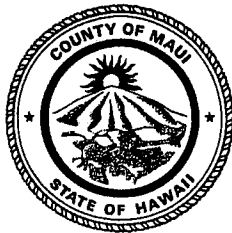


ALAN M. ARAKAWA  
Mayor



BF-153  
PATRICK K. WONG  
Corporation Counsel  
  
EDWARD S. KUSHI  
First Deputy  
  
LYDIA A. TODA  
Risk Management Officer  
Tel. No. (808) 270-7535  
Fax No. (808) 270-1761

DEPARTMENT OF THE CORPORATION COUNSEL  
COUNTY OF MAUI  
200 SOUTH HIGH STREET, 3<sup>RD</sup> FLOOR  
WAILUKU, MAUI, HAWAII 96793  
EMAIL: CORPCOUN@MAUICOUNTY.GOV  
TELEPHONE: (808) 270-7740  
FACSIMILE: (808) 270-7152

October 12, 2018

250<sup>TH</sup> Celebration of Queen Kaahumanu  
415 Dairy Road, Suite E-323  
Kahului, HI 96732  
Attn: Mr. Brian Bardellini

AGARD Law, LLC  
111 Hekili Street, Suite A#477  
Kailua, HI 96734

Re: Termination of Grant G4607, 250<sup>th</sup> Celebration of Queen Kaahumanu

Dear Mr. Bardellini and AGARD Law, LLC:

This office represents the County of Maui, Office of Economic Development (OED). We are in receipt of Mr. Bardellini's email dated September 30, 2018 (Exhibit "A", enclosed) which indicates Mr. Bardellini has "retained an attorney to review this matter." We must assume the attorney is AGARD Law, LLC, as stated on the State of Hawaii, Department of Commerce and Consumer Affairs Business Registration for '250<sup>th</sup> Celebration of Queen Kaahumanu' (hereinafter "Grantee"), see Exhibit "B", enclosed. Please advise us if this assumption is correct, and if not, please identify the correct attorney and their business address.

RECEIVED  
2018 OCT 12 PM 2:32  
OFFICE OF THE  
COUNTY COUNCIL

RECEIVED AT BF MEETING ON 10-16-18  
(BF-153) Submitted by Budget and Finance Com. Chair

250<sup>th</sup> Celebration of Queen Kaahumanu  
Agard Law, LLC  
October 12, 2018  
Page 2

The point of contact on this matter for this office is Deputy Corporation Counsel Jerrie Sheppard, who can be reached at the letterhead address. (See Exhibit "C", enclosed.)

By email dated July 31, 2018, OED Director Teena Rasmussen, requested verification from Grantee for numerous outstanding inquiries on Invoices 1, 2 & 3 submitted by Grantee for Grant G4607. (See Exhibit "D", enclosed.) The referenced email sets forth reasonable notice of an opportunity to cure the discrepancies noted in this email.

By email dated September 7, 2018, Grantee indicated they would provide all requested information by September 30, 2018. (See Exhibit "E", enclosed.)

By email dated September 18, 2018, OED accepted Grantee's September 30, 2018, deadline for submission of requested documents and records. (See Exhibit "E", enclosed.) This constitutes the time in which Grantee may take satisfactory corrective action.

General Condition 10 of G4607 requires Grantee maintain records, accounts and documents in a manner that permits expeditious determination to be made at any time of the status of grant funds, the disposition of grant funds, and the nature and amount of all charges claimed to be against grant funds. Grantee's email of September 30, 2018 (Exhibit "A") does not satisfy the requests by OED for information to account for invoiced grant fund expenditures by Grantee, and therefore, Grantee has failed to comply with General Condition 10 of G4607.

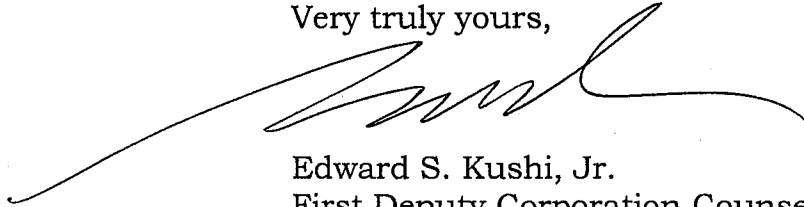
Pursuant to General Condition 22, the County finds that the Grantee has failed to satisfactorily, timely, or in a proper manner, fulfill its obligations under G4607. **This letter constitutes the County's written notice of termination, effective immediately.**

Grantee must maintain the books and records that relate to G4607, as required by Special Condition 4 of G4607, for five years from the date this termination, and allow the County free and unrestricted access to such records.

250<sup>th</sup> Celebration of Queen Kaahumanu  
Agard Law, LLC  
October 12, 2018  
Page 2

Grantee is also required to comply with General Condition 4 of G4607 regarding reversion of assets. The County may seek injunctive relief to insure the protection of any property that was purchased by Grantee with County grant funds awarded under G4607.

