



CITY COUNCIL
CITY AND COUNTY OF HONOLULU
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HONOLULU, HAWAII 96813-3065
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CALVIN SAY
Councilmember District 5
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February 1, 2022

Councilmember Tommy Waters, Council Chair
and all Councilmembers
Honolulu City Council

Subject: **BUDGET COMMUNICATION NO. 3**
Fiscal Year 2023 Departmental Budget Briefing Schedule and Calendar

Dear Council Chair Waters and fellow Councilmembers:

Attached for your information is a copy of the Budget Calendar and the Departmental Briefing Schedule for Fiscal Year 2023 which includes the deadlines for Councilmembers to submit their CD1 and CD2 amendments to the Budget Committee for consideration.

On behalf of the Committee on Budget, we look forward to your participation during our annual budgeting process.

Sincerely,

A handwritten signature in black ink, appearing to read "Calvin Say", is written over the printed name and title.

CALVIN SAY, Chair
Committee on Budget

Attachment: Departmental Budget Briefing Schedule (Exhibit A)
Budget Calendar (Exhibit B)

cc: Office of the City Clerk
Office of Council Services

COUNCIL COM. 23
BUDGET

**CITY COUNCIL**

CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII 96813-3077

Voting Members:

Calvin K.Y. Say, Chair
Radiant Cordero, Vice Chair
Brandon J.C. Elefante
Esther Kia'aina
Heidi Tsuneyoshi
Andria Tupola

NOTICE**FY2022-2023 ANNUAL BUDGET REVIEW
DEPARTMENTAL BUDGET BRIEFING SCHEDULE
CITY COUNCIL CHAMBER****Monday, March 7, 2022 – Administrative Overview and CIP and Operating Budget Review by Department**

9:00 a.m. Administrative Overview

Office of the Mayor/Managing Director
(Office of Economic Revitalization, Film Office, Culture and Arts,
Neighborhood Commission, Office of Housing, Office of Climate
Change, Sustainability and Resiliency)
Department of Budget and Fiscal Services
Liquor Commission
Royal Hawaiian Band
Department of Human Resources
Department of Community Services
Department of the Corporation Counsel
(Ethics Commission)
Department of Customer Services
Department of Information Technology

Tuesday, March 8, 2022 – CIP and Operating Budget Review by Department

9:00 a.m. Honolulu Authority for Rapid Transportation
Department of Transportation Services
Department of Design and Construction
Department of Parks and Recreation
Department of Enterprise Services
(Auditoriums, Golf Courses, Zoo, Concessions)
Department of Environmental Services
Department of Facility Maintenance

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Departmental Briefing Schedule

Wednesday, March 9, 2022 – CIP and Operating Budget Review by Department

9:00 a.m. Honolulu Police Department
Honolulu Fire Department
Emergency Services Department
(EMS, Ocean Safety)
Department of Emergency Management
Department of the Medical Examiner
Department of the Prosecuting Attorney
Department of Land Management
Department of Planning and Permitting

Legislative Branch
(City Auditor, City Clerk, City Council, Council Services)

CIP and Operating Budget Review: For additional requests of any department on particular projects and/or programs.

Thursday, March 10, 2022 – CIP and Operating Budget Review

9:00 a.m. Set as a contingency day in the case Committee members have additional requests of any department on particular projects and/or programs.

* * * * *

Date and time of briefings are subject to change.

PUBLIC PARTICIPATION AND TESTIMONY

Pursuant to Act 220, Session Laws of Hawaii 2021, and Governor David Ige's Emergency Proclamation Related to COVID-19 (Omicron Variant), issued on January 26, 2022 in order to allow public participation in a manner consistent with safe practices, this meeting will be conducted as a remote meeting by interactive conference technology, with the following procedures in effect for the meeting:

VIEWING THE MEETING AND RESTRICTIONS ON ENTRY

Members of the public will not be allowed into the meeting room, but may view the meeting on a live broadcast. The meeting will be viewable: (1) by internet live streaming through [olelo.org](https://www.olelo.org) and (2) by televised live broadcast on Olelo TV Channel 54.

