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Shane M. Sinenci  
Nohelani U'u-Hodgins



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)

March 22, 2026

Mr. Layne Silva, Director  
Department of Liquor Control  
County of Maui  
Wailuku, Hawaii 96793

Dear Mr. Silva:

**SUBJECT: PROPOSED FISCAL YEAR 2027 BUDGET FOR THE  
COUNTY OF MAUI (BFED-1) (LC-01)**

May I please request you submit your response to the following questions by **April 6, 2026**. This will enable the Committee to comprehensively review the FY 2027 Budget.

Please restate each question followed by the corresponding response. Please also ensure the response is clear and legible using a minimum 12-point font, including any attachments or exhibits. This formatting allows Members and the community to clearly read the document once posted.

1. Please outline the major changes in your Department's budget from FYs 2026 to 2027. If your budget will decrease, how will this impact your Department's operations and ability to serve the public?
2. How many vacant positions currently exist within your Department?
  - a. For each vacancy, please include the position ID, job title, the date the position became vacant, and the anticipated hire date.
  - b. What are the consequences, if any, for removing funding for these vacant positions from the FY 2027 Budget?
  - c. Please use the following format to respond:

<b>Position ID</b>	<b>Department</b>	<b>Program</b>	<b>Job Title</b>	<b>Date of Vacancy</b>	<b>Anticipated Hire Date</b>	<b>Impact of Removing or Reducing Funding</b>
[insert]	[insert]	[insert]	[insert]	[insert]	[insert]	[insert]

3. If your Department’s FY 2026 Budget contained expansion positions, please provide the following:
  - a. A list of the expansion positions.
  - b. For each expansion position that has not been filled, please indicate whether the position is included in the FY 2027 Budget.
  - c. For each unfilled expansion position included in the FY 2027 Budget:
    - i. Please state how many months of funding are being requested.
    - ii. Please identify where the position is in the hiring process — position creation; Administration, Department of Personnel Services, or union review; recruitment; interview; or other stage.
  - d. Please use the following format to respond:

<b>Position ID</b>	<b>Job Title</b>	<b>Department</b>	<b>Program</b>	<b>Filled?</b>	<b>Date Filled</b>	<b>Included in Fiscal Year 2027 Budget?</b>	<b>Months of Funding Requested in Fiscal Year 2027</b>	<b>Current Stage in Hiring Process</b>
[insert]	[insert]	[insert]	[insert]	[Yes/No]	[insert or N/A]	[Yes/No]	[insert or N/A]	[insert]

4. If your Department is proposing expansion positions in the FY 2027 Budget, how do you plan to fill those positions? Please also identify whether there are any similar positions within the same division, section, or Department that are currently vacant. If so, please state how long each similar position has been vacant.
5. How many positions were filled in FY 2026 that were not expansion positions?
6. How did your Department recruit to fill vacancies and what were the most effective methods for attracting candidates?

7. The following questions are related to overtime payments:
  - a. How much OT has been paid in FY 2026, to date, and what was the reason for the overtime?
  - b. What is the Department's process for authorizing, approving, and reviewing OT worked and OT paid to employees?
  - c. Were any of these OT costs attributed to the number of vacant positions in your Department?
  - d. Do you anticipate that OT costs in FY 2027 will increase or decrease and what are the reasons for your assumption?
8. The following questions are related to your Department's program and activities for FY 2027:
  - a. Identify the programs and activities conducted by your Department because of a Federal or State mandate. Indicate the amount of Federal or State funding your Department anticipates receiving and the amount of County funding your Department is requesting.
  - b. Identify the programs and activities conducted solely because of a Maui County Code mandate and indicate the amount your Department is requesting.
9. If your Department had Capital Improvement Projects in FY 2026:
  - a. Provide the status of each CIP if it is different from the information provided in the FY 2026 2<sup>nd</sup> Quarter CIP Report.
  - b. Provide information on how much funding has been encumbered or expended to date for each project.
10. If your Department has proposed Capital Improvement Projects for FY 2027:
  - a. Rank your proposed CIPs, by priority.

