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Vice-Chair  
Yuki Lei K. Sugimura

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Director of Council Services  
David M. Raatz, Jr., Esq.

Deputy Director of Council Services  
Richelle K. Kawasaki, Esq.

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

April 11, 2024

Ms. Lesley Milner, Acting Budget Director  
Office of the Mayor  
County of Maui  
Wailuku, Hawaii 96793

Dear Ms. Milner:

**SUBJECT: FISCAL YEAR ("FY") 2025 BUDGET** (BFED-1) (BD-7)

May I please request your response to the following:

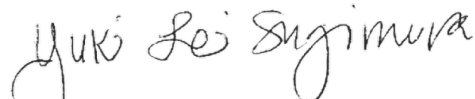
1. Appendix A-II of Bill 60 (2024) notes \$20,000,000 in anticipated revenue will be restored to the Emergency Fund for FY 2025, which you confirmed would be derived largely from Carryover/Savings. Section 9-14 of the Revised Charter of the County of Maui (1983), as amended, states that: "no amounts transferred into an emergency reserve fund or a capital improvement reserve fund shall be deducted from amounts to be raised by taxes for ensuing years." For good practice, 20% of the County's operating budget should go towards the County's reserves. Is it necessary to amend the Charter to ensure that the County can achieve this 20% threshold efficiently?
2. Please provide a list of properties that are leased by the County, such as One Main Plaza. Please include the lease durations, including costs.

May I further request that you provide the requested information to [bfed.committee@mauicounty.us](mailto:bfed.committee@mauicounty.us) no later than **April 16, 2024**. To ensure efficient processing, please include the relevant Committee item number in the subject line of your response.

Ms. Lesley Milner  
April 11, 2024  
Page 2

Should you have any questions, please contact me or the Committee staff (James Krueger at ext. 7761, Kasie Apo Takayama at ext. 7665, or Yvette Bouthillier at ext. 7758).

Sincerely,

A handwritten signature in black ink that reads "Yuki Lei Sugimura". The signature is written in a cursive style with a large initial "Y".

YUKI LEI K. SUGIMURA, Chair  
Budget, Finance, and Economic  
Development Committee

bfed:2025bgt:240411abd01:jpp

cc: Mayor Richard T. Bissen, Jr.

## BFED Committee

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**From:** BFED Committee  
**Sent:** Thursday, April 11, 2024 4:47 PM  
**To:** Lesley Milner  
**Cc:** BFED Committee; Kristina Cabbat; Michelle Santos; Zeke Kalua  
**Subject:** PLEASE READ attached letter re: FISCAL YEAR ("FY") 2025 BUDGET (BFED-1); (BD-7)  
**Attachments:** 240411abd01.pdf

**Ms. Milner:** Please refer to the attached letter from the Budget, Finance, and Economic Development (BFED) Committee Chair, dated **April 11, 2024**. Please respond by **April 16, 2024**.

**Mayor's Office (attention: Michelle Santos and Zeke Kalua):** Please forward the attached letter to Mayor Bissen for his information.

Thank you,  
BFED Committee

**RICHARD T. BISSEN, JR.**  
Mayor

**JOSIAH NISHITA**  
Managing Director



**OFFICE OF THE MAYOR**  
COUNTY OF MAUI  
200 SOUTH HIGH STREET  
WAILUKU, MAUI, HAWAII 96793  
[www.mauicounty.gov](http://www.mauicounty.gov)

April 17, 2024

Honorable Richard T. Bissen, Jr.  
Mayor, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

APPROVED FOR TRANSMITTAL

4-17-24  
\_\_\_\_\_  
Mayor Date

For Transmittal to:

Honorable Yuki Lei K. Sugimura, Chair  
and Members of the Budget, Finance, and Economic Development Committee  
200 South High Street  
Wailuku, Hawaii 96793

Dear Chair Sugimura:

SUBJECT: **FISCAL YEAR ("FY") 2025 BUDGET** (BFED-1) (BD-7)

Pursuant to your correspondence dated April 11, 2024, below are the responses to the following:

1. Appendix A-II of Bill 60 (2024) notes \$20,000,000 in anticipated revenue will be restored to the Emergency Fund for FY 2025, which you confirmed would be derived largely from Carryover/Savings. Section 9-14 of the Revised Charter of the County of Maui (1983), as amended, states that: "no amounts transferred into an emergency reserve fund or a capital improvement reserve fund shall be deducted from amounts to be raised by taxes for ensuing years." For good practice, 20% of the County's operating budget should go towards the County's reserves. Is it necessary to amend the Charter to ensure that the County can achieve this 20% threshold efficiently?

