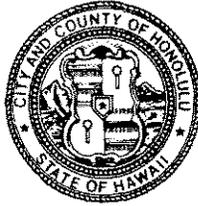


DEPARTMENT OF FACILITY MAINTENANCE  
**CITY AND COUNTY OF HONOLULU**

1000 Uluohia Street, Suite 215, Kapolei, Hawaii 96707  
Phone: (808) 768-3343 • Fax: (808) 768-3381  
Website: www.honolulu.gov

MUFI HANNEMANN  
MAYOR



CRAIG I. NISHIMURA, P.E.  
DIRECTOR AND CHIEF ENGINEER

GEORGE "KEOKI" MIYAMOTO  
DEPUTY DIRECTOR

IN REPLY REFER TO:

May 20, 2008

The Honorable Barbara Marshall, Chair  
and Members  
Honolulu City Council  
530 South King Street, Room 202  
Honolulu, Hawaii 96813

RECEIVED

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CITY CLERK  
HONOLULU, HAWAII

Dear Chair Marshall 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 one full-time temporary Automotive Stores Clerk position for the Department of Facility Maintenance. Additional required information on this position is as follows:

1. Type of Temporary Position Required:

One full-time Automotive Stores Clerk for a maximum of one year 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:

July 2008 - June, 2009. Possible extensions/renewals as required and allowable under Revised City Charter.

3. Cost of the Temporary Position:

\$27,756.00

The Honorable Barbara Marshall, Chair  
and Members  
Page Two

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

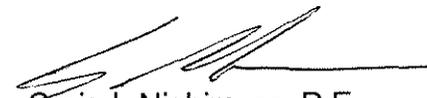
Funding available from the Automotive Equipment Service Division's operating account.

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

The workload in the storeroom has reached a point where an additional Automotive Stores Clerk is necessary in order to maintain pace with the increasing number of request for parts, materials and supplies required by the repair sections it services.

Without adequate staff to support the function of this section, agencies will experience service delays and decreased vehicle and equipment availability which will ultimately affect their ability to service the general public.

Sincerely,



Craig I. Nishimura, P.E.  
Director and Chief Engineer

CIN:pnm

RECOMMEND APPROVAL:



Mary Patricia Waterhouse, Director  
Department of Budget and Fiscal Services

APPROVED:



Wayne M. Hashiro, P.E., Managing Director  
Office of the Mayor

cc: Office of the Mayor