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

May 31, 2019

Director of Council Services  
Traci N. T. Fujita, Esq.

RECEIVED

2019 MAY 31 PM 4:39

OFFICE OF THE  
COUNTY CLERK

Mr. Josiah K. Nishita, County Clerk  
Office of the County Clerk  
County of Maui  
Wailuku, Hawaii 96793

Dear Mr. Nishita:

**SUBJECT: APPROVING THE FISCAL YEAR 2020  
PROPOSED OPERATING BUDGET FOR THE  
HAWAII STATE ASSOCIATION OF COUNTIES**

May I request the attached proposed resolution, entitled "APPROVING THE FISCAL YEAR 2020 PROPOSED OPERATING BUDGET FOR THE HAWAII STATE ASSOCIATION OF COUNTIES," be placed on the next Council meeting agenda.

Sincerely,

A handwritten signature in black ink that reads "Kelly T. King".

KELLY T. KING  
Council Chair

ocs:proj:hsac:fy2020:reso:budget transmittal

Attachment

COUNTY COMMUNICATION NO. 19-253

# Resolution

No. \_\_\_\_\_

## APPROVING THE FISCAL YEAR 2020 PROPOSED OPERATING BUDGET FOR THE HAWAII STATE ASSOCIATION OF COUNTIES

WHEREAS, the Hawaii State Association of Counties (HSAC) is a nonprofit corporation comprised of members of the four county councils of the State of Hawaii; and

WHEREAS, on May 9, 2019, the HSAC Executive Committee approved its fiscal year 2020 proposed operating budget, which is attached hereto as Exhibit "A"; and

WHEREAS, Section 21 of the HSAC Bylaws requires that each county council shall approve the HSAC operating budget for the upcoming fiscal year prior to the HSAC annual meeting; now, therefore,

BE IT RESOLVED by the Council of the County of Maui:

1. That the proposed HSAC operating budget for fiscal year 2020, as provided in Exhibit "A", is approved; and
2. That a certified copy of this resolution be transmitted to the President of the HSAC Executive Committee.

ocs:proj:hsac:fy2020:reso:budget

# Hawai'i State Association of Counties (HSAC)

Counties of Kaua'i, Maui, Hawai'i and City & County of Honolulu

200 S. High Street, Wailuku, Hawaii 96793 (808) 270-7665

[www.hicounties.com](http://www.hicounties.com)



May 10, 2019

Councilmember Valerie Poindexter, President  
Hawaii State Association of Counties  
25 Aupuni Street Suite #1402  
Hilo, HI 96720

Dear President Poindexter:

**SUBJECT: FISCAL YEAR 2019-2020 PROPOSED ANNUAL  
OPERATING BUDGET**

As Treasurer of the Hawaii State Association of Counties (HSAC), I am submitting the proposed annual operating budget for Fiscal Year (FY) 2019-2020. The proposed budget detail incorporates the following assumptions and changes:

1. Membership Fees of \$10,920 for each county will remain the same.
2. Conference Income will stay the same at \$25,000 for the June conference to be hosted by the Maui County Council.
3. Interest Income will remain the same.
4. Corporate Sponsorship is the same at \$0.
5. Miscellaneous is the same at \$0.
6. The NACo Prescription Drug Marketing Fee revenue will stay the same at \$6,000.
7. The Total Revenues and Fund Balance will stay the same at \$181,872.
8. Executive Committee Travel-Air and Ground will remain at \$17,600. ( $\$350 \times 3$  members  $\times$  12 meetings  $+$  \$5,000 members' travel costs to State Legislature).
9. Executive Committee Auditing/Professional Services will remain the same.
10. Executive Committee Stationary will remain the same.
11. Executive Committee Miscellaneous will increase from \$2,000 to \$28,695.
12. Online Quickbooks Annual Fee will remain the same.
13. Special Committee Travel will remain the same.
14. Special Committee Miscellaneous will remain the same.
15. NACo Travel-Board Air, Ground and Registration will remain the same at \$24,000 ( $\$2000 \times 4$  Board Directors  $\times$  2 meetings).
16. NACo Travel-Steering Committee-Air and Ground will remain \$8,000 ( $\$2,000 \times 2$  Steering Committee members  $\times$  2 meetings).
17. NACo Promotional will remain the same.
18. NACo dues will remain the same.
19. NACo Miscellaneous will increase from \$1,000 to \$2,000.

