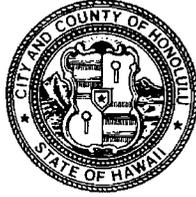


DEPARTMENT OF COMMUNITY SERVICES
CITY AND COUNTY OF HONOLULU

715 SOUTH KING STREET, SUITE 311 • HONOLULU, HAWAII 96813 • AREA CODE 808 • PHONE: 768-7762 • FAX: 768-7792



KIRK CALDWELL
MAYOR

GARY K. NAKATA
DIRECTOR

BARBARA YAMASHITA
DEPUTY DIRECTOR

January 4, 2016

The Honorable Ernest Y. Martin
Chair and Presiding Officer
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawaii 96813

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C & C OF HONOLULU
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Dear Chair Martin and Councilmembers:

SUBJECT: Unbudgeted Temporary Position Notification

Section 2-17.2(a) of the Revised Ordinances of Honolulu relating to budget execution authorizes the Mayor to establish, fill and allot funds for temporary positions that are not included in the Executive Operating Budget Ordinance, after notifying the City Council. In accordance with the provisions of this ordinance, this notification is hereby submitted for a Planner V position for the Department of Community Services' State Rehabilitation Council (SRC) Program for the State Department of Human Services' Vocational Rehabilitation Division. Additional required information on the position is as follows:

1. Type of Temporary Position Required:

Planner V

As allowed under Section 6-1103(g) of the Revised Charter of the City and County of Honolulu.

2. Anticipated Duration of the Employment of the Temporary Position:

January 1, 2016 to June 30, 2016, with possible extensions/renewals as required and allowable under the Revised City Charter.

3. Cost of the Temporary Position:

\$40,248

This calculation is based upon the duration of the employment and a fringe benefit rate of 45.73%.

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4. Source of the Budgetary Savings Which Will Accrue to Finance the Temporary Position:

The salary for the Planner V position is 100% funded by a State of Hawaii Department of Human Services grant.

5. Unforeseen or Emergency Circumstance Justifying the Need for the Temporary Position:

This is the first year that the State Department of Human Services, Division of Vocational Rehabilitation is funding the City's Department of Community Services to administer the State Rehabilitation Council Program. Therefore, this temporary position is needed as soon as possible to implement the agreement's scope of work to ensure compliance to the terms of this state agreement.

Sincerely,



Gary K. Nakata
Director

cc: BFS Budget Administration Division
Office of the Mayor

APPROVED:


Roy K. Amemiya Jr.
Managing Director