

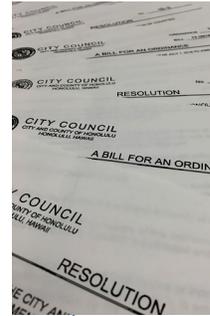
Chapter 16 - Legislative Branch

The Legislative Branch is established by city charter as coordinate with the executive branch of city government.¹ It is comprised of the Honolulu City Council, Office of the City Clerk, Office of Council Services, and Office of the City Auditor.



Honolulu City Council (CCL)

The Honolulu City Council consists of nine elected officials, and their staffs, who are empowered with legislative and investigative powers.



Office of Council Services (OCS)

The Office of Council Services provides comprehensive research and reference services for the council.



Office of the City Auditor (OCA)

The Office of the City Auditor is an independent audit agency created to strengthen the auditing function and ensure that city agencies and programs are held to the highest standards of public accountability.



Office of the City Clerk (CLK)

The Office of the City Clerk is custodian of ordinances, resolutions, rules, and regulations of all city agencies, the city seal, books, and records. The City Clerk is also responsible for conducting all elections in the City and County of Honolulu.

¹Section 1-103, Revised Charter of Honolulu

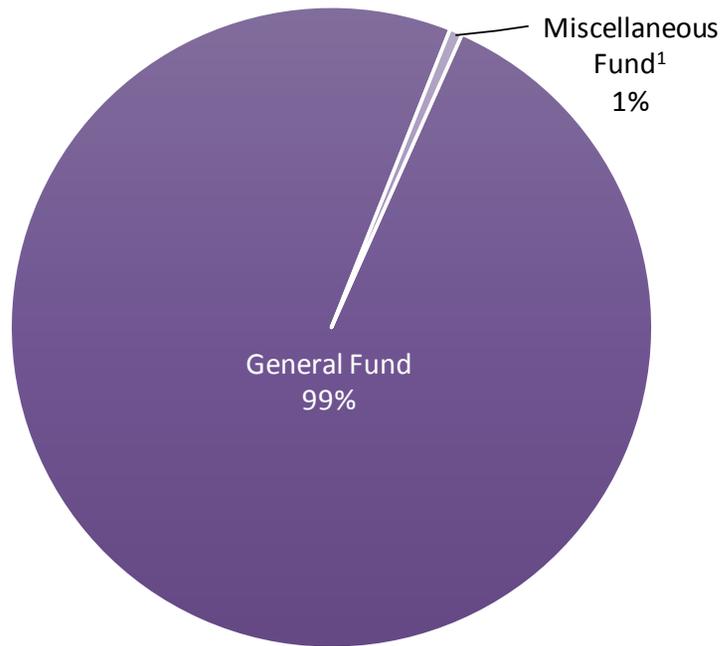


The Honolulu City Council serves and advances the general welfare, health, happiness, and safety of the people through exercising its legislative power.