Very truly yours,



Edward S. Kushi, Jr.  
First Deputy Corporation Counsel

Enclosures:

- Exhibit "A": Grantee email 9/30/18 and prior email string (11 pages)
- Exhibit "B": DCCA Business Information listing Agard Law, LLC (1 page)
- Exhibit "C": Corporation Counsel email 10/1/2018 (1 page)
- Exhibit "D": OED Director email 7/31/18 (4 pages)
- Exhibit "E": OED Director email 9/18/18; Grantee email 9/7/18; Grants Manager email 9/5/18, OED Director email 7/31/18 (6 pages)

cc: Mayor Alan M. Arakawa  
Teena M. Rasmussen, Director, Office of Economic Development  
Jerrie L. Sheppard, Deputy Corporation Counsel  
Mark R. Walker, Finance Director  
✓ Riki Hokama, Chair, Budget and Finance Committee

**Teena Rasmussen - Re: Outstanding Inquiries & Unresolved Issues G4607**

**From:** Brian Bardellini <brian@hinaorganic.com>  
**To:** Teena Rasmussen <teena.rasmussen@co.maui.hi.us>  
**Date:** 9/30/2018 7:14 PM  
**Subject:** Re: Outstanding Inquiries & Unresolved Issues G4607  
**Attachments:** Alana play v2 Brian K 250th Bday Queen K 11x17 Poster.pdf; APR Queen Statement.pdf; DEC Queen Statement.pdf; FEB Queen Statement.pdf; JAN Queen Statement.pdf; JUN Queen Statement.pdf; MAR Queen Statement.pdf; MAY Queen Statement.pdf

Thank you for your notice of receipt of my previous email on Sept. 7, 2018.

We have acquired and attached the offline bank statements; which are identical to the online statements you have had for over six months.

I do not have access to the back of the checks.

Answers are below in black.

Only remaining are the phone numbers for Amy and her band and George; I have requests out for those and will send them to you asap.

To clarify again, as you have only reimbursed the organization for Invoices 1 and 2; Invoice 3 vendors were paid for by borrowed monies until they ran out; not all vendors for Invoice 3 have been paid. Once you release the funds for Invoice 3 those remaining approved vendor invoices can get paid as well as the remaining invoices that will be included in an Invoice 4.

The organization cannot decide on how to prioritize the remaining outstanding liabilities and what it will invoice for Invoice 4 until you give final decisions for Invoice 3.

We have hired a CPA to process the numbers and prepare a report.  
We have also retained an attorney to review this matter.

**HINA**  
ORGANIC / CULTURE



Brian Bardellini / Project Manager  
brian@hinaorganic.com

HINA Organic  
PO Box 3075  
Wailuku HI 96793  
hinaorganic.com

On Sep 5, 2018, at 2:11 PM, Jeremiah Savage <jeremiah.savage@co.maui.hi.us> wrote:

Aloha Brian

On 7/31/18, at approximately 3:30 pm, Teena Rasmussen sent you an email. I have included the body of that email in this message for your reference. It's been 37 days and we have not received a response from you. We can not move forward without resolving these outstanding inquires and outstanding issues. Please let us know when we can expect a response.

**Jeremiah Savage**

Grants Manager  
Mayor's Office of Economic Development  
One Main Plaza  
2200 Main St. #305  
Wailuku, HI 96793  
Ph. 808-270-7992  
[jeremiah.savage@mauicounty.gov](mailto:jeremiah.savage@mauicounty.gov)

>>> Teena Rasmussen 7/31/2018 3:29 PM >>>

Aloha Brian,

Please see our current list of outstanding inquiries and unresolved issues regarding G#4607 250th Celebration of QKC, which includes new inquiries after our thorough review of invoice #3.

Due to the discrepancies brought to our attention from Hana vendors, we need all the remaining reimbursement requests for this grant AND ALL of the information below before we can disburse any more funds. Please assemble your final invoice #4 and submit it as soon as possible.

We are finding too many inconsistencies in invoices and credit card transactions. **We need a copy of your monthly bank statements and a copy of ALL canceled checks, both front and back going back to the date you opened the Bank of Hawaii event account #0090242989.** You have given us some of the checks front side, but you have provided no back side. Please submit all missing front and backs for ALL canceled checks on this account from account inception through today.

**Regarding Invoice 1**

- We are requesting proof of payment to the **MACC** for the amount of \$2,261.42 This does not include the \$2,000 that has already been paid.

There is nothing on Invoice 1 to the MACC in the amount of \$2,261.42.

You already have correspondence from the MACC that they have been paid the approximate \$7500 that was invoiced for on invoice 1.

If you want them to be paid more you'll need to pay the fiscal sponsor the outstanding monies owed by the County.

