

CHARTER COMMISSION

COUNTY OF MAUI

2180 MAIN STREET (ROOM 24)
WAILUKU, MAUI, HAWAII 96793

July 23, 1976

Morey
To Finance
attention Masae Muluaka
spe
7-27-76

Honorable Elmer F. Cravalho
Mayor, County of Maui
Kalana O Maui
Wailuku, Hawaii 96793

Dear Mr. Mayor:

Pursuant to a special meeting held July 22, 1976, the Charter Commission voted unanimously to adopt the attached budget for the period commencing July 1, 1976 through November 30, 1976. All items herein are budgeted for Commission meeting expenses and Educational Programs.

Our budget for staff and office maintenance for the same period was completed and approved by you on July 16, 1976; subsequently, the total itemized summaries as submitted will be encompassed into your Contingency Fund.

Thank you for your positive consideration of our requests.

Most sincerely,

Joseph M. Souki

JOSEPH M. SOUKI
Vice Chairman

Attachment

Approved for
in the
\$14,453.00
account
requested
7-27-76
E. Cravalho

CHARTER COMMISSION

COUNTY OF MAUI

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WAILUKU, MAUI, HAWAII 96793

FILE COPY

July 16, 1976

Mr. Elmer F. Cravalho, Mayor
County of Maui
Kalana O Maui
Wailuku, Hawaii 96793

Dear Mayor Cravalho:

In accordance with our meeting on July 15, 1976, we are hereby submitting the following as the budget for our staff and office maintenance for the months of July through November, 1976. The total Commission budget will be submitted to your office to be included in your contingency fund.

<u>ITEM</u>	<u>MONTHLY RATE</u>	<u>TOTAL</u>
Salary	\$775.00	\$3875.00
Fringe (10%)	78.00	390.00
Travel	45.00	225.00
Office Rental	150.00	750.00
Office Equipment Rental	150.00	750.00
Office Supplies	60.00	300.00
Other:		
Xerox	50.00	250.00
Telephone	30.00	150.00
		<u>\$6690.00</u>

The description of the aforementioned budgetary items is attached. Thank-you for your positive consideration of our request.

Sincerely,

Edwina U. Bright
Edwina U. Bright
Chairman

RECEIVED

JUL 16 1976

MAYOR'S OFFICE

By _____

*Approved
7-16-76
Edwina U. Bright
Chairman
copy to Mayor's Office
to Mr. Cravalho*

CHARTER COMMISSION

COUNTY OF MAUI
2180 MAIN STREET (ROOM 24)
WAILUKU, MAUI, HAWAII 96793

DESCRIPTION OF BUDGET ITEMS

1. Salary - A monthly payment for the administrative coordinator.
2. Fringe - A monthly payment complying with legal standards of granting the following benefits to hired personnel: Social Security, Unemployment Compensation, Temporary Disability and Workmen's Compensation.
3. Travel - Mileage costs encompassing traveling long distances for meetings on the island of Maui and in the performance of duties as requested by the Commission.
4. Office Rental - Rental of office space in the Maui Medical Group Building Annex.
5. Office Equipment Rental - Rental of chairs, desks and equipment.
6. Office Supplies - Paper, pencils, pens, tape, stationery, tape cassettes, steno and legal tablets and whatever else is needed to efficiently run the office.
7. Other -
 - a. Xerox - An allocation to permit the xeroxing of materials needed by the Commissioners and/or distribution to the public.
 - b. Telephone - A monthly payment of approximately \$15.00 for a business phone and an estimated \$15.00 a month for long distance calls.