

**OFFICE OF THE MAYOR  
CITY AND COUNTY OF HONOLULU**

530 SOUTH KING STREET, ROOM 300 • HONOLULU, HAWAII 96813  
PHONE: (808) 768-4141 • FAX: (808) 768-4242 • INTERNET: www.honolulu.gov



KIRK CALDWELL  
MAYOR

EMBER LEE SHINN  
MANAGING DIRECTOR  
GEORGETTE T. DEEMER  
DEPUTY MANAGING DIRECTOR

June 25, 2014

RECEIVED  
CITY CLERK  
C & C OF HONOLULU  
2014 JUN 25 AM 11:26

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

Dear Chair Martin and Councilmembers:

Pursuant to Section 13-103(b) of the Revised Charter of the City and County of Honolulu, I hereby appoint, subject to confirmation by your Honorable Body, Riki May Amano as a member of the Ethics Commission. Ms. Amano will succeed Rachael Wong and serve for a term to expire on December 31, 2018. I would appreciate your favorable consideration of Ms. Amano's appointment and request adoption by the City Council in the most expedient manner possible.

I have enclosed Ms. Amano's personal information form for your review. For any general inquiries you may have regarding this appointment, please contact my executive assistant, Justin Gruenstein, at 768-6603.

Sincerely,

A handwritten signature in black ink, appearing to read "Kirk Caldwell", is written over a horizontal line.

Kirk Caldwell  
Mayor

Enclosure

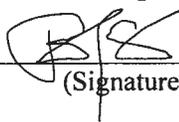
cc: Ms. Riki May Amano  
Department of the Corporation Counsel  
Ethics Commission

CITY AND COUNTY OF HONOLULU  
MAYOR APPOINTMENT / BOARD OR COMMISSION MEMBER  
NOMINATION FORM

1. Position Nominated to: Ethics Commission
2. Name: Riki May Amano  
(First) (Middle) (Last)
3. Are you a citizen of the United States? Yes  No   
Are you a resident of the City and County of Honolulu? Yes  No   
If yes, how long 2010  
Are you a registered voter in the City and County of Honolulu? Yes  No
4. Political affiliation (Civil Service Commission and Liquor Commission nominees only) N/A
5. Occupation: See Supplemental Sheet attached.
6. Name and address of employer or firm:  
See Supplemental Sheet attached.
7. Does your employer do any business with the City and County of Honolulu?  
Yes  No  If yes, state the nature of business and approximate dollar amount in the last five years:  
See Supplemental Sheet attached.
8. Do you or does any member of your immediate family hold office or own stock in any firm?  
Yes  No
9. Does the firm do business with the City and County of Honolulu? Yes  No   
If yes, provide details including the name(s) of the firm:
10. Do you have any part-time employment, professional activity, or financial interests other than those indicated in the previous question? Yes  No   
If yes, provide details:  
I am a volunteer facilitator for the Haw. State Bar Association and the Haw. State Bar Foundation. I am also on the Advisory Board of the HSBA's Leadership Inst.
11. Do you foresee any possible conflict between your present work, financial investments, business transactions or any other activity which would be incompatible with the proper discharge of your official duties or hinder you from effectively carrying out the duties for which you have been appointed? Yes  No
12. Are any members of your family employed by the City and County of Honolulu or any attached agency? Yes  No  If yes, please specify the department and division:  
See Supplemental Sheet Attached.
13. Are there any incidents in your past that may jeopardize your nomination  
Yes  No

14. Have you ever been convicted of a felony? If yes, provide details:  
No.
15. Education:  
University of Hawaii at Manoa, BA, Political Science  
William S. Richardson School of Law, Juris Doctor  
Pepperdine School of Law, LL.M. candidate (if the statute of limitations hasn't passed)
16. Provide a summary of major work experience for the last ten (10) years. Begin with your present job including military (attach additional sheets if necessary or resume):  
See Supplemental Sheet Attached.
17. Community activities, etc. (also list any service on any other board or commission Federal, State or County):  
I am a volunteer Board member of Lanakila Pacific and volunteer facilitator for the Board of Directors of the Friends of the Library,
18. Have you ever been a member of a board or commission with the City and County of Honolulu?  
 Yes  No  If yes, provide name(s) of board/commission:  
 \_\_\_\_\_
19. Will you be able to commit to the full term of this appointment? Yes  No
20. Will you be able to commit to meeting dates and times? Yes  No
21. Are you regularly away from Honolulu? Yes  No  If yes, please explain:  
My mediation/arbitration/neutral work takes me to all parts of our state. Typically, the work takes one day and is scheduled 6-8 weeks in advance.
22. Are you willing to make a confidential financial disclosure to the city Ethics Commission upon appointment and yearly thereafter? Yes  No
23. What do you understand to be the prime duties of your county appointment?  
Study and learn city Charter (Article XI) and Ordinances (Chapter 3, Article 8) and work with other Ethics Commission members to call it like we see it.