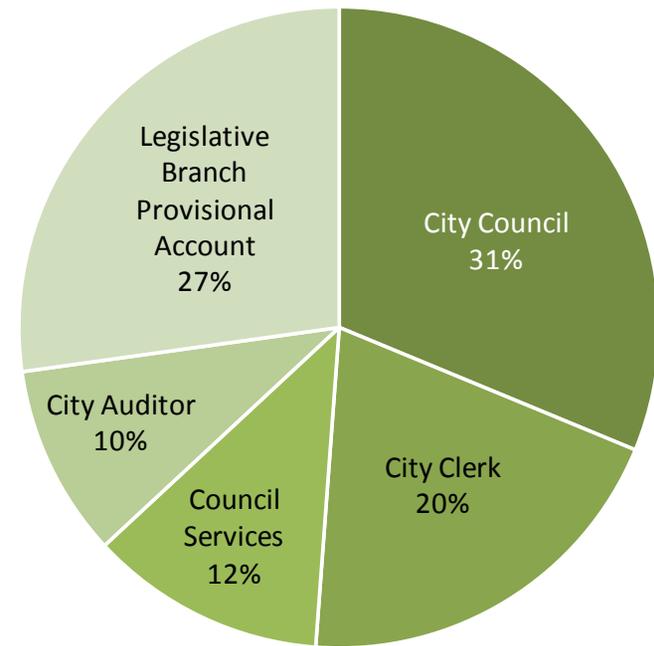
Mission Statement

Spending and Staffing

Fund Sources



Fund Uses



	Total Revenue	Total Operating Expenditures (\$ millions)	Staffing			Overtime Expenditures ³	
			Total Authorized FTE	Total Vacant Authorized FTE	Cost Per Legislative FTE ²	Total	Non-Holiday
FY 2015	\$82,427	\$13.98	137	6.0	\$102,009	\$47,577	\$40,370
FY 2016	\$26,055	\$14.33	142	6.0	\$100,895	\$9,758	\$9,505
FY 2017	\$20,055	\$16.70	145	7.0	\$115,147	\$51,679	\$46,814
FY 2018	\$22,052	\$17.92	141	5.0	\$127,096	\$13,493	\$13,493
FY 2019	\$27,536	\$17.35	141	5.0	\$123,077	\$68,967	\$62,669
Change from last year	25%	-3%	0%	0%	-3%	411%	364%
Change over last 5 years	-67%	24%	3%	-17%	21%	45%	55%

Source: Department of Budget and Fiscal Services, Honolulu City Council, Office of the City Clerk, Office of Council Services, and Office of the City Auditor. ¹Other Miscellaneous Funds include: Solid Waste Fund; Housing Development Special Fund; Bus Transportation Fund; Sewer Fund ²Cost Per FTE = Total Operating Expenditures/Total Authorized FTE. ³Overtime pay is established by bargaining unit agreement, as applicable.

Spending and Staffing



Operating Expenditures

\$17.35 M ▼ 3%

Operating expenditures decreased by 3% from the previous year.



Overtime Expenditures

\$68,967 ▲ 411%

Overtime expenditures typically fluctuate from year to year based on whether it was an election year.

Five Year Trends



- The Legislative Branch's operating expenditures increased 24% from \$13.98 million to \$17.35 million over the last five years.



- Total overtime expenditures increased 45% from \$47,577 in FY 2015 to \$68,967 in FY 2019.

National Community Survey



In the 2019 National Community Survey Honolulu residents reported significant changes compared to 2018.

- ▼ **5%** Voted in local elections
- ▼ **8%** Attended local public meetings
- ▼ **10%** Contacted city elected officials
- ▼ **5%** Attended a city and county sponsored event
- ▼ **15%** Watched local public meetings

FY 2019 ACCOMPLISHMENTS

- Enacted Ordinance 18-33, 18-38, 18-41, and 19-3 to support city permitting efforts and address the issue of *Monster Homes*
- Fiscal year activity resulted in an unprecedented 272,948 vote-by-mail transactions compared to 23,697 in-person voting service transactions

CHALLENGES MOVING FORWARD — FY 2020

- *Establishing policy that provides further incentives for the construction of affordable housing and maintaining affordability over longer timeframes*
- *Improving public access to the on-line version of the Revised Ordinances of Honolulu*

Offices of the Legislative Branch

Honolulu City Council

The Council establishes citywide policies via the passage of ordinances and resolutions, adopts the city’s annual operating and capital improvement budgets, sets the annual real property tax rate, and authorizes the issuance of general obligation bonds. The city charter requires the council to adopt a balanced budget.

City council’s operating expenditures for FY 2019 were \$5.42 million. This is a 4% increase from FY2018 and a 19% increase over the past five years. City council’s authorized staffing was 67 authorized FTE with 2 vacant FTE in FY 2019.