- Exhibit 3 (**Office Max**) there was a purchase of a laser printer in the amount of \$379.99. Please return this printer to OED office with any cartridges that were purchased. Please answer the question that was posed at Council, "Why didn't you have copies made at a copy store, instead of buying a printer?"

We have not budgeted to ship and return the various items you are asking for. We will let the organization know to gather all items that have been purchased with County money in order to return them to you. You will need to send us a check for the packing and shipping fees associated with the returns prior to the organization engaging in the work.

A decision was made to buy a copier instead of print copies as we thought it would be cheaper. Here is the math for why a business would buy a copier instead of print copies at the store. The organization printed a total of approximately #4,000 pieces of paper. About #3,000 were color flyers of various sizes with #1,000 being black and white. At FedEx (according to the sales associate just now) the price for copies is \$0.13 for b/w and \$0.65 for color.

This does not include larger format printing the printer was capable of.

#3,000 color copies x \$0.65 = \$1,950

#1,000 b/w copies x \$0.13 = \$130

This is over 400% the cost of the printer.

This also does not include the drive time, employee costs, gas for the drivers, time away from doing other event work simultaneously, environmental concerns with exhaust from the car, adding to road wear and tear.

If you desire to inspect any of the equipment contact me so that we can figure out a good time and place for everyone.

### Regarding Invoice 2

- Exhibit 20 **Promotion:** Please provide us with the Birthday Poster and Flyer created by Alana Ross for \$300.

Attached.

This was a secondary design idea being explored as the primary designer was having a baby and we weren't sure if she would be able to finish in time.

She did and we ended up going with that.

- Exhibit 22 **Promotion:** We need a new invoice showing the hours worked and actual rate per hour. Please provide to OED the high resolution, edited images on a flash

drive from the Kapueokahi Bay 3/17 event and the high resolution, edited images from the MACC 3/23 event that were taken by Lisa Villiarimo. We also need to know the purpose for these photos and how these photos were used to benefit the event.

We did not book this vendor on an hourly rate.  
The images are on the hard drive that we purchased.  
When we receive the money to send in the hardware from the County we will make sure to include them.

- Exhibit 23 **Promotion:** \$520.80 was paid to Lisa Villiarimo for social media services. Please provide a new invoice with the hours worked and actual rate per hour.

We did not book this vendor on an hourly rate.

- Exhibit 25 **Consultation:** \$500 was paid to Alu KuKui, please provide a new invoice with the hours worked and actual rate per hour.

We did not book this vendor on an hourly rate.

- Exhibit 28 **Promotion:** Please provide us with a copy of the Birthday Poster and Flyer created by Alana Ross for \$200.

Attached already

- Exhibit 42 **Promotion:** We need a new invoice with the hours worked and actual rate per hour. Also, \$2,500 was paid to Halemanu Villiarimo for Social Media services, please describe what the service deliverables were.

We did not book this vendor on an hourly rate.  
Deliverables included social media account management, sm ad design, sm analytics, and sm supervision.

- **Regarding Invoice 3:**

- Exhibit 49 **iStock - Getty Images** in the amount of \$238.54: Please provide full invoice including description of credits/plan(s) purchased. Provide a digital copy of all images purchased and explain what purpose they were used for in the event

This is the invoice and receipt that was given to me by the company.  
The images purchased will be included on the returned hard drive once the county has paid the fiscal sponsor money for the shipping and handling requests.

- Exhibit 50 **Kahili Cleaning**: need phone number of the vendor

808 - 495 - 7767

- Exhibit 53 **Face-book**: please send us a copy of all Face-book ads posted.

They are all on the Facebook page for the event as posts.  
You already have them all and have included them in documents to county council.

- Exhibit 54 **Promotion**: Why were 60-- 7 ft posts purchased? What were they used for? Where are they now?

They were purchased to stabilize Kahili in Hana at the request of Ms. Kalaola.  
Ms. Kalaola's production team removed them.  
I do not know where they are now.

- Exhibit 56 **Promotion**: need phone number of the vendor.

808-248-4815



- Exhibit 59 **Air flight:** Disallowed. This Exhibit was already reimbursed in Invoice #2-Exhibit 30B. What was Keaalonno Ross's role in the Hana event?

- Exhibit 61 **Infogroup Database:** Please provide us a digital copy of the entire database. Also, if one or more postal mailings were done for the event(s), provide us a copy of what was mailed. If one or more emails went out to this data base, please provide us a copy of what was sent including date/timestamps.

This database was not used for any mailings, only statistical and market analysis. In order to have access to it you'll have to have corporation counsel agree to be bound by the same rules that our organization did when we signed for it and/or indemnify of any and all wrongdoing that may result from your acquiring of the list. We are under legal obligation to not share the list unless and until that has happened.

- Exhibit 66 **2 way Radio:** Please return these to OED office.

