

House District 22

Senate District 10

THE TWENTY- FOURTH LEGISLATURE  
HAWAI'I STATE LEGISLATURE  
APPLICATION FOR GRANTS & SUBSIDIES  
CHAPTER 42F, HAWAI'I REVISED STATUTES

Log No: 122-C

For Legislature's Use Only

Type of Grant or Subsidy Request:

GRANT REQUEST - OPERATING

GRANT REQUEST - CAPITAL

SUBSIDY REQUEST

"Grant" means an award of state funds by the legislature, by an appropriation to a specified recipient, to support the activities of the recipient and permit the community to benefit from those activities.

"Subsidy" means an award of state funds by the legislature, by an appropriation to a recipient specified in the appropriation, to reduce the costs incurred by the organization or individual in providing a service available to some or all members of the public.

"Recipient" means any organization or person receiving a grant or subsidy.

STATE DEPARTMENT OR AGENCY RELATED TO THIS REQUEST (LEAVE BLANK IF UNKNOWN):

DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES (DAGS)

STATE PROGRAM LD. NO. (LEAVE BLANK IF UNKNOWN): \_\_\_\_\_

1. APPLICANT INFORMATION:

Legal Name of Requesting Organization or Individual:

Db/a: Japanese Cultural Center of Hawai'i

Street Address:

2454 South Beretania Street  
Honolulu, Hawaii 96826

Mailing Address: Same as Above

2. CONTACT PERSON FOR MATTERS INVOLVING THIS APPLICATION:

Name: ALLICYN TASAKA

Title: Chief Operating Officer

Phone #: 945-7633 Ext. 22

Fax #: 944-1123

e-mail : tasaka@jcch.com

3. TYPE OF BUSINESS ENTITY:

NON PROFIT CORPORATION

FOR PROFIT CORPORATION

LIMITED LIABILITY COMPANY

SOLE PROPRIETORSHIP/INDIVIDUAL

4. FEDERAL TAX ID # [REDACTED]

5. STATE TAX ID #: [REDACTED]

6. SSN (IF AN INDIVIDUAL): NOT APPLICABLE

7. DESCRIPTIVE TITLE OF APPLICANT'S REQUEST:

PLEASE SEE ATTACHED DESCRIPTION: ADDENDUM

(Maximum 300 Characters)

8. FISCAL YEARS AND AMOUNT OF STATE FUNDS REQUESTED:

FY 2008-2009 \$ 513,000

9. STATUS OF SERVICE DESCRIBED IN THIS REQUEST:

NEW SERVICE (PRESENTLY DOES NOT EXIST)

EXISTING SERVICE (PRESENTLY IN OPERATION)

SPECIFY THE AMOUNT BY SOURCES OF FUNDS AVAILABLE AT THE TIME OF THIS REQUEST:

STATE \$513,000

FEDERAL \$ \_\_\_\_\_

COUNTY \$ \_\_\_\_\_

PRIVATE/OTHER \$ \_\_\_\_\_

TYPE NAME & TITLE OF AUTHORIZED REPRESENTATIVE:

AUTHORIZED SIGNATURE

LENNY Y. ANDREW, PRESIDENT/EXECUTIVE DIRECTOR  
NAME & TITLE

JANUARY 30, 2008  
DATE SIGNED

## **APPLICATION FOR GRANTS AND SUBSIDIES: ADDENDUM**

### **7. Descriptive Title of Applicant's Request (Maximum 300 words)**

The Japanese Cultural Center of Hawai'i's mission is to educate, preserve and promote the Japanese culture and the legacy of Japanese Americans in Hawai'i and to help bridge an understanding and respect among cultures. Although the Center was incorporated in 1987, the first building (Phase 1) housing the main offices, businesses and teahouse was built in 1992 followed by the second building (Phase 2) housing the gallery, gift shop, dojo, meeting and banquet rooms was built in 1994.

By late 2002, the Center's mortgage and related debts, coupled with ever-increasing building maintenance repairs, threatened to destroy all that the community had built. In late 2003, as the Center faced foreclosure, members and community leaders came together to form an Ad Hoc Committee to "Save the Center" and launched an unprecedented initiative to raise the \$9 million needed to satisfy accumulated debts. The campaign was a success with the support of over 6,000 donors.

The buildings are 16 and 14 years old respectively, and have not undergone any major repairs to its structure and infrastructure. Based on a 2005 capital reserve study for the Center conducted by Armstrong Consulting, a total of \$2.3 million worth of repairs and facial uplift is needed to maintain the facilities to ensure the safety and comfort of the staff, volunteers, members and visitors.

Armstrong Consulting recommended replacing the air condition chillers, pumps and hot water boilers, hallway carpets, ceiling insulation, as well as plumbing and roofing repairs be listed as high priorities to ensure the safety of the Center's staff, its volunteers, members, visitors and to preserve the life of the buildings. The estimated cost for these capital improvements is \$838,000.00. In fiscal year 2007 – 2008, the Legislature approved \$325,000.00 which, to date, has not been released by the Governor. If and when this funding is released, it will go towards the installation of a new air condition system.

The JCCH is respectfully requesting \$513,000.00 to assist in defraying the cost of long delayed maintenance and repair necessary to maintain the safety and value to Hawai'i's community and visitors.

## I. Background and Summary

### 1. Background of the Japanese Cultural Center of Hawai'i

The Japanese Cultural Center of Hawai'i (JCCH) was incorporated in 1987 and is a 501(c)3 non-profit organization. Its mission is to be a vibrant resource, strengthening our diverse community by educating present and future generations in the evolving Japanese American experience in Hawai'i. JCCH creates innovative partnerships to provide meaningful community service and activities that enhance the understanding of the Japanese American heritage and culture that draws from the values founded in our Japanese and American traditions and the spirit of Aloha. Led by Eric Martinson as Chairman, the JCCH's Board of Directors is comprised of community leaders in law, business, history, education, arts and culture.

