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CITY AND COUNTY OF HONOLULU
530 SOUTH KING STREET, ROOM 100
HONOLULU, HAWAII 96813-3077
TELEPHONE: (808) 768-3810 • FAX: (808) 768-3835

GLEN I. TAKAHASHI
CITY CLERK

KIMBERLY L. RIBELLIA
DEPUTY CITY CLERK

AUTOMATIC ACCEPTANCE OR REJECTION OF GIFTS

Ref: (D-815)

DATE: January 13, 2016
TO: Lori M.K. Kahikina, Director
Department of Environmental Services
SUBJECT: Gifts of value at \$2,500 or less

Pursuant to Resolution 05-349, CD1, FD1, relating to the guidelines for the solicitation and receipt of gifts on behalf of the City and County of Honolulu, a request for acceptance of gifts (Communication D-815) was filed with the Council on December 14, 2015. As of January 13, 2016, the gifts were deemed **accepted**.

GLEN I. TAKAHASHI
City Clerk

hc

Enclosure: D-815

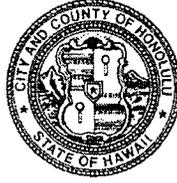
Acknowledgement:

ERNEST Y. MARTIN
Chair, Honolulu City Council

DEPARTMENT OF ENVIRONMENTAL SERVICES
CITY AND COUNTY OF HONOLULU

1000 ULUOHIA STREET, SUITE 308, KAPOLEI, HAWAII 96707
TELEPHONE: (808) 768-3486 • FAX: (808) 768-3487 • WEBSITE: <http://envhonolulu.org>

KIRK CALDWELL
MAYOR



LORI M.K. KAHIKINA, P.E.
DIRECTOR

TIMOTHY A. HOUGHTON
DEPUTY DIRECTOR

ROSS S. TANIMOTO, P.E.
DEPUTY DIRECTOR

December 15, 2015

IN REPLY REFER TO:

RECEIVED
CITY CLERK
C & C OF HONOLULU
2015 DEC 14 PM 3:08

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:

SUBJECT: Quarterly Report of Gifts valued at \$2,500 or Less and Requested Acceptance

This report to the City Council enumerates all gifts taken into custody by the Department of Environmental Services for the quarter ending December 31, 2015. This report is submitted under the provisions of Resolution No. 05-349, CD1, FD1. Information on each gift is set forth in the attached Exhibit A, "Quarterly Report of Gifts Received Valued at \$2,500 or less Under Resolution No. 05-349, CD1, FD1."

We respectfully request the acceptance of these gifts by the Council on behalf of the City and County of Honolulu.

Please feel free to contact me at 768-3486, if you have any questions regarding this report.

Sincerely,

A handwritten signature in black ink, appearing to read "Lori M.K. Kahikina".

Lori M.K. Kahikina, P.E.
Director

Attachment

Approved:

A handwritten signature in black ink, appearing to read "Roy K. Amemiya, Jr.".

Roy K. Amemiya, Jr.
Managing Director

DEPT. COM. 815

QUARTERLY REPORT OF GIFTS RECEIVED VALUED AT
\$2,500 OR LESS UNDER RESOLUTION NO. 05-349, CD1, FD1

CITY AGENCY: DEPARTMENT OF ENVIRONMENTAL SERVICES

QUARTER ENDING: DECEMBER 31, 2015

The following gifts were taken into custody by the agency in the previous quarter.

<u>Description of the Gift</u>	<u>Donor's Estimated Value of the Gift</u>	<u>Donor</u>
Conference Fee and Travel Expenses to Maui	\$500	National Association of Sewer Service Companies (NASSCO) 2470 Longstone Lane, Suite M Marriottsville, Maryland 21104

The purpose of the trip: To participate in the Municipal Forum at NASSCO's Annual Conference on Friday, February 12, 2016 at the Sheraton Maui Resort and Spa. (Invitation attached)

August 27, 2015

Lori Kahikina
City and County of Honolulu, HI

Re: NASSCO Annual Conference
February 10 – 12, 2016
Maui, Hawaii



Dear Ms. Kahikina:

NASSCO's 2016 Annual Conference is being held February 10 – 12, 2016, in Maui, Hawaii. Technical Day, a very important part of the Annual Conference, is scheduled for February 12, 2016. Included in Technical Day will be a Municipal Forum consisting of four or five industry leaders from the public sector, and NASSCO would like to invite you to be a participant.

As a Municipal Forum participant you will be asked to give a short introduction (5 minutes maximum) discussing the size of your sewage collection system and any active or past rehabilitation programs. Following the short presentations panel members will take questions from the audience which is the heart of the Municipal Forum program. We anticipate the introductions and Q&A to be about 30 minutes each. There will also be ample time during other portions of the Annual Conference for you to interact with other conference attendees.

NASSCO strives to make the Annual Conference as robust as possible, and we value your participation. Therefore, if you need assistance to participate, there are scholarships available to you upon request.

If you are able to attend NASSCO's 2016 Annual Conference and participate in the Municipal Forum, please email technical@nassco.org or call 314-378-1275.

Thank you, and we hope you are able to join NASSCO in Maui.

A handwritten signature in cursive script that reads "Lynn E. Osborn".

