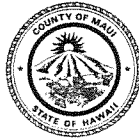


Council Chair  
Mike White

Vice-Chair  
Robert Carroll

Presiding Officer Pro Tempore  
Stacy Crivello

Councilmembers  
Alika Atay  
Elle Cochran  
Don S. Guzman  
Riki Hokama  
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Yuki Lei K. Sugimura



Director of Council Services  
Sandy K. Baz

**COUNTY COUNCIL**  
COUNTY OF MAUI  
200 S. HIGH STREET  
WAILUKU, MAUI, HAWAII 96793  
[www.MauiCounty.us](http://www.MauiCounty.us)

April 18, 2017

Mr. Keith Regan, Director  
Department of Management  
County of Maui  
Wailuku, Hawaii 96793

Dear Mr. Regan:

SUBJECT: **FISCAL YEAR 2018 BUDGET** (MD-6) (BF-1)

May I please request a copy of your policy for the use of County property or personnel for other than County purposes. For example, what standards apply for memorials or celebratory events departmental staff may wish to attend or support through the use of County vehicles, equipment, or manpower? How is the Department of Management involved, if at all, in approving or disapproving such activities and use of County resources?

Please also provide a list of any such events which occurred in Fiscal Year 2017. For each such event, please provide the estimated costs associated with the department's participation and whether the County's liability policy covered the event and participating personnel.

May I further request you transmit your response **no later than April 21, 2017**, to enable the Committee to comprehensively review the FY 2018 Budget. To ensure efficient processing, please duplicate the coding in the subject line above for easy reference.

Thank you for your attention to this request. Should you have any questions, please contact me or the Committee staff, Michele Yoshimura (ext. 7663), Shelly Espeleta (ext. 7134), or Yvette Bouthillier (ext. 7758).

Sincerely,

A handwritten signature in black ink, appearing to read "Riki Hokama".

RIKI HOKAMA, Chair  
Budget and Finance Committee

bf:2018bgt:170417amd01:cmn  
cc: Mayor Alan M. Arakawa  
Budget Director