

HONOLULU CITY COUNCIL

KE KANIHELA O KE KALANA O HONOLULU

530 S. KING ST. STE. 202, HONOLULU, HI 96813

'25FEB12 PM 12:27 CITY CLERK

TYLER DOS SANTOS-TAM
HONOLULU CITY COUNCIL
DISTRICT 6
TELEPHONE: (808) 768-5006
FAX: (808) 768-1176
EMAIL: tdossantos-tam@honolulu.gov

February 12, 2025

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

Dear Council Chair Waters and fellow Councilmembers:

Subject: **BUDGET COMMUNICATION NO. 5**
Fiscal Year 2026 Staff Instructions for Councilmember Budget Amendments

Attached for your information is a copy of Staff Instructions for Councilmember Budget Amendments for Fiscal Year 2026.

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

If you have any questions, please contact my staff **Malcolm Iwami** at malcolm.iwami@honolulu.gov.

Sincerely,

A handwritten signature in black ink that reads "Tyler Dos Santos-Tam".

TYLER DOS SANTOS-TAM, Chair
Committee on Budget

Attachment: Fiscal Year 2026 Staff Instructions for Councilmember Budget Amendments

cc: Office of the City Clerk
Office of Council Services

COUNCIL COM. 39

BUD

Staff Instructions for Councilmember Budget Amendments FY 2026

Contacts

Councilmember Dos Santos-Tam	Chair of the Budget Committee	x85006
Peggy Mierzwa	Senior Aide to the Committee Chair	x85074
Joy Yamane	Budget Committee Clerk	x83814
Denisse Gee	OCS Analyst – Budget Coordinator	x83866
Gavin Kennedy	OCS Analyst – Legislative	x83868
Lloyd Yoshioka	OCS Attorney – Senior Reviewer	x83873
Scott Matsuda	OCS Attorney – Executive Operating	x83869
Kristy Ringor	OCS Analyst – Executive Capital	x83877
Diane Dunphy	OCS Analyst – HART Operating & HART Capital	x83880
Kamakana Watanabe	OCS Analyst – PIM Review, SCF Report	x83876
Sharon Brooks	OCS Attorney	x83895

I. Purpose

The purpose of the budget amendment forms is four-fold:

- A. To provide information to the Budget Committee about the budget amendments proposed by Councilmembers.
- B. To make budget amendment requests part of the public record. The Councilmember's name and staff contact will be made public.
- C. To provide sufficient information to allow the Council and Budget Committee to determine if proposed budget amendments are consistent with Charter requirements, development plans, and ordinance provisions.
- D. To provide sufficient detail to the Administration to ensure that appropriations are expended in accordance with budget amendments adopted by the Council.

II. General Instructions

A. Amendment instructions and amendment forms are included in this packet for the following items: the executive operating and capital budgets, the legislative budget, and the Honolulu Authority for Rapid Transportation ("HART") operating and capital budgets. Please adhere to the following procedures when submitting budget amendment forms:

1. A transmittal memo must be used to transmit proposed amendments to the Budget Committee. The memo should be addressed to the Budget Committee Clerk and submitted in electronic form (Word and PDF documents).
2. The memo may be prepared using the provided template (Attachment A) with the appropriate letterhead. A sample electronic file (Word document) will be made available on DocuShare in the Legislative Resource Collection. Please do not include any additional information in the transmittal memo.
3. All amendment forms must be submitted in electronic format, as follows:

Excel workbooks for all amendments must be submitted via email to the Budget Committee Clerk.

PDF document of each set of amendment forms must also be submitted via email to the Budget Committee Clerk. The PDF documents must be identical to the submitted Excel workbooks.

4. When submitting your final amendment forms to the Budget Committee Clerk, please **cc: the OCS Budget Staff (Denisse Gee, Gavin Kennedy, Lloyd Yoshioka, Scott Matsuda, Kristy Ringor, Diane Dunphy, Kamakana Watanabe, and Sharon Brooks)**.

