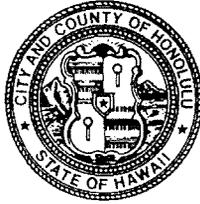


DEPARTMENT OF PARKS & RECREATION  
**CITY AND COUNTY OF HONOLULU**

1000 Uluohia Street, Suite 309, Kapolei, Hawaii 96707  
Phone: (808) 768-3003 • Fax: (808) 768-3053  
Website: www.honolulu.gov

KIRK CALDWELL  
MAYOR



ALBERT TUFONO  
ACTING DIRECTOR

January 18, 2013

The Honorable Ernest Y. Martin, Chair  
and Members  
Honolulu City Council  
530 South King Street, Room 202  
Honolulu, Hawaii 96813

RECEIVED  
CITY CLERK  
C & C OF HONOLULU  
2013 JAN 23 AM 9:58

Dear Chair Martin and Members:

In compliance with Resolution No. 05-349, CD1, FD1, which requires prior City Council approval for the solicitation of gifts valued in excess of \$2,500.00, the Department of Parks and Recreation, by this letter, requests City Council approval to solicit gifts and donations for the upcoming 2013 Mayor's Memorial Day Ceremony to be held at the National Memorial Cemetery of the Pacific on May 27, 2013.

Our department will be soliciting gifts and donations from various businesses to be used for anticipated administrative Memorial Day costs.

Should you have any questions concerning the foregoing, please contact me at 768-3002.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Tufono", is written over the word "Sincerely,".

Albert Tufono  
Acting Director

APPROVED:

A handwritten signature in black ink, appearing to read "Ember Lee Shinn", is written above a horizontal line.

Ember Lee Shinn  
Managing Director Designate