To address the critical shortage of affordable housing on O`ahu, the city council enacted Ordinances 18-41, 19-8, and 19-18 which are designed to increase production of one and two-family homes; increase production of affordable housing by relaxing certain zoning and building code standards in apartment and mixed use zoning districts; and differentiate and enforce strict penalties on illegal transient vacation units while allowing registered bed and breakfasts to operate under regulatory standards throughout the City and County of Honolulu. The council also adopted Resolution 18-209, FD1, which established a permitted interaction group of councilmembers to investigate matters relating to delays in the permitting process.

Office of the City Auditor

The Office of the City Auditor (OCA) is responsible for conducting the annual financial audit, performance audits of any agency or operation of the city, and follow-up audits and monitoring of audit recommendations.

The city auditor’s operating expenditures were \$1.68 million in FY 2019. This represented a decrease of 1% from FY 2018, but an increase of 15% over the past five years. The office’s authorized staffing was 13 FTE in FY 2019 with 0 vacancies.

In FY 2019, OCA passed its fifth triennial peer review in which its quality control system was assessed and found to be designed and operated effectively in accordance with Government Auditing Standards. Ordinance 19-11 established a city domestic violence program based on the findings in OCA’s *Audit of How Domestic Violence Cases are Handled, Processed, and Resolved*.

The city auditor completed nine audits and reports in FY 2019 including: the *Single-Use Polystyrene and Plastic Bag Study, FY 2018 Service Efforts and Accomplishments Report, and the Follow-Up Audit of the Honolulu Authority for Rapid Transportation, Resolution 17-199, CD1*.

	Operating Expenditures (\$ millions)					City Clerk		Council Services		City Auditor
	City Council	City Clerk	Council Services	City Auditor	Provisional Account	Total Communications Received	Total Registered Voters	Total Number of Written Responses	Total Number of ROH Pages Amended	Total Number of Audits and Reports
FY 2015	\$4.57	\$2.94	\$1.54	\$1.47	\$3.46	4,823	463,685	1,159	454	21
FY 2016	\$4.97	\$2.77	\$1.72	\$1.62	\$3.24	4,431	481,094	1,200	600	24
FY 2017	\$5.53	\$3.80	\$1.75	\$1.69	\$3.93	4,345	483,076	1,149	600	21
FY 2018	\$5.23	\$2.76	\$1.75	\$1.70	\$4.62	5,622	487,962	1,186	311	21
FY 2019	\$5.42	\$3.46	\$2.07	\$1.68	\$4.72	1,971 ¹	500,163	1,277	0 ²	9 ³
Change from last year	4%	25%	18%	-1%	2%	-65%	3%	8%	--	-57%
Change over last 5 years	19%	18%	34%	15%	37%	-59%	8%	10%	--	-57%

Source: Honolulu City Council, Office of the City Clerk, Office of Council Services, and Office of the City Auditor. ¹In 2018, the Council Assistance Section revised its process for organizing public testimony and transitioned to an aggregation system similar to the State Legislature. ²Due to the current recodification of the Revised Ordinances of Honolulu no new pages were printed. ³Count methodology changed in FY 2019.

Office of Council Services

The Office of Council Services (OCS) conducts research, drafts legislation, revises city ordinances, and serves in an advisory capacity to the council and its committees.

OCS's operating expenditures increased 34% over the past five years, from \$1.54 million to \$2.07 million. Council services' authorized staffing was 24 FTE with 0 vacant FTE in FY 2019. This includes three parliamentarians and two government notaries.

In FY 2019, OCS completed 1,044 council assignments including 403 bills for ordinance, 383 resolutions, 31 memoranda, and 227 other miscellaneous assignments. 32 bills drafted or amended by OCS were enacted as ordinance and 153 resolutions drafted or amended were adopted.

As a member of the Government Finance Officers Association (GFOA), OCS conducted 5 budget peer reviews for other municipalities and was awarded the 2019 National Association of Counties (NACO) award for the Council's Public Access Initiative.