B. Additional Information and Guidelines

1. Electronic amendment forms will be made available on DocuShare in the Legislative Resource Collection. Excel workbooks have multiple worksheets (tabs).
2. To avoid the loss of work, download and save the Excel workbooks to your own computer. This should be done prior to adding any data or text to the amendment forms.
3. All amendment forms must be numbered consecutively for each separate budget (# of # for executive operating amendments, # of # for executive capital amendments, etc.).
4. For operating budget amendments, amendment forms must be organized and submitted in the same activity order as in the executive operating budget. For example, all General Government amendments will be first, followed by Public Safety amendments, and so on.

5. For your convenience, an Excel workbook has been pre-filled and organized in the same activity order as the executive operating budget. Keeping amendment forms in this pre-set order will ensure that your amendments are prepared in the correct activity order.
6. Capital budget amendment forms must be organized and submitted in the same project order as in the executive capital budget.
7. Prior to submitting amendment forms and electronic files, **any unused Excel worksheets (tabs) must be deleted from your workbook.** Submitted hardcopy and electronic files should only contain forms that detail proposed budget amendments and should not include any blank pages.
8. OCS is available to review proposed amendment forms prior to submittal to the Budget Committee. Please submit a request to OCS *at least four working days before* the Budget Committee's submittal deadline.

III. Executive Operating, Legislative, and HART Operating Budget Amendment Forms – Attachments B, C, and D

A. General Instructions

1. Amend only one activity per amendment form. If there is insufficient space, please use two or more forms.
2. As noted in II. B (pg. 2), all amendments must be submitted in the same activity order as listed in the budget bill. This means that all amendments to the General Government function will be first, followed by all amendments to the Public Safety function, then all amendments to the Highways and Streets function, and so on.
 - For example, the Mayor: Administration activity should always be page 1 of XX if there are any proposed amendments to that activity. Those making changes to a large number of activities in the executive operating budget may wish to use the Operating Amendment Form- ALL ACTIVITIES workbook, which has sequential worksheets for each activity with pre-filled information in the header sections. The workbook will be available on DocuShare in the Legislative Resource Collection shortly after the release of the Mayor's budget.
3. Any amendment to add funds to an activity in the executive operating, legislative, or HART operating budgets **should be offset by an equal or greater amount of proposed reductions from the same source of funds.** The reductions may be taken from another activity, but must be from the same budget bill.

4. Proposals to amend debt service activities, transfers of funds, and revenue assumptions as a means to pay for proposed additions to the operating budgets are discouraged and have not been successful in past budget cycles. However, Councilmembers may introduce new legislation or amend or support legislation proposed by the Mayor relating to additional taxes or fees.

B. Page and Date

Number the pages consecutively. For example, page 1 of XX pages of your executive operating budget amendments. Note the date of submittal on all amendment forms.

C. Councilmember and Staff Contact

Identify the Councilmember requesting the amendment, the staff person filling out the form, and the staff person's phone number on each form.

D. Function, Program, Department, and Activity

To complete this section, find the activity that you want to amend in the budget bill. The function, program, and department are listed above the activity. See Attachment E.

E. Detailed Description of Amendment

Provide a detailed description of each proposed change. For example, if the proposal is to add a position, describe the type of position and the job duties. If the proposal is to add funds for current expenses or equipment, describe what the funds will be used for. If you know the object code (abbreviated to "OC" when completing budget amendment forms), please include it in the description. Object codes are noted in the line-item report submitted by the Administration to the Council in conjunction with the Mayor's budget submittals. No object code is necessary for amendments that add funding. If you would like to add a proviso to the amendment, include it here.

The detailed descriptions of accepted amendments are included in the budget ordinance. Therefore, to achieve consistency within the budget ordinance, please use the following basic structure for each character of expenditure:

1. Salaries

"Add/Reduce/Restore positions and funding for salaries for..."

"Restore" should be used in lieu of "add" when restoring a position or funding that was cut in a prior Council draft of the budget bill.

"Restore" is **not** used when the submitted budget includes a reduction from the funding level of the preceding fiscal year's budget and you wish to return to that prior funding level (this would be an "add").

Please note that positions do not need to be referenced if the position count is not being amended.

