'26MAY13 PM 3:20 CITY CLERK

DEPARTMENT OF CUSTOMER SERVICES
KA 'OIHANA LAWELAWE KUPA
CITY AND COUNTY OF HONOLULU

ADMINISTRATION
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PO'O

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HOPE PO'O

May 13, 2026

The Honorable Tommy Waters
Chair and Presiding Officer
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawai'i 96813

Dear Chair Waters and Councilmembers:

SUBJECT: Resolution Relating to the Transfer of Funds

In accordance with Section 2-17.2(c)(2) of the Revised Ordinances of Honolulu 2021, we seek approval of the attached resolution, authorizing the Customer Services Department (CSD) to transfer funds between character of expenditure to uphold its responsibilities to the public.

The proposed resolution is needed to transfer up to $650,000 in General Fund (GN) appropriations from the Division of Motor Vehicles (DMV) Salaries (S) to Current Expenses (CE) for Fiscal Year 2026. The transfer is necessary to address higher-than-anticipated operational costs associated with the continued delivery of motor vehicle registration and driver licensing services to the public. These increased costs include the procurement of motor vehicle license plates, decals, emblems, registration forms, renewal notices, and other required materials, as well as increased postage, mailing, and shipping expenses associated with the issuance and distribution of these items statewide. The transfer will ensure continuity of essential DMV operations and prevent disruption to legally mandated registration and licensing services provided to residents of the City and County of Honolulu.

Should you have any questions regarding this request, please contact William Trugillo, Program Administrator, Division of Motor Vehicles at (808) 768-9919 or william.trugillo@honolulu.gov.

Sincerely,

Digitally signed by Johnson, Megan
Date: 2026.05.13 11:22:37 -10'00'

for Kimberly M. Hashiro
Director

Attachment

APPROVED:

Michael D. Formby, Managing Director
Office of the Managing Director

HONOLULU CITY COUNCIL

KE KANIHELA O KE KALANA O HONOLULU

CITY AND COUNTY OF HONOLULU

No._____

RESOLUTION

RELATING TO THE TRANSFER OF FUNDS.

WHEREAS, Section 2-17.2(c)(1), Revised Ordinances of Honolulu 2021 ("ROH"), requires that the City Council ("Council") approve by resolution any transfer of funds between activities whenever the cumulative amount of transfers from or to an activity totals in excess of $100,000 or 10 percent of the amount appropriated for that activity in the executive operating budget ordinance, as it may be amended, whichever is less; and

WHEREAS, ROH Section 2-17.2(c)(2) requires that the Council approve by resolution any transfer of funds between characters of expenditure within the same activity whenever the cumulative amount of transfers from or to a character of expenditure exceeds the lesser of: (a) $100,000; or (b) the greater of: (i) 10 percent of the appropriation for either the originating or receiving character of expenditure; or (ii) $10,000; and

WHEREAS, the Department of Customer Services (CSD) has requested a transfer of funds to cover the cost increases associated with increased volume and materials to process motor vehicle registrations and driver licensing; and

WHEREAS, a transfer not to exceed $650,000 from the Division of Motor Vehicles (DMV), Salaries (S) to DMV, Current Expenses (CE) for fiscal year 2026 is required to continue funding of these essential services to the public; now, therefore,

BE IT RESOLVED by the Council of the City and County of Honolulu that $650,000 in General Funds (GN) monies be transferred between the following activities and characters of expenditure:

From	To	Amount	Fund
CSD, Division of Motor Vehicles (S)	CSD, Division of Motor Vehicles (CE)	$650,000	GN

BE IT FURTHER RESOLVED that the Mayor, or the Mayor's designee, is hereby authorized to carry out the provisions of this resolution; and

HONOLULU CITY COUNCIL

KE KANIHELA O KE KALANA O HONOLULU

CITY AND COUNTY OF HONOLULU

No._____

RESOLUTION

BE IT FINALLY RESOLVED that copies of this resolution be transmitted to the Director of Customer Services and the Director of Budget and Fiscal Services.

INTRODUCED BY:

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DATE OF INTRODUCTION: _____

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_____ _____

Honolulu, Hawai'i Councilmembers

(T – 8/2023)