Office of the City Clerk

The City Clerk (CLK) provides staff support to the council for all regular sessions, committee meetings, and public hearings. They are responsible for voter registration and conduct all elections for the City and County of Honolulu. The clerk also authenticates all official papers and instruments requiring certification.

CLK's expenditures increased 25% over the last year, and 18% over the past five years. The city clerk's authorized staffing was 37 FTE, with 3 vacant FTE.

In FY 2019, the Elections Division conducted the 2018 primary and general elections and a court-ordered special election for Council District IV. The fiscal year activity resulted in an unprecedented 272,948 vote-by-mail transactions compared to 23,697 in-person voting service transactions.

Ensuring the ease of access to public documents and supporting the council's legislative process is an ongoing mission for CLK. The agency continues to build its new legislative document database to replace a sixteen year old repository of council records. The new mobile application will include agenda and meeting management features to further the Honolulu City Council's paperless initiative.

Results of 2019 Public Policy Questions

In this year’s National Community Survey (NCS), about 65% of residents gave high marks to the City and County of Honolulu as an *excellent* or *good* place to live. A majority rated their neighborhoods as *excellent* or *good* places to live (73%). More than 7 in 10 respondents reported they are at least *somewhat likely* to remain in Honolulu for the next five years.

Special Topics

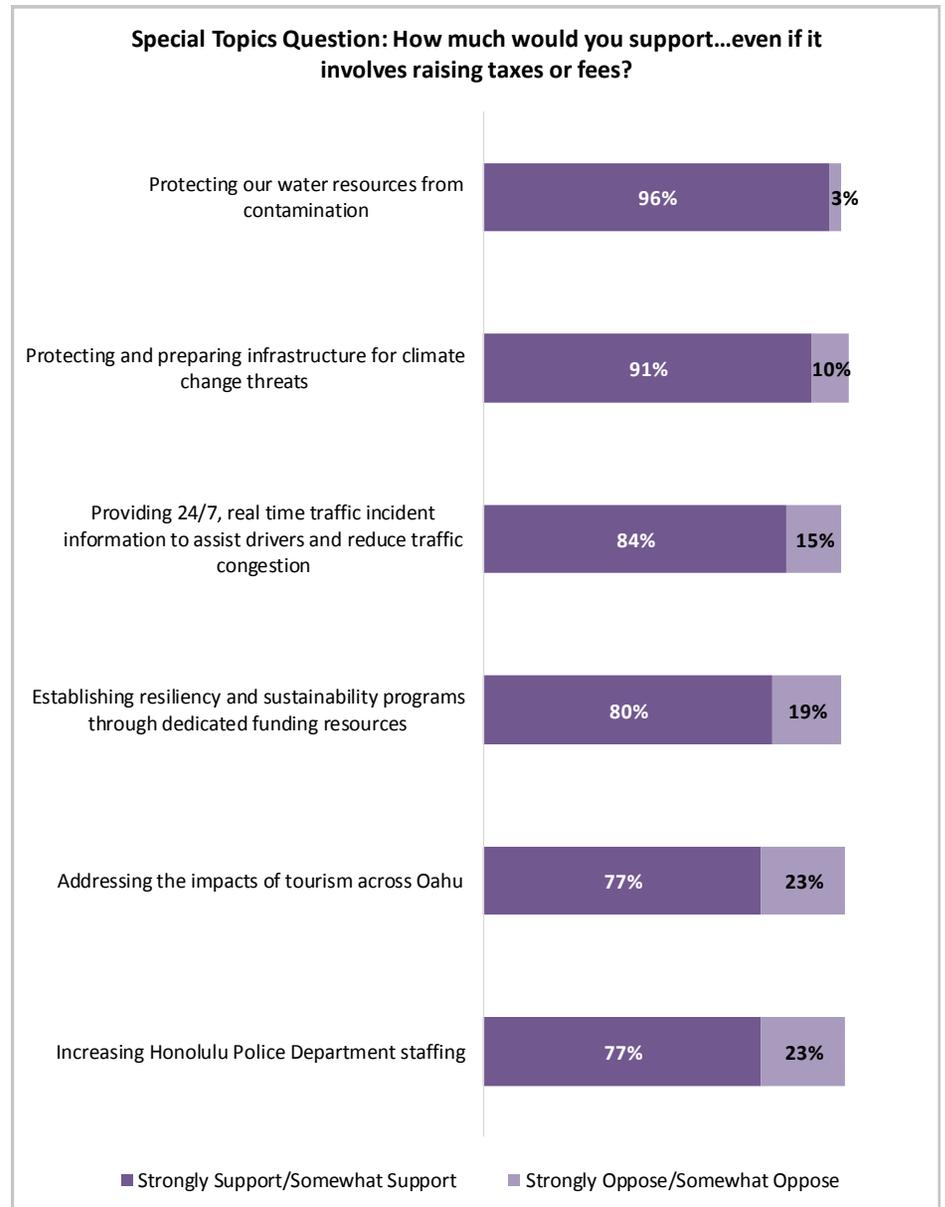
Every year the Office of the City Auditor includes public policy questions of special interest in the NCS for Honolulu residents. The first special topics question asked residents how much would they support or oppose the city and county funding specific projects, even if it involved raising taxes or fees.