These will be returned when the shipping and handling costs have been paid for to do so.

- Exhibit 69 **BOSE:** This invoice is not legible. We need to see the itemized list of what was purchased from BOSE. Also, what were these item(s) used for during the event?

It was a remote keyboard, mouse, several types of A/V connection chords and a hard drive. These were all used to record and log the event, grant administration, pictures, movie prep, production options, post production files, financial tracking and to do so remotely when necessary.

- Exhibit 70 **Promotion:** Explain what "production concession" is and what deliverables this expenditure produced.

A production concession is the same as a production agreement. The deliverables were assistance in production, kahili, Hana support, and production item transportation.

- Exhibit 71 **Promotion:** Show us the artwork used for this banner. Where was the banner placed during the event/events?

It was the two banners hanging vertically on either side of the stage.  
You and several others who were there saw them and they are in all the pictures you have of the stage, including online.

- Exhibit 72-B **Service:** This is an invoice from Lisa Villiarimo for \$500 in production assistance, please describe worked performed, the hours worked and rate per hour. We also noticed that vendor's invoice did not include GE Tax, however previous invoices from this vendor did. Please explain this discrepancy.

The work performed was assistance in any area of production that I needed.  
It was a flat rate request for that portion of the day/evening.

- Exhibit 72-C **Video:** Please provide OED a copy of the video or provide a link to the video. Please provide an invoice with complete vendor information, the total amount of hours worked, rate per hour, and what deliverables were produced. How was the video used in the event?

I did not book the vendor hourly.  
You already have a copy of the video.

- Exhibit 72-D **Video:** We need a new invoice with the hours worked and actual rate per hour, an invoice number, and what deliverables were produced.

We did not book the vendor on an hourly rate.  
The deliverables produced were the content for the video that you have in your possession already.

- Exhibit 72-E **\$3,500 Oil Painting.** This expenditure is disallowed. There was no mention in your budget or budget narrative of any expenditure like this.

Both our budget and our budget narrative discuss local vendors and cultural representations. Moreover, this painting and the portion of the show dedicated to it are on the poster and marketing that you approved. You already approved this piece of the show and were made aware of it on several occasions.

- Exhibit 73-A **Travaasa Hana - Hotel**: Please send us a departure invoice and receipt of payment.

You have the invoice.  
The bank statement for the credit card is proof of receipt of payment.

- Exhibit 73-B **Travaasa Hana - Hotel**: Please send us a departure invoice and receipt of payment.

You have the invoice.  
The bank statement for the credit card is proof of receipt of payment.

- Exhibit 74 **Performance**: Please provide phone number for Amy Gilliom
- Exhibit 75 **Performance**: Please provide phone number for Nathan Pikini.
- Exhibit 76 **Performance**: Please provide phone number for Wailau Rider.
- Exhibit 76-B **Performance**: Please provide phone number for George Kahumoku Jr.
- Exhibit 77 **Air flight**: Please explain why First Class/Preferred Seat tickets were purchased for Hinaleimoana Wong-Kalu. Also, current exhibit only lists itinerary and payment summary, please provide proof of payment.

Proof of payment is the bank statements.  
As you saw she has a voluminous bag when she brings all of her cultural pieces with her. The seat gave her both the extra overhead and below space to accommodate that.

- Exhibit 80 **Hertz**: This expenditure is disallowed as the car's driver listed is a Maui resident

The car and driver are who took all of the artists to and from their airport, hotels, meals, soundcheck, etc.

It is not possible to pre-book a car with a driver's name who has not yet arrived at the airport. The booking was made in advance of the event and was imperative to transport over a dozen artists. There is no valid reason to disallow this.

- Exhibit 80-B **Consultation**: We need a new invoice with the hours worked, actual rate per hour, phone number of vendor, and the deliverables produced.

We did not book the vendor on an hourly rate.

- Exhibit 80-C **Consultation**: We need a new invoice with the hours worked, actual rate per hour, phone number of vendor, and the deliverables produced.

We did not book the vendor on an hourly rate.

- Exhibit 81 **Consultation - Andrew Bagg**: This expenditure is disallowed. The consultant is a resident of Los Angeles and Item H (Use of Local Community Resources) in your grant proposal says "we will be utilizing entirely 100% local and/or Native Hawaiian labor/products, businesses and/or Maui County vendors."

At the BF Cmte meeting of July 11 you clearly stated that no vendor would ever be required to comply with this, including the 250th Celebration of Queen Kaahumanu. There are several other companies who are based on the mainland and who do business in Hawaii that you have already approved on this grant.

- Exhibit 82 **Air flight**: Expenditure disallowed. See Exhibit 81 explanation.

Please see EX 81 response.

- Exhibit 83 **Consultation - Kapuna Farms:** Please explain why \$700 was invoiced for Consultation. We need the hours worked, rate per hour, and deliverables for the consultation.