*Response: The Government Finance Officers Association recommends as best practice having at least two months' worth of funds available in reserve, which the Budget Office has calculated at approximately 20 percent of the operating budget. For the proposed FY 2025 Budget, 20 percent of the operating budget would be \$214,903,782. If \$20,000,000 is put into the fund this year, the balance will be \$77,479,359. The average amount of carryover savings for the last five years is \$44,384,842. Assuming that is the amount going forward, and that the full amount of carryover savings is placed into the Emergency Fund, it would take approximately three more fiscal years to reach the 20 percent amount.*

*While 20 percent of the operating budget is a recommended Government Finance Officers Association best practice, it is not a requirement. Other factors need to be taken into consideration before determining the transfers to the Emergency Fund. Specifically, existing and anticipated circumstances which would impact the County's financial condition should be considered first. Otherwise, such a transfer could potentially create financial challenges for the County. Neither the Finance Department nor the Budget Office believe that a Charter amendment is necessary to achieve the threshold efficiently.*

2. Please provide a list of properties that are leased by the County, such as One Main Plaza. Please include the lease durations, including costs.

*Response: Please see attached.*

Should you have any questions, please contact me at ext. 8239.

Sincerely,



LESLEY MILNER  
Acting Budget Director

Property Description	Lessor	Commence	Expiration	Rent	CAM	Square Feet	Rent Per Sq Ft	Total
One Main Plaza, Suite 205	Maui Office LLC	11/01/23	06/30/27	\$4,635.79	\$3,290.84	2,044.00	\$2.27	\$7,926.63
Wells St Professional, Suite 303	MSW Maui LLC	05/01/19	06/30/24	\$2,820.96	\$2,037.36	1,306.00	\$2.16	\$4,858.32
One Main Plaza, Suite 200	Maui Office LLC	01/15/11	06/30/27	\$5,942.16	\$4,218.20	2,620.00	\$2.27	\$10,160.36
One Main Plaza, Suite 225	Maui Office LLC	10/01/05	06/30/27	\$5,797.01	\$4,115.16	2,556.00	\$2.27	\$9,912.17
One Main Plaza, Suite 610/625	Maui Office LLC	10/01/05	06/30/27	\$12,961.62	\$9,201.15	5,715.00	\$2.27	\$22,162.77
Wells St Professional, Suite 305	MSW Maui LLC	07/01/22	06/30/25	\$4,307.68	\$3,230.76	2,071.00	\$2.08	\$7,538.44
Lahaina Gateway Center, B-108	DOF IV Lahana, LLC	01/01/13	06/30/26	\$8,313.77	\$1,994.85	2,458.00	\$3.38	\$10,308.62
Wells St Professional, Suite 104	Irene Ohata-Wilson	06/15/07	06/30/27	\$2,159.05	\$1,603.84	1,109.00	\$1.95	\$3,762.89
2065 Main Street, Ste 108	Hulu, LLC	11/01/18	06/30/26	\$12,064.08	\$4,979.94	7,014.00	\$1.72	\$17,044.02
Hale Mahaolu Home Pumehana Office #1	Hale Mahaolu Home Pumehana II, Inc	03/01/03	12/31/24	\$190.00	\$0.00			\$190.00
Hale Mahaolu Home Pumehana Room #1	Hale Mahaolu Home Pumehana II, Inc	03/01/03	12/31/24	\$350.00	\$0.00			\$350.00
J. Walter Cameron Center, Building 6, Room 20, Library & Storage	J. Walter Cameron Center	01/01/13	06/30/26	\$0.00	\$10,891.00	4,096.00	\$0.00	\$10,891.00
J. Walter Cameron Center, Building 6, Room 22 A&B	J. Walter Cameron Center	07/01/21	06/30/26	\$0.00	\$1,150.00	460.00	\$0.00	\$1,150.00