FY2022-2023 Annual Budget Review
Departmental Briefing Schedule

After the meeting, the meeting will be viewable on demand at <http://www.honolulucitycouncil.tv/>. Copies of older meeting videos may be requested by calling the City Clerk's Office at (808) 768-5822, charges may apply.

Some Councilmembers and presenters may be participating in the meeting by interactive conference technology from remote locations.

ORAL TESTIMONY

Oral testimony will be permitted on all items on the agenda, subject to the following restrictions:

1. Persons may submit oral testimony remotely through the Zoom video conferencing platform. To participate, persons should visit www.zoom.us, click "Join," enter ID _____, and complete the registration process. Registrants will receive an email that contains links and information on joining the meeting by either phone or video conference. Zoom testifiers are strongly encouraged to register at least 24 hours before the start of the meeting. **Remote oral testimony will be taken at the end of each day, after all department presentations have concluded.**
2. To audio conference on the day of the meeting call **+1-253-215-8782**, enter ID _____ and Passcode _____.
3. Each speaker may not have anyone else read their statement and is limited to a one-minute presentation.

WRITTEN TESTIMONY

Written testimony may be faxed to (808) 768-3826 or transmitted via the internet at <http://www.honolulu.gov/ccl-testimony-form.html>, or mailed to Office of the City Clerk, Attention: Information Section, 530 South King Street, Room 100, Honolulu, HI 96813. If submitted, written testimonies, including the testifier's address, email address, and phone number, will be available to the public at <https://hnlidoc.ehawaii.gov>. Written testimony will not be accepted in person at the meeting.

Should you have any questions, please call 768-3819 or send an email to darcie.nago@honolulu.gov.

March 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 COMMITTEE	2 COMMITTEE Mayor's Budgets Due	3 COMMITTEE	4	5
6	7 Departmental Budget Briefing	8 Departmental Budget Briefing	9 Departmental Budget Briefing	10 Departmental Budget Briefing (Contingency Day) Council Posting Deadline for Budget Bills	11	12
13	14 Deadline to Request OCS PIM Review for Proposed CD1s	15	16	17	18 Members' CD1 Amendments Due	19
National League of Cities Conference, Washington, D.C., 3/14 - 3/16						
20	21 COMMITTEE	22 COMMITTEE	23 COMMITTEE	24 Special CD1 Budget Meeting Posting Deadline	25 Prince Jonah Kuhio Kalanianaʻole Day (Observed)	26 Prince Jonah Kuhio Kalanianaʻole Day
27	28	29	30 Special CD1 Budget Meeting	31		

April 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Admin PIM Review of Mayor's CIP Budget Due	2
3	4	5	6	7 Council Posting Deadline for Budget Bills	8	9
10	11	12	13 COUNCIL (Budget/PH-2 nd Rdg)	14	15 Good Friday	16
17	18 Deadline to Request OCS PIM Review for Proposed CD2s	19 COMMITTEE	20 COMMITTEE	21 COMMITTEE	22 Members' CD2 Amendments Due	23
24	25	26	27	28	29	30

May 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 COUNCIL Special CD2 Budget Meeting Posting Deadline	5	6	7
8	9	10 Special CD2 Budget Meeting	11	12	13	14
15	16	17	18	19	20	21
NACo WIR Conference, Anchorage, Alaska., 5/18 - 5/20						
22	23	24 COMMITTEE	25 COMMITTEE	26 COMMITTEE Council Posting Deadline for Budget Bills	27	28
29	30 Memorial Day	31				

June 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 COUNCIL (Budget/3 rd Rdg)	2	3	4
5	6	7	8	9	10 King Kamehameha Day (Observed)	11 King Kamehameha Day
12	13	14 COMMITTEE	15 COMMITTEE Charter Deadline for Council to Adopt Budget & Revenue Program	16 COMMITTEE	17	18
19 Juneteenth	20 Juneteenth (Observed)	21	22	23	24	25
26	27	28	29	30		