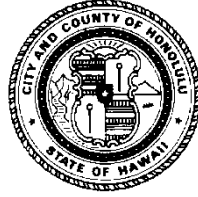


2015-2016
CHARTER COMMISSION
City and County of Honolulu
Committee on Budget

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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

BUDGET COMMITTEE
COUNCIL COMMITTEE MEETING ROOM
HONOLULU HALE
FRIDAY, MARCH 4, 2016

MINUTES

Budget Committee Members Present:

R. Brian Tsujimura, Chair
Dave Rae, Vice Chair
Kevin Mulligan
Edlyn Taniguchi.

Budget Committee Member(s) Absent/Excused:

Reginald V. Castanares, Jr.

Others Present:

Derek Mayeshiro, Deputy Corporation Counsel
Linda Luli Nakasone Oamilda, Executive Administrator, Honolulu Charter Commission
Mary James, Research Analyst, Honolulu Charter Commission
Norma Reyes, Secretary, Honolulu Charter Commission

I. CALL TO ORDER

Roll Call: Member Taniguchi, Member Mulligan, Vice Chair Rae, and Chair Tsujimura.

With the presence of a quorum, the meeting of the Budget Committee of the Charter Commission was called to order by Chair Tsujimura at 3:31 p.m.

II. EXECUTIVE ADMINISTRATOR'S REPORT

Report on the Fiscal Year 2016 Charter Commission Budget.

Executive Administrator (EA) reported on the Charter Commission's budget with a PowerPoint (slide) presentation and handout to Budget Committee members to report on the Commission's budget.

The first portion of the report covered the projection for the current fiscal year which will be \$16,500 short on salary. However, after anticipated expenses there will be a balance of close to \$32,000 to cover unanticipated expenses such as additional telecasts, depending on the number of meetings scheduled by the Commission. Salary and contract services totals amounted to a negative \$16,451. The expenses worksheet showed a running balance, and at the end of the year there will be a \$48,000 balance. One major concern is the Olelo telecasts which cost \$2,100 per meeting at Honolulu Hale and \$3,100 plus other costs per meeting off-site.

Summary of appropriations.

The EA compared FY2006 and FY2007 appropriations to those of FY2016 and FY2017. The EA explained that the 66.67% increase from this fiscal year to next fiscal year was in part due to the required public education program. She noted, however, that compared to the previous Charter Commission there is a decrease of 14.30%. She then discussed the cost of staff salaries and stipends for the Commissioners (\$1,000/Commissioner). She explained that some expenses for this Commission are not necessary such as rent and phone which are covered by the City Council. She then noted the costs for rental of additional office equipment, furniture repairs (some of which are due to the age of the building), and office and computer supplies. There was some concern about the cost of food items. The EA explained that collective bargaining agreements require food and auto allowances for civil service employees when needed off-site or after hours. Chair Tsujimura requested that a notation to that affect be made on the budget for the public's information. The EA then informed the Committee that brochures will be the next big item and the cost will vary depending on the number of proposals to be put on the ballot. Pursuant to Vice Chair Mulligan's suggestion, the EA will be working with the webmaster to create an educational program on the website. Chair Tsujimura suggested including a "print" feature for the brochure on the website to save brochure printing costs and postage. The EA agreed to look into that possibility.

Testimony.

A member of the audience requested that a link to the Charter Commission be created on the Neighborhood Board Commission site. The EA will check with the Neighborhood

Commission on that. Chair Tsujimura noted for the record that this is not a Budget Committee issue.

III. DISCUSSION AND ACTION

Deliberation and decision-making on the proposed Fiscal Year 2017 Charter Commission Budget.

Commissioner Mulligan moved and Commissioner Taniguchi seconded the motion to approve the proposed budget for FY 2016-2017. There was a unanimous voice vote in support of the motion.

IV. ADJOURNMENT

There being no further business, Chair Tsujimura adjourned the meeting at 3:43 p.m.