Of the topics presented, protecting our water resources from contamination received the most support, with a 96% rating of *strongly* or *somewhat* supporting.

The second and third projects that received the most support were protecting and preparing infrastructure for climate change threats, and providing 24/7 real time traffic information. The projects were *strongly* or *somewhat* supported by a majority of the residents, receiving a rating of 91% and 84% respectively.

A majority of residents also supported increasing Honolulu Police Department staffing (77%).

Community Survey

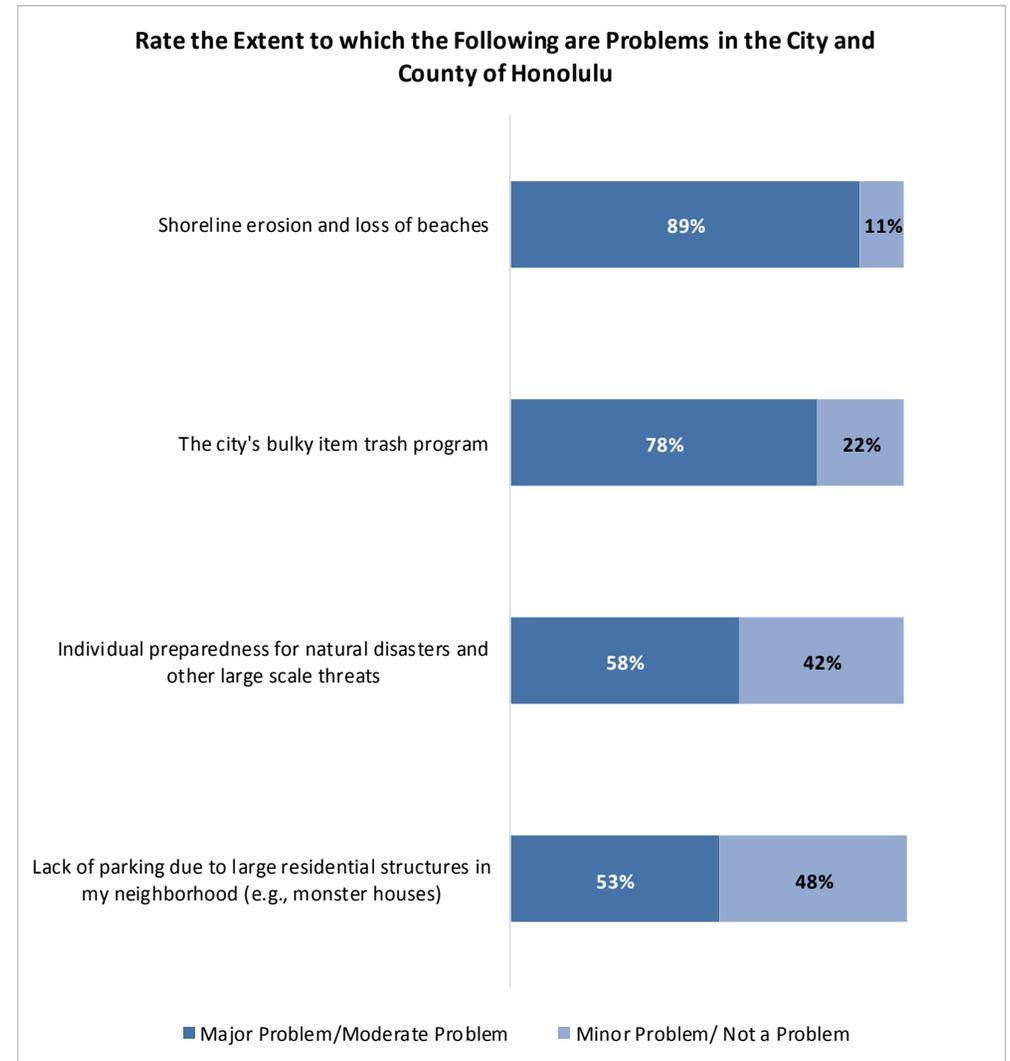