EXAMPLES:

- *"Add a position and funding for salaries for an Economic Development Specialist"*
- *"Add positions and funding for salaries for the Office of Economic Revitalization"*
- *"Reduce funding for salaries for OC 1102 - Non-Holiday Overtime Pay"*
- *"Restore funding for salaries for OC 1108 - Night Shift Pay"*

2. Current Expenses

"Add/Reduce/Restore funding for current expenses for"

"Restore" should be used in lieu of "add" when restoring funding that was cut in a prior Council draft of the budget bill.

EXAMPLES:

- *"Add funding for current expenses for medical supplies"*
- *"Reduce funding for current expenses for OC 2501 - Ammunition"*
- *"Restore funding for current expenses for OC 2356 - Other Food"*

3. Equipment

"Add/Reduce/Restore funding for equipment for"

"Restore" should be used in lieu of "add" when restoring funding that was cut in a prior Council draft of the budget bill.

EXAMPLES:

- *"Add funding for equipment for new computer monitors"*
- *"Reduce funding for equipment for OC 4473 - Computer Software"*
- *"Restore funding for equipment for OC 4365 - Scientific Equipment"*

F. Position Count

Fill in this column only if the proposal involves additions or deletions of positions. Position counts are expressed in terms of full-time equivalent

("FTE") of positions; a 20-hour per week position is considered half-time (0.50 FTE). The Council may increase or decrease the maximum number of positions in the annual executive operating budget. However, under the Charter, only the Mayor has the authority to create or abolish specific positions within the position count established by the Council.

The Council may, however, delete positions that were added during a prior Council draft. For example, if the Council added a proposed position for an economic development specialist in the CD1 version of the budget, the Council may delete that proposed position as well as reduce the position count in the CD2 version.

G. Amount

Include the dollar amount of the adjustment. Reductions will be shown with parentheses.

H. Character of Expenditure

Indicate the character(s) of expenditure, using the following codes:

S = salaries

CE = current expenses (e.g., office supplies, utilities, rental costs)

E = equipment

I. Source of Funds

For each amendment, indicate the fund code using the codes found on the first page of the operating budget bill.

Please note that the Solid Waste Special Fund (WF) is broken out into four different accounts, per ordinance. Appropriations for the Solid Waste Special Fund are further broken out by account in the Line-Item Report submitted to the Council.

WF-GN (250)- General Operating Account

WF-HP (255)- Honolulu Solid Waste Disposal Facility Account (H-POWER)

WF-GL (256)- Glass Incentive Account

WF-RC (259)- Recycling Account

Ordinance specifies that moneys from the Glass Incentive Account (WF-GL) can **only** be expended for the purposes of administering the glass recycling program and paying incentives to glass recyclers. The moneys in the remaining three accounts may be used for **all** expenditures in the Solid Waste Fund.

As such, if you are adding or deleting an item to the budget using the **Glass Incentive Account**, please ensure that **WF-GL** is specifically noted. If not specifically appropriating WF-GL funds, the general code WF may be used in your amendment worksheets.

J. Additional Explanation

Provide a detailed, factual explanation for the proposed amendment. For example, if funding is being proposed for the purpose of restoring a cut from a previous draft, it should be stated in this column. Refrain from using this section to advocate for your amendment. Per Sunshine Law requirements, advocacy should be done in a publicly noticed meeting.

K. Check Your Work

All amendment amounts must identify the character of expenditure as well as the source of funds. Ensure that all description language follows the format indicated in III.E (pgs. 4-5). See Attachment F for an example of a completed operating budget amendment form.

L. Operating Budget Proviso

Operating budget provisos are typically used to restrict an appropriation to a specific purpose. Provisos should be written to clearly state the Councilmember's intent.

EXAMPLES:

- *Add funding for salaries. Add proviso: "At least \$250,000 out of salaries shall be appropriated to support the Department of the Prosecuting Attorney's Community Outreach Courts."*
- *Add funding for current expenses. Add proviso: "At least \$100,000 out of current expenses shall be appropriated to fund the Chinatown Task Force."*
- *Add funding for current expenses. Add proviso: "At least \$100,000 out of current expenses shall be appropriated for OC 3004 - Consultant Services for the planning of the Festival of Pacific Arts & Culture."*
- *Add funding for equipment. Add proviso: "At least \$125,000 out of equipment shall be appropriated for the purchase and installation of a lifeguard tower at Kalama Beach Park."*

IV. Executive Capital and HART Capital Budget Amendment Forms – Attachments G and H

Projects in a capital budget are typically funded through the issuance of debt, which has an impact on future operating budgets. If all of your proposed projects total

\$500,000 or more in bond funding, make sure to also propose cuts to the same type of funding in order to offset the proposed increase.

