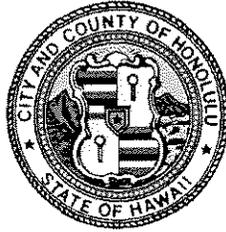


DEPARTMENT OF FACILITY MAINTENANCE
CITY AND COUNTY OF HONOLULU
1000 ULUOHIA STREET, SUITE 215, KAPOLEI, HAWAII 96707
TELEPHONE: (808) 768-3343 FAX: (808) 768-3381



MUFI HANNEMANN
MAYOR

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

GEORGE "KEOKI" MIYAMOTO
DEPUTY DIRECTOR

May 29, 2008

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

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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 part-time temporary Clerk Typist position for the Department of Facility Maintenance. Additional required information on this position is as follows:

1. Type of Temporary Position Required:

One part-time Clerk Typist 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:

\$13,873.60

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 Chief Engineer's Office operating account.

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

The contract hire is needed to provide help to staff with the outstanding DART backlog. An increase in DARTS occurred upon the Department Secretary's departure (COB 1/31/08).

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

cc: Office of the Mayor