

'23FEB03 PM 1:13 CITY CLERK



**CITY COUNCIL**  
CITY AND COUNTY OF HONOLULU  
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**RADIANT CORDERO**  
Councilmember, District VII  
Chair, Committee on Budget  
(808) 768-5007  
E-mail: [rcordero@honolulu.gov](mailto:rcordero@honolulu.gov)

February 3, 2023

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

Dear Council Chair Waters and fellow Councilmembers:

Subject: **BUDGET COMMUNICATION NO. 2**  
Fiscal Year 2024 Departmental Budget Briefing Schedule and Calendar

Attached for your information is a copy of the Budget Calendar and the Departmental Briefing Schedule for Fiscal Year 2024 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,

  
RADIANT CORDERO, 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**  
**BUD**

# EXHIBIT A

## FY2023-2024 ANNUAL BUDGET REVIEW DEPARTMENTAL BUDGET BRIEFING SCHEDULE CITY COUNCIL CHAMBER

### **Monday, March 6, 2023 – 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  
Department of the Medical Examiner  
Department of Emergency Management  
Emergency Services Department  
(EMS, Ocean Safety)  
Honolulu Police Department  
Honolulu Fire Department  
Department of the Prosecuting Attorney

### **Tuesday, March 7, 2023 – CIP and Operating Budget Review by Department**

9:00 a.m. Royal Hawaiian Band  
Department of Information Technology  
Liquor Commission  
Department of Transportation Services  
Honolulu Authority for Rapid Transportation  
Department of Enterprise Services  
(Auditoriums, Golf Courses, Zoo, Concessions)  
Department of Customer Services  
Department of Environmental Services  
Department of the Corporation Counsel  
(Ethics Commission)

### **Wednesday, March 8, 2023 – CIP and Operating Budget Review by Department**

9:00 a.m. Department of Parks and Recreation  
Department of Community Services  
Department of Land Management  
Department of Planning and Permitting  
Department of Facility Maintenance  
Department of Design and Construction  
Department of Human Resources

# EXHIBIT A

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 9, 2023 – 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.

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# EXHIBIT B

## March 2023

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

# EXHIBIT B

## April 2023

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

# EXHIBIT B

## May 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 COMMITTEE	3 COMMITTEE	4 COMMITTEE	5	6
7	8	9 Special CD2 Budget Meeting Posting Deadline	10	11	12	13
14	15 Special CD2 Budget Meeting	16	17 COUNCIL	18	19	20
21	22	23 COMMITTEE	24 COMMITTEE	25 COMMITTEE	26 Members' FD1 Amendments Due (Projected)	27
28	29 Memorial Day	30	NACo WIR Conference, Washington County, UT, 5/24-5/26			
			31			

# EXHIBIT B

## June 2023

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