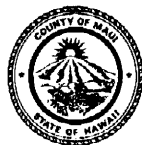


Council Chair
Kelly T. King

Vice-Chair
Keani N.W. Rawlins-Fernandez

Presiding Officer Pro Tempore
Tasha Kama

Councilmembers
Riki Hokama
Alice L. Lee
Michael J. Molina
Tamara Paltin
Shane M. Sinenci
Yuki Lei K. Sugimura



Director of Council Services
Maria E. Zielinski

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

February 21, 2019

Mr. Sananda Baz, Acting Director
Department of Management
County of Maui
Wailuku, Hawaii 96793

Dear Mr. Baz:

SUBJECT: **PRE-BUDGET SESSION PRESENTATION**
(DEPARTMENT OF MANAGEMENT) (EDB-24(8))

May I please request your attendance at the Economic Development and Budget Committee meeting of March 14, 2019, to provide a brief overview of the Department of Management. In consideration of time, may I ask that your presentation be limited to no more than 15 minutes, with an additional 15 minutes for questions and answers.

The overview should include the roles and responsibilities of the Department's programs, and a snapshot of the Department's budgetary requests for Fiscal Year ("FY") 2020, to include vacancies and the costs associated with those vacancies, proposed equipment purchase requests and the purpose of those requests, and priority capital improvement projects to include the phase they are in, and why the projects are a priority for the Department.

May I further request you respond in writing to the following:

1. Identify the Department's top three to five strategic goals for FY 2020;
2. Identify the objectives that will be implemented to meet these strategic goals and the intended results;

Mr. Sananda Baz
February 21, 2019
Page 2

3. Identify funds you anticipate will remain unencumbered from the FY 2019 Budget and the reasons why the funds were not encumbered;
4. Identify the Department's estimated fixed costs and discretionary costs for FY 2020; and
5. Identify cost-saving measures the Department intends to implement in FY 2020, and the amount to be saved by those measures.

I would appreciate receiving your written response **no later than Monday, March 11, 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 (Leslee Matthews at ext. 7662, or Yvette Bouthillier at ext. 7758).

Sincerely,



KEANI N.W. RAWLINS-FERNANDEZ, Chair
Economic Development and Budget
Committee

edb:ltr:024(8)amd01:ldm

cc: Mayor Michael P. Victorino