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TO: Members of the Honolulu City Council

FROM: Natalie Iwasa
808-395-3233

MEETING: Wednesday, June 1, 2016

SUBJECT: Bill 14, CD2 and FD1 – Kapalama Hale & Ethics Commission Offices

Aloha Chair Martin Councilmembers,

Thank you again for including \$6,000 in the operating budget for ethics training. During my testimony I asked you to take a look at the offices that are being planned for the ethics commission at Kapalama Hale.

Attached are the floor plans for the new offices and related email from Victoria Marks. It looks like access to the lunchroom is available from outside or via the conference room. The ethics commission needs space to hold confidential interviews with witnesses as well as commission meetings, which are typically held during lunchtime. It appears the planned set up will cause conflicts with the normal operations of the commission and other city employees trying to access the lunchroom.

The planned set up allows for no growth in staff, even though the amount of cases and complaints to investigate warrant at least one more investigator. This is very poor planning. I'm also not sure there's enough space for all of the currently-used filing cabinets and furniture.

In addition, it appears parking may be an issue, as "not everyone will be able to obtain a parking spot," according to Victoria Marks. The commission is currently trying to fill two positions – investigator and on-staff legal counsel. If convenient parking is not available to them, it will likely be harder to fill those positions.

Finally, moving the commission away from Honolulu Hale will make it inconvenient for the public to attend commission meetings, especially if the public will be competing with DMV users for parking.

From the ethics commission's website: *The purpose of [ethical conduct in government] laws and the Commission's work is to improve and maintain public confidence in government officials and employees.*

The planned move to Kapalama Hale will make it harder for the commission to do its job. Please check into this.

Bigornia, Kristine Ian D

From: Victoria Marks [REDACTED]
Sent: Thursday, May 12, 2016 4:08 PM
To: Totto, Charles W.; Parker, Lisa P; Bigornia, Kristine Ian D; Nomura, Ernest H; Kam, Geoffrey M; Kodama, Dennis S
Subject: Ethics Move to Sprint Bldg
Attachments: Ethics offices - Sprint (2) 12052016.pdf

Hi all,

I just finished meeting with Dennis Kodama and the Director of Design and Construction, Robert Kroning, at the Sprint Building. I've attached a schematic drawing of how the Ethics Commission space should look, after construction. (Although I admit I'm not real clear where the door to the space for Lisa and Krissy will be located, exactly).

The space is on the first floor, toward the ewa, Dillingham corner. The building will be a secure building with two separate entrances. The Ethics Entrance will be by the Dillingham, Alakawa street corner. Bathrooms, a conference room, that will be shared with the Neighborhood Commission, and a lunch room will be close by.

The Ethics Commission office itself will have a secured entrance. We have 3 offices - EDLC, ALC and investigator plus a separate room for Lisa & Krissy. All of these rooms have windows facing the storage facility (the building next door). I don't know the exact measurements of these rooms but they look somewhat larger than our existing rooms. We also have a storage room (no windows). If I had to guess, I'd say the storage room is about 6-8 feet wide and about 10 feet long. The hallway in front of the Ethics Comm. offices is only for use by the Ethics Comm.

The Conference Room schedule will be handled by the secretaries for the Director & Deputy Director of the Depart. of Community Services.

HPD offices and Neighborhood Commission offices will be near the Ethics Comm. offices.

The second entrance to the building will be by the Large Parking lot. The space near that entrance will be for DMV. The employee area for DMV will also be secured. Handicap parking will be alongside the building by Alakawa St.

DFS will handle employee parking. It will be unassigned, uncovered parking in the large lot. The Large parking lot will also be for members of the public. DFS, at some point, will send out information about how parking will be assigned and not everyone will be able to obtain a parking spot. Plus there will be a fee for parking.

The move is anticipated to occur around mid-June, 2016.

Dennis - Please let me know if I have misstated anything or if I've omitted anything.

Geoff & Ernest - Please forward to the other Commission members.

Let me know if you have any questions.

Thanks.

Vickie Marks

Judge Victoria S. Marks (Ret.)