- b. Will CIP funding included in the FY 2027 Budget be encumbered by June 30, 2027? If not, how much do you anticipate will be encumbered by that date?
11. How many contracts did your Department execute in FY 2026? Please provide the total number and total dollar value of contracts awarded through each of the following procurement methods:
  - a. Request for Proposals.
  - b. Invitation for Bids.
  - c. Sole-Source Procurement.
12. If your Department manages a revolving fund:
  - a. Explain whether the revolving fund is still needed and why.
  - b. Provide the current balance.
13. If your Department manages grants:
  - a. Please provide a master list of all executed grants and all grants held up in review, including the reason each is being held.
  - b. For each grant line item not designated for a specific recipient (e.g., Small Business Promotion; Youth Programs), provide a breakdown of the grants that will be funded by the line item.
  - c. Provide a breakdown of all grants that will be funded by your Department under Sub-object Code 6317, County grant subsidy.
14. What are your top three Department priorities for FY 2027? How does your Department's budget reflect those priorities?
15. Did your Department apply for any grant funding in FY 2026? If yes, how much was received?
16. How much has your Department spent on Professional Services in FY 2026? What projects and consultants were funded under this line item?

17. How much of your Department's expenditures in FY 2026 will be reimbursed by the Federal Emergency Management Agency for the August 2023 Maui Wildfires? What amount of FY 2027 expenditures are expected to be reimbursed?
18. If your Department is receiving Federal grants, including pass-through grants:
  - a. Provide the amount your Department is receiving for routine operations.
  - b. Provide the amount your Department is receiving for August 2023 Maui Wildfires disaster recovery.
  - c. Explain any factors that could jeopardize the receipt of Federal grants, including changes in Federal policies, compliance requirements, or expiration dates.
  - d. Explain whether any Federal grants your Department has received or anticipates receiving have been reduced, suspended, terminated, or otherwise cut by the awarding agency.
    - i. For each affected grant, provide the amount affected, the effective date, the stated reason, and the impact on your Department.
  - e. Explain how your Department will adjust if it does not receive the anticipated Federal grant funding.
19. If your Department received funding to repair or replace equipment, locations, and structures destroyed in the wildfires, provide the current status for each. If there are items still pending repair or replacement, provide the estimated cost and timeline for the repair or replacement.
20. If your Department is managing a Council-initiated condition or appropriation in FY 2026, explain any challenges your Department faced in implementing the condition or appropriation and what information would have assisted you.

Mr. Layne Silva  
March 22, 2026  
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The Department is not currently scheduled to present in person to the Committee. The schedule is subject to change and Committee staff will reach out if there are any changes to the schedule.

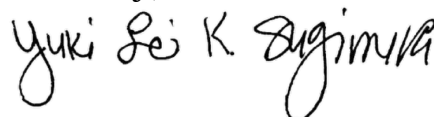
Please be prepared to give a presentation of up to 10 minutes on changes to your Department's budget from Fiscal Year 2026 to Fiscal Year 2027, addressing the following:

- Operations
- CIPs, if any
- Grants awarded by the Department, if any
- Grants received by the Department, if any
- Revolving funds, if any
- Rates and fees, including any estimated increase or decrease in revenue as a result of the changes

Please transmit your response to [bfed.committee@mauicounty.us](mailto:bfed.committee@mauicounty.us) by **April 6, 2026**. To ensure efficient processing, please include the Committee item number in the subject line.

Should you have any questions, please contact me or the Committee staff (Kirsten Szabo at ext. 7662, James Krueger at ext. 7661, or Pauline Martins at ext. 8039).

