scale) for the appraisal period.
- (3) Based on the evaluation results, the appointing authority's recommendation on whether a proposed increase should be granted. The appointing authority may recommend an increase for an officer or employee occupying a position at a figure below the proposed salary increase provided for in ~~subsection (b)~~ this resolution.

Provided however, the county attorney's performance shall be conducted through an equally weighted evaluation that shall be jointly administered by the mayor and the council chairperson in accordance with paragraphs (1), (2) and (3) above.

The Director of Personnel shall provide the Salary Commission with a list of the names and positions of all non-elected officers and employees covered under this ~~[subsection]~~ resolution, indicate whether or not they have satisfactorily met the performance evaluation criteria, and include the recommended salary increase, if any.

(e) Performance evaluations. The Director of Personnel shall prepare, for approval by the Mayor, written performance evaluation procedures and methodologies and coordinate the performance evaluations process for all non-elected officers or employees listed in ~~[subsection (b)]~~ this resolution.

The Director of Personnel shall provide a copy of the performance evaluation procedures and methodologies, including any revisions thereto, to the Salary Commission.

(f) Officers or employees listed in ~~[subsection (b)]~~ this resolution may receive a portion of their salary through the County's payment of health fund premium benefits over and above the amount the County normally contributes toward those officers' benefits. Amounts paid by the

County which are over and above the County's normal health fund premium contributions shall be deducted from the affected officer's or employee's salary.

**Article 2 Salaries of the Prosecuting Attorney and Deputies.**

(a) Effective as of the dates stated below and subject to the provisions and performance review requirements provided for in Article 1, subsection (d), (e) and (f) above, the annual salaries, payable semi-monthly, of the Prosecuting attorney and deputy prosecuting attorneys shall be as follows:

<b>Position</b>	<b>7/1/07</b>	<b>1/1/08</b>	<b>12/1/08</b>	<b>12/01/09</b> (12 o'clock meridian)
Prosecuting Attorney	\$ 93,750	\$100,313	\$107,335	\$114,848
First Deputy Prosecuting Attorney	\$ 86,250	\$ 92,288	\$ 98,748	\$105,660
Deputy Prosecuting Attorney	Up to \$82,500	Up to \$88,275	Up to \$94,454	Up to \$101,066

(b) The salaries of the Prosecuting Attorney and any deputy prosecuting attorney shall not exceed the maximum salary provided for in this Article at the time of employment. However, the Prosecuting Attorney may set the salary of any new or existing deputy at a figure lower than the figure established for the position.

**Article 3 Salaries of the County Council and Council Appointees.**

(a) Effective at twelve o'clock meridian on December 1, 2008, the annual salaries, payable semi-monthly, of the Kaua'i County Council shall be as follows:

<b>Position</b>	
Council Chair	\$59,699
Councilmember	\$53,066

(b) Effective on December 1, 2009, the annual salaries, payable semi-monthly, of the Kaua'i County Council shall be as follows:

<b>Position</b>	
Council Chair	\$63,879
Councilmember	\$56,781

(c) Effective as of the dates stated below and subject to the provisions and performance review requirements provided for in Article 1, subsection (d), (e) and (f) above, the annual salaries, payable semi-monthly, of the County Clerk, Deputy County Clerk and County Auditor shall be as follows:

<b>Position</b>	<b>7/1/07</b>	<b>1/1/08</b>	<b>12/1/08</b>	<b>12/01/09</b> (12 o'clock meridian)
County Clerk	\$ 93,750	\$100,313	\$107,335	\$114,848

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Deputy County Clerk	\$ 86,250	\$ 92,288	\$98,748	\$105,660
County Auditor			\$107,335	\$114,848

(d) Salaries of the Council Chair, Councilmembers, and employees shall not exceed the maximum salary provided for in this Article at the time of employment. However, the respective appointing authority may set the salary of any new or existing non-elected appointee at a figure lower than the figure established for the position.


SECTION 2. The Mayor with approval of the County Council is hereby authorized through the County's annual operating budget to limit the funding and thereby reduce the salary for any non-elected officer or employee to an amount lower than the figure established for the position in this resolution.

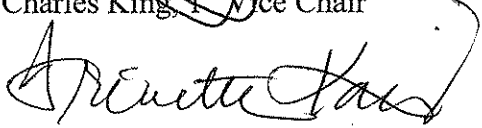
SECTION 3. Material to be deleted is bracketed. New material to be added is underscored. In future reprints of this resolution, the bracketed material and underscoring may be deleted.

BE IT FURTHER RESOLVED, if any portion or portions of this resolution are deemed invalid or rejected by a vote of five (5) or more councilmembers, the other provisions of this resolution shall not be affected thereby. If the application of this resolution or any of its provisions to any person or circumstances is held invalid, the application of this resolution and its provisions to other persons or circumstances shall not be affected thereby.

BE IT FINALLY RESOLVED, the County Clerk shall transmit to the Salary Commission, Mayor, Finance Director and Personnel Director a final approved copy of the resolution and note any amendments thereto within thirty (30) day after the effective date of this resolution.

*Adopted by the Salary Commission of the County of Kaua'i at its meeting on November 3, 2010:*

  
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 Charles King, 1<sup>st</sup> Vice Chair

  
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 Trinette Kauai, 2<sup>nd</sup> Vice Chair

  
 \_\_\_\_\_  
 Robert Crowell

William Dahle

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Sheri Kunioka-Volz

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Michael Machado

Michael Machado