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GOVERNOR OF
HAWAII



DEPT. COMM. NO. 71

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KAHOOLAWE ISLAND RESERVE COMMISSION
LAND
STATE PARKS

**STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES**

POST OFFICE BOX 621
HONOLULU, HAWAII 96809

December 5, 2018

The Honorable Ronald D. Kouchi,
President
and Members of the Senate
Thirtieth State Legislature
State Capitol, Room 409
Honolulu, Hawaii 96813

The Honorable Scott K. Saiki, Speaker
and Members of the House of
Representatives
Thirtieth State Legislature
State Capitol, Room 431
Honolulu, Hawaii 96813

Dear President Kouchi, Speaker Saiki, and Members of the Legislature:

For your information and consideration, I am transmitting a copy of The Hawaii Historic Preservation Special Fund For Fiscal Year 2017-2018 report, as required by Section 6E-3, Hawaii Revised Statutes (HRS). In accordance with Section 93-16, HRS, a copy of this report has been transmitted to the Legislative Reference Bureau and the report may be viewed electronically at <http://dlnr.hawaii.gov/reports/>.

Sincerely,

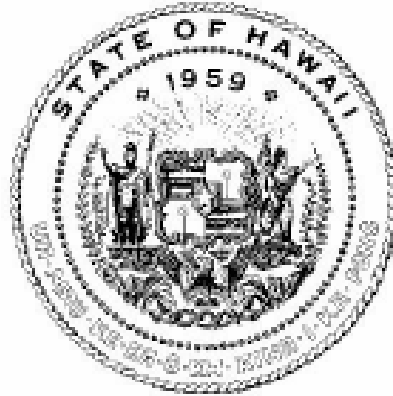
A handwritten signature in blue ink that reads "Suzanne D. Case".

SUZANNE D. CASE
Chairperson

Enclosure

REPORT TO THE THIRTIETH LEGISLATURE
2019 REGULAR SESSION

ACCOMPLISHMENTS OF THE HAWAII HISTORIC PRESERVATION PROGRAM
AND
STATUS OF THE HAWAII HISTORIC PRESERVATION SPECIAL FUND
FOR FISCAL YEAR 2017-2018



PREPARED BY:

STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES

IN RESPONSE TO
SECTION 6E-3, HAWAII REVISED STATUTES

HONOLULU, HAWAII
DECEMBER 2018

ACCOMPLISHMENTS OF THE HAWAII HISTORIC PRESERVATION PROGRAM
AND
STATUS OF THE HAWAII HISTORIC PRESERVATION SPECIAL FUND
FOR FISCAL YEAR 2017-2018

BACKGROUND

This annual report has been prepared in accordance with Section 6E-3, Hawaii Revised Statutes (HRS), detailing the accomplishments of the Hawaii Historic Preservation Program of the Department of Land and Natural Resources (Department) and the status of the Hawaii Historic Preservation Special Fund

ACCOMPLISHMENTS

During 2017-2018, the Department's State Historic Preservation Division (SHPD) obtained funding from the 2018 Legislature to procure a vendor under a multi-term contract to design and develop the Hawaii Cultural Resource Information System (HICRIS). The new system will enable the Division to become more proactive and efficient by streamlining workflow, along with making its extensive library of cultural resource data more widely available and usable to professionals and the public via internet access. It would incorporate all legacy data from hardcopy files, stand-alone databases, as well as various applications, enabling SHPD to leverage its substantial historic preservation inventory. It would also enhance SHPD's existing capabilities, including improving data entry, retrieval, maintenance, accessibility, and reporting functionality. Moreover, the design and development of the HICRIS would allow the Division to complete the final element of the National Park Service (NPS) Corrective Action Plan (CAP).

SHPD has also filled several vacant positions with qualified staff including a Kauai Island Lead Archaeologist (103121), Archaeologist IV (122489), HP Systems Manager (102283), Office Assistant III (122469)), and the Hawaii Island Burial Specialist (120336). There are various existing vacant positions to be filled that have opened up, including: the Hawaii Lead Archaeologist (102055), two Archaeologist III positions for Oahu (102064) and Maui (102393), an Archaeologist IV (100379), an Architectural Historian (112243) and an Office Assistant III (26603) of which we have just selected a qualified applicant and are awaiting completion of final compliance documents and acceptance by the Department's Personnel Office.