List each addition and reduction for the executive capital budget on the summary form (Attachment I) and detail each addition or reduction separately on an amendment form. Amend, add, or delete only one project per form. For the summary form, please add rows if needed.

A. Page and Date

Number the pages consecutively. For example, page 1 of XX pages of your executive capital budget amendments. All capital budget amendments must follow the same project order as in the budget bill. Note the date of submittal on all amendment forms.

B. Councilmember and Contact

Identify the Councilmember requesting the amendment, the staff person filling out the form, and the staff person's phone number on each form.

C. Function, Program, and Department

The appropriate function, program, and department must be identified for all projects. See Attachment J. If adding a new project to the budget, look through the budget program book or budget bill for similar projects or consult with the appropriate OCS budget staff person for assistance.

D. Project Number

Identify the project number (e.g., 2020058) in the appropriate field if your amendment involves a project already in the executive capital budget bill or budget program book. Do not include a project number for new projects.

E. Project Title and Description

1. Project titles and descriptions for projects added in the capital budget bill must be clear, concise, and specific. Enter the title and description in the same format used in the capital budget bill to match the Administration's format (title in CAPS).

Pay particular attention to the location, the spelling, and the park, street, or building name as it applies to the project being added or amended in the capital budget bill. If the location is particularly vague, use the tax map key identification number (use the following format: TMK: #-#-###:###). The following may be useful for successful implementation of a project:

- a. Location – Specific information regarding location can be important. Provide street addresses and/or locations to clarify any possible ambiguity. If using tax map key identification

numbers, note that more than one tax map key parcel may be involved. The publications cited below may contain this information. Otherwise, additional research may be required.

- b. If the amendment involves an existing facility or park, be sure to use the full official name (i.e., include the park designation of "regional," "neighborhood," "community," "mini," etc.) and spell it correctly, including any Hawaiian language diacritical marks that are in the City's official park name. Some parks have similar names (e.g., Sunset Beach Park and Sunset Beach Support Park), so the specific, full park name used by the Department of Parks and Recreation is required. If the name of the facility is misspelled or misidentified, the project may not be implemented or may be implemented in the wrong location.

Use the Department of Parks and Recreation's online resource (<http://www.honolulu.gov/parks/default/park-locations.html>) and click on the link to the comprehensive map. OCS also has a copy of DPR's Index to Oahu Parks and Facilities (April 1997), which may be used if additional details are required.

- c. Consider consolidating all requests for a single park or street into one amendment to an existing or new project (e.g., Sunset Beach Park - Various Park Improvements).
- d. Consider whether the item should be submitted as an operating budget request or cash funded. Capital budget items are generally funded using long-term bonds (20+ years) and have significant interest costs. As a general rule, capital budget items should have an expected useful life at least as long as the term of the bond.
- e. Capital budget projects should be drafted to **create** an asset or benefit to the public and the City. When proposing removal or demolition of something, make sure to include in the description how that removal or demolition would benefit the City or improve the site. For example, a project to remove Haiku Stairs could also include references to the restoration of a natural area and preservation of the watershed.

2. Amendments to a Project Included in the Budget Bill

- a. Provide the exact project title, as it appears in the budget bill or budget program book. Illustrate any desired changes in Ramseyer format. Bracket and strike through language that will be deleted and underscore new language.
- b. Provide the exact project description, as it exists in the budget bill. Illustrate any desired changes in Ramseyer format. Bracket and strike through language that will be deleted, and underscore new language.

Be aware that if funding is being added or reduced, the project description may need to be amended to properly reflect the project's work phases. An example of a project description amendment for an amendment removing all construction funding would be:

"Plan[;] and design[;] ~~and construct~~ park improvements."

If the amendment had been to add construction funding, the project description would read, "Plan [~~and~~] design, and construct park improvements."

F. Existing Project Amount Columns

If a project is already included in the budget bill, these columns should be completed exactly as shown in the bill. If a new project is being added, these columns should be blank.

