'23JUN23 PM 1:43 CITY CLERK

OFFICE OF THE MAYOR
CITY AND COUNTY OF HONOLULU
530 SOUTH KING STREET, ROOM 300 • HONOLULU, HAWAII 96813
PHONE: (808) 768-4141 • FAX: (808) 768-4242 • INTERNET: www.honolulu.gov

RICK BLANGIARDI
MAYOR

MICHAEL D. FORMBY
MANAGING DIRECTOR

KRISHNA F. JAYARAM
DEPUTY MANAGING DIRECTOR

June 22, 2023

The Honorable Tommy Waters
Chair and Presiding Officer
and Members
Honolulu City Council
530 South King Street, Room 202
Honolulu, Hawaii 96813

Dear Chair Waters and Councilmembers:

Pursuant to Section 13-103(b) of the Revised Charter of the City and County of Honolulu, I hereby appoint, subject to confirmation by your Honorable Body, Ms. Lisa Martin as a member of the Liquor Commission. Ms. Martin will fill the vacancy created by the resignation of Malama Minn and serve for a term to expire on December 31, 2024. I would appreciate your favorable consideration of Ms. Martin's appointment and request adoption by the City Council in the most expedient manner possible.

I have enclosed a draft resolution and Ms. Martin's personal information for your review. For any general inquiries you may have regarding this appointment, please contact my executive assistant, Kevan Wong, at 768-6608.

Sincerely,

Rick Blangiardi
Mayor

Enclosures

cc: Ms. Lisa Martin
Department of Budget and Fiscal Services
Liquor Commission
Ethics Commission

CITY COUNCIL
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

No. _____

RESOLUTION

CONFIRMING THE APPOINTMENT OF LISA MARTIN TO SERVE ON THE LIQUOR COMMISSION OF THE CITY AND COUNTY OF HONOLULU.

WHEREAS, Section 281-11, Hawaii Revised Statutes (HRS), as amended, establishes a liquor commission for each county consisting of at least five members appointed by the county mayor and confirmed by the county council to five-year terms; and

WHEREAS, the major duties of the Honolulu Liquor Commission are the following: 1) granting and, if necessary, suspending or revoking liquor licenses; 2) monitoring the operations of liquor licensees; 3) adopting rules on the proper conduct of liquor manufacturers, importers, and sellers; and 4) enforcing state laws and commission rules relating to liquor; and

WHEREAS, Section 281-11, HRS, establishes the following qualifications and disqualifications applicable to the Honolulu Liquor Commission member:

(1) A member must be a United States citizen;

(2) A member must have resided in the county served by the commission for at least three years immediately preceding appointment;

(3) A member cannot engage or hold a direct or indirect interest in "any business for the manufacture or sale of liquor";

(4) A member cannot be an advocate or member of or identified or connected with "any organization or association which advocates prohibition";

(5) A member cannot be an elected state or county officer or a candidate for a public office while on the commission; and

(6) A member cannot belong to the same political party to which a quorum of other members already belong;

and

WHEREAS, by Mayor's Letter, dated June 22, 2023, the Mayor has appointed Ms. Lisa Martin to the Honolulu Liquor Commission; and

CITY COUNCIL
CITY AND COUNTY OF HONOLULU
HONOLULU, HAWAII

No. _____

RESOLUTION

WHEREAS, if confirmed by the Council, Ms. Martin will fill the vacancy created by the resignation of Malama Minn and serve for a term expiring on December 31, 2024; and

WHEREAS, based on its review of the appointee, the Council finds that Ms. Martin qualifies to serve on the Honolulu Liquor Commission and deserves confirmation; now, therefore,

BE IT RESOLVED by the Council of the City and County of Honolulu that this body confirms the appointment of Ms. Lisa Martin to the Honolulu Liquor Commission to serve for a term expiring on December 31, 2024; and

BE IT FURTHER RESOLVED that the Council expresses its gratitude and appreciation to Ms. Lisa Martin for her willingness to be considered for public service and actively participate in City government; and

BE IT FINALLY RESOLVED that copies of this Resolution be transmitted to the Mayor, the Chair of the Honolulu Liquor Commission and Lisa Martin.