We did not book the vendor on an hourly rate.  
The growing, harvesting, preparing and cleaning of the kalo as well as the consultation on how to appropriately prepare and present the same is already discussed in the invoice.

- Exhibit 85 **Production - Gretchen Leisenring:** We need a new invoice with the hours worked, actual rate per hour, address & phone number of vendor, and the deliverables produced.

Her invoice contains all information requested except phone number and address.  
Her phone number is 808-428-9931  
Her home was destroyed in the floods so there is no home address.

- Exhibit 87 **Video:** Please provide OED a copy of the video or provide a link to the video. Please provide an invoice with the total amount of hours worked, complete vendor contact info, rate per hour, and what deliverables were produced. How was the video used in the event.

You already have that.

- Exhibit 88: **HOTEL ROOMS:** Please explain why hotel rooms were needed for Maui residents?

The room was used as a production office in the day leading up to and the day of the event.  
The room was already paid for in that capacity.

- In addition to the above items, the following issues need to be addressed:

**DELINQUENT REPORTING:** OED has not received the following reports that are now overdue.

**Jan. 31<sup>st</sup>, 2018 Quarterly Report**

**(We will waive this report since you have filed your final report)**

**April 30<sup>th</sup>, 2018 Quarterly Report**

**(We will waive this report since you have filed your final report)**

**FINAL REPORT is due July 31, 2018**

**We are acknowledging receipt of your final report today (7-31-18) however it was incomplete. We are missing your Final Invoice #4 with all remaining unpaid invoices, and the final report is missing the Final Reimbursement Budget Summary. This final event report is still under review, so we are reserving the right to ask additional questions and clarification.**

**CERTIFICATE OF VENDOR COMPLIANCE:** You are currently out of compliance.  
(as of 7/31/18)

We look forward to receiving this information so we can close out this grant.

**Teena M. Rasmussen, Director**  
**Mayor's Office of Economic Development**

One Main Plaza  
2200 So. High St. #305  
Wailuku, HI 96793  
Ph. 808-270-7224  
Fax: 808-270-7995  
[teena.rasmussen@mauicounty.gov](mailto:teena.rasmussen@mauicounty.gov)

# DCCA State of Hawaii

Downloaded on January 31, 2018

The information provided below is not a certification of good standing and does not constitute any other certification by the State  
Website URL <http://dcca.hawaii.gov/corps/>

## Business Information

MASTER NAME	250TH CELEBRATION OF QUEEN KAAHUMANU
BUSINESS TYPE	Domestic Nonprofit Corporation
FILE NUMBER	284534 D2
STATUS	Active
PLACE INCORPORATED	Hawaii UNITED STATES
INCORPORATION DATE	Oct 29, 2017
MAILING ADDRESS	415 DAIRY RD STE E323 KAHULUI, Hawaii 96732 UNITED STATES
TERM	PER
AGENT NAME	AGARD LAW LLC
AGENT ADDRESS	111 HEKILI ST STE A#477 KAILUA, Hawaii 96734 UNITED STATES

## Jerrie Sheppard

---

**From:** Jerrie Sheppard <Jerrie.Sheppard@co.maui.hi.us>  
**Sent:** Monday, October 01, 2018 8:52 AM  
**To:** brian@hinaorganic.com  
**Cc:** Mimi Desjardins; Edward Kushi; Pat Wong; Teena Rasmussen  
**Subject:** RE: Outstanding Inquiries & Unresolved Issues G4607

Dear Mr. Bardellini,

Based on the representation in your email below that you have retained legal counsel, please cease all communications with the Office of Economic Development and have all future correspondence on the issue of Grant Nr. 4607 addressed by your legal counsel to me, Deputy Corporation Counsel Jerrie Sheppard, as I represent the Office of Economic Development on behalf of the County of Maui. All additional information that you intend to provide must be addressed to me by your attorney, not by you.

Sincerely,  
Jerrie Sheppard

Jerrie L. Sheppard  
Deputy Corporation Counsel  
County of Maui  
(808) 270-7578  
200 South High Street  
Wailuku, HI 96793

NOTICE: The information in this transmittal (including attachments, if any) is privileged and confidential and is intended only for the recipient(s) listed above. Any review, use, disclosure, distribution or copying of this transmittal is prohibited except by or on behalf of the intended recipient.

If you have received this transmittal in error, please notify me immediately by reply email and destroy all copies of the transmittal. Thank you.