Sincerely,



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

bfed:2027bgt:260319alc01:kes

cc: Mayor Richard T. Bissen, Jr.  
Budget Director

## BFED Committee

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**From:** BFED Committee  
**Sent:** Monday, March 23, 2026 10:09 PM  
**To:** Layne Silva  
**Cc:** 'Michelle Santos'; 'Zeke Kalua'; 'Lesley Milner'; 'Kristina Cabbat'; 'Tiare P. Horner'; 'Janina Agapay'; Jarrett Kahooohanohano; Lianne Suzuki; 'Misty.Nakoa@co.maui.hi.us'  
**Subject:** PROPOSED FISCAL YEAR 2027 BUDGET FOR THE COUNTY OF MAUI (BFED-1) (LC-01)  
**Attachments:** 260319alc01 (LC-01).pdf

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

**LAYNE N. SILVA**  
Director

**JARRETT K. KAHO'OHANO**  
Deputy Director



**DEPARTMENT OF LIQUOR CONTROL**  
COUNTY OF MAUI  
110 'ALA 'IHI STREET, ROOM 212  
KAHULUI, MAUI, HAWAI'I 96732  
TELEPHONE: (808) 243-7753

April 6, 2026

 Ms. Lesley Milner  
Budget Director, County of Maui  
200 South High Street  
Wailuku, Hawaii 96793

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

APPROVED FOR TRANSMITTAL

  
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 Chair Sugimura:

**SUBJECT: PROPOSED FISCAL YEAR 2027 BUDGET FOR THE  
COUNTY OF MAUI (BFED-1)(LC-01)**

Thank you for your letter of March 22, 2026. My responses are as follows:

1. Please outline the major changes in your Department's budget from FYs 2026 to 2027. If your budget will decrease, how will this impact your Department's operations and ability to serve the public?
  - Eight (8) new vehicle replacements for Department employees.
  - Two (2) expansion positions. A Licensing Clerk for the Licensing & Permits Division and a Public Service Technician for the Support Services Division.
  - Cloud-based system to replace antiquated and unsupported investigative/Licensing software and the equipment necessary to support this system.

- Comprehensive Rule Amendment.
- Replacement of Gebco Data Card System
- Replacement of Conference Room Microphone System.
- Purchase of Desks, Computer Monitor Screens, and Printers.

A reduced budget will impact operations by reducing field enforcement of alcohol laws and slowing the processing of new licenses and renewals. This may also reduce regulatory oversight of licensed premises, thereby impacting the department's capacity to investigate violations or to manage liquor license adjustments effectively.

2. How many vacant positions currently exist within your Department?

Currently, there are three (3) vacant positions within our Department.  
 See Attachment A

- a. For each vacancy, please include the position ID, job title, the date the position became vacant, and the anticipated hire date.
- b. What are the consequences, if any, for removing funding for these vacant positions from the FY 2027 Budget?
- c. Please use the following format to respond:

Position ID	Department	Program	Job Title	Date of Vacancy	Anticipated Hire Date	Impact of Removing or Reducing Funding

3. If your Department's FY 2026 Budget contained expansion positions, please provide the following:

- a. A list of the expansion positions.
- b. For each expansion position that has not been filled, please indicate whether the position is included in the FY 2027 Budget.
- c. For each unfilled expansion position included in the FY 2027 Budget:
  - i. Please state how many months of funding are being requested.

ii. Please identify where the position is in the hiring process – position creation; Administration, Department of Personnel Services, or union review; recruitment; interview; or other stage.

d. Please use the following format to respond:

Position ID	Job Title	Department	Program	Filled?	Date Filled	Included in Fiscal Year 2027 Budget?	Months of Funding Requested in Fiscal Year 2027	Current Stage in Hiring Process

4. If your Department is proposing expansion positions in the FY 2027 Budget, how do you plan to fill those positions? Please also identify whether there are any similar positions within the same division, section, or Department that are currently vacant. If so, please state how long each similar position has been vacant.

The Department of Liquor Control is requesting the following two (2) expansion positions in the FY 2027 Budget, both of which will be going through the recruitment process with the Department of Personnel Services:

- P-00748, Licensing Clerk, Licensing & Permits Division
- P-00749, Public Service Technician, Support Services Division

There are no similar positions within the same division or Department that are currently vacant.