1. Work Phase Amount

Identify the amount of funding for each work phase (see below) currently in the budget bill, regardless of whether that phase is being amended. The Excel worksheets include a function that will sum the amount in the total row. This sum must equal the "Total All Funds" column of the project in the budget bill.

2. Work Phase

Capital projects are broken out by various work phases: Land (L), Planning (P), Design (D), Construction (C), Inspection (I), Equipment (E), Relocation (R), Miscellaneous (X), and Art (A). All work phases (and corresponding amounts) must be included in the budget amendment form, regardless of whether that phase is being amended.

3. Source of Funds Amount

Identify the amount for each source of funds (see below) currently in the budget bill, regardless of whether that source of funds is being amended. The Excel worksheets include a function that will sum the amount in the total row. This total must equal the "Total All Funds" column of the project in the budget bill and must also equal the sum of the "Work Phase Amount" column on the form.

4. Fund Code

Capital projects use various sources of funds, such as the General Improvement Bond Fund, Highway Improvement Bond Fund, or the Community Development Fund. Use the fund code abbreviations found in the budget program book or on the first page of the capital budget bill. All sources of funds (and corresponding amounts) must

be included in the budget amendment form, regardless of whether that source of funds is being amended.

G. Amendment Columns

1. Work Phase Amount

New projects must identify the amount requested for each work phase in this column. Round up to the nearest \$1,000. For amendments to projects included in the current budget bill, identify amounts to be added or reduced by work phase. Reductions will be shown with parentheses. The Excel worksheets include a formula that will sum the amount in the total row.

2. Work Phase

All work phase abbreviations are pre-entered into the form.

3. Source of Funds Amount

New projects must identify the amount requested for each source of funds in this column. For amendments to projects included in the current budget bill, identify amounts to be added or reduced by source of funds. Reductions will be shown within parentheses.

The Excel worksheets include a function that will sum the amount in the total row. This total must be equal to the "Amendment – Work Phase Amount" total.

4. Fund Code

Capital projects use various sources of funds, such as the General Improvement Bond Fund, Highway Improvement Bond Fund, or the Community Development Fund. Use the abbreviations found in the budget program book or on the first page of the capital budget bill. For amendments to projects included in the current budget bill, include all fund codes in the budget for the project regardless of whether the funding source is being amended.

Certain funds may have restrictions on how they can be used. Identification of an inappropriate funding source may disallow implementation of the project. Verify that the funds identified can be used for the requested project or consult with the appropriate OCS budget staff person for assistance.

H. Proposed New Total Columns

These columns are automatic calculations to illustrate new totals for the proposed project, if the amendment were accepted. Do not enter data in these columns.

I. Check Your Work

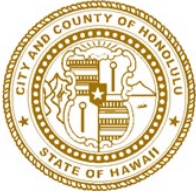
The amounts detailed by work phases must total to the same number as the amount detailed by source of funds. See Attachment K for an example of a completed capital budget amendment form.

J. Summary of Budget Amendments (for Executive Capital Only)

List all amendments on the "Summary of Amendments" form. See Attachment I. Identify the amount of the amendment by fund source for each project. This is the first tab in the Executive Capital budget Amendment Form workbook.

Attachments:

- A: Sample Transmittal Memo
- B: Executive Operating Amendment Form
- C: Legislative Amendment Form
- D: HART Operating Amendment Form
- E: Location of Functions, Programs, Departments, and Activities in the Executive Operating Budget Ordinance
- F: Sample Operating Amendment Form
- G: Executive Capital Amendment Form
- H: HART Capital Amendment Form
- I: Executive Capital Summary of Amendments Form
- J: Location of Functions, Programs, Departments, and Projects in the Executive Capital Budget Ordinance
- K: Sample Capital Amendment Form



HONOLULU CITY COUNCIL

KE KANIHELA O KE KALANA O HONOLULU

530 S. KING ST. STE. 202, HONOLULU, HI 96813

TONY STARK
COUNCILMEMBER
TELEPHONE: (808) 768-9999

March XX, 2025

TO: JOY YAMANE
OFFICE OF THE CITY CLERK

FROM: COUNCILMEMBER (*insert name of Councilmember*)

RE: PROPOSED BUDGET AMENDMENTS

Attached please find my proposed amendments to the following budget bills for consideration by the Budget Committee:

Bill XX (2025): Legislative Budget

Bill XX (2025): Executive Operating Budget

Bill XX (2025): Executive Capital Budget

Bill XX (2025): HART Operating Budget

Bill XX (2025): HART Capital Budget

Thank you.

