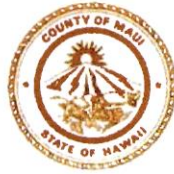


**RICHARD T. BISSEN, JR.**  
Mayor

**JOSIAH K. NISHITA**  
Managing Director

**PATRICK S. MCCALL**  
Director

**SHANE T. DUDOIT**  
Deputy Director



**DEPARTMENT OF PARKS AND RECREATION**  
COUNTY OF MAUI  
700 HALI'A NAKOA STREET, UNIT 2  
WAILUKU, MAUI, HAWAII 96793  
[www.maui-county.gov](http://www.maui-county.gov)



August 4, 2025

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

**APPROVED FOR TRANSMITTAL**

*Richard T. Bissen* 8-4-25  
Mayor Date

For Transmittal to:

Honorable Yuki Lei K. Sugimura, Chair  
Budget, Finance, and Economic Development Committee  
Maui County Council  
200 South High Street  
Wailuku, Hawaii 96793

Dear Committee Chair Sugimura:

**SUBJECT: 2025 MAUI COUNTY FAIR (BFED-20(14))**

Thank you for your letter dated August 1, 2025, inquiring on the proposed 2025 Maui County Fair. Please see the responses below. Please note that all responses reflect the Department's traditional role in supporting the Fair. The Department plans to remain flexible to respond to the needs of the new organizing body.

- 1. What are the County's rules for using and permitting the War Memorial Complex, and were they followed for the Fair? If any fees were waived or reduced, what policy or authority allowed that?***

The Department of Parks and Recreation is operating in accordance with applicable codes and policies.

Special event processing is governed by Chapter 13.04A, Maui County Code, and the corresponding administrative rules titled *Rules Relating to the Administration of Parks and Recreational Facilities and Permits for the Use of Parks and Recreational Facilities*.

Currently, the Department does not have a mechanism to waive fees. The non-profit rate for fees and deposits has been applied. A request for a rate adjustment under Appendix B of the Fiscal Year 2026 Budget – Schedule of Fees and Deposits has been received and is under review for consistency with current procedures.

**2. *What areas of the War Memorial Complex are expected to be open to the public during the Fair? Please specify any closures or restrictions due to ongoing renovations and explain how access will differ from prior years.***

No areas of the War Memorial Complex will be open to the public during the Fair, as the event requires full use of the complex and Keōpūolani Regional Park.

Due to ongoing renovations, the War Memorial Gymnasium and surrounding areas will be closed to both organizers and the public. Access to the fire lane between the gym and Baldwin High School has been requested as part of emergency planning.

**3. *What staffing and support will the Department provide to maintain the grounds before, during, and after the Fair? If any resource constraints affect service delivery, how will they be addressed?***

The Department will provide comprehensive staffing and support to maintain the grounds before, during, and after the Fair through coordinated efforts across multiple divisions.

**Before the Fair:**

- The Construction Maintenance Division's Beautification Section will water event areas to preserve turf and treat for fire ants one week prior.
- Wailuku District Park Caretakers will handle weed whacking, brush and tree trimming, irrigation, and general beautification.
- Building Maintenance Repairers (BMRs) will address pre-event emergency repairs, including electrical, plumbing, fencing, and water line issues.
- Operators will deliver event infrastructure such as booths, tables, sinks, and gym exhibit items. Two large forklifts will be rented for delivery and pickup.
- Plumbers will install sinks once setups and parts are in place. Electricians will provide advisory support only.

**During the Fair:**

- Park Caretakers will clean park restrooms throughout the complex.
- BMRs will respond to on-site facility issues.
- Trades personnel will handle callouts for any plumbing or electrical problems.

**After the Fair:**

- ASSRs will inspect and repair irrigation systems.
- Wailuku staff will clean and restore ballfields, assess facilities for damage, and return all areas to normal operational condition.

**Resource Constraints:**

Requests for additional staffing or support will be addressed on a case-by-case basis when needs exceed standard operations. Adjustments will be made accordingly to ensure service delivery remains uninterrupted.

4. ***Does the Department anticipate incurring overtime costs related to the Fair, and were these needs addressed in the FY 2026 adopted budget? If not, how will additional costs be managed?***

Yes, the Department traditionally incurs overtime costs related to the Fair, and the anticipated needs were included in the FY 2026 adopted budget for each affected division or section. This also includes funding for anticipated equipment rentals necessary to support the event.

Should you have any questions or require additional information, please do not hesitate to contact me at 270-7230.

Sincerely,



PATRICK S. MCCALL  
Director of Parks and Recreation

## BFED Committee

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**From:** Michelle L. Santos <Michelle.Santos@co.maui.hi.us>  
**Sent:** Tuesday, August 5, 2025 8:32 AM  
**To:** BFED Committee  
**Cc:** Lesley J. Milner; Kristina Angeline C. Cabbat; Cynthia E. Sasada; Erin A. Wade; Josiah K. Nishita; Kelii P. Nahooikaika; Karissa Y. Kaeo; Patrick S. McCall; Shane T. Dudoit  
**Subject:** MT#11154 2025 Maui County Fair  
**Attachments:** MT#11154-BFED Committtee.pdf