JCCH's facilities were built in the early 1990's at a total construction cost of \$15 million. Professionally designed to evoke the Japanese influence on modern Hawai'i, the Center serves as a gathering place, offering educational programs and other services to the community-at-large. The two-building complex, containing 47,635 square feet of rentable area, consists of a 4-floor office building (Phase I) that houses the main offices of the JCCH, leased office space, the Resource Center and the *Seikoan* Teahouse where *chado* (the way of tea) classes are held. The 5-floor structure (Phase II) includes a historical exhibit, community gallery, gift shop, banquet hall, meeting rooms and a martial arts dojo where kendo, karate, aikido are practiced. The Phase II building also includes a 270-stall parking garage. A landscaped multi-purpose courtyard and sky bridge connect the two buildings. The 1.267 acre property is situated in the heart of Mō'ili'ili.

By late 2002, JCCH's mortgage and related debts, coupled with ever-increasing deferred facility and equipment maintenance and repair, threatened to destroy all that the community had built. It became very apparent that without an aggressive plan in place, the Center would be in foreclosure by year-end. In late October 2003, an Ad Hoc Committee to "Save the Center" made up of members and community representatives launched an unprecedented initiative to raise the \$9 million needed to satisfy accumulated debts. The campaign was a success with the support of nearly 6,000 donors.

Emerging from this success, JCCH is an organization that is designed to perpetuate Japanese culture and to educate all people, regardless of ethnic background, about the contributions of the Japanese forefathers to our island way of life. JCCH has broadened its approach to be inclusive of all ethnicities in its workshops, exhibits, community programs, lecture series, traveling

exhibits and workshop for the entire family. Hosting programs and events that have cultural and historical meaning lies at the core of JCCH.

## **2. Goals and Objectives**

The overall goal is to provide and maintain, in a timely and efficient manner, adequate public facilities of the Japanese Cultural Center of Hawai'i with its dojo, teahouse, gallery, resource center, gift shop, banquet hall, meeting rooms and cultural activities for both existing and future populations.

To achieve this goal the following are JCCH's objectives:

- Objective #1:** Identify, evaluate and prioritize JCCH facilities for repair, renovations and upgrading.
- Objective #2:** Repair JCCH facilities to meet safety and health standards and to ensure building conditions do not decline.
- Objective #3:** Maintain a system for ongoing monitoring and evaluation of the facilities.

## **3. Public Purpose and Need Served**

JCCH's purpose is to preserve and promote the Japanese culture and the legacy of the Japanese American experience in Hawai'i, and to help bridge an understanding and respect among cultures. The Center does this through relevant educational programming, meaningful community service, and innovative partnerships that enhance the understanding and celebration of our heritage, culture and love of the land.

The toll of the years of accumulated deferred maintenance continues to be evident and the Center faces immediate capital improvement issues that need to be addressed. JCCH requests support from the State to help improve the Center's facilities in order to rejuvenate the physical plant and ensure the safety and well being of the many community users of the buildings.

Armstrong Consulting completed a capital reserve study for the Center in 2005. The findings of the study indicate that the facilities are in dire need of repair and facial uplift with projected expenditures at \$2.3 million. Armstrong Consulting recommended replacing the air condition chillers, pumps and hot water boilers, hallway carpets, ceiling insulation, as well as plumbing and roofing repairs be listed as high priorities to ensure the safety of the Center's staff, its volunteers, members, visitors and to preserve the life of the buildings. The estimated cost for these capital improvements is \$838,000.00. In fiscal year 2007 – 2008, the Legislature approved \$325,000.00 which, to date, has not been released by the

Governor. If and when this funding is released, it will go towards the installation of a new air condition system.

#### **4. Target Population Served**

JCCH serves as a gathering place in Mō'ili'ili. Working in partnership with the University of Hawai'i, Mō'ili'ili Community Center and the Old Town Mō'ili'ili Association (OTMBA), the Center offers educational and cultural programs and other services to the community-at-large. Students researching school papers on Japanese culture, immigration, genealogy and World War II internment contact the Resource Center for assistance. School groups on educational tours view the exhibits and learn more about the Japanese American experience in Hawai'i. Educational boxes, planned and assembled by Department of Education retired educators volunteering at the Center, reinforces the Japanese heritage lessons to students and to senior citizens. Events such as *Kodomo No Hi: Celebrating Children's Day* and *Shichi Go San Kimono Dressing* are activities enjoyed by families to highlight these auspicious cultural occasions. The New Year's Ohana Multi-Cultural Festival in 2006 and 2007 brought out over 10,000 people – young and old of all ethnicities – to enjoy entertainment, food, children's activities, craft fair, book sales, bonsai displays, ikebana sessions and other interactive experiences at the Center and Mō'ili'ili Field. Over 2,000 individuals and students per month have visited the Okage Sama De, a permanent immigrant exhibit and the various rotating community gallery exhibits, oftentimes featuring Hawaii artists throughout the State. The *Kenshikan Kendo Dojo* is home to 11 different martial arts schools while three (3) different schools teaching *chado* (the way of tea), utilize the *Seikoan* teahouse.

The Center has over 5,000 members, a staff of nine, and over 500 volunteers who serve as board members, committee members and facility volunteers. JCCH is now home to the Honolulu Japanese Chamber of Commerce, Honolulu Japanese Junior Chamber of Commerce, United Japanese Society, Hawai'i Karate Association, Pacific Telecommunications Council, Hawai'i Japanese School, Diagnostic Laboratory Services, Hawai'i Multi-Media Co., Urasenke Foundation, and Manoa Grand Ballroom. All of the leased office spaces are fully occupied.