EXECUTIVE OPERATING BUDGET
PROPOSED AMENDMENT TO BILL __ (2025)

PAGE: _____
 DATE: _____
 COUNCILMEMBER: _____
 STAFF & PHONE EXT: _____
 FUNCTION: _____
 PROGRAM: _____
 DEPARTMENT: _____
 ACTIVITY: _____

DETAILED DESCRIPTION OF AMENDMENT	AMENDMENT				ADDITIONAL EXPLANATION
	POSITION COUNT (+/-)	AMOUNT (+/-)	CHARACTER OF EXPENDITURE	FUND CODE	



CITY COUNCIL
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

ORDINANCE 19-13

BILL 10 (2019), CD2, FD1

A BILL FOR AN ORDINANCE

SECTION 2. The monies described in Section 1 for the fiscal year July 1, 2019 to June 30, 2020 are appropriated as indicated to the following activities in the GENERAL GOVERNMENT function.

FUNCTIONS, PROGRAMS & ACTIVITIES	NUMBER OF POSITIONS (F.T.E.)	SALARIES	CURRENT EXPENSES	EQUIPMENT	TOTAL ALL FUNDS	SOURCE OF FUNDS
GENERAL GOVERNMENT ← FUNCTION						
EXECUTIVE: ← PROGRAM						
Mayor ← DEPARTMENT						
Administration	6.00	\$670,238	\$70,440	\$0	\$740,676	\$740,676 GN
Contingency Fund	0.00	0	30,000	0	30,000	30,000 GN
Managing Director ← DEPARTMENT						
City Management	22.50	1,752,864	295,380	0	2,048,244	2,048,244 GN
Culture and the Arts	5.00	300,528	249,770	0	550,298	550,298 GN
Neighborhood Commission	14.00	615,596	144,250	0	759,846	759,846 GN
Office of Housing	2.00	140,160	86,400	0	226,560	226,560 GN
Office of Climate Change, Sustainability and Resiliency	7.00	599,136	669,860	0	1,268,996	1,268,996 GN
Department of Customer Services ← DEPARTMENT						
Administration	8.00	573,212	68,775	0	641,987	641,987 GN
Public Communication	23.00	1,246,046	171,360	0	1,417,406	1,417,406 GN
Satellite City Hall	93.50	3,886,430	650,733	0	4,537,163	4,537,163 GN
Motor Vehicle, Licensing and Permits	175.00	7,304,226	11,404,284	35,400	18,743,910	15,543,434 GN 3,200,476 HB
FINANCE: ← PROGRAM						
Department of Budget and Fiscal Services ← DEPARTMENT						
Administration	19.00	1,119,580	373,821	0	1,493,401	994,326 GN 499,075 FG
Internal Control	7.00	459,062	26,630	0	485,692	485,692 GN
Fiscal/CIP Administration	20.00	1,422,055	72,127	0	1,494,182	594,860 GN 843,366 CD
Budgetary Administration	12.00	882,591	18,830	0	901,421	55,956 FG 901,421 GN
Accounting and Fiscal Services	86.00	4,701,683	256,285	670,000	5,627,968	3,977,548 GN 249,172 SW 51,093 WF 694,000 HD 4,560 CD 139,668 SE 438,154 FG 73,773 GR
Purchasing and General Services	30.00	1,685,186	87,425	0	1,772,611	1,562,239 GN 210,372 SW
Real Property	104.00	5,082,529	1,020,725	48,800	6,152,054	6,152,054 GN
Treasury	43.00	2,143,312	950,583	0	3,093,895	3,073,895 GN 5,000 WF 15,000 SE
Liquor Commission	56.00	3,068,770	1,021,950	385,400	4,476,120	4,476,120 LC

EXECUTIVE OPERATING BUDGET
PROPOSED AMENDMENT TO BILL __ (2025)

