

DEPARTMENT OF COMMUNITY SERVICES  
CITY AND COUNTY OF HONOLULU

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KIRK CALDWELL  
MAYOR

PAMELA A. WITTY-OAKLAND  
DIRECTOR

REBECCA J. I. SOON  
DEPUTY DIRECTOR

September 26, 2018

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: Report of Gift and Requested Acceptance

We respectfully request the acceptance by the City Council on behalf of the City and County of Honolulu of a gift to the City valued at \$2,500 or less under the provisions of Resolution 05-349, CD1, FD1. A proposed resolution accepting the gift is attached for the City Council's favorable consideration. The Department of Community Services has taken custody of the gift. The approval of the Managing Director is evidenced by his signature below.

The gift of \$2,388 from the American Association of Retired Persons (AARP) will allow myself, Pamela A. Witty-Oakland, Director of the Department of Community Services, to attend the AARP Livable Communities Conference in Charlotte, North Carolina. The conference is being held on November 12 to 14, 2018. The AARP will provide travel costs valued at \$1,905; including a two-night hotel stay (valued at \$482), food (\$175), dinners (\$35), and air travel (\$1213). Since it is an invitation-only conference, there is no registration fee.

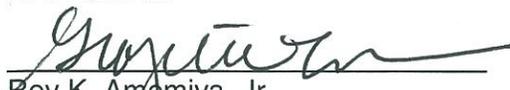
Should you have any questions, please contact me at 768-7760.

Sincerely,

  
Pamela A. Witty-Oakland  
Director

Attachments

APPROVAL:

  
Roy K. Amemiya, Jr.  
Managing Director

18SEP28PM 2:45 CITY CLERK

DEPT. COM. 629



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## RESOLUTION

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ACCEPTING A GIFT TO THE CITY FROM THE AMERICAN ASSOCIATION OF RETIRED PERSONS.

WHEREAS, Section 13-113 of the Revised Charter of the City and County of Honolulu 1973 (2017 Edition), as amended, provides the City Council ("Council") with authority to accept gifts to the City; and

WHEREAS, Resolution 05-349, CD1, FD1, establishes a policy of the Council for the solicitation and acceptance of gifts donated to the City; and

WHEREAS, the policy provides for the acceptance of a gift by affirmative action by the Council; and

WHEREAS, through a letter, approved by the Managing Director, the Director of the Department of Community Services has submitted a request to the Council for acceptance of a gift to the City from the American Association of Retired Persons (AARP) for a staff person to attend the Livable Communities Conference in Charlotte, North Carolina valued at \$1,905 for travel accommodations; and

WHEREAS, the description and value of the gift are set forth in the Declaration of Gift attached hereto as Exhibit A; now, therefore,

BE IT RESOLVED by the Council of the City and County of Honolulu that this body accepts the gift valued at \$1,905 from the AARP that is more fully described in the above-mentioned letter and the Declaration of Gift attached as Exhibit A; and

BE IT FURTHER RESOLVED that the Council expresses its appreciation to the AARP for this gift to the City; and



**RESOLUTION**

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BE IT FINALLY RESOLVED that a copy of this resolution be transmitted to the Director of the Department of Community Services, Kapalama Hale, 925 Dillingham Boulevard, Suite 200, Honolulu, 96817 and AARP Hawaii, Attention: Barbara Kim Stanton, State Director, 1132 Bishop Street, Suite 1920, Honolulu, Hawaii, 96813.

INTRODUCED BY:

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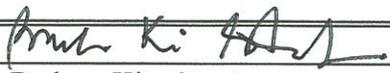
DATE OF INTRODUCTION:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Honolulu, Hawaii

\_\_\_\_\_  
Councilmembers

### City and County of Honolulu

DECLARATION OF GIFT	
<b>NAME OF DONOR</b>	AARP Hawaii
<b>DONOR'S ADDRESS</b>	1132 Bishop Street, #1902 Honolulu, HI 96813
<b>DONOR'S TELEPHONE</b>	(808) 545-6001
STATEMENT OF OWNERSHIP AND/OR TERMS OF CONVEYANCE	
<p>This exhibit details the description and value of the gift from AARP Hawaii for the attendance of Pamela A. Witty-Oakland, Director of the Department of Community Service at the AARP Livable Communities Conference in Charlotte, North Carolina. There is no registration fee for the conference.</p>	
DESCRIPTION OF GIFT	VALUE
<ul style="list-style-type: none"> <li>• Two nights at the Westin Charlotte, North Carolina               <ul style="list-style-type: none"> <li>Room rate     \$ 209</li> <li>Sales tax        15</li> <li>Lodging tax    <u>  17</u></li> <li style="padding-left: 20px;">\$ 241 per room night</li> </ul> </li> <li>• Round trip flight</li> <li>• Meeting food at conference – five meals @ \$35</li> <li>• Dinners out</li> </ul>	\$ 482 \$1,213 \$ 175 \$ 35 <b>Total gift value     \$ 1,905</b>
<b>Signature:</b> 	<b>Date:</b> 9/24/18
<b>Print Name:</b> Barbara Kim Stanton	<b>Title:</b> State Director