#### **5. Geographic Coverage**

Primarily Oahu-based, the Center has statewide presence through its membership and educational outreach. The By Laws designate Neighbor Island representation with one designated position for the islands of Maui, Kauai and Hawai'i. The traveling exhibit, *Dark Clouds Over Paradise*, shares

the experience of the little-known history of 1,400 Hawaii residents of Japanese ancestry who were unjustly interned in makeshift camps throughout the territory of Hawaii. This exhibit will be traveling to Hilo, Kona, Kauai and Maui. Similarly traveling to each island, programs such as the video showing of *The First Battle: The Battle for Equality in War-Time Hawai'i*, a documentary written, produced and directed by Tom Coffman, explains why 120,000 people of Japanese ancestry on the Mainland were wrongly interned while 160,000 people of Japanese ancestry in Hawai'i were able to go about their lives during World War II; and genealogy workshops conducted by the Hiroshima Study Group. And for the first time, one of the Center's exhibits, *Airborne Dreams: Japanese American Flight Attendants and the Development of Global Tourism in the Pacific*, will be displayed at the the new Hazy Center of the Smithsonian Institute's Air and Space Museum in Washington, DC starting in late March 2007. This annex to the main Air and Space Museum houses, among other things, a Concorde and the Enola Gay. We will have two well-located cases to show various objects from Airborne Dreams. The exhibit from Hawai'i will be on display for a minimum of one year. Officials at the Smithsonian anticipate over one million people will have the opportunity to see the *Airborne Dreams* exhibit.

## **II. Service Summary Outcomes**

### **1. Scope of Work, Tasks, Responsibilities**

Although the "Save the Center" donation drive was able to stave off the foreclosure of the Japanese Cultural Center of Hawai'i, years of minimal operational and capital funding accelerated the decline of many capital components of the property and buildings. Since 2003, utilizing its own reserve funds through donations and membership, and in conjunction with generously awarded grants and funds, JCCH has committed itself toward improving the physical property and components. This commitment will greatly assist the goal of expanding cultural programs and events offered to members and the general population by retaining a safe and enjoyable atmosphere for all.

Long term capital replacement components and associated future costs have also been identified in the Reserve Replacement Schedule from the Armstrong Consulting, Inc. Reserve Study. The Armstrong Report recommended projected expenditures of \$2.3 million in reserve expenditures projected for 2005. This will provide JCCH with an ongoing plan of necessary funding that will be set aside each year towards future capital component replacements. Should JCCH secure funds from the Grant in Aid program, it will be allocated to the most pressing items first, as identified in the Reserve Replacement Schedule. Please see Attachment B.

The Grant in Aid request figure arises from capital components that will require repair or replacement within the next two (2) years. This Scope of Work involves eighteen (18) different capital component items, ranging from A/C and other equipment upgrades to ceiling insulation and roof replacement. Each item will require a separate Scope of Work that will require specifications and solicitation of proposals. Hawaiian Properties, Ltd., in conjunction with associated experts, will be responsible for overseeing this task as managing agent for JCCH.

## 2. Projected Annual Timeline

The completion date is based upon the date the grant is received and weather conditions.

Estimated Completion From Grant Award Date	Repair/Replacement Item	Description	Projected Cost
6 Months	Parking sealcoat	Sealcoat onto cracks at tri-tee plank joints of 2 <sup>nd</sup> to 4 <sup>th</sup> floors on Mauka side of parking garage. Sealcoat will protect the joints and stop water from seeping through to lower floors.	\$ 13,000.00
6 Months	Plumbing repairs & replacements	Overhead sewer lines are rusting. Replace backflow assembly underground pipe connections that are severely rusted.	\$ 25,000.00
6 Months	Tile (Phase I Building)	Adjacent to the 4 <sup>th</sup> floor teahouse, the "roof" over 3 <sup>rd</sup> floor: grout is failing and cracking; tile is discolored.	\$ 10,000.00
6 Months	Carpet – Hallway (Phase I Building)	Replace common hallway carpet on each floor where office space is leased. Carpet is worn and faded from use.	\$ 2,500.00
6 Months	Hot water boilers - Ground Floor (Phase 2 Building)	The 2 hot water boilers on the ground floor -- 1 heater burst and leaked water due to internal corrosion ; Caused insured value loss claim.	\$ 10,000.00
6 Months	Hot water boilers - 5 <sup>th</sup> Floor (Phase 2 Building)	The 2 gas heaters services the 5 <sup>th</sup> floor only primarily to heat hot water for banquet & catering services. Heaters are reaching their end of useful life.	\$ 20,000.00
6 Months	Pneumatic compressor	Needs to be serviced. It	\$ 5,000.00

	(Phase 2 Building)	works with booster pumps for water pressure to 5 <sup>th</sup> floor.	
12 Months	Exhaust fans (Phase 1 Building)	Replace 2 exhaust roof top fans that are reaching end of their useful life.	\$ 5,000.00
12 Months	Exhaust fans (Phase 2 Building)	Replace 9 rooftop fans that are reaching end of their useful life.	\$ 22,500.00
12 Months	Ceiling Insulation - 5 <sup>th</sup> Floor (Phase 2 Building)	Replace and fire proof insulation above the ballroom soffit ceiling because it is failing	\$ 40,000.00
12 Months	Ceiling Insulation - 5 <sup>th</sup> Floor (Phase 2 Building)	Replace and fire proof insulation in the banquet office, storage room and air handler room.	\$ 30,000.00
12 Months	Roof (Phase 1 Building)	Repair roof which was temporarily sealed with elastomeric coating and painted in black which enhanced the heat and shortened the life of the roof.	\$ 40,000.00
24 Months	A/C Chiller - 75 ton (Phase 1 Building)	Replace chiller with more energy efficient model. It is reaching the end of its useful life.	\$ 90,000.00
24 Months	A/C Pumps (Phase 1 Building)	Replace 2 - 10HP chill water pumps that have reached the end of their useful life.	\$ 15,000.00
24 Months	A/C Chiller - 70 ton (Phase 2 Building)	Replace - works in conjunction with 90 ton chiller. Old with frequent repairs and end of its useful life.	\$ 80,000.00
24 Months	A/C Chiller - 90 ton (Phase 2 Building)	Replace - works in conjunction with 70 ton chiller. Old with frequent repairs and end of its useful life.	\$ 100,000.00
24 Months	A/C Pumps (Phase 2 Building)	Replace 2 - 20HP chill water pumps that have reached the end of their useful life.	\$ 30,000.00
24 Months	Roof (Phase 2 Building)	Repair main roofs because condition is so poor that the fibers are showing from weather and wear and tear.	\$ 300,000.00
		<b>TOTAL</b>	<b>\$838,000.00</b>



**3. Quality Assurance and Evaluation**

Upon notification of receiving the grant, the President/Executive Director will assemble key staff and representatives of Hawaiian Properties, Inc. and ABM Family of Services to define roles, duties and timelines. JCCH will hold monthly meetings with key staff from the Center, the Board Facilities & Operations Committee, Hawaiian Properties and ABM Family of Services. These monthly meetings will serve as the coordinating unit to ensure that the capital improvement timeline is followed. Monthly written reports will also be provided by Hawaiian Properties to the President/Executive Director. At the end of the project, the representatives will conduct a thorough evaluation of the results.

