



# OFFICE OF THE CITY CLERK

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

## AUTOMATIC ACCEPTANCE OR REJECTION OF GIFTS

Ref: D-193

DATE: May 14, 2018  
TO: Tracy S. Kubota  
Department of Enterprise 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 (Departmental Communication D-193) was filed with the City Council on April 11, 2018. As of May 11, 2018, the gifts were deemed **accepted**.

GLEN I. TAKAHASHI  
City Clerk

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Enclosure: D-193

Acknowledgement:

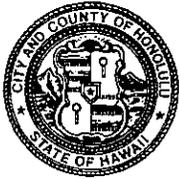
  
ERNEST Y. MARTIN  
Chair, Honolulu City Council

18MAY14PM 2:07 CITY CLERK

DEPARTMENT OF ENTERPRISE SERVICES  
GOLF COURSE DIVISION \* HONOLULU ZOO \* NEALS S. BLAISDELL CENTER \* WAIKIKI SHELL  
**CITY AND COUNTY OF HONOLULU**

777 WARD AVENUE · HONOLULU, HAWAII 96814-2166  
PHONE: (808) 768-5400 \* FAX: (808) 768-5433 \* INTERNET: [www.honolulu.gov/des](http://www.honolulu.gov/des)

KIRK CALDWELL  
MAYOR



GUY H. KAULUKUKUI  
DIRECTOR  
TRACY S. KUBOTA  
DEPUTY DIRECTOR

April 11, 2018

19APR11 AM 8:24 CITY CLERK

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 Menor and Councilmembers:

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

This report to Council enumerates all gifts taken into custody by the Department of Enterprise Services for the quarter ending March 31, 2018. 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.

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

Should you have any questions regarding this matter, please contact me at 768-5415.

Sincerely,

Handwritten signature of Tracy S. Kubota in cursive.

Tracy S. Kubota  
Deputy Director

Attachment

APPROVED:

Handwritten signature of Roy K. Amemiya, Jr. in cursive.  
Roy K. Amemiya, Jr.  
Managing Director

DEPT. COM. 193  
**BUDGET**

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

CITY AGENCY: Department of Enterprise Services

QUARTER ENDING: March, 2018

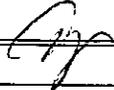
The following gifts were taken into custody by the agency in the previous quarter.

<u>Description of the Gift</u>	<u>Donor's Estimated Value of the Gift</u>	<u>Donor</u>
Monetary Donation to the Honolulu Zoo	\$650.00	Ms. Eryan Thurston Service Systems Associates 151 Kapahulu Avenue Honolulu, Hawaii 96815
Monetary Donation to the Honolulu Zoo	\$1,291.46	Mr. Marc Matsui Reynolds Recycling 1122 Mikole Street Honolulu, Hawaii 96819
Monetary Donation to the Honolulu Zoo	\$6.00	Ms. Michelle Johansen St. Joseph Parish School 94-651 Farrington Highway Waipahu, Hawaii 96797
Monetary Donation to the Honolulu Zoo	\$1.00	Ms. Renee Torres Wai'alaie Baptist Preschool 1047 21 <sup>st</sup> Avenue Honolulu, Hawaii 96816
Monetary Donation to the Honolulu Zoo	\$112.00	Ms. Sharon E. Kim 6875 Hawaii Kai Drive Honolulu, Hawaii 96825
Monetary Donation to the Honolulu Zoo	\$30.00	Ms. Ann Farrell Le Jardin Academy 917 Kalaniana'ole Highway Kailua, Hawaii 96734

**City and County of Honolulu**

<b>DECLARATION OF GIFT</b>	
<b>NAME OF DONOR</b>	Service Systems Associates
<b>DONOR'S ADDRESS</b>	151 Kapahulu Ave. Hon. HI 96815
<b>DONOR'S TELEPHONE</b>	
<b>STATEMENT OF OWNERSHIP AND/OR TERMS OF CONVEYANCE</b>	
<p>I own the item described below and desire to give the property to the City and County of Honolulu. To carry out my purpose, I do hereby absolutely and without condition or reservation give, grant, and convey the property to the City and County of Honolulu.</p>	
<b>DESCRIPTION OF GIFT</b>	<b>VALUE</b>
<p>Complete an accurate description of the gift in detail. Enclose a photo if available.</p> <p>Tour Donation for the month of December 2017 to go to the reptile house renovation at the Honolulu Zoo</p>	<p>Actual or Estimated</p> <p>\$300.00</p>
<b>Signature:</b> 	<b>Date:</b> 12/31/17
<b>Print Name:</b> Eryan Thurston	<b>Title:</b> Director of Operations