INTRODUCED BY:

_____

_____

_____

_____

_____

_____

_____

_____

DATE OF INTRODUCTION:

_____

_____ _____

Honolulu, Hawaii Councilmembers

Office of the City Clerk

CITY AND COUNTY OF HONOLULU
STATE OF HAWAII

Voter Certificate

I, Glen I. Takahashi, City Clerk of the City & County of Honolulu, State of Hawaii do hereby certify that,

LISA D. MARTIN

a resident of the City and County of Honolulu, State of Hawaii is a duly registered elector (voter) of

Precinct 04, Representative District 50, State of Hawaii

Voter ID No: 2061795 *Registration Date: 06/22/2023*

Date of Birth:

In Witness Whereof, I have hereunto set my hand and caused the Seal of the City and County of Honolulu to be affixed on June 22, 2023.

Signature Block

Signature of Elector

Glen I. Takahashi, City Clerk
City and County of Honolulu
State of Hawaii

This certificate expires at the earlier of either the date the named elector relinquishes the voter residence associated with this certificate or after the next scheduled Hawaii General election after the affixed issuance date.

CITY AND COUNTY OF HONOLULU
NOMINEE/APPOINTEE FORM

1. Position Nominated to: Honolulu Liquor Board Commission

2. Name: Lisa D. Martin
(First) (Middle) (Last)

3. Are you a citizen of the United States? Yes
Are you a resident of the City and County of Honolulu? Yes If yes, how long < 5 years
Are you a registered voter in the City and County of Honolulu? No

4. Occupation: Financial Coordinator & Independent Business Owner - Bookkeeping

5. Name and address of employer or firm:
Sutton Construction, Inc. 48-486 Haupoa St Kaneohe, HI 96744
My company is Cloudscape Corporation at 197 Kailua Rd Kailua, HI 96734

6. Does your employer do any business with the City and County of Honolulu? -select-
If yes, state the nature of business and approximate dollar amount in the last five years:
None

7. Do you or does any member of your immediate family hold office or own stock in any firm?
No

8. Does the firm do business with the City and County of Honolulu? No
If yes, provide details including the name(s) of the firm:

9. Do you have any part-time employment, professional activity, or financial interests other than those indicated in the previous question? No
If yes, provide details:

10. Do you foresee any possible conflict between your present work, financial investments, business transactions or any other activity which would be incompatible with the proper discharge of your official duties or hinder you from effectively carrying out the duties for which you have been appointed? No

11. Are any members of your family employed by the City and County of Honolulu or any attached agency? No
If yes, please specify the department and division:

12. Are there any incidents in your past that may jeopardize your nomination? No

13. Have you ever been convicted of a felony? No If yes, provide details:

14. Education:

BS Kinesiology - University of Illinois, Champaign-Urbana awarded Decemebr 1992
& Incomplete Masters work in Criminalistics from University of Illinois, Chicago

15. Provide a summary of major work experience for the last ten (10) years. Begin with your present job including military (attach additional sheets if necessary or resume):

Independent Business Owner, offering financial & bookkeeping support to small and mid-size businesses. On O'ahu, my main client is the Aloha Salads / Paniolos restaurant chain, 8 locations. I also have a W2, Financial Coordinator w/Construction Co.

16. Community activities, etc. (also list any service on any other board or commission Federal, State or County):

https://hawaiilgbtlegacyfoundation.com/directors/
5 member Executive Board (holding At Large position) of 17 member board, in total
https://www.aikaneohana.com/blank-page-1 Treasurer of Non-Profit Sports Organization

17. Have you ever been a member of a board or commission with the City and County of Honolulu?

No

If yes, provide name(s) of board/commission:

18. Will you be able to commit to the full term of this appointment? Yes

19. Will you be able to commit to meeting dates and times? Yes

20. Are you regularly away from Honolulu? No If yes, please explain:

21. Are you willing to make a confidential financial disclosure to the city Ethics Commission upon appointment and yearly thereafter? Yes

22. What do you understand to be the prime duties of your county appointment?

Duties = grant, refuse, suspend, and revoke any liquor license on O'ahu
The Commission also hears and adjudicates violations of Liquor Laws and Rules committed by liquor licensees and non-licensees.

The above statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

Lisa D. Martin — (Signature)

6/9/2023 — (Date)

The above statements made by me are true, complete, and correct to the best of my knowledge and
The completed form and any attachment(s) will be posted by the City Clerk and available on the City's DocuShare Website.

