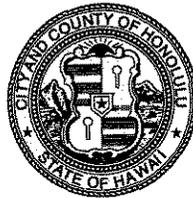


DEPARTMENT OF THE CORPORATION COUNSEL
CITY AND COUNTY OF HONOLULU

530 SOUTH KING STREET, ROOM 110 • HONOLULU, HAWAII 96813
TELEPHONE: (808) 523-4859 • FAX: (808) 523-4583 • INTERNET: www.honolulu.gov

MUFI HANNEMANN
MAYOR



July 18, 2008

CARRIE K. S. OKINAGA
CORPORATION COUNSEL
DONNA M. WOO
FIRST DEPUTY CORPORATION COUNSEL
RECEIVED
JUL 18 2 48 PM '08
HONOLULU, HAWAII
CITY CLERK

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

Dear Chair Marshall and Councilmembers:

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, notification is hereby submitted for one (1) Senior Clerk Typist position for the Department of the Corporation Counsel. Additional required information on this position is as follows:

1. Type of temporary position required:

One (1) Senior Clerk Typist 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 positions:

From July 2008 to June 2009.

3. Cost of the temporary position:

\$27,756.00 (\$2,313.00/mo x 12 mos = \$27,756.00)

4. Source of budgetary savings which will accrue to finance the temporary positions:

Funds from savings in vacant positions in the Department.

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

5. Unforeseen or emergency circumstances justifying the need for the temporary position:

A contract Senior Clerk Typist is needed to provide clerical support to our Department while the recruitment process is being done.

Sincerely,


Carrie K.S. Okinaga
Corporation Counsel

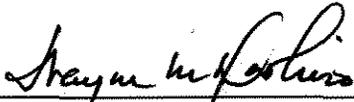
CKSO:jl

RECOMMEND APPROVAL:



Mary Patricia Waterhouse, Director
Department of Budget & Fiscal Services

APPROVED:



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

cc: Office of the Mayor