Lynn E. Osborn, PE
NASSCO Technical Director

Gomes, Pam

To: Kahikina, Lori M K
Subject: RE: NASSCO Annual Meeting

From: Kahikina, Lori M K
Sent: Friday, September 25, 2015 11:27 PM
To: Gomes, Pam
Cc: Suzawa, Mari
Subject: Fwd: NASSCO Annual Meeting

Begin forwarded message:

From: Lynn Osborn <lynn.osborn14@gmail.com>
Date: September 23, 2015 at 6:12:21 AM HST
To: <lkahikina@honolulu.gov>
Cc: Marilyn Shepard <mshepard1@hotmail.com>, 'Jane B at NASSCO' <jane@nassco.org>
Subject: FW: Re: NASSCO Annual Meeting

Lori,

As NASSCO's Technical Director, I second Marilyn's enthusiasm in inviting you to participate in the Municipal Forum at NASSCO's Annual Conference in Maui this coming February. Friday, February 12, 2016, is reserved for Technical Day, and we have put together an exciting program. Following the technical presentations, the highlight of the day is the Municipal Forum where municipal officials spend an hour with the attendees in a Q&A setting. For your convenience, I have attached the documents that Marilyn previous sent. These documents cover the logistics for Technical Day.

In reference to your question about a scholarship, NASSCO is able to offer up to \$500 in travel expenses plus a free conference registration, a \$375 benefit. It is our hope that you are able to obtain Council approval and attend the conference.

Following is a letter sent to NASSCO members last August. Included in the letter is a link with all the details and registration information about the conference.

Dear NASSCO Member,

Please join us! The 2016 Annual Conference, our 40th Anniversary, is about six months away and we'd like to encourage you to start planning for this exciting and informative NASSCO event! Please take a moment to mark your calendar and register for NASSCO's 40th Annual Conference & Golf Tournament - February 10-12, 2016. We also encourage you to bring a guest!

We are pleased to conduct the 2016 Annual Conference & Golf Tournament in beautiful Maui, HI at the Sheraton Maui Resort & Spa. We have a limited number of rooms reserved at the price of \$270 per night plus taxes and fees. I advise you to make your reservations early to lock in the special NASSCO rate either by phone or online, they are filling up fast!

As in years past, we've allowed ample time for our many active committees to discuss their initiatives as well as plenty of networking and education opportunities.

As in years past, we've allowed ample time for our many active committees to discuss their initiatives as well as plenty of networking and education opportunities.

All of the information you need about the schedule, hotel reservations, registration, etc. can be found by [clicking here](#).

Please send your completed registration today by email to administrator@nassco.org, mail to 2470 Longstone Lane, Suite M, Marriottsville, MD 21104 or fax to 410-442-7788 by January 8, 2016.

I look forward to seeing you in February!

Aloha,

Heather Myers
Operations Manager
NASSCO Headquarters
410-442-PIPE
heather@nassco.org



Please let me know if you will be able to attend the NASSCO Annual Conference and participate in the Municipal Forum. And, I do apologize for misspelling your name in the earlier documents. Since both my first and last name are easily misspelled, you would think that I would know better!

Lynn E. Osborn
NASSCO Technical Director
LEO Consulting, LLC
314-378-1275

----- Forwarded message -----

From: "**Kahikina, Lori M K**" <lkahikina@honolulu.gov>
Date: Wed, Sep 16, 2015 at 2:41 AM -0700
Subject: Re: NASSCO Annual Meeting
To: "Marilyn Shepard" <mshepard1@hotmail.com>

Aloha Marilyn,

Thank you for your kind words and the invitation. I would gladly like to present but need to see if some of the costs can be offset. Would it be possible to obtain some kind of scholarship from the association? If so, it would be considered a "gift" so I would need to obtain Council approval.
Mahalo

Lori

Sent from my iPhone

On Sep 11, 2015, at 11:52 AM, Marilyn Shepard
<mshepard1@hotmail.com<<mailto:mshepard1@hotmail.com>>> wrote:

Hi Lori,

I hope you're doing well and things are quieting from the chaos a couple of weeks ago. I saw you interviewed a couple of times - not fun, but you handled it so well!

I am sending an attachment to you. It is an invitation to attend and be a principal part of the NASSCO annual meeting in February 2016, this year in Maui. Also attached is the agenda for Technical Day at the meeting.

The organizers, and Lynn Osborn, NASSCO's Technical Director have set up a Municipal Forum to give information about your system and so forth, then sit on a panel to further discuss questions from the other panel members and the audience, along with John Westergaard from Los Angeles County Sanitation District, Lewis Harrison from City and County of San Francisco and a couple of others. They used a similar format for a recent conference back East and it went well, so are going to implement the same format for our annual meeting this coming February.

To me, you are a logical and integral part of the panel they are setting up, first of all because you are in HI, and secondly, you have so much extensive experience in dealing with the day to day operations of the system. I couldn't think of another person I consider more qualified to be part of this panel! I sincerely hope you will consider the invitation and come to the meeting and participate!

Sincerely,

Marilyn Shepard, NASSCO Master Trainer
2012 & 2013 Trainer of the Year
President, International Training & Rehab Technologies, Inc.
916-899-8961

<AC 2016 Tech Day.pdf>
<Invitation to Lori Kahakina.pdf>