The above statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

  
 (Signature)

June 22, 2014  
 (Date)

***The completed form and any attachment(s) will be posted by the City Clerk and available on the City's DocuShare Website.***

**CITY AND COUNTY OF HONOLULU**  
**MAYOR APPOINTMENT/BOARD OR COMMISSION MEMBER**  
**NOMINATION FORM**

**SUPPLEMENTAL SHEET-Riki May Amano**

**5. Occupation:** Independent contractor doing Mediator/arbitrator/neutral work; Executive Director, Maximum Legal Services Corporation; Retired Circuit Court Judge

**6. Name and address of employer or firm:** As an independent contractor, I am a member of a panel of neutrals for Dispute Prevention & Resolution, Inc.; the address is 1003 Bishop Street, Suite 1155, Honolulu, HI 96813. I am also the Executive Director of Maximum Legal Services Corporation; the address is 200 N. Vineyard Blvd., Suite A-230, Honolulu, HI 96817.

**7. Does your employer do any business with the City and County of Honolulu?** As an independent contractor, I have done mediations with the City and County of Honolulu. In the last 5 years, I believe I may have had one or two cases. Approximate dollar amount collected might have been \$5,000 total. Maximum Legal Services Corporation does NOT do any business with the City and County of Honolulu.

**12. Are any members of your family employed by the City and County of Honolulu or any attached agency?** I believe my sister's sister-in-law, Cheryl Tanabe, is employed by the City and County of Honolulu but I do not know the department or the division.

**16. Provide a summary of major work experience for the last ten (10) years. Begin with your present job including military.** Since retiring from the bench in April 2003, my major work experience has been doing mediations, arbitrations and other neutral work as an independent contractor. Two notable exceptions are my current service as Executive Director of Maximum Legal Services Corporation ("MaxCorp") and a stint from 2005-2007, as the Executive Director of the Japanese Cultural Center of Hawaii ("JCCH").

MaxCorp is a non-profit organization that does guardianships, conservatorships and trust work. My work at MaxCorp is completely administrative; I do not practice law.

JCCH is a non-profit organization dedicated to Japanese culture in Hawaii. My work there was totally administrative and public relations.

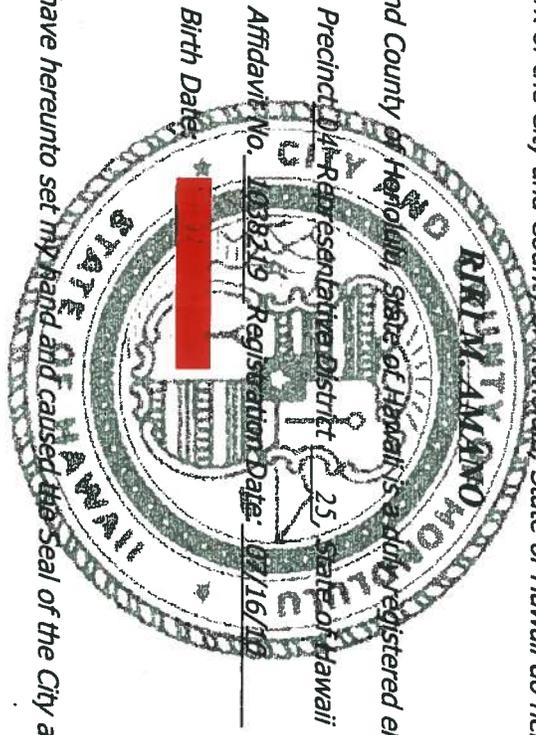
My work as a mediator and arbitrator typically involves cases in litigation. As a neutral, I have performed independent investigations and provided third-person opinions for case valuations.

Office of the City Clerk  
CITY AND COUNTY OF HONOLULU  
STATE OF HAWAII

# Certificate

I, Bernice Mau, City Clerk of the City and County of Honolulu, State of Hawaii do hereby certify that,

a resident of the City and County of Honolulu, State of Hawaii's duly registered elector (voter) of the



Precinct 04 Representative District 25 State of Hawaii

Affidavit No. 1038219 Registration Date: 02/16/16

Birth Date: [REDACTED]

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City and County of Honolulu to be affixed this 24 June 2014.

Signature of Elector

*Bernice K. M. Mau*

City Clerk

City and County of Honolulu