**From:** Teena Rasmussen [mailto:teena.rasmussen@mauicounty.gov]  
**Sent:** Sunday, September 30, 2018 9:23 PM  
**To:** Mimi Desjardins <Mimi.Desjardins@co.maui.hi.us>; Jerrie Sheppard <Jerrie.Sheppard@co.maui.hi.us>  
**Subject:** Fwd: Outstanding Inquiries & Unresolved Issues G4607

Teena M. Rasmussen  
Director  
Mayor's Office of Economic Development  
Ph. 808-270-7224  
[teena.rasmussen@mauicounty.gov](mailto:teena.rasmussen@mauicounty.gov)  
Sent from my iPhone



## Outstanding Inquiries & Unresolved Issues G4607

**From:** Teena Rasmussen  
**To:** Brian Bardellini  
**Date:** 7/31/2018 3:29 PM  
**Subject:** Outstanding Inquiries & Unresolved Issues G4607  
**Cc:** Jeremiah Savage  
**Bc:** Jerrie Sheppard

---

Aloha Brian,

Please see our current list of outstanding inquiries and unresolved issues regarding G#4607 250th Celebration of QKC, which includes new inquiries after our thorough review of invoice #3. Due to the discrepancies brought to our attention from Hana vendors, we need all the remaining reimbursement requests for this grant AND ALL of the information below before we can disburse any more funds. Please assemble your final invoice #4 and submit it as soon as possible.

We are finding too many inconsistencies in invoices and credit card transactions. **We need a copy of your monthly bank statements and a copy of ALL canceled checks, both front and back going back to the date you opened the Bank of Hawaii event account #0090242989.** You have given us some of the checks front side, but you have provided no back side. Please submit all missing front and backs for ALL canceled checks on this account from account inception through today.

### Regarding Invoice 1

- We are requesting proof of payment to the **MACC** for the amount of \$2,261.42. This does not include the \$2,000 that has already been paid.
- Exhibit 3 (**Office Max**) there was a purchase of a laser printer in the amount of \$379.99. Please return this printer to OED office with any cartridges that were purchased. Please answer the question that was posed at Council, "Why didn't you have copies made at a copy store, instead of buying a printer?"

### Regarding Invoice 2

- Exhibit 20 **Promotion:** Please provide us with the Birthday Poster and Flyer created by Alana Ross for \$300.
- Exhibit 22 **Promotion:** We need a new invoice showing the hours worked and actual rate per hour. Please provide to OED the high resolution, edited images on a flash drive from the Kapueokahi Bay 3/17 event and the high resolution, edited images from the MACC 3/23 event that were taken by Lisa Villiarimo. We also need to know the purpose for these photos and how these photos were used to benefit the event.
- Exhibit 23 **Promotion:** \$520.80 was paid to Lisa Villiarimo for social media services. Please provide a new invoice with the hours worked and actual rate per hour.

Exhibit "D"

- Exhibit 25 **Consultation:** \$500 was paid to Alu KuKui, please provide a new invoice with the hours worked and actual rate per hour.
- Exhibit 28 **Promotion:** Please provide us with a copy of the Birthday Poster and Flyer created by Alana Ross for \$200.
- Exhibit 42 **Promotion:** We need a new invoice with the hours worked and actual rate per hour. Also, \$2,500 was paid to Halemanu Villiarimo for Social Media services, please describe what the service deliverables were.

### Regarding Invoice 3:

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- Exhibit 50 **Kahili Cleaning:** need phone number of the vendor.
- Exhibit 53 **Face-book:** please send us a copy of all Face-book ads posted.
- Exhibit 54 **Promotion:** Why were 60-- 7 ft posts purchased? What were they used for? Where are they now?
- Exhibit 56 **Promotion:** need phone number of the vendor.
- Exhibit 59 **Air flight:** Disallowed. This Exhibit was already reimbursed in Invoice #2-Exhibit 30B. What was Kaaaolono Ross's role in the Hana event?
- Exhibit 61 **Infogroup Database:** Please provide us a digital copy of the entire database. Also, if one or more postal mailings were done for the event(s), provide us a copy of what was mailed. If one or more emails went out to this data base, please provide us a copy of what was sent including date/timestamps.
- Exhibit 66 **2 way Radio:** Please return these to OED office.
- Exhibit 69 **BOSE:** This invoice is not legible. We need to see the itemized list of what was purchased from BOSE. Also, what were these item(s) used for during the event?
- Exhibit 70 **Promotion:** Explain what "production concession" is and what deliverables this expenditure produced.
- Exhibit 71 **Promotion:** Show us the artwork used for this banner. Where was the banner placed during the event/events?
- Exhibit 72-B **Service:** This is an invoice from Lisa Villiarimo for \$500 in production assistance, please describe worked performed, the hours worked and rate per hour. We also noticed that vendor's invoice did not include GE Tax, however previous invoices from this vendor did. Please explain this discrepancy.
- Exhibit 72-C **Video:** Please provide OED a copy of the video or provide a link to the video. Please provide an invoice with complete vendor information, the total amount of hours worked, rate per hour, and what deliverables were produced. How was the video used in the event?
- Exhibit 72-D **Video:** We need a new invoice with the hours worked and actual rate per hour, an invoice number, and what deliverables were produced.
- Exhibit 72-E **\$3,500 Oil Painting.** This expenditure is disallowed. There was no mention in your budget or budget narrative of any expenditure like this.
- Exhibit 73-A **Travaasa Hana - Hotel:** Please send us a departure invoice and receipt of payment.
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- Exhibit 74 **Performance:** Please provide phone number for Amy Gilliom.

