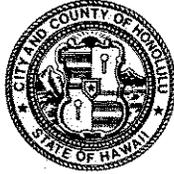


DEPARTMENT OF CUSTOMER SERVICES  
CITY AND COUNTY OF HONOLULU  
530 SOUTH KING STREET, ROOM 302-A, HONOLULU, HAWAII 96813  
TELEPHONE: (808) 768-3392 FAX: (808) 768-3750  
<http://www.honolulu.gov>

MUFI HANNEMANN  
MAYOR



DIRECTOR

HUBERT P. MINN  
Deputy Director

July 14, 2008

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

RECEIVED

JUL 15 3 24 PM '08

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 Library Technician position for the Department of Customer Services. Additional required information on this position is as follows:

1. Type of Temporary Position Required:

One full-time Library Technician, SR09 for a maximum of three months 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 14, 2008 to October 13, 2008

3. Cost of the Temporary Position:

\$2,225/month x 3 months = \$6,675.00 Total

DEPT. COM. 604

The Honorable Barbara Marshall, Chair  
and Members of the City Council  
July 14, 2008  
Page 2

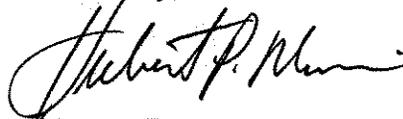
4. Source of Budgetary Savings That Will Accrue to Finance the Temporary Position:

Salary savings from vacant position (Librarian II) allow for the funding of this temporary position.

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

Former Librarian II retired on May 31, 2008, and we are currently in the process of open competitive recruitment to fill the vacant position. As of this date, we are still waiting for the position to be posted and thus, anticipate the actual fill of a Librarian II will not take place for 2 – 3 months. A temporary Library Technician, SR09 will help with the backlog until the civil service Library II position can be filled.

Sincerely,



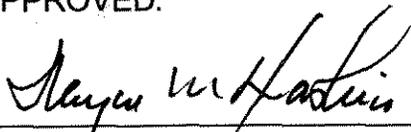
Hubert P. Minn  
Deputy Director

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