5. How many positions were filled in FY 2026 that were not expansion positions?

Five (5) positions were filled in FY 2026 that were not expansion positions, including:

- P-29437, Liquor Control Officer Trainee, Enforcement Division
- P-26193, Liquor Control Officer Trainee, Enforcement Division
- P-29436, Liquor Control Officer Trainee, Enforcement Division
- P-26191, Liquor Control Officer Trainee, Licensing & Permits Division
- P-26192, Liquor Control Auditor I, Support Services Division

6. How did your Department recruit to fill vacancies and what were the most effective methods for attracting candidates?

All vacancies went through the recruitment process with the Department of Personnel Services. Use of the NEOGOV online applicant tracking system allowed for efficient processing and automated job alerts.

7. The following questions are related to overtime payments:

- a. How much OT has been paid in FY 2026, to date, and what was the reason for the overtime?

Overtime paid to date in FY 2026 is \$54,733.32 (as of March 15, 2026)

- b. What is the Department's process for authorizing, approving, and reviewing OT worked and OT paid to employees?

Anticipated overtime, whenever possible, is submitted in advance on the proper form, prior to overtime to be worked, and includes estimated work day and times, and a description of the overtime work to be performed. Once the supervisor reviews and approves the overtime and deems it warranted, then it is signed by the supervisor, deputy director, and the director. A copy is then given to the employee to inform them whether it is approved or denied. Upon completion of the overtime worked, the employee enters it into his/her timesheet in Workday, records the correct times and updates the description, if necessary, on the overtime form. Once the supervisor reviews and approves the overtime, it is signed by the supervisor, deputy director, and director.

Upon completion of the above, the supervisor keeps the original and a copy is given to the employee for their records.

- c. Were any of the OT costs attributed to the number of vacant positions in your Department?

Yes.

- d. Do you anticipate that OT costs in FY 2027 will increase or decrease and what are the reasons for your assumption?

The Department anticipates that overtime costs in FY 2026 will decrease as positions are all filled.

8. The following questions are related to your Department's program and activities for FY 2027:

- a. Identify the programs and activities conducted by your Department because of a Federal or State mandate. Indicate the amount of Federal or State funding your Department anticipates receiving and the amount of County funding your Department is requesting.

The Department consists of one program. The Liquor Control Program ("Program") is mandated by Chapter 281, HRS. The Program's core functions are to regulate and control the liquor industry through the importation, manufacture, sale, and service of alcoholic beverages to provide a safe and healthy environment for the people of Maui County. All funding for the Department's operations is derived solely from liquor license fees. This program also administers the Liquor Education Revolving Fund, pursuant to Chapter 281-16 and 281-17(3), HRS. Revenue deposited into the Fund is derived from the assessment of fines imposed on the liquor license.

- b. Identify the programs and activities conducted solely because of a Maui County Code mandate and indicate the amount your Department is requesting.

None.

9. If your Department had Capital Improvement Projects in FY 2026:

The Department has no CIPs in FY 2026.

- a. Provide status of each CIP if it is different from the information provided in the FY 2026 2<sup>nd</sup> Quarter CIP Report.
- b. Provide information on how much funding has been encumbered or expended to date for each project.

10. If your Department has proposed Capital Improvement Projects for FY 2027:

The Department has no CIPs in the proposed FY 2027 budget.

- a. Rank your proposed CIPs, by priority.
- b. Will CIP funding included in the FY 2027 Budget be encumbered by June 30, 2017? If not, how much do you anticipate will be encumbered by that date?

11. How many contracts did your Department execute in FY 2026? Please provide the total number and total dollar value of contracts awarded through each of the following procurement methods:

- a. Request for Proposals – None.
- b. Invitation for Bids – None.
- c. Sole-Source Procurement – \$20,430.24

12. If your Department manages a revolving fund:

The Department, through its Liquor Control Program (as described in #8 above), administers the Liquor Education Revolving Fund. The Department does not have equivalent personnel funding through the Revolving Fund.