One Main Plaza, Suite 546	Maui Office LLC	06/28/07	06/30/27	\$6,039.68	\$4,287.43	2,663.00	\$2.27	\$10,327.11
One Main Plaza, Suite 547	Maui Office LLC	06/28/07	06/30/27	\$5,622.37	\$3,991.19	2,479.00	\$2.27	\$9,613.56
The Moore Center, Suite #300	Beverly Pauole-Moore	01/15/18	06/30/26	\$2,013.17	\$0.00	1,250.00	\$1.61	\$2,013.17
The Moore Center, Suite #400	Beverly Pauole-Moore	07/01/12	06/30/26	\$1,449.91	\$0.00	627.00	\$2.31	\$1,449.91
One Main Plaza, Suite 219	Maui Office LLC	10/01/05	06/30/27	\$1,254.20	\$890.33	553.00	\$2.27	\$2,144.53
One Main Plaza, Suite 502	Maui Office LLC	08/01/15	06/30/27	\$1,703.27	\$1,209.11	751.00	\$2.27	\$2,912.38
The Moore Center, Suite #600	Beverly Pauole-Moore	04/01/09	06/30/26	\$2,914.90	\$0.00	880.00	\$3.31	\$2,914.90
One Main Plaza, Suite 300	Maui Office LLC	10/01/23	06/30/27	\$4,390.85	\$3,116.96	1,936.00	\$2.27	\$7,507.81
One Main Plaza, Suite 303	Maui Office LLC	06/30/17	06/30/27	\$2,633.15	\$1,869.21	1,161.00	\$2.27	\$4,502.36
One Main Plaza, Suite 305	Maui Office LLC	10/01/09	06/30/27	\$3,769.42	\$2,675.82	1,662.00	\$2.27	\$6,445.24
Wells St Professional, Suite 103	RENDO Consulting LLC	03/01/23	09/30/25	\$2,250.00	\$1,506.26	1,088.00	\$2.07	\$3,756.26
One Main Plaza, Suite 215	Maui Office LLC	12/01/21	06/30/27	\$2,283.88	\$1,621.27	1,007.00	\$2.27	\$3,905.15
One Main Plaza, Suite 315	Maui Office LLC	07/01/13	06/30/27	\$3,293.14	\$2,337.72	1,452.00	\$2.27	\$5,630.86
One Main Plaza, Suite 319/335	Maui Office LLC	10/01/09	06/30/27	\$8,661.49	\$6,148.59	3,819.00	\$2.27	\$14,810.08
One Main Plaza, Suite 619/630	Maui Office LLC	07/01/18	06/30/27	\$7,951.61	\$5,644.66	3,506.00	\$2.27	\$13,596.27
One Main Plaza, Suite 640A	Maui Office LLC	07/01/18	06/30/27	\$1,982.23	\$1,407.14	874.00	\$2.27	\$3,389.37
One Main Plaza, Suite 601	Maui Office LLC	06/28/07	06/30/27	\$5,924.02	\$4,205.32	2,612.00	\$2.27	\$10,129.34
Queen Kaahumau Center, 2CC1 & 2CB2	GSMS 2014-GC26 West Kaahumanu Ave, LLC	01/15/24	01/31/26	\$3,864.00		2,208.00	\$1.75	\$3,864.00
115 Market Street	Michael Brewer Trust	04/01/24	06/30/25	\$6,528.00	\$2,448.00	3,264.00	\$2.00	\$8,976.00
2065 Main Street, Ste 102/103 & 105	Hulu, LLC	03/01/24	06/30/25	\$5,064.30	\$2,115.09	2,979.00	\$1.70	\$7,179.39
Wells St Professional, Suite 204	Patrick L & Cindy H Ing Trust	03/01/24	06/30/25	\$1,960.00	\$1,523.20	1,120.00	\$1.75	\$3,483.20
Wells St Professional, Suite 102A	Wells Four Hui LLC	08/01/17	06/30/26	\$1,207.60	\$0.00	522.00	\$2.31	\$1,207.60
One Main Plaza, Suite 102	Maui Office LLC	12/26/11	06/30/27	\$6,368.54	\$4,520.88	2,808.00	\$2.27	\$10,889.42

<b>TOTAL RENT</b>	<b>\$148,671.85</b>	<b>72,670.00 SF</b>
<b>TOTAL CAM</b>	<b>\$98,231.28</b>	
<b>TOTALS</b>	<b>\$98,231.28</b>	

## BFED Committee

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**From:** Janina Agapay <Janina.E.Agapay@co.maui.hi.us>  
**Sent:** Thursday, April 18, 2024 8:27 AM  
**To:** BFED Committee  
**Cc:** Lesley Milner  
**Subject:** (BFED-1)(BD-7)  
**Attachments:** (BFED-1)(BD-7).pdf

Hello,

Please see attached correspondence from Budget.

Thank you,

**Janina Agapay**

County of Maui

Budget Office

(808) 270-7836

[Janina.E.Agapay@co.maui.hi.us](mailto:Janina.E.Agapay@co.maui.hi.us)