Note: Percentages may not total 100% due to rounding.

Source: 2019 National Community Survey

The second special topics question asked residents to rate how problematic a set of four issues were for the city and county. All of the issues presented were rated as a *major* or *moderate* problem by at least half of the residents surveyed. The issues that received the highest number of *major* and *moderate* problem ratings were shoreline erosion and loss of beaches (89%) and the city's bulky item trash program (78%).

Community Survey



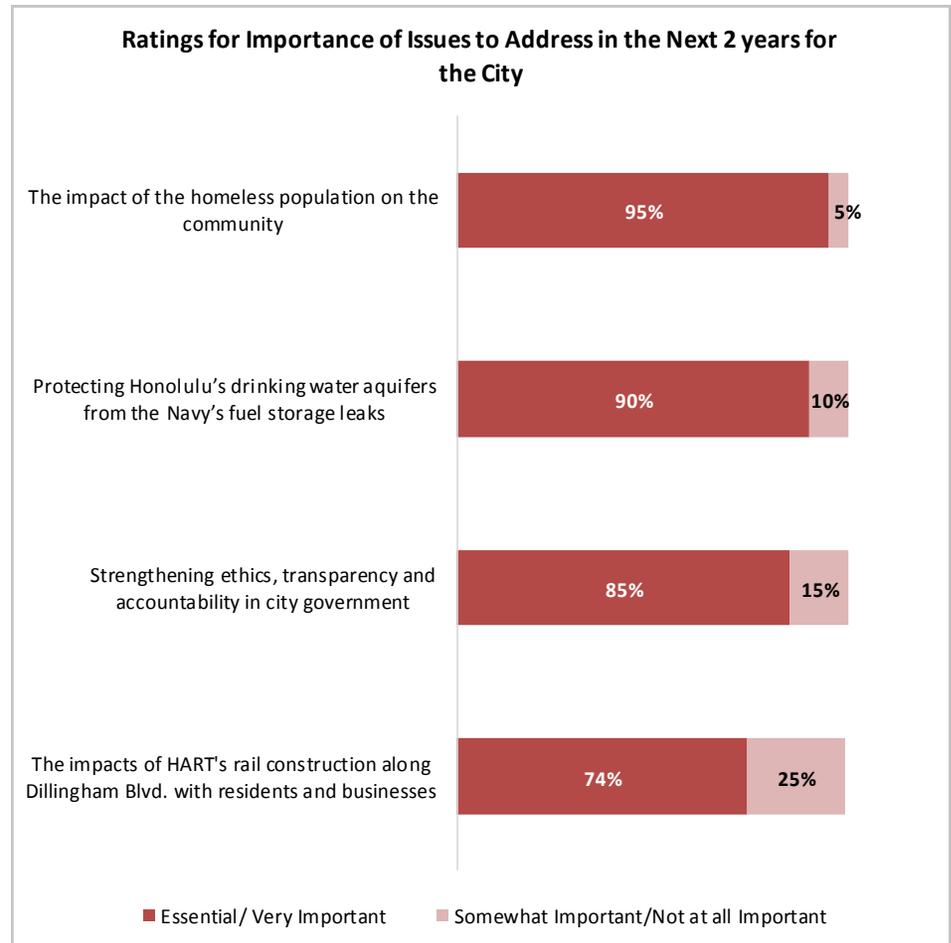
Note: Percentages may not total 100% due to rounding.