**4. Measure(s) of Effectiveness**

JCCH will provide two reports to the Department of Accounting and General Services (DAGS) on the progress of the repairs and equipment replacement. The first report will encompass Quarters 1 and 2 from July 2008 through December 2008; and the second report will be for the periods of Quarter 3 and 4 from January 2009 through June 2009. The six-month reports will include, but not be limited to, (1) status of the repairs and replacements; (2) cost of work completed; (3) photos or contractor's statement to show proof of maintenance and/or replacement completed; and (4) detailed comments on how the repairs made has improved the facility and quality of services provided internally and externally.

**III. Financial**

**1. Budget**

The budget forms are attached.

**2. Quarterly Funding Requirements**

Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Grant
\$15,500	\$60,000	\$70,000	\$367,500	\$513,000

Quarter 1: Sealcoat cracks in parking garage to stop seeping of water to lower floors; Replace common hallway carpet on all floors;

Quarter 2: Replace backflow assembly underground pipe connections that are severely rusted; Replace hot water boilers and pneumatic compressor to stabilize water pressure;

- Quarter 3: Replace and fire proof insulation on the 5<sup>th</sup> floor banquet and public meeting areas;
- Quarter 4: Repair poor condition with fibers showing on all roofs; Replace exhaust roof top fans and on both buildings (fans reaching end of useful life);

#### **IV. Experience and Capability**

##### **A. Skills and Experience**

The Japanese Cultural Center of Hawai'i received funding in the past from the City and County of Honolulu's Community Development Block Grant (CDBG) Program for \$50,000.00, to assist in complying with the Americans for Disabilities Act (ADA). The Harold K.L. Castle Foundation and the Atherton Family Foundation have awarded \$100,000.00 and \$25,000.00, respectively, for various repairs of deferred maintenance items. Recent vendors that the JCCH has contracted with include American Coating Company, Raymond's Painting and Energy Industries.

JCCH has engaged a professional property management company, Hawaiian Properties, Ltd. (formerly National Mortgage Real Estate Company) from February 2003 that oversees the day to day fiscal and physical operations of the property, coordinates proposals for contracts with vendors, supervises vendors, and assists to develop and implement the operating budget.

Additionally, ABM Family of Services has been contracted to handle regular building maintenance and service. ABM's maintenance of the mechanical equipment and physical components of the Center is a key area of the preventive maintenance program. The property manager will coordinate efforts with the Center's staff administration and Board of Directors.

##### **B. Facilities**

JCCH's facilities were built in the early 1990's at a total construction cost of \$15 million. Professionally designed to evoke the Japanese influence on modern Hawai'i, the Center serves as a gathering place, offering educational programs and other services to the community-at-large. The two-building complex, containing 47,635 square feet of rentable area, consists of a 4-floor office building (Phase I, completed in 1992) that houses the main offices of the Center and leased office space, the Resource Center and the *Seikoan* Teahouse where *chado* (the way of tea) classes are held.

The 5-floor structure (Phase II, completed in 1994) includes a historical exhibit, community gallery, gift shop, banquet hall, meeting rooms and a martial arts dojo where kendo, karate, aikido are practiced. The Phase II building also includes a 270-stall parking garage. A landscaped multi-purpose courtyard and sky bridge connect the two buildings. The 1.267 acre parcel sits in the heart of Mō'ili'ili.

In May 2003, Accessibility, Planning & Consulting, Inc. completed an Americans with Disabilities Act Barriers Identification Report that identified one hundred fifty-one (151) areas that require compliance in order to meet the provisions of the ADA, Title III Accessibility Guidelines (ADAAG). The identified barriers range from ADA required signage to renovations of existing restroom facilities.

The purpose of the study was to assist the JCCH in identifying the most important priorities with which to utilize the \$50,000.00 funding from the City & County of Honolulu's Community Development Block Grant program (CDBG). The funds were expended by the CDBG program deadline of April 30, 2006. Due to high construction costs, only eight (8) of the one hundred fifty-one (151) identified barriers were addressed. JCCH will continue to address and fund correction of identified barriers when economically feasible in order to completely meet ADAAG requirements.

## **V. Personnel: Project Organization and Staffing**

### **A. Proposed Staffing, Staff Qualifications, Supervision and Training**

The Facilities & Operations Committee, a standing Committee of the Board of Directors will maintain oversight for the entire project. Eric K. Martinson is the Chairman of the Board of Directors and most recent Chair of the Facilities & Operations Committee and Managing Director of Tradewind Capital Group, Ltd. He has over 22 years of experience as an investment and asset management professional. Mr. Martinson co-founded MN Capital before it merged into Tradewind Capital Group, Ltd. He served in various investment management roles for Kamehameha Schools, ending his tenure with the organization as Director of the Financial Asset Division responsible for the direct management of Kamehameha Schools' substantial financial investment portfolios. Mr. Martinson has served on the Boards of Directors and as corporate officer for numerous portfolio companies and also served on various Investment Advisory Boards for several of Kamehameha Schools, domestic and international investment partnerships and companies. He received a BBA in Finance from the University of Hawai'i at Manoa and an MBA from the Fuqua School of Business at Duke University.

