

**HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
REGULAR BOARD OF DIRECTORS MEETING
September 20, 2007
8:30 a.m.
1002 N. School Street, Bldg. E
Honolulu, Hawaii 96817**

AGENDA

I. CALL TO ORDER / ROLL CALL

II. EMPLOYEE RECOGNITION

III. APPROVAL OF MINUTES

- A. Regular Meeting August 16, 2007
- B. Executive Session Meeting, December 21, 2006
- C. Executive Session Meeting, February 15, 2007
- D. Executive Session Meeting, March 26, 2007
- E. Executive Session Meeting, April 10, 2007
- F. Executive