

NEIL ABERCROMBIE
GOVERNOR



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STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES

P.O. BOX 119, HONOLULU, HAWAII 96810-0119

April 15, 2014

COMPTROLLER'S MEMORANDUM NO. 2014-11

TO: All Department Heads and Agencies

FROM: Dean H. Seki, Comptroller 

SUBJECT: Board and Commission Member Parking Permits

The Department of Accounting and General Services (DAGS), Automotive Management Division will no longer be issuing any Board and Commission (BC) Member Parking Permits effective immediately. Currently there are over 1,300 BC parking permits issued to various members of Boards. On any given day 20-60 permits are used in various parking lots.

These permits have become inefficient and cost prohibitive for the Parking Control Program, therefore, effective December 31, 2014, these permits will be invalid.

As a reminder these permits are valid only for scheduled BC meetings, with a 3-day advance written notification to the Automotive Management Division, Parking Control Branch Office.

Special Function Parking Permits, valid in all DAGS metered parking facilities, are available for purchase by State of Hawaii departments at a substantial savings. Current rates are \$4.00 per full-day and \$2.00 for a half-day. These permits must be purchased in \$100.00 increments per booklet, either 25 full-day or 50 half-day permits. Attached is the form to purchase "Special Function Parking Permits".

If you have any questions, please have your staff contact the Automotive Management Division at 586-0343.

Attachment

REQUEST TO PURCHASE SPECIAL FUNCTION PARKING PERMITS

Date: _____

TO: Department of Accounting and General Services PH: 586-0343
Automotive Management Division FAX: 586-0354

BILL TO: Department / Agency _____

Division / Program _____

Mail Address _____

Purchase Order No. _____

Contact Person _____

Phone _____ FAX _____

PARKING PERMIT BOOKLETS	UNIT COST	NO. BOOKLETS REQUESTED	AMOUNT
Full Day Parking Permits (25 each @ \$4.00)	\$100.00	_____	\$ _____
Half Day Parking Permits (50 each @ \$2.00)	\$100.00	_____	\$ _____
TOTAL DUE			\$ _____

PERMITS SOLD IN BOOKLET QUANTITIES ONLY

AUTOMOTIVE MANAGEMENT DIVISION USE ONLY

PERMIT TYPE	NUMBER OF PERMITS	CONTROL NUMBERS
FULL	_____	F _____ to F _____
HALF	_____	H _____ to H _____

ISSUED BY: _____ DEPT. CODE _____

DATE ISSUED: _____ EXPIRATION DATE _____