PAGE: 3 of 3
DATE: 3/27/2025
COUNCILMEMBER: TONY STARK
STAFF & PHONE EXT: PEPPER POTTS x 8999
FUNCTION: CULTURE-RECREATION
PROGRAM: PARKS AND RECREATION
DEPARTMENT: DEPARTMENT OF PARKS AND RECREATION
ACTIVITY: RECREATION SERVICES

DETAILED DESCRIPTION OF AMENDMENT	AMENDMENT				ADDITIONAL EXPLANATION
	POSITION COUNT (+/-)	AMOUNT (+/-)	CHARACTER OF EXPENDITURE	FUND CODE	
Add one position and funding for salaries for a full-time recreation specialist	1.00	\$42,000	S	GN	Recreation specialist to coordinate park activities.
Reduce funding for salaries for OC 1102- Non-Holiday Overtime Pay		(\$60,000)	S	GN	Amendment reduces the increase over FY20.
Reduce funding for current expenses for OC 3302- Electricity		(\$20,000)	CE	GN	PV panels have recently been installed at parks.
Reduce funding for current expenses for OC 3302- Electricity		(\$5,000)	CE	HN	PV panels have recently been installed at parks.
Add funding for equipment. Add proviso: "At least \$12,000 of current expenses shall be appropriated for the purchase of kilns for McCully District Park."		\$12,000	E	GN	No kilns have been available for the summer fun program at McCully District Park since 2012.

**EXECUTIVE CAPITAL BUDGET
PROPOSED AMENDMENT TO BILL __ (2025)**

FUNCTION:	
PROGRAM:	
DEPARTMENT:	
PROJECT NUMBER:	
PROJECT TITLE:	

PAGE: _____ of _____
 DATE: _____
 COUNCILMEMBER: _____
 STAFF & PHONE EXT: _____

PROJECT DESCRIPTION AMENDMENTS (Use if adding new language): Use Ramseyer formatting to show description amendments.

EXISTING PROJECT AMOUNT				AMENDMENT				PROPOSED NEW TOTAL			
AMOUNT	WORK PHASE	AMOUNT	FUND CODE	AMOUNT	WORK PHASE	AMOUNT	FUND CODE	AMOUNT	WORK PHASE	AMOUNT	FUND CODE
	L				L			\$0	L	\$0	
	P				P			\$0	P	\$0	
	D				D			\$0	D	\$0	
	C				C			\$0	C	\$0	
	I				I			\$0	I	\$0	
	E				E			\$0	E	\$0	
	R				R			\$0	R	\$0	
	X				X			\$0	X	\$0	
	A				A			\$0	A	\$0	
\$0		\$0		\$0		\$0		\$0		\$0	

HART CAPITAL BUDGET

PROPOSED AMENDMENT TO BILL __ (2025)

FUNCTION:	
PROGRAM:	
DEPARTMENT:	
PROJECT NUMBER:	
PROJECT TITLE:	

PAGE: _____ of _____

DATE: _____

COUNCILMEMBER: _____

STAFF & PHONE EXT: _____

PROJECT DESCRIPTION AMENDMENTS (Use if adding new language): Use Ramseyer formatting to show description amendments.

EXISTING PROJECT AMOUNT				AMENDMENT				PROPOSED NEW TOTAL			
AMOUNT	WORK PHASE	AMOUNT	FUND CODE	AMOUNT	WORK PHASE	AMOUNT	FUND CODE	AMOUNT	WORK PHASE	AMOUNT	FUND CODE
	L				L			\$0	L	\$0	
	P				P			\$0	P	\$0	
	D				D			\$0	D	\$0	
	C				C			\$0	C	\$0	
	I				I			\$0	I	\$0	
	E				E			\$0	E	\$0	
	R				R			\$0	R	\$0	
	X				X			\$0	X	\$0	
	A				A			\$0	A	\$0	
\$0		\$0		\$0		\$0		\$0		\$0	



A BILL FOR AN ORDINANCE

SECTION 2. The monies described in Section 1 for the fiscal year July 1, 2019 to June 30, 2020 are appropriated as indicated to the following projects and public improvements in the GENERAL GOVERNMENT function. Nothing in this section shall be construed as restricting the allocation of monies among the work phase appropriations (e.g., planning, design, and construction).