## City and County of Honolulu

DECLARATION OF GIFT	
NAME OF DONOR	Service Systems Associates
DONOR'S ADDRESS	151 Kapahulu Ave. Hon. HI 96815
DONOR'S TELEPHONE	
STATEMENT OF OWNERSHIP AND/OR TERMS OF CONVEYANCE	
<p>I own the item described below and desire to give the property to the City and County of Honolulu. To carry out my purpose, I do hereby absolutely and without condition or reservation give, grant, and convey the property to the City and County of Honolulu.</p>	
DESCRIPTION OF GIFT	VALUE
<p>Complete an accurate description of the gift in detail. Enclose a photo if available.</p> <p>Tour Donation for the month of January 2018 to go to the reptile house renovation at the Honolulu Zoo</p>	<p>Actual or Estimated</p> <p>\$150.00</p>
Signature: 	Date: 1/31/18
Print Name: Eryan Thurston	Title: Director of Operations

## City and County of Honolulu

DECLARATION OF GIFT	
<b>NAME OF DONOR</b>	Service Systems Associates
<b>DONOR'S ADDRESS</b>	151 Kapahulu Ave. Hon. HI 96815
<b>DONOR'S TELEPHONE</b>	
STATEMENT OF OWNERSHIP AND/OR TERMS OF CONVEYANCE	
<p>I own the item described below and desire to give the property to the City and County of Honolulu. To carry out my purpose, I do hereby absolutely and without condition or reservation give, grant, and convey the property to the City and County of Honolulu.</p>	
DESCRIPTION OF GIFT	VALUE
<p>Complete an accurate description of the gift in detail. Enclose a photo if available.</p> <p>Tour Donation for the month of February 2018 to go to the reptile house renovation at the Honolulu Zoo</p>	<p>Actual or Estimated</p> <p>\$200.00</p>
<b>Signature:</b> 	<b>Date:</b> 2/28/18
<b>Print Name:</b> Edward Gonzalez	<b>Title:</b> Event Coordinator

## City and County of Honolulu

DECLARATION OF GIFT	
<b>NAME OF DONOR</b>	
<b>DONOR'S ADDRESS</b>	
<b>DONOR'S TELEPHONE</b>	
<b>STATEMENT OF OWNERSHIP AND/OR TERMS OF CONVEYANCE</b>	
<p>I own the item described below and desire to give the property to the City and County of Honolulu. To carry out my purpose, I do hereby absolutely and without condition or reservation give, grant and convey the property to the City and County of Honolulu.</p> <p style="text-align: center; font-size: 1.2em; margin-top: 20px;">Reynolds Recycling 1122 Mikole St. Honolulu, HI 96819</p>	
<b>DESCRIPTION OF GIFT</b>	<b>VALUE</b>
<p>Complete and accurate description of gift in detail. Enclose a photo if possible.</p> <p style="text-align: center; font-size: 1.2em; margin-top: 20px;">Hi5 Recyclables</p>	<p>Actual or Estimated.</p> <p style="text-align: center; font-size: 1.2em; margin-top: 20px;">\$1,291.46</p>
<b>Signature:</b> <i>Marc Matsui</i>	<b>Date:</b> <i>3-29-18</i>
<b>Print Name:</b> <i>Marc Matsui</i>	<b>Title:</b> <i>Scrap Manager</i>

## City and County of Honolulu

### DECLARATION OF GIFT

Name of Donor	<del>WUCO</del> St Joseph Parish School
Donor's Address	Farrington Hwy Waipahu, HI
Donor's Telephone	

#### STATEMENT OF OWNERSHIP AND/OR TERMS OF CONVEYANCE

I own the item described below and desire to give the property to the City and County of Honolulu. To carry out my purpose, I do hereby absolutely and without condition or reservation give, grant and convey the property to the City and County of Honolulu.

	VALUE																
<p>Complete and accurate description of gift in detail. Enclose a photo if available.</p> <div style="text-align: center;"> <p>HONOLULU ZOO 151 KAPAHULU AVE PHONE: 971-7171</p> <p>01-29-2018 MON #2</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>48x 2,000</td> <td>96.00</td> </tr> <tr> <td>DOE GRADE K-6</td> <td></td> </tr> <tr> <td>4x 8,000</td> <td>32.00</td> </tr> <tr> <td>DOE TEACHERS</td> <td></td> </tr> <tr> <td>SUBTL</td> <td>128.00</td> </tr> <tr> <td>TOTAL</td> <td><b>128.00</b></td> </tr> <tr> <td>CATEND</td> <td>134.00</td> </tr> <tr> <td>CHANGE <i>Donation</i></td> <td>6.00</td> </tr> </table> <p>ITEM 52      9386 09:39TM JULIET</p> </div>	48x 2,000	96.00	DOE GRADE K-6		4x 8,000	32.00	DOE TEACHERS		SUBTL	128.00	TOTAL	<b>128.00</b>	CATEND	134.00	CHANGE <i>Donation</i>	6.00	<p>Actual or Estimated</p> <p style="font-size: 2em;">\$6</p>
48x 2,000	96.00																
DOE GRADE K-6																	
4x 8,000	32.00																
DOE TEACHERS																	
SUBTL	128.00																
TOTAL	<b>128.00</b>																
CATEND	134.00																
CHANGE <i>Donation</i>	6.00																

