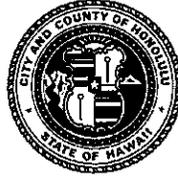


OFFICE OF THE MAYOR
CITY AND COUNTY OF HONOLULU

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KIRK CALDWELL
MAYOR

ROY K. AMEMIYA, JR.
MANAGING DIRECTOR
GEORGETTE T. DEEMER
DEPUTY MANAGING DIRECTOR

January 19, 2018

The Honorable Ron Menor
Chair and Presiding Officer
and Members
Honolulu City Council
City and County of Honolulu
530 South King Street, Room 202
Honolulu, Hawaii 96813-3065

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Dear Chair Menor and Councilmembers:

This is to inform you that I will be traveling out-of-state from the evening of January 21, 2018 and returning to Honolulu on the afternoon of January 27, 2018.

In my absence, Roy K. Amemiya, Jr., Managing Director will be Acting Mayor.

Sincerely,

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

Kirk Caldwell