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EMPLOYEES' RETIREMENT SYSTEM  
HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND  
HAWAII PUBLIC EMPLOYEES HEALTH FUND  
OFFICE OF THE PUBLIC DEFENDER  
PUBLIC UTILITIES COMMISSION

ADMINISTRATIVE AND RESEARCH OFFICE  
BUDGET, PROGRAM PLANNING AND  
MANAGEMENT DIVISION  
FINANCIAL ADMINISTRATION DIVISION

June 16, 2003

FINANCE MEMORANDUM

Memo No. 03-06

TO: All Department Heads

FROM: Georgina K. Kawamura  
Director of Finance

SUBJECT: Update of Operating and Capital Budget Details

The operating and capital budget details must be updated to reflect House Bill No. 200, H.D. 1, S.D. 1, C.D. 1, in order to complete the budget execution policies for FY 04 and to start the supplemental budget process for FY 05.

The operating budget summaries and detail spreadsheets were sent to all fiscal officers in early May with a target deadline of June 2. Some departments have turned in their updated forms. For those that are still outstanding, please turn in your updated Table BJ Summary forms and detail files as soon as possible.

The CIP tables (Tables P and Q) were sent to your capital projects staff on June 13th. The project titles, descriptions and appropriations for FY 04 and 05 from House Bill No. 200, H.D. 1, S.D. 1, C.D. 1, have been entered on the Table P's. The planning period amounts on Table P and all affected lines of Table Q must be amended based on the appropriations in House Bill No. 200, H.D. 1, S.D. 1, C.D. 1.

The Council on Revenues has asked for a projection of capital expenditures for its forecast of State tax revenues. Since the Table Q's are the only source of estimated statewide capital expenditures, a summary of this file will be provided to the Council at its September meeting.

Please return the corrected CIP tables to the Department of Budget and Finance by July 25, 2003. Please contact Ms. Adele Muronaga at extension 6-1553 if there are any questions. Your cooperation in this matter is greatly appreciated.