- Exhibit 75 **Performance**: Please provide phone number for Nathan Pikini.
- Exhibit 76 **Performance**: Please provide phone number for Wailau Rider.
- Exhibit 76-B **Performance**: Please provide phone number for George Kahumoku Jr.
- Exhibit 77 **Air flight**: Please explain why First Class/Preferred Seat tickets were purchased for Hinaleimoana Wong-Kalu. Also, current exhibit only lists itinerary and payment summary, please provide proof of payment.
- Exhibit 80 **Hertz**: This expenditure is disallowed as the car's driver listed is a Maui resident.
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- Exhibit 88: **HOTEL ROOMS**: Please explain why hotel rooms were needed for Maui residents?

In addition to the above items, the following issues need to be addressed:

**DELINQUENT REPORTING: OED has not received the following reports that are now overdue.**

**Jan. 31<sup>st</sup>, 2018 Quarterly Report**

**(We will waive this report since you have filed your final report)**

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We look forward to receiving this information so we can close out this grant.

**Teena M. Rasmussen, Director**  
**Mayor's Office of Economic Development**

One Main Plaza

2200 So. High St. #305

Wailuku, HI 96793

Ph. 808-270-7224

Fax: 808-270-7995

[teena.rasmussen@mauicounty.gov](mailto:teena.rasmussen@mauicounty.gov)

**Teena Rasmussen - Re: Outstanding Inquiries & Unresolved Issues G4607**

**From:** Teena Rasmussen  
**To:** Brian Bardellini  
**Date:** 9/18/2018 4:16 PM  
**Subject:** Re: Outstanding Inquiries & Unresolved Issues G4607  
**Cc:** Jeremiah Savage; Sato, Dena  
**Bc:** Mimi Desjardins; Sheppard, Jerrie; Kane, Jaime

Aloha Brian,

We are acknowledging receipt of your email of Sept 7, 2018 in which you stated Sept. 30th, 2018 as being the date in which you will provide OED with all missing documentation and outstanding inquiries we have requested for Grant #4607.

We are writing to inform you that we will expect your complete and thorough submission of all the documentation requested in our July 31, 2018 email (which is presented below as part of this email chain) by no later than Sept. 30th, 2018.

Sincerely,

**Teena M. Rasmussen, Director**  
**Mayor's Office of Economic Development**

One Main Plaza  
2200 So. High St. #305  
Wailuku, HI 96793  
Ph. 808-270-7224  
Fax: 808-270-7995  
teena.rasmussen@mauicounty.gov

>>> Brian Bardellini <brian@hinaorganic.com> 9/7/2018 12:50 PM >>>

Jeremiah:

As the organization does not employ staff and I am the only volunteer event producer and volunteer grant administrator I have limited available weekly hours to devote to this.

**Exhibit "E"**

file:///C:/Users/County%20Employee/AppData/Local/Temp/XPgrpwise/5BA124E3mis2d... 10/11/2018

I have reviewed your extensive requests and feel that I should be able to answer by September 30 or earlier.

Thank you.



**Brian Bardellini / Project Manager**  
brian@hinaorganic.com

**HINA Organic**  
PO Box 3075  
Wailuku HI 96793  
hinaorganic.com

On Sep 5, 2018, at 2:11 PM, Jeremiah Savage  
<[jeremiah.savage@co.maui.hi.us](mailto:jeremiah.savage@co.maui.hi.us)> wrote:

Aloha Brian

On 7/31/18, at approximately 3:30 pm, Teena Rasmussen sent you an email. I have included the body of that email in this message for your reference. It's been 37 days and we have not received a response from you. We can not move forward without resolving these outstanding inquires and outstanding issues. Please let us know when we can expect a response.

**Jeremiah Savage**

Grants Manager  
Mayor's Office of Economic Development  
One Main Plaza  
2200 Main St. #305  
Wailuku, HI 96793  
Ph. [808-270-7992](tel:808-270-7992)  
[jeremiah.savage@mauicounty.gov](mailto:jeremiah.savage@mauicounty.gov)

>>> Teena Rasmussen 7/31/2018 3:29 PM >>>

Aloha Brian,

Please see our current list of outstanding inquiries and unresolved issues regarding G#4607 250th Celebration of QKC, which includes new inquiries after our thorough review of invoice #3.

Due to the discrepancies brought to our attention from Hana vendors, we need all the remaining reimbursement requests for this grant AND ALL of

the information below before we can disburse any more funds. Please assemble your final invoice #4 and submit it as soon as possible.