- a. Explain whether the revolving fund is still needed and why.

The Liquor Education Revolving Fund is pursuant to Chapters 281-16 and 281-17(3), HRS. Revenue deposited into the Fund is derived from the assessment of fines imposed on the liquor license.

- b. Provide the current balance.

The Budget Office will provide the balance for all revolving funds.

13. If your Department manages grants:

The Department does not manage grants. However, the Department supplements funds from its Liquor Education Fund to assist agencies that have already received grant approval and will be fully funded by the Department of Human Concerns, Grants Management Division (DHC). The agencies have already gone through the grant application and vetting process with the DHC, which manages and operates the grants. The objective is to educate youths and prevent underage drinking in the County of Maui.

- a. Please provide a master list of all executed grants and all grants held up in review, including the reason each is being held.
- b. For each grant line item not designated for a specific recipient (e.g., Small Business Promotion; Youth Programs), provide a breakdown of the grants that will be funded by the line item.
- c. Provide a breakdown of all grants that will be funded by your Department under Sub-object Code 6317, County grant subsidy.

14. What are your top three Department priorities for FY 2027? How does your Department's budget reflect those priorities?

1. Request for Proposal.
2. Comprehensive Rule Amendment.
3. Cloud-based system to replace antiquated and unsupported investigative/Licensing software and the equipment necessary to support this system.

(All of the above falls under sub-object code 6132, Professional Services.)

15. Did your Department apply for any grant funding in FY 2026? If yes, how much was received?

No.

16. How much has your Department spent on Professional Services in FY 2026? What projects and consultants were funded under this line item?

- a. Ralph Rosenberg Court Reporter - \$8,290.05 as of February 28, 2026
- b. eSkill (online certification for licensees) - \$13,000.00 (annual fee)

17. How much of your Department's expenditures in FY 2026 will be reimbursed by the Federal Emergency Management Agency for the August 2023 Maui Wildfires? What amount of FY 2027 expenditures are expected to be reimbursed?

None in FY 2026 and FY 2027.

18. If your Department is receiving Federal grants, including pass-through grants:

The Department does not receive any Federal grants or pass-through grants.

- a. Provide the amount your Department is receiving for routine operations.
- b. Provide the amount your Department is receiving for August 2023 Wildfires disaster recovery.
- c. Explain why factors that could jeopardize the receipt of Federal grants, including changes in Federal policies, compliance requirements, or expiration dates.
- d. Explain whether any Federal grants your Department has received or anticipates receiving have been reduced, suspended, terminated, or otherwise cut by the awarding agency.
  - i. For each affected grant, provide the amount affected, the effective date, the stated reason, and the impact on your Department.

Honorable Yuki Lei K. Sugimura, Chair  
Budget, Finance, and Economic Development Committee  
April 6, 2026  
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c. Explain how your Department will adjust if it does not receive the anticipated Federal grant funding.

19. If your Department received funding to repair or replace equipment, locations, and structures destroyed in the wildfires, provide the current status for each. If there are items still pending repair or replacement, provide the estimated cost and timeline for the repair or replacement.

The Department did not receive any funding mentioned above.

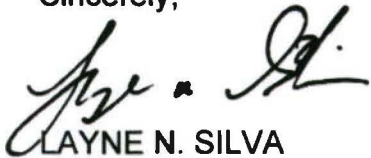
20. If your Department is managing a Council initiated condition or appropriation in FY 2026, explain any challenges your Department faced in implementing the condition or appropriation and what information would have assisted you.

The Department is not managing a Council initiated condition or appropriation in FY 2026.

Should you have any further questions, please do not hesitate to contact my office at ext. 7754.

Thank you.