Source: 2019 National Community Survey

Results of 2019 Public Policy Questions

When asked about the importance of issues for the city to address in next two years, the impact of the homeless population received the highest priority ratings by residents; second was protecting Honolulu’s drinking water aquifers. Ethics, transparency and accountability in city government and the impacts of HART’s rail construction were also felt to be at least very important to a majority of residents.

Community Survey

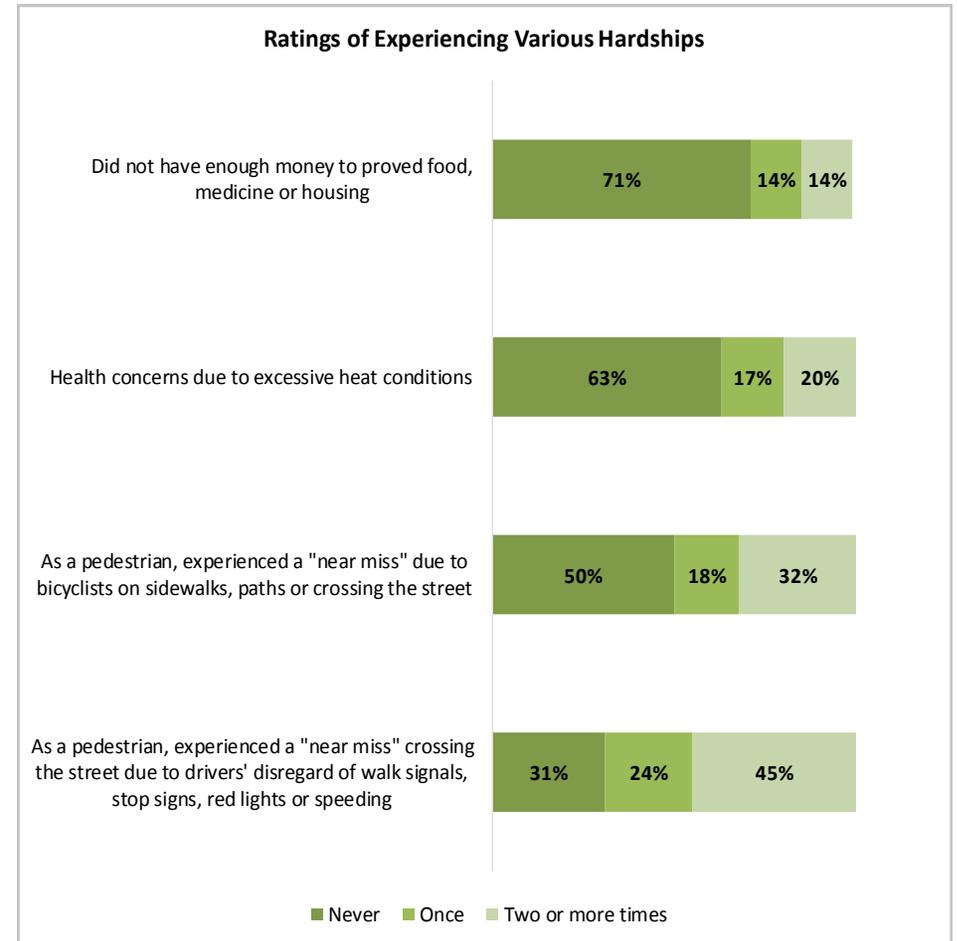


Note: Percentages may not total 100% due to rounding.