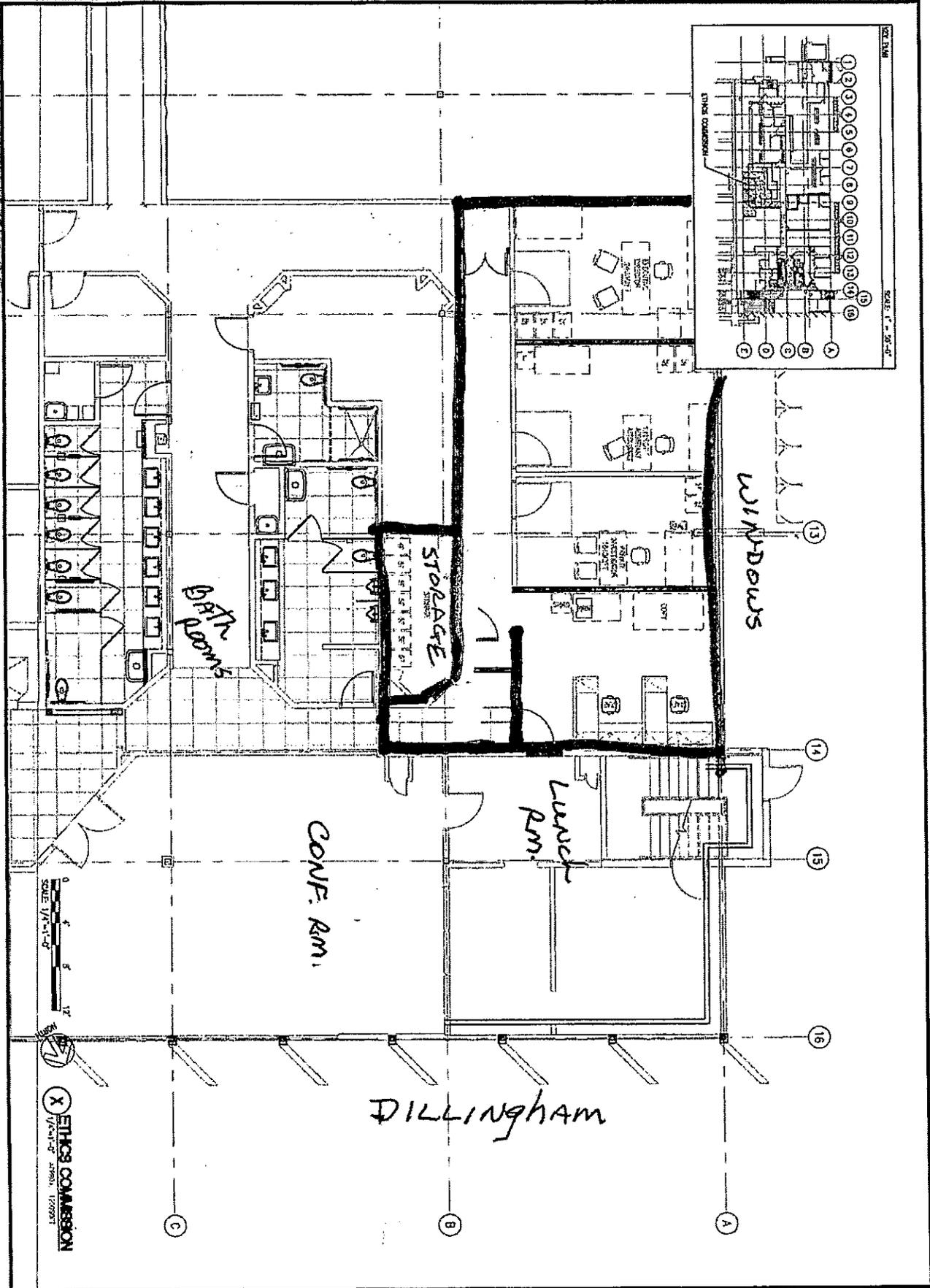
VSM, LLC

Mediator/Arbitrator/Neutral



ALAPAWA

STORAGE CENTER



SCALE 1/4" = 1'-0"

ETHICS COMMISSION
HONOLULU POLICE DEPARTMENT

DEPARTMENT OF DESIGN AND CONSTRUCTION CITY & COUNTY OF HONOLULU		KAPALAMA HALE PHASE 2 - INCREMENT 3 ETHICS COMMISSION AND HONOLULU POLICE DEPARTMENT OFFICES 825 DILLINGHAM BLVD. HONOLULU, HAWAII 96817 T.M.A.C. 1-8-415017	
PROJECT NO. 15-001 SHEET NO. 15-001-03	DATE 10/20/14	DRAWN BY J.S.	CHECKED BY M.S.
TITLE	DATE	DRAWN BY	CHECKED BY