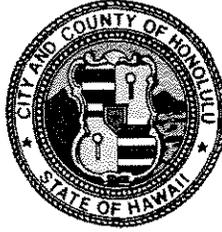


DEPARTMENT OF FACILITY MAINTENANCE
CITY AND COUNTY OF HONOLULU
1000 ULUOHIA STREET, SUITE 215, KAPOLEI, HAWAII 96707
TELEPHONE: (808) 768-3343 FAX: (808) 768-3381

MUFI HANNEMANN
MAYOR



August 20, 2008

RECEIVED
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CITY CLERK
HONOLULU, HAWAII
CRAIG I. NISHIMURA, P.E.
DIRECTOR AND CHIEF ENGINEER
GEORGE "KEOKI" MIYAMOTO
DEPUTY DIRECTOR

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

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 Senior 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 full-time Senior 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:

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

3. Cost of the Temporary Position:

\$23,130.00

The Honorable Barbara Marshall, Chair
and Members
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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:

Additional clerical support is needed to help alleviate backlog.

Sincerely,



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

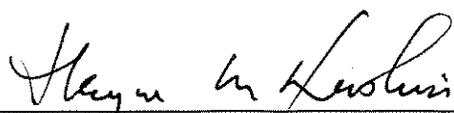
CIN:pnm

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