Signature: <i>Michelle Johansen</i>	Date: <i>1/29/18</i>
Print Name: <i>Michelle Johansen</i>	Title: <i>Teacher</i>



## City and County of Honolulu

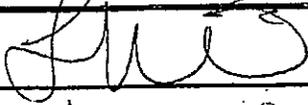
### DECLARATION OF GIFT

Name of Donor	Sharon Kim
Donor's Address	6875 Hawaii Kai Dr. Honolulu HI 96825
Donor's Telephone	808 291-2632

#### STATEMENT OF OWNERSHIP AND/OR TERMS OF CONVEYANCE

I own the item described below and desire to give the property to the City and County of Honolulu. To carry out my purpose, I do hereby absolutely and without condition or reservation give, grant and convey the property to the City and County of Honolulu.

	VALUE																
<p>Complete and accurate description of gift in detail. Enclose a photo if available.</p> <div style="text-align: center;"> <p>HONOLULU ZOO 151 KAPAHULU AVE PHONE: 971-7171</p> <p>03-29-2018 THU #2</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>95x 2,000</td> <td>190.00</td> </tr> <tr> <td>DOE GRADE K-6</td> <td>152.00</td> </tr> <tr> <td>19x 8,000</td> <td>342.00</td> </tr> <tr> <td>DOE TEACHERS</td> <td>342.00</td> </tr> <tr> <td>SUBTL</td> <td>454.00</td> </tr> <tr> <td>TOTAL</td> <td>112.00</td> </tr> <tr> <td>CATEND</td> <td></td> </tr> <tr> <td>CHANGE</td> <td></td> </tr> </table> <p>ITEM 114 ANNETTE 1586 09:31TM</p> </div>	95x 2,000	190.00	DOE GRADE K-6	152.00	19x 8,000	342.00	DOE TEACHERS	342.00	SUBTL	454.00	TOTAL	112.00	CATEND		CHANGE		<p>Actual or Estimated</p> <p style="font-size: 2em;">112.00</p>
95x 2,000	190.00																
DOE GRADE K-6	152.00																
19x 8,000	342.00																
DOE TEACHERS	342.00																
SUBTL	454.00																
TOTAL	112.00																
CATEND																	
CHANGE																	

Signature: 	Date: 3/29/18
Print Name: Sharon E. Kim	Title: Teacher

## City and County of Honolulu

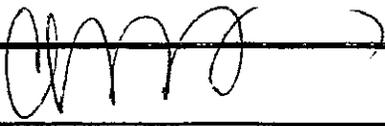
### DECLARATION OF GIFT

Name of Donor	LE JARDIN ACADEMY
Donor's Address	917 KALANIANA'OLE HWY 96734
Donor's Telephone	261 0707

#### STATEMENT OF OWNERSHIP AND/OR TERMS OF CONVEYANCE

I own the item described below and desire to give the property to the City and County of Honolulu. To carry out my purpose, I do hereby absolutely and without condition or reservation give, grant and convey the property to the City and County of Honolulu.

	VALUE																
<p>Complete and accurate description of gift in detail. Enclose a photo if available.</p> <div style="text-align: center; margin-top: 20px;"> <p>HONULULU ZOO 151 KAPAHULU AVE PHONE: 971-7171</p> <p>03-30-2018 FRI #2</p> <table style="margin: auto;"> <tr> <td>24x 2,000</td> <td>48.00</td> </tr> <tr> <td>DOE GRADE K-6</td> <td>32.00</td> </tr> <tr> <td>4x 8,000</td> <td>80.00</td> </tr> <tr> <td>DOE TEACHERS</td> <td>80.00</td> </tr> <tr> <td>SUBTL.</td> <td>110.00</td> </tr> <tr> <td>TOTAL</td> <td>30.00</td> </tr> <tr> <td>CATEND</td> <td></td> </tr> <tr> <td>CHANGE</td> <td></td> </tr> </table> <p>ITEM 28 ANNETTE 1766 09:33TM</p> </div>	24x 2,000	48.00	DOE GRADE K-6	32.00	4x 8,000	80.00	DOE TEACHERS	80.00	SUBTL.	110.00	TOTAL	30.00	CATEND		CHANGE		<p>Actual or Estimated</p> <p style="font-size: 24px; margin-top: 20px;">30.00</p>
24x 2,000	48.00																
DOE GRADE K-6	32.00																
4x 8,000	80.00																
DOE TEACHERS	80.00																
SUBTL.	110.00																
TOTAL	30.00																
CATEND																	
CHANGE																	

Signature: 	Date: 3/30/2018
Print Name: ANN FARRELL	Title: GROUP LEADER