Sanford Murata is a Board of Director and serves on the Facilities & Operations Committee and is owner of the Sanford Murata Group. He has 35 years of experience as a successful real estate professional and is a member of Lambda Alpha honorary real estate society. He holds a CRE designation and a Hawaii Real Estate Broker License. Mr. Murata is a graduate of the University of California at Berkeley, where he studied architecture and urban land economics. He has since been involved extensively in a broad range of real property activities and projects. As a founding principal of the full service real estate organization, Graham Murata Russell, Mr. Murata provided executive leadership and strategic counseling in the planning, investment, development, management and brokerage of office, retail, commercial, hotel, industrial and residential projects. He has participated in numerous projects, as a developer and as a consultant to landowners, developers, financial institutions and others. Representative projects in which he has been involved include: ANA Kalakaua Center, an office building in Waikiki; Lanihau Center, a neighborhood shopping center in Kailua-Kona; Maui Marriott Resort, a 720-room luxury resort hotel in Kaanapali; and Discovery Bay, a 667-apartment residential condominium in Waikiki.

Ms. Miki Okumura, Esq. is a Vice Chair on the Board of Directors and serves as Chair of the Facilities & Operations Committee. She is a partner at Goodwill Anderson Quinn & Stifel and practices law in the areas of federal, state and local taxation, tax litigation and controversy, and corporate and general business law. Her experience includes transactional work involving the purchase, sale, and reorganizations of businesses, tax and general business advice and counseling for clients with operating businesses or real estate holdings, and representation of tax clients in audits, administrative proceedings, appeals, and trials at the federal, state, and county levels. Before attending law school, Ms. Okumura worked as a licensed certified public accountant with Price Waterhouse in Los Angeles, California. She served as Vice Chair of the 1995-1997 Hawaii Tax Review Commission and was a director of the Hawaii Tax Foundation. She is the Hawaii author for several national tax publications and organizations, including the ABA Property Tax Deskbook, IPT and COST. She served as the firm's managing partner from 1999 through 2005. Ms. Okumura is a graduate of Hastings College of Law, University of California, J.D. (magna cum laude) and Pomona College, B.A.

Wayne Muraoka, Esq. is a Board of Director and serves on the Facilities & Operations Committee. He is the vice president of Armstrong Properties Ltd., a real estate and development company, and general counsel for all of the Armstrong companies, including Armstrong Builders Ltd. and Armstrong Design Ltd.

The President/Executive Director, Lenny Y. Andrew, has the overall responsibility of the project. She will serve as liaison and coordinate efforts with Hawaiian Properties, ABM Family of Services and the JCCH.

The Center has contracted with Hawaiian Properties, Ltd. to assist with the physical and fiscal management of the property. Hawaiian Properties oversees the Center's operational activities such as contracted services for building maintenance, air conditioning, fire systems, overnight security patrols and common area pest controls. Hawaiian Properties also handles the Center's tenant issues as well as property and building reserve accounts.

JCCH also contracts with ABM Family of Services to facilitate the daily property maintenance issues. The on-site building engineer is responsible for the recurring service of the facility's air conditioning and other mechanical equipment. The engineer also assists in project renovations, plumbing repairs and minor electrical repairs.

**B. Organization Chart**

The Organization Chart is attached. Please see Attachment A.

**VI. Other**

**A. Litigation**

The Japanese Cultural Center of Hawai'i has no pending litigation to which they are a party.

**B. Licensure or Accreditation**

The Japanese Cultural Center of Hawai'i is committed to working with certified licensed contractors in their respective field of specialty for the scope of work necessary. The Center will do its due diligence and contact the Department of Commerce and Consumer Protection to ensure that the contractors are fully licensed, check for complaints and that contractor has current insurance. JCCH will enter into a valid contract with certified licensed contractors and execute the contract terms within the specified time.

**C. Declaration Statement : Chapter 42F, Hawaii Revised Statutes**

The signed Declaration Statement is attached.

# **ATTACHMENT “A”**

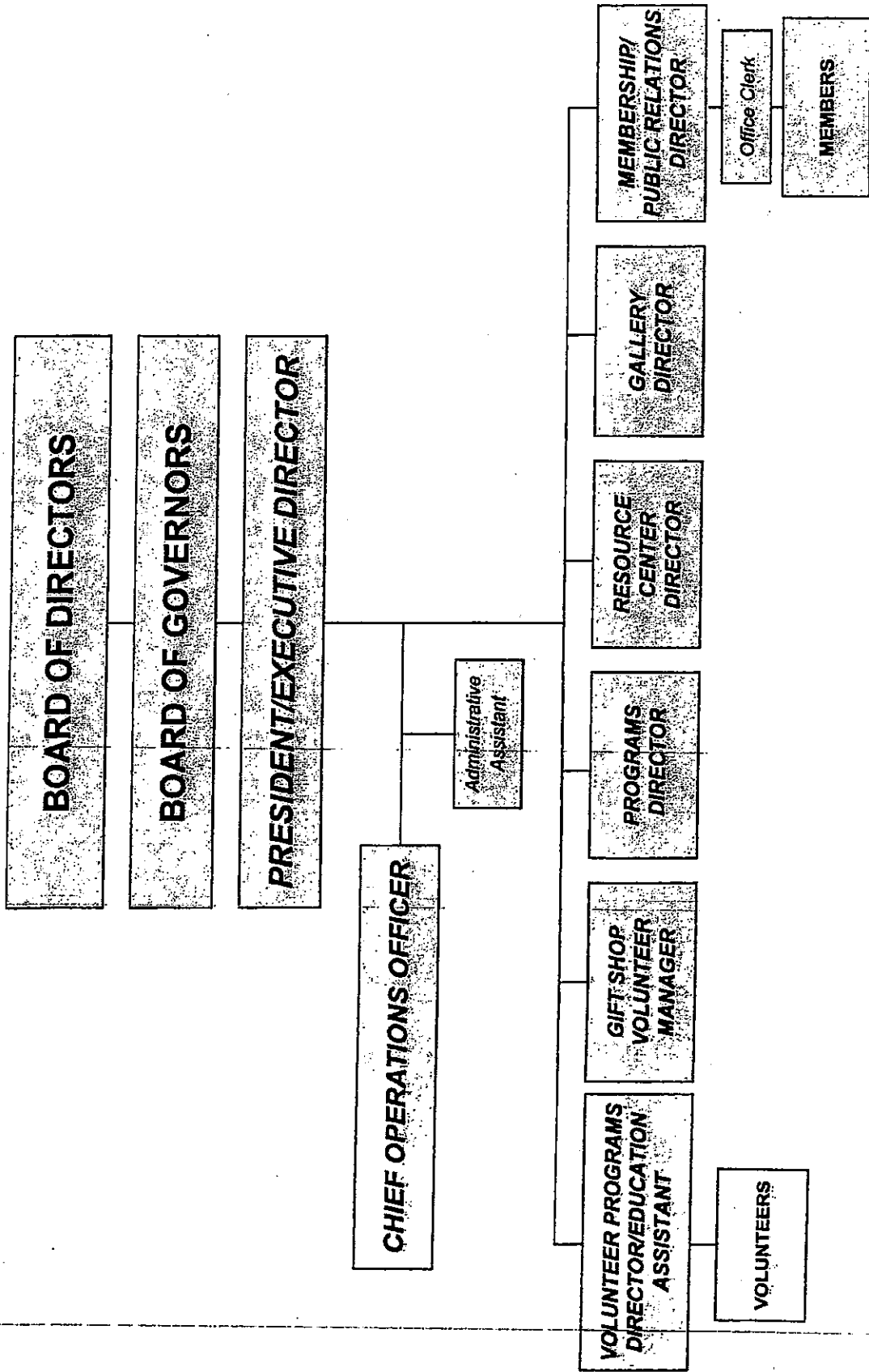
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# ATTACHMENT "A"