We are finding too many inconsistencies in invoices and credit card transactions. **We need a copy of your monthly bank statements and a copy of ALL canceled checks, both front and back going back to the date you opened the Bank of Hawaii event account #0090242989.** You have given us some of the checks front side, but you have provided no back side. Please submit all missing front and backs for ALL canceled checks on this account from account inception through today.

### **Regarding Invoice 1**

- We are requesting proof of payment to the **MACC** for the amount of \$2,261.42. This does not include the \$2,000 that has already been paid.
- Exhibit 3 (**Office Max**) there was a purchase of a laser printer in the amount of \$379.99. Please return this printer to OED office with any cartridges that were purchased. Please answer the question that was posed at Council, "Why didn't you have copies made at a copy store, instead of buying a printer?"
- 

### **Regarding Invoice 2**

- Exhibit 20 **Promotion:** Please provide us with the Birthday Poster and Flyer created by Alana Ross for \$300.
- Exhibit 22 **Promotion:** We need a new invoice showing the hours worked and actual rate per hour. Please provide to OED the high resolution, edited images on a flash drive from the Kapueokahi Bay 3/17 event and the high resolution, edited images from the MACC 3/23 event that were taken by Lisa Villiarimo. We also need to know the purpose for these photos and how these photos were used to benefit the event
- Exhibit 23 **Promotion:** \$520.80 was paid to Lisa Villiarimo for social media services. Please provide a new invoice with the hours worked and actual rate per hour.
- Exhibit 25 **Consultation:** \$500 was paid to Alu KuKui, please provide a new invoice with the hours worked and actual rate per hour.
- Exhibit 28 **Promotion:** Please provide us with a copy of the Birthday Poster and Flyer created by Alana Ross for \$200.
- Exhibit 42 **Promotion:** We need a new invoice with the hours worked and actual rate per hour. Also, \$2,500 was paid to Halemanu Villiarimo for Social Media services, please describe what the service deliverables were.

### **Regarding Invoice 3:**

- Exhibit 49 **iStock - Getty Images** in the amount of \$238.54: Please provide full invoice including description of credits/plan(s) purchased. Provide a digital copy of all images purchased and explain what purpose they were used for in the event.
- Exhibit 50 **Kahili Cleaning**: need phone number of the vendor.
- Exhibit 53 **Face-book**: please send us a copy of all Face-book ads posted.
- Exhibit 54 **Promotion**: Why were 60-- 7 ft posts purchased? What were they used for? Where are they now?
- Exhibit 56 **Promotion**: need phone number of the vendor.
- Exhibit 59 **Air flight**: Disallowed. This Exhibit was already reimbursed in Invoice #2-Exhibit 30B. What was Keaaolono Ross's role in the Hana event?
- Exhibit 61 **Infogroup Database**: Please provide us a digital copy of the entire database. Also, if one or more postal mailings were done for the event(s), provide us a copy of what was mailed. If one or more emails went out to this data base, please provide us a copy of what was sent including date/timestamps.
- Exhibit 66 **2 way Radio**: Please return these to OED office.
- Exhibit 69 **BOSE**: This invoice is not legible. We need to see the itemized list of what was purchased from BOSE. Also, what were these item(s) used for during the event?
- Exhibit 70 **Promotion**: Explain what "production concession" is and what deliverables this expenditure produced.
- Exhibit 71 **Promotion**: Show us the artwork used for this banner. Where was the banner placed during the event/events?
- Exhibit 72-B **Service**: This is an invoice from Lisa Villiarimo for \$500 in production assistance, please describe worked performed, the hours worked and rate per hour. We also noticed that vendor's invoice did not include GE Tax, however previous invoices from this vendor did. Please explain this discrepancy.
- Exhibit 72-C **Video**: Please provide OED a copy of the video or provide a link to the video. Please provide an invoice with complete vendor information, the total amount of hours worked, rate per hour, and what deliverables were produced. How was the video used in the event?
- Exhibit 72-D **Video**: We need a new invoice with the hours worked and actual rate per hour, an invoice number, and what deliverables were produced.
- Exhibit 72-E \$3,500 **Oil Painting**. This expenditure is disallowed. There was no mention in your budget or budget narrative of any expenditure like this.
- Exhibit 73-A **Travaasa Hana - Hotel**: Please send us a departure invoice and receipt of payment.
- Exhibit 73-B **Travaasa Hana - Hotel**: Please send us a departure invoice and receipt of payment.
- Exhibit 74 **Performance**: Please provide phone number for Amy Gilliom.



- Exhibit 75 **Performance:** Please provide phone number for Nathan Pikini.
- Exhibit 76 **Performance:** Please provide phone number for Wailau Rider.
- Exhibit 76-B **Performance:** Please provide phone number for George Kahumoku Jr.
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