EXHIBIT A



20. WIR Travel-Air, Ground, and Registration will remain at \$12,000 (\$2,000 x 2 Board members x 3 meetings).
21. WIR Promotional will remain the same at \$0.00.
22. WIR Dues will remain the same.
23. WIR Miscellaneous (\$1,000) will remain the same.
24. WIR Conference will remain the same.
25. Adjustments for Travel and Related Expenses will decrease from \$6,6295 to \$0 and added to HSAC Executive Committee Miscellaneous.
26. The National Conference Fund will decrease from \$8,000 to \$0 and be added to HSAC Executive Committee Miscellaneous.
27. The Prescription Drug Scholarship Program will decrease from \$5,000 to \$0 and be added to the HSAC Executive Miscellaneous.
28. The County Leadership Institute Attendee expense will decrease from \$2,000 to \$0; \$1,000 will be added to the HSAC Executive Committee Miscellaneous. \$1,000 will be added to NACo Miscellaneous.
29. The Prescription Drug Promotion will decrease from \$6,400 to \$0 and be added to the HSAC Executive Committee Miscellaneous.
30. HSAC Promotion and Outreach will stay the same at \$14,855.
31. The HSAC Consulting Fund will be \$36,000.

It is my recommendation that all four counties submit their approval or disapproval of the proposed annual operating budget to the HSAC Executive Committee before the May 2019 meeting of the HSAC Executive Committee.

Malama Pono,

Joey Manahan  
HSAC Treasurer

Attachment

| HSAC FISCAL YEAR (FY) 2019-2020 PROPOSED OPERATING BUDGET                    |                 |                  |                    |
|------------------------------------------------------------------------------|-----------------|------------------|--------------------|
|                                                                              | YTD             | FY2019           | FY2020             |
|                                                                              | March*<br>2019  | Budget           | Proposed<br>Budget |
| <b>REVENUES</b>                                                              |                 |                  |                    |
| 1. Membership Fees                                                           | \$0             | \$43,680         | \$43,680           |
| 2. Conference Income                                                         | \$0             | \$25,000         | \$25,000           |
| 3. Interest Income                                                           | \$35            | \$28             | \$28               |
| 4. Corporate Sponsorship                                                     | \$0             | \$0              | \$0                |
| 5. Miscellaneous                                                             | \$0             | \$0              | \$0                |
| 6. NACo Prescription Drug Marketing Fee                                      | \$0             | \$6,000          | \$6,000            |
| Fund Balance, prior FY                                                       |                 | \$107,164        | \$107,164          |
| <b>TOTAL REVENUES AND FUND BALANCE</b>                                       |                 | <b>\$181,872</b> | <b>\$181,872</b>   |
| <b>EXPENSES</b>                                                              |                 |                  |                    |
| 8. Executive Committee Travel-Air, Ground, Lodging & Conference Registration | \$12,419        | \$17,600         | \$17,600           |
| 9. Executive Committee Auditing/Professional Services                        | \$0             | \$5,000          | \$5,000            |
| 10. Executive Committee Stationery                                           | \$0             | \$150            | \$150              |
| 11. Executive Committee Miscellaneous                                        | \$5,343         | \$2,000          | \$28,695           |
| 12. Online QuickBooks Annual Fee                                             | \$617           | \$650            | \$650              |
| 13. Special Committee Travel                                                 | \$0             | \$500            | \$500              |
| 14. Special Committee Miscellaneous                                          | \$0             | \$100            | \$100              |
| 15. NACo Travel-Board-Air, Ground, Lodging & Conference Registration         | \$15,031        | \$24,000         | \$24,000           |
| 16. NACo Travel-Steering Committees-Air and Ground                           | \$0             | \$8,000          | \$8,000            |
| 17. NACo Promotional                                                         | \$0             | \$250            | \$250              |
| 18. NACo Dues                                                                | \$26,751        | \$27,268         | \$27,268           |
| 19. NACo Miscellaneous                                                       | \$1,943         | \$1,000          | \$2,000            |
| 20. WIR Travel-Air, Ground, Lodging & Conference Reg                         | \$1,542         | \$12,000         | \$12,000           |
| 21. WIR Promotional                                                          | \$0             | \$0              | \$0                |
| 22. WIR Dues                                                                 | \$3,507         | \$3,804          | \$3,804            |
| 23. WIR Miscellaneous                                                        | 0               | 1,000            | 1,000              |
| 24. WIR Conference                                                           | \$0             | \$0              | \$0                |
| 25. Adjustments for Travel and Related Expenses                              | \$0             | \$6,295          | \$0                |
| 26. National Conference Fund                                                 | \$0             | \$8,000          | \$0                |
| 27. Prescription Drug Scholarship Program                                    | \$0             | \$5,000          | \$0                |
| 28. County Leadership Institute Attendee                                     | \$0             | \$2,000          | \$0                |
| 29. Prescription Drug Promotion                                              | \$0             | \$6,400          | \$0                |
| 30. HSAC Promotion and Outreach                                              | \$0             | \$14,855         | \$14,855           |
| 31. HSAC Consulting Fund                                                     | \$15,000        | \$36,000         | \$36,000           |
| <b>TOTAL EXPENDITURES</b>                                                    | <b>\$82,153</b> | <b>\$181,872</b> | <b>\$181,872</b>   |
| <b>BALANCE</b>                                                               |                 | <b>\$0</b>       | <b>\$0</b>         |