**JAPANESE CULTURAL CENTER OF HAWAII**  
*Honoring our heritage. Embracing our diversity. Sharing our future.*

## ORGANIZATION CHART



# **ATTACHMENT “B”**

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HAWAIIAN PROPERTIES, LTD.  
P. O. Box 38078 Honolulu, Hawaii 96837-1078

JAPANESE CULTURAL CENTER OF HAWAII  
RESERVE REPLACEMENT SCHEDULE

RESERVE ITEM	DESCRIPTION	DATE IN SERVICE	EST. CURR REPLACEMENT COST	AVG LIFE	CURR AGE	REM. LIFE	Cumulative Replacement Cost	Estimated Completion From Grant Award Date
A	B	C	D	E	F	G	H	I
Parking - Sealcoat	Sealing of garage, mauka stalls, 2nd - 4th floors, due to cracks at tri-tee plank joints.	1984	\$13,000	10	13	-3	\$13,000	6 mos.
Plumbing Repairs/Replacement	Overhead sewer lines are rusting; backflow assembly underground pipe connections severely rusted.	1984	\$25,000	10	13	-3	\$38,000	6 mos.
A/C Chiller - 75 ton - Ph. 1	Chiller is reaching the end of its useful life; recommend replacement to a more energy eff. Model.	1992	\$90,000	15	15	0	\$128,000	2 yrs.
A/C - Pumps - Ph. 1	2 total: (2) exhaust roof top fans; reaching end of useful life.	1992	\$15,000	15	15	0	\$143,000	2 yrs.
Exhaust Fans - Ph. 1	2 total: (2) exhaust roof top fans; reaching end of useful life.	1992	\$5,000	15	15	0	\$148,000	1 yr.
Insulation - Ceiling - Ph. 2	Insulation above ballroom soffit ceiling is failing; need to replace for insulation and fireproofing.	1984	\$40,000	13	13	0	\$188,000	1 yr.
Insulation - Ceiling - Ph. 2	MGB office, storage room, AHU#1 room; as described above.	1984	\$30,000	13	13	0	\$218,000	1 yr.
Roof - Ph. 1	Main roof temporarily sealed with elastomeric coating; original roof is at end of useful life.	1992	\$40,000	15	15	0	\$258,000	1 yr.
Tile - Ph. 1	Adjacent to tea garden, "roof" over 3rd floor; currently, grout is failing and cracking, tile is discolored.	1992	\$2,500	15	15	0	\$268,000	6 mos.
Carpet - Hallway - Ph. 1	Common hallway carpet is worn and faded.	1998	\$80,000	10	9	1	\$270,500	6 mos.
A/C Chiller - 70 ton - Ph. 2	Works in conjunction with 90 ton chiller; nearing end of useful life, repairs are frequent.	1994	\$100,000	15	13	2	\$350,500	2 yrs.
A/C Chiller - 90 ton - Ph. 2	Works in conjunction with 70 ton chiller; nearing end of useful life, repairs are frequent.	1994	\$30,000	15	13	2	\$450,500	2 yrs.
A/C - Pumps - Ph. 2	2 total: 20 HP chill water pumps	1994	\$22,500	15	13	2	\$480,500	2 yrs.
Exhaust Fans - Ph. 2	9 total: Rooftop fans are reaching the end of useful life.	1994	\$10,000	15	13	2	\$503,000	1 yr.
Hot Water Boiler - Ph. 2	2 total: Ground floor; 1 heater has already burst and leaked water, causing insured value loss/claim.	1994	\$20,000	15	13	2	\$523,000	6 mos.
Hot Water Boilers - Ph. 2	2 total: 5th Flr. Gas heaters are reaching end of their useful life; services 5th floor.	1994	\$5,000	15	13	2	\$538,000	6 mos.
Pneumatic Compressor - Ph. 2	Main roofs, current condition is fair/poor with fibers showing in built up roofing.	1994	\$300,000	15	13	2	\$918,000	2 yrs.
Roof - Ph. 2	Ground floor through 4th Flr., 16 total (need to verify)	1992	\$80,000	20	15	5	\$928,000	2 yrs.
A/C - Fan Coil Units - Ph. 1	Refurbishment	1992	\$40,000	20	15	5	\$968,000	2 yrs.
Elevator - Cab - Ph. 1	Tea Garden Underlying Waterproofing Membrane	1992	\$40,000	20	15	5	\$970,000	2 yrs.
Roof - Ph. 1	2nd Flr.	2003	\$2,000	10	4	6	\$970,000	2 yrs.
Carpet - Hallway - Ph. 1	4 total: Ground Flr., Ballroom, Lounge, Precooler	1994	\$91,500	20	13	7	\$1,061,500	6 mos.
A/C - Air Handling Units - Ph. 2	4 total: Ground Flr., (2), 5th Flr. Lanal(2)	1994	\$40,000	20	13	7	\$1,101,500	6 mos.
Bathroom Refurbishment - Ph. 2	Main System Controls Both Buildings	1994	\$30,000	20	13	7	\$1,131,500	6 mos.
Fire Alarm System - Ph. 1 and 2	3 total: (2) Ground Level; (1) Sky Bridge, Ph. 2	1994	\$45,000	20	13	7	\$1,176,500	6 mos.
Gates - Electronic Roll Up	2 total: (1) Main Entrance; (1) Coyne Street	1994	\$40,000	20	13	7	\$1,216,500	6 mos.
Gates - Electronic Garage Roll Up	Exterior, and 5th Floor Lanal Exposed Areas	2007	\$190,000	8	1	7	\$1,406,500	6 mos.
Painting - Ph. 1 and 2	Ewa side steep roofs	2004	\$10,000	10	3	7	\$1,416,500	6 mos.
Roof - Ph. 1	2 total: 4th Floor Location, Pumps Water to 5th Flr.	2004	\$17,000	12	3	9	\$1,433,500	6 mos.
Booster Pumps - Ph. 2	Refurbishment	2006	\$20,000	10	1	9	\$1,453,500	6 mos.
Elevator - Cab - Ph. 2	Garage 5th floor open parking deck	2006	\$40,000	10	1	9	\$1,493,500	6 mos.
Parking - Waterproofing - Ph. 2	7 total: Lobby(2), 2nd, 3rd Flrs. (4), 4th Flr.(1)	1992	\$37,000	25	15	10	\$1,530,500	6 mos.
Bathroom Refurbishment - Ph. 1	1 total: Return Air Fan	2003	\$2,700	15	4	11	\$1,533,200	6 mos.
Exhaust Fan - Ph. 1	Services Property	2004	\$5,000	15	3	12	\$1,538,200	6 mos.
Backflow Assembly	Garage Lights	1984	\$65,000	25	13	12	\$1,603,200	6 mos.
Lighting Fixtures - Ph. 2	Trans Tracer A/C Operation System	2005	\$17,000	15	2	13	\$1,620,200	6 mos.
Elevator - Machinery - Ph. 1	Modernization	1992	\$135,000	30	15	15	\$1,755,200	6 mos.
Energy Management System	Ph. 1, tile, wallcovering, lighting	1992	\$20,000	30	15	15	\$1,775,200	6 mos.
Lobby Upgrade	Includes waterproofing	2007	\$45,000	15	0	15	\$1,820,200	6 mos.
Sky Bridge Tile	Modernization	1994	\$400,000	30	13	17	\$2,220,200	6 mos.
Elevator Machinery - Ph. 2	Located ground floor, Ph. 2	1994	\$2,000	30	13	17	\$2,222,200	6 mos.
Mailboxes	Interior lights were retrofitted in 2005	2005	\$60,000	25	2	23	\$2,282,200	6 mos.
Lighting Fixtures - Ph. 1 and 2								
<b>TOTALS</b>			<b>\$2,282,200</b>					

