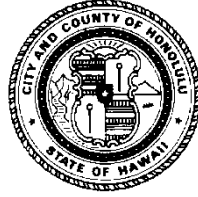


2015-2016  
CHARTER COMMISSION  
City and County of Honolulu  
Committee on Budget

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**MEMBERS OF THE COMMITTEE  
ON BUDGET**

R. Brian Tsujimura, Chair  
David W. Rae, Vice Chair  
Reginald V. Castanares, Jr.  
Kevin Mulligan  
Edlyn S. Taniguchi

**NON-VOTING MEMBERS OF THE  
COMMITTEE ON BUDGET**

Judge Michael F. Broderick (Ret.)  
Guy K. Fujimura  
Donna Ikeda  
Nathan Okubo  
Paul T. Oshiro  
Cheryl D. Soon  
R. Brian Tsujimura  
Governor John D. Waihee, III

**BUDGET COMMITTEE  
NOVEMBER 22, 2016, 2:00 PM  
COUNCIL COMMITTEE MEETING ROOM  
HONOLULU HALE**

**MINUTES**

Budget Committee Members Present:

R. Brian Tsujimura, Chair  
Kevin Mulligan  
David W. Rae

Budget Committee Member(s) Absent/Excused:

Reginald V. Castanares  
Edlyn S. Taniguchi

Others Present:

Linda Luli Nakasone Oamilda, Executive Administrator, Honolulu Charter Commission  
Norma Reyes, Secretary, Honolulu Charter Commission

I. CALL TO ORDER

*Roll Call: Member Mulligan, Vice Chair Rae, and Chair Tsujimura*

*With a quorum present, the meeting of the Budget Committee of the Charter Commission was called to order by Chair Tsujimura at 2:00 p.m.*

II. FOR APPROVAL

*Minutes of the meeting of the Committee on Budget, March 4, 2016*

Commissioner Mulligan moved that the minutes of March 4, 2016, be approved. Vice Chair Rae seconded the motion and it passed.

III. BUDGET REPORT

*Budget Report for FY2016 and preliminary report of FY2017 ending on December 31, 2016.*

The Executive Administrator presented the Budget Report. She noted that the Commission completed its work within the budget for each fiscal year explaining the chart which was handed out. She pointed out that a total of \$972,068 was budgeted for the Commission. Of that, \$767,381.72 is forecasted to be spend resulting in a remainder of \$204,686.28 some of which has already been scheduled for return to the City. In fact, she stated that only about \$48,000 remains in the budget for the current fiscal year.

She discussed the budget challenges that were faced. First was the late hiring of staff and the fact that no moneys can be spent in the last two weeks of June. Second, the Olelo telecasts and the cost of the website were not included in the second fiscal year budget. Third was the added expense of the many number of meetings and the initial requirement provided by the Department of the Corporation Counsel that the minutes be detailed. These required finding additional resources and Council staff was found that could help. Finally, the public relations firm was hired late causing delays in the process.

Chair Tsujimura suggested using the final report to provide recommendations for future Commissions. For example, he wondered if there are ways around hiring staff because of the tight deadlines. Chair Rae noted that the Commission Chair can authorize some things, rather than going through the long process. He said these processes should be documented in the final report. Chair Tsujimura said he considers the final report as a play book for the next Commission, not just for the process but for the budget as well. He would like to provide the next Commission with more information than this Commission received when they started.

Chair Tsujimura pointed out that the Commission was “under budget and on time.”

IV. ANNOUNCEMENTS

*Next meeting date*

There will be no further meetings of the Budget Committee.

V. ADJOURNMENT

There being no further business, Chair Tsujimura adjourned the meeting at 2:07 P.M.