Also, noteworthy is that SHPD is working on approvals to fill nine new positions authorized by the 2018 Legislature, including a Hawaii Island Archaeologist IV (91827C), Archaeologist IV (91928C), Oahu Archaeologist III (91929C), two Burial Specialists for Hawaii (91931C) and Oahu (91932C), Ethnographer (91933C), GIS Technical Assistant (91934C), and two Office Assistant III(s) for Hawaii (91935C) and Oahu (91936C).

Project reviews in the Archaeology Branch continue to reflect a six-month backlog, as SHPD experiences on-going difficulty in filling these vacancies in large part due to private and federal sector completion along with lower compensation offered by the State. Thus, SHPD continues to work diligently at filling the vacant archaeologist while using temporary hires and professional service consultants to assist it in meeting mandated project review due dates.

Future Programs:

During Fiscal Year 2018-2019, SHPD will continue to work at filling vacant positions until all funded positions are filled.

Due to the approval of funding by the 2018 Legislature, SHPD is moving ahead with contracting a professional services consultant to assist in revising its administrative rules and issuing a revised fee schedule by September 2019 to more accurately reflect the true costs incurred in the review process and to offset a larger portion of those costs. It is estimated that this will increase revenue to the Fund three-fold.

SHPD has also procured a vendor under a multi-term contract to design, develop, and implement HICRIS which is anticipated to be completed by October of 2020. This will fulfill the final element of the NPS CAP.

THE HAWAII HISTORIC PRESERVATION SPECIAL FUND

The Hawaii Historic Preservation Special Fund (Fund) was established in Section 6E-16, HRS, by way of Act 388, Session Laws of Hawaii 1989, to support the efforts of SHPD to enhance and preserve elements of our past that should be integrated into our daily living.

Allowable deposits into the Fund include:

- (1) Appropriations by the Legislature to the special fund;
- (2) Gifts, donations, and grants from public agencies and private persons;
- (3) All proceeds collected by the Department derived from historic preserve user fees, historic preserve leases or concession fees, fees charged to carry out the purposes of Chapter 6E, HRS, or the sale of goods; and
- (4) Civil, criminal, and administrative penalties, fines, and other charges collected under Chapter 6E, HRS, or any rule adopted pursuant to Chapter 6E, HRS.

All interest earned or accrued on moneys deposited in the Fund shall become part of the Fund. The Fund shall be administered by the Department; provided that the Department may contract with a public or private agency to provide the day-to-day management of the Fund.

Subject to legislative authorization, the Department may expend moneys from the Fund:

- (1) For permanent and temporary staff positions;
- (2) To replenish goods;
- (3) To produce public information materials;
- (4) To provide financial assistance to public agencies and private agencies in accordance with Chapter 42F, HRS, involved in historic preservation activities other than those covered by Section 6E-9, HRS; and
- (5) To cover administrative and operational costs of the Department's Historic Preservation Program.

Use of the Fund:

Most of money in the Fund was targeted to pay two positions approved by the 2015 Legislature: an Office Assistant III (122469) and Ethnographer (91604C) which was re-described as an Archaeologist IV (112489). Although the Fund continues to have difficulty in generating enough revenue to cover payroll, SHPD has obtained funding in from the 2018 Legislature to contract a legal fellow to assist it in updating its administrative rules and to amend a fifteen-year-old fee schedule that does not accurately reflect the costs involved with reviewing permits, reports and submissions for determination.

Fund Balance:

Appropriation Account Number: S-321-C

Beginning Cash Balance	(7/01/17)	\$	0.00
Revenues		\$	66,627.13
Cash Transfers			52,610.06
Expenditures			(108,549.54)
Ending Cash Balance	(6/30/18)	\$	10,687.65
Ending Encumbrances	(6/30/18)	\$	1,299.18
Net Cash Balance		\$	9,388.47

The revenues were derived from user fees, professional fees, and interest income. As noted above, moneys were used in large part to cover payroll and fringe benefits for the Office Assistant III and Archaeologist IV positions. In addition, these positions were temporary assigned to assist in the reviews of Hawaii Department of Transportation (HDOT) projects and received funding from HDOT under a memorandum of agreement. However, the HDOT funding is not intended to support these positions on a long-term basis. The Fund was also used to pay for utilities, office supplies, rental of electronic data processing equipment and multi-purpose copiers, as well as travel related expenditures for neighbor island staff to attend historic preservation conferences and training workshops on O'ahu.