LISA D. MARTIN

197 Kailua Road
Kailua, HI 96734

PROFESSIONAL EXPERIENCE:

SUTTON CONSTRUCTION, INC. – KANEOHE, HI
Financial Coordinator & Human Resources for General Contractor of High End Homes on O'ahu December 2021 - Current
Payroll, billing clients, accounts receivable, collections, accounts payable, tax filing, sales forecasting, purchasing, Human Resources

CLOUDSCAPE CORPORATION – DES PLAINES, IL & KAILUA, HI
Owner of "Problem Solvers" Company - Specializing in QuickBooks for all types of Businesses October 2015 – Current
Organize clients' businesses with maintainable systems, specializing in Finances, Purchasing, Inventory and QuickBooks.
I'm a Notary skilled in Accounts Receivables, Collections, Accounts Payables, Bookkeeping, Payroll, Shipping & Receiving.
Servicing Industries: Restaurants, Manufacturing, Flooring Distributor, Finance, Real Estate, Retail, Health & Fitness
Construction: General Contractors & Subcontractors, both Union & Non-Union, including waivers

EXPRESS TEMPS – ROLLING MEADOWS, IL – Four Temporary Job Placements – All covering long-term medical leaves:
Purchasing Administrator for a Manufacturing Company – Des Plaines, IL June 2015 – October 2015
DUTIES: Issue purchase orders, confirm pricing & ship dates, expedite product based on need & track shipments.
Accounts Payable for a Label Manufacturing Company – Arlington Heights, IL December 2014 – May 2015
DUTIES: Enter approved invoices into Oracle, run checks for payment, & apply bank deposits for Accounts Receivable.
Office Manager for a Wholesale Battery Company – Bensenville, IL May 2014 – December 2014
DUTIES: Customer service, monitor phones, accounts receivable, collection calls, month end reporting, data entry, cash handling, bank deposits, batch credit card sales, issue purchase orders, keep inventory control, ship product, and order office supplies.
Purchasing Administrator for a Manufacturing Company – Wheeling, IL October 2012 – April 2014
DUTIES: Issue purchase orders, confirm pricing & ship dates, expedite product based on need & analyze month end numbers.

KENYON RESTAURANT CONSULTING – DES PLAINES, IL
Office Manager for a Consulting Company based in Illinois, Indiana & North Carolina January 2006 – September 2012
DUTIES: QuickBooks, accounts payable, accounts receivable, research sales leads, data entry, monitor phones, customer service, collection calls, cash handling, set up travel calendars, schedule messenger service, inventory control and ship equipment.

REVCOR, INC. – CARPENTERSVILLE, IL
Credit Manager for a Manufacturing Company based in Illinois & Texas May 2002 – December 2005
DUTIES: Reviewed cash receipts and followed up on payment discrepancies for a $50 million company; Communicated persistently to collect on past due invoices; Extended credit to customers after critical review of credit worthiness; Communicated with various international accounts to confirm shipments and payments. Worked remotely from home office for seventeen months.

KEYSTONE STEEL AND WIRE – PEORIA, IL
Safety and Health Representative, Ergonomics Specialist for a Steel & Wire Mill September 2000 – May 2002
DUTIES: Monitored the Wire Mill's compliance with OSHA's safety regulations; Administered daily follow-up with on-the-job injuries as needed between the injured employee, the employee's department, and Keystone's medical center; Facilitated meetings for serious incident and lost work day investigations; Recorded injuries in OSHA 300 log; Shared injury information with Workers' Compensation Office; Conducted daily safety inspections through the facilities; Communicated safety concerns between machine operators and their managers, as well as upper management; Facilitated monthly safety meetings with all three operating shifts; Conducted monthly audits in the Wire Mill Processing Department and Maintenance Departments; Completed and filed daily, weekly, monthly and annual reports; Introduced new employees to the company's safety concerns; On 24 hour call one week, every six weeks.

WIRTZ BEVERAGE ILLINOIS (Judge & Dolph) – ELK GROVE VILLAGE, IL November 1995 – August 2000
Accounts Receivable Manager for a Wine and Liquor Distributor August 1997 – August 2000
DUTIES: Communicated collections with over 250 salespeople for a $300 million company; Financially maintained over 14,000 accounts in accordance with Illinois liquor laws; Problem solved disputes and followed up on payment plans; Organized invoice adjustments and managed gross profit.
Food and Drug Chain Analyst November 1995 – August 1997
DUTIES: Purchasing Liaison to American Stores (Jewel-Osco), Dominicks, Walgreens, and Eagle Foods; managed pricing structures and programming dollars; Monitored volume purchases.

EDUCATION:

University of Illinois, Urbana – Champaign Degree Earned: BS, Kinesiology with Honors, GPA 4.33/5.00
Study Abroad Semester at Curtin University of Technology in Perth, Australia