ATTACHMENT "B"

# **BUDGET FORMS**

**Source of Funds**

**Personnel – Salaries and Wages**

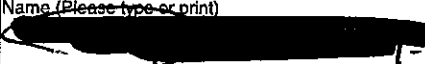
**Equipment and Motor Vehicles**

**Capital Project Details**

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**BUDGET REQUEST BY SOURCE OF FUNDS**  
(Period: July 1, 2008 to June 30, 2009)

App Japanese Cultural Center of Hawai'i

<b>BUDGET CATEGORIES</b>	<b>Total State Funds Requested (a)</b>	<b>(b)</b>	<b>(c)</b>	<b>(d)</b>
<b>A. PERSONNEL COST</b>	0			
1. Salaries	0			
2. Payroll Taxes & Assessments	0			
3. Fringe Benefits	0			
<b>TOTAL PERSONNEL COST</b>	<b>0</b>			
<b>B. OTHER CURRENT EXPENSES</b>				
1. Airfare, Inter-Island	0			
2. Insurance	0			
3. Lease/Rental of Equipment	0			
4. Lease/Rental of Space	0			
5. Staff Training	0			
6. Supplies	0			
7. Telecommunication	0			
8. Utilities	0			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
<b>TOTAL OTHER CURRENT EXPENSES</b>	<b>0</b>			
<b>C. EQUIPMENT PURCHASES</b>	<b>0</b>			
<b>D. MOTOR VEHICLE PURCHASES</b>	<b>0</b>			
<b>E. CAPITAL</b>	<b>513,000</b>			
<b>TOTAL (A+B+C+D+E)</b>	<b>513,000</b>			
<b>SOURCES OF FUNDING</b>		Budget Prepared By:		
(a) Total State Funds Requested	513,000	Allielyn Tasaka	945-7633 Ext. 22	
(b)		Name (Please type or print)	Phone	
(c)			1-30-08	
(d)		Signature of Authorized Official	Date	
<b>TOTAL REVENUE</b>	<b>513,000</b>	Lenny Y. Andrew, President / Executive Director		
		Name and Title (Please type or print)		



## BUDGET JUSTIFICATION - EQUIPMENT AND MOTOR VEHICLES

Applicant: Japanese Cultural Center of Hawaii

Period: July 1, 2008 to June 30, 2009

DESCRIPTION EQUIPMENT	NO. OF ITEMS	COST PER ITEM	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	0	\$0.00	\$ -	0

JUSTIFICATION/COMMENTS:

