'25APR09 AM 11:04 CITY CLERK

DEPARTMENT OF HUMAN RESOURCES
KA 'OIHANA HO'OMOHALA LIMAHANA
CITY AND COUNTY OF HONOLULU

650 SOUTH KING STREET, 10TH FLOOR • HONOLULU, HAWAI'I 96813
PHONE: (808) 768-8500 • FAX: (808) 768-5563 • WEBSITE: honolulu.gov/dhr

RICK BLANGIARDI
MAYOR
MEIA

NOLA N. MIYASAKI
DIRECTOR
PO'O

FLORENCIO C. BAGUIO, JR.
ASSISTANT DIRECTOR
KOKUA PO'O

April 7, 2025

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

Dear Chair Waters and Councilmembers:

SUBJECT: Report of Gift Valued Less Than $2,500 and Requested Acceptance

The Department of Human Resources (DHR) respectfully requests the acceptance by the City Council, on behalf of the City and County of Honolulu, of a gift to the City valued less than $2,500 under the provisions of Resolution No. 05-349, CD1, FD1. A proposed resolution accepting the gift is attached for the Council's favorable consideration. The recommendation of the Managing Director is evidenced by his signature below.

The gift from the Harvard Kennedy School, with an estimated value of $1,685.00, includes airfare, hotel accommodations and some meals. DHR Director Miyasaki has been selected to participate in the Harvard Kennedy School's inaugural State and Local Government Career Expo and Forum program in Cambridge, Massachusetts, from April 17 – 18, 2025. She will have the opportunity to meet students and alumni from across Harvard University who are interested in exploring and launching careers in local government.

Should you have any further questions, please contact me at (808) 768-8500.

Sincerely,

Nola N. Miyasaki
Director

Attachment

APPROVED:

Michael D. Formby, Managing Director
Office of the Managing Director

DEPT. COM. 275

HONOLULU CITY COUNCIL

KE KANIHELA O KE KALANA O HONOLULU

CITY AND COUNTY OF HONOLULU

No. _____

RESOLUTION

ACCEPTING A GIFT OF TRAVEL AND RELATED EXPENSES, VALUED AT $1,685 TO THE CITY FROM HARVARD UNIVERSITY FOR A MEMBER OF THE DEPARTMENT OF HUMAN RESOURCES TO PARTICIPATE IN THE HARVARD KENNEDY SCHOOL'S INAUGURAL STATE AND LOCAL GOVERNMENT CAREER EXPO AND FORUM PROGRAM IN CAMBRIDGE, MASSACHUSETTS FROM APRIL 17-18, 2025.

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

WHEREAS, through a letter dated April 7, 2025, the Managing Director, has submitted a request to the Council for acceptance of a gift to the City from Harvard University of air transportation, lodging, and three meals, valued at $1,685, for Department of Human Resources Director Nola Miyasaki to participate in the Harvard Kennedy School's inaugural State and Local Government Career Expo and Forum program in Cambridge, Massachusetts, from April 17 to 18, 2025; and

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

BE IT RESOLVED by the Council of the City and County of Honolulu that this body gratefully accepts the gift valued at $1,685 from Harvard University that is more fully described in the above-mentioned letter and the Declaration of Gift attached as Exhibit A; and

HONOLULU CITY COUNCIL

KE KANIHELA O KE KALANA O HONOLULU

CITY AND COUNTY OF HONOLULU

No. _____

RESOLUTION

BE IT FINALLY RESOLVED that copies of this resolution be transmitted to the Managing Director; the Director of Human Resources; and Zoe Brown, Senior Data and Organizational Systems Coordinator, Harvard Kennedy School, 79 John F. Kennedy Street, Box 70, Cambridge, Massachusetts 02138.

INTRODUCED BY:

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_____

DATE OF INTRODUCTION: _____

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_____ _____

Honolulu, Hawai'i Councilmembers

CITY AND COUNTY OF HONOLULU

DECLARATION OF GIFT	
NAME OF DONOR	Harvard University
DONOR'S ADDRESS	Harvard Kennedy School
	79 John F. Kennedy Street, Box 70
	Cambridge, Massachusetts 02138
DONOR'S TELEPHONE	617-495-1161

STATEMENT OF OWNERSHIP AND/OR TERMS OF CONVEYANCE

The donor named above owns the property described below and desires to give the property to the City and County of Honolulu. To carry out this purpose, the donor hereby absolutely and without condition or reservation gives, grants, and conveys the property to the City and County of Honolulu.

DESCRIPTION OF GIFT	VALUE
Hotel stay for two nights (April 16 & 17)	$ 650.00
Flights (to and from BOS)	$ 950.00
Dinner on Thursday, April 17th	$ 35.00
Breakfast on Friday, April 18th	$ 20.00
Lunch on Friday, April 18th	$ 30.00
TOTAL	$ 1,685.00

SIGNATURE: Zoe Brown Digitally signed by Zoe Brown Date: 2025.04.04 17:04:23 -04'00'	**DATE:** 04/04/2025
PRINT NAME: Zoe Brown	**TITLE:** Senior Data and Organizational Sy

EXHIBIT A