Source: 2019 National Community Survey

The fourth special topics question asked residents to rate their experiences (if any) on various hardships. A majority of residents responded to never having a shortage of money to provide food, medicine or housing. As a matter of concern, at least half of the surveyed residents responded as having experienced a *near miss* due to bicyclists and drivers disregarding sidewalk and traffic laws.

Community Survey



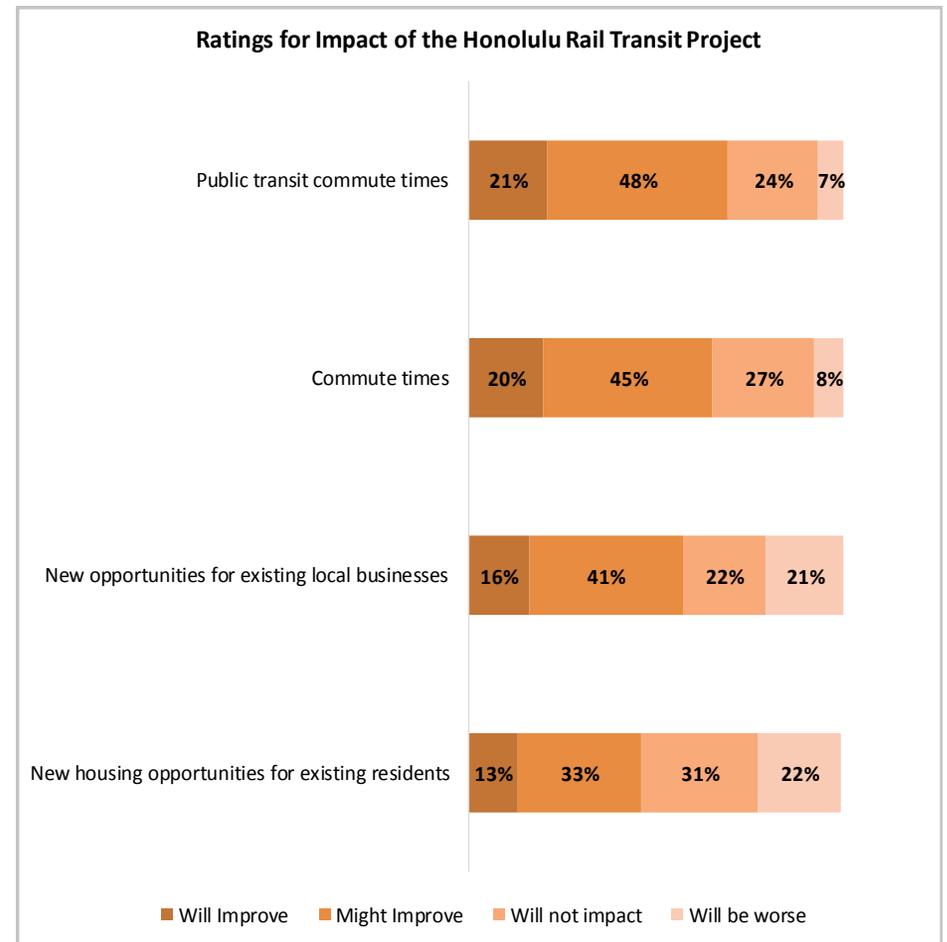
Note: Percentages may not total 100% due to rounding.

Source: 2019 National Community Survey

Results of 2019 Public Policy Questions

When asked about the impact of the Honolulu Rail Transit Project, residents thought that public transit and regular commute times were most likely to improve. Residents were less sure about new opportunities for existing local businesses or new housing opportunities for existing residents improving.

Community Survey



Note: Percentages may not total 100% due to rounding.

Source: 2019 National Community Survey