DESCRIPTION OF MOTOR VEHICLE	NO. OF VEHICLES	COST PER VEHICLE	TOTAL COST	TOTAL BUDGETED
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
<b>TOTAL:</b>	0	0	\$ -	0

JUSTIFICATION/COMMENTS:

**NOT APPLICABLE**

**BUDGET JUSTIFICATION  
CAPITAL PROJECT DETAILS**

Applicant: Japanese Cultural Center of Hawaii

Period: July 1, 2008 to June 30, 2009

FUNDING AMOUNT REQUESTED						
TOTAL PROJECT COST	ANY OTHER SOURCE OF FUNDS RECEIVED IN PRIOR YEARS		STATE FUNDS REQUESTED		FUNDING REQUIRED IN SUCCEEDING YEARS	
	FY: 2005-2006	FY: 2006-2007	FY:2007-2008	FY:2008-2009	FY:2009-2010	FY:2010-2011
PLANS						
LAND ACQUISITION						
DESIGN						
CONSTRUCTION						
EQUIPMENT				513000		
<b>TOTAL:</b>				<b>513000</b>		
<b>JUSTIFICATION/COMMENTS:</b>						
CIPs are for equipment repairs, ceiling insulation, roof replacement, plumbing repairs, and replacing tiling and carpets.						

**DECLARATION STATEMENT**

**CHAPTER 42F, HAWAII  
REVISED STATUTES**

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**DECLARATION STATEMENT  
APPLICANTS FOR GRANTS AND SUBSIDIES  
CHAPTER 42F, HAWAII REVISED STATUTES**

The undersigned authorized representative of the applicant acknowledges that said applicant meets and will comply with all of the following standards for the award of grants and subsidies pursuant to section 42F-103, Hawaii Revised Statutes:

- (1) Is licensed or accredited, in accordance with federal, state, or county statutes, rules, or ordinances, to conduct the activities or provide the services for which a grant or subsidy is awarded;
- (2) Comply with all applicable federal and state laws prohibiting discrimination against any person on the basis of race, color, national origin, religion, creed, sex, age, sexual orientation, or disability;
- (3) Agree not to use state funds for entertainment or lobbying activities; and
- (4) Allow the state agency to which funds for the grant or subsidy were appropriated for expenditure, legislative committees and their staff, and the auditor full access to their records, reports, files, and other related documents and information for purposes of monitoring, measuring the effectiveness, and assuring the proper expenditure of the grant or subsidy.

In addition, a grant or subsidy may be made to an organization only if the organization:

- (1) Is incorporated under the laws of the State; and
- (2) Has bylaws or policies that describe the manner in which the activities or services for which a grant or subsidy is awarded shall be conducted or provided.

Further, a grant or subsidy may be awarded to a non-profit organization only if the organization:

- (1) Has been determined and designated to be a non-profit organization by the Internal Revenue Service; and
- (2) Has a governing board whose members have no material conflict of interest and serve without compensation.

Further, the undersigned authorized representative certifies that this statement is true and correct to the best of the applicant's knowledge.

Japanese Cultural Center of Hawai'i  
(Typed Name of Individual or Organization)



(Signature)

January 30, 2008  
(Date)

Lenny Y. Andrew  
(Typed Name)

President / Executive Director  
(Title)





## JAPANESE CULTURAL CENTER OF HAWAII

*Honoring our heritage. Embracing our diversity. Sharing our future.*

2007-2008  
BOARD OF DIRECTORS

CHAIR OF THE BOARD  
ERIC K. MARTINSON

VICE CHAIR  
DEAN K. HIRATA

VICE CHAIR  
WAYNE MURAOKA

VICE CHAIR  
MIKI OKUMURA

VICE CHAIR  
AL TOMONARI

VICE CHAIR  
SUSAN YAMADA SCOTT

TREASURER  
LEE MORIWAKI

PERPETUAL MEMBER/ SECRETARY  
RONALD USHIJIMA

HAWAII REPRESENTATIVE  
WAYNE KAMITAKI

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SHERMAN SHIRAIISHI

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YUKI LEI SUGIMURA

AT-LARGE DIRECTORS  
DONN ARIYOSHI

SUSAN EICHOR

GORDON KAGAWA

CURT OTAGURO

PRESIDENT/EXECUTIVE DIRECTOR  
LENNY Y. ANDREW

The Japanese Cultural Center of Hawaii (JCCH), a 501(c)(3) non-profit organization, strives to strengthen our diverse community by educating present and future generations in the evolving Japanese American experience in Hawaii. The Center features a Community and Historical Gallery, Resource Center, Kenshikan martial arts dojo, Seikōan Japanese teahouse, Gift Shop and Grand Ballroom.

January 30, 2008

Senator Rosalyn H. Baker, Chair  
Senator Shan S. Tsutsui, Vice Chair  
Senate Committee on Ways and Means  
Hawaii State Capitol, Room 210  
Honolulu, Hawaii 96813

ATTENTION: Mr. Aaron Nyuha

Dear Senators Baker and Tsutsui:

The Japanese Cultural Center of Hawaii (JCCH) is submitting an application for Grants-in-Aid in the amount of \$513,000 for repair and maintenance of our facility.

Please find enclosed the original and one copy for review and processing by the Senate.

Should you need additional information or have questions, please contact me directly at 945-7633 Ext. 22 or via email at: [Tasaka@jcch.com](mailto:Tasaka@jcch.com).

Thank you very much for your kind consideration of this application.

Sincerely,

  
Allicyn Hikida Tasaka  
Chief Operating Officer

Enclosures

**Grant in Aid**  
**Application for Grants**  
**and Subsidies**  
**January 31, 2008**

**Submitted by:**  
**Japanese Cultural Center of Hawai'i**  
**2454 South Beretania Street**  
**Honolulu, Hawaii 96826**  
**PH: 945-7633**  
**FAX: 944-1123**  
**WEB: [www.jcch.com](http://www.jcch.com)**