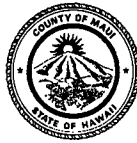


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**COUNTY COUNCIL**  
COUNTY OF MAUI  
200 S. HIGH STREET  
WAILUKU, MAUI, HAWAII 96793  
[www.MauiCounty.us](http://www.MauiCounty.us)

February 15, 2019

Mr. Glenn Mukai, Director  
Department of Liquor Control  
County of Maui  
Wailuku, Hawaii 96793

Dear Mr. Mukai:

**SUBJECT: PRE-BUDGET SESSION PRESENTATION (DEPARTMENT  
OF LIQUOR CONTROL) (GET-18(2))**

May I please request your attendance at the Governance, Ethics, and Transparency Committee meeting of February 26, 2019 to provide a brief overview of the Department of Liquor Control. If you are not available, may I ask you to send your Deputy Director in your absence. May I further ask that the presentation be limited to no more than 15 minutes. The Committee intends to allot an additional 15 minutes for questions and answers.

The overview should include the roles and responsibilities of the Liquor Control program, and a snapshot of the Department's budgetary requests for Fiscal Year ("FY") 2020, to include vacancies and the costs associated with those vacancies, and proposed equipment purchases and the purpose of those requests.

May I further request you identify in writing the following:

1. The Department's top three-to-five strategic goals.
2. Tactics to be implemented to meet these strategic goals and the intended results.
3. Funds anticipated to remain unencumbered from the FY 2019 Budget and the reasons why the funds were not encumbered.
4. The Department's fixed costs and discretionary costs.

Mr. Glenn Mukai  
February 15, 2019  
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5. Cost-saving measures the Department has implemented or will be implementing, and the amount saved or will be saved by these measures.

I appreciate receiving your written response **no later than Monday, February 25, 2019**. To ensure efficient processing, please include the relevant Committee item number in the subject line of your response.

Should you have any questions, please contact me or the Committee staff (Shelly Espeleta at ext. 7134, or Pauline Martins at ext. 8039).

Sincerely,



MIKE MOLINA, Chair  
Governance, Ethics, and Transparency  
Committee

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cc: Mayor Michael P. Victorino