Sincerely,



LAYNE N. SILVA  
Director of Liquor Control

Attachments

LNS/lss

**ATTACHMENT A**

<b>Position ID</b>	<b>Department</b>	<b>Program</b>	<b>Job Title</b>	<b>Date of Vacancy</b>	<b>Anticipated Hire Date</b>	<b>Impact of Removing or Reducing Funding</b>
P-26111	Liquor	Support Services Division	Support Services Liquor Control Officer	12/1/22	5/1/26	Cause significant operational disruptions, including reduced efficiency in liquor license processing, and potential bottlenecks in administrative functions due to a lack of senior guidance and oversight.
P-00685	Liquor	Support Services Division	Account Clerk III	11/1/25	5/1/26	Disrupt critical administrative functions, i.e., licensing processing, fee collection, and records management. This could also lead to backlogs in permitting, reduced compliance monitoring, and delayed revenue processing.
P-34694	Liquor	Licensing & Permits Division	Liquor Control Officer Trainee	11/1/25	5/1/26	Delays in license applications & renewals, reduce monitoring of premises, which impacts law enforcement, and reduce education programs.

**ATTACHMENT B**

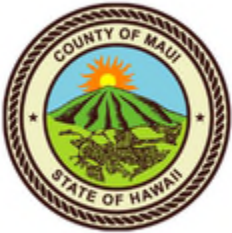
<b>Position ID</b>	<b>Job Title</b>	<b>Department</b>	<b>Program</b>	<b>Filled?</b>	<b>Date Filled</b>	<b>Included in Fiscal Year 2027 Budget?</b>	<b>Months of Funding Requested in Fiscal Year 2027</b>	<b>Current Stage in Hiring Process</b>
P-00685	Account Clerk III	Liquor Control	Support Services Division	No	N/A	Yes	12	Position Inquiries: Department Personnel Services
P-34694	Liquor Control Officer Trainee	Liquor Control	Licensing & Permits Division	No	N/A	Yes	12	Recruitment

## BFED Committee

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**From:** Lesley J. Milner <lesley.j.milner@co.maui.hi.us>  
**Sent:** Monday, April 6, 2026 6:13 PM  
**To:** BFED Committee; Layne N. Silva  
**Cc:** Michelle L. Santos; Ezekiel I. Kalua; Kristina Angeline C. Cabbat; Tiare P. Horner; Janina E. Agapay; Jarrett K. Kahooohanohano; Lianne S. Suzuki; Misty K. Nakoa  
**Subject:** RE: PROPOSED FISCAL YEAR 2027 BUDGET FOR THE COUNTY OF MAUI (BFED-1) (LC-01)  
**Attachments:** (BFED-1)(LC-01).pdf

Aloha,  
Please see attached correspondence. Thank you.  
-Lesley



Lesley J.C. Milner

Budget Director

Office of the Mayor

808-270-8239

Lesley.j.milner@co.maui.hi.us

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**From:** BFED Committee <BFED.Committee@mauicounty.us>  
**Sent:** Monday, March 23, 2026 10:09 PM  
**To:** Layne N. Silva <layne.silva@co.maui.hi.us>  
**Cc:** Michelle L. Santos <michelle.santos@co.maui.hi.us>; Ezekiel I. Kalua <zeke.kalua@co.maui.hi.us>; Lesley J. Milner <lesley.j.milner@co.maui.hi.us>; Kristina Angeline C. Cabbat <kristina.cabbat@co.maui.hi.us>; Tiare P. Horner <tiare.p.horner@co.maui.hi.us>; Janina E. Agapay <janina.e.agapay@co.maui.hi.us>; Jarrett K. Kahooohanohano <jarrett.kahooohanohano@co.maui.hi.us>; Lianne S. Suzuki <lianne.suzuki@co.maui.hi.us>; Misty K. Nakoa <Misty.Nakoa@co.maui.hi.us>  
**Subject:** PROPOSED FISCAL YEAR 2027 BUDGET FOR THE COUNTY OF MAUI (BFED-1) (LC-01)