PROJECT NUMBER	FUNCTIONS, PROGRAMS & PROJECTS	WORK PHASE	SOURCE OF FUNDS	TOTAL ALL FUNDS
GENERAL GOVERNMENT ← FUNCTION				
STAFF AGENCIES ← PROGRAM				
BUDGET AND FISCAL SERVICES ← DEPARTMENT				
2019011	HONOLULU AUTHORITY FOR RAPID TRANSIT PROJECT CONTINGENCY Provision of funds to the Honolulu High Capacity Transit Project.	25,000,000 X	25,000,000 GI	25,000,000
← PROJECT				
1998602	PROCUREMENT OF MAJOR EQUIPMENT Acquisition of major equipment for agencies/departments to deliver services to the public in a timely and cost effective manner.	18,839,556 E	3,035,450 GI 3,094,000 HI 12,710,106 WB	18,839,556
← PROJECT				
1979110	PROJECT ADJUSTMENTS ACCOUNT Funding for any project cost exceeding the estimate for land acquisition, planning, design, construction, inspection, other equipment, and relocation for projects included in the capital budget.	2,000 X	1,000 GI 1,000 HI	2,000
← PROJECT				
PUBLIC FACILITIES-ADDITIONS AND IMPROVEMENTS ← PROGRAM				
DESIGN AND CONSTRUCTION ← DEPARTMENT				
2017073	ALA MOANA TRANSIT PLAZA - TRANSIT ORIENTED DEVELOPMENT Acquire land, plan, design, construct, inspect improvements, and provide relocation assistance for the development of a sustainable intermodal transit center.	30,000,000 L 1,000,000 P 2,000,000 D 10,000,000 C 1,000,000 I 1,000,000 R	45,000,000 GI	45,000,000
← PROJECT				
1996007	CIVIC CENTER IMPROVEMENTS Plan, design, construct, inspect, and provide related equipment for sustainable civic center improvements, including the renovation of Legislative Branch offices - City Council, Office of Council Services and Office of the City Clerk - to remove and abate lead paint and asbestos and install new air conditioning equipment. No less than \$10 million shall be used for the renovation of legislative branch offices.	1,010,000 P 1,200,000 D 11,770,000 C 10,000 I 10,000 E	14,000,000 GI	14,000,000
← PROJECT				

**EXECUTIVE CAPITAL BUDGET
PROPOSED AMENDMENT TO BILL __ (2025)**

FUNCTION:	Public Safety
PROGRAM:	Police Stations and Buildings
DEPARTMENT:	Design and Construction
PROJECT NUMBER:	2015082
PROJECT TITLE:	HPD HEADQUARTERS IMPROVEMENTS

PAGE: 1 of 3
 DATE: 5-Mar-25
 COUNCILMEMBER: Tony Stark
 STAFF & PHONE EXT: Pepper Potts, x 89999

PROJECT DESCRIPTION AMENDMENTS (Use if adding new language): Use Ramseyer formatting to show description amendments.
 Plan, design, [and] construct, and inspect improvements to the Honolulu Police Department Headquarters.

EXISTING PROJECT AMOUNT				AMENDMENT				PROPOSED NEW TOTAL			
AMOUNT	WORK PHASE	AMOUNT	FUND CODE	AMOUNT	WORK PHASE	AMOUNT	FUND CODE	AMOUNT	WORK PHASE	AMOUNT	FUND CODE
	L	\$8,000,000	GI		L	\$0	GI	\$0	L	\$8,000,000	GI
\$1,500,000	P			(\$500,000)	P			\$1,000,000	P	\$0	
\$1,500,000	D			(\$500,000)	D			\$1,000,000	D	\$0	
\$5,000,000	C				C			\$5,000,000	C	\$0	
	I			\$1,000,000	I			\$1,000,000	I	\$0	
	E				E			\$0	E	\$0	
	R				R			\$0	R	\$0	
	X				X			\$0	X	\$0	
	A				A			\$0	A	\$0	
\$8,000,000		\$8,000,000		\$0		\$0		\$8,000,000		\$8,000,000	