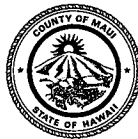


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Director of Council Services
Maria E. Zielinski

COUNTY COUNCIL
COUNTY OF MAUI
200 S. HIGH STREET
WAILUKU, MAUI, HAWAII 96793
www.MauiCounty.us

April 4, 2019

RECEIVED
2019 APR -4 PM 5:31
OFFICE OF THE
COUNTY COUNCIL

MEMO TO: Keani N.W. Rawlins-Fernandez
Chair, Economic Development and Budget Committee

F R O M: Maria E. Zielinski
Director of Council Services

A handwritten signature in black ink, appearing to read "me", written over the printed name and title of Maria E. Zielinski.

SUBJECT: **FISCAL YEAR 2020 BUDGET** (OCS-3) (EDB-1)

Thank you for your letter dated April 4, 2019. Your questions and our responses are indicated below:

Question:

At its meeting on April 3, 2019, the Economic Development and Budget Committee requested your Office's responses to the following requests/questions regarding the budget mailer that was distributed recently to Maui County residents.

1. Some of the recipients advised that they received multiple copies. Please explain the process that was followed to mail them out. How was the mail merge accomplished? What was done to prevent multiple mailers from being sent to the same address?

Response:

The mailing list used was obtained from the County Clerk's office. It is our understanding that it was updated in the Fall of 2018 where multiple listings to the same household were purged from the list.

Question:

2. What was the total cost to produce the mailer? What was the cost of postage per mailer?

Response:

The total cost to produce and send out the 27,000 mailers was \$10,396.81. Printing and production costs were \$3,084.36 including tax. Total postage was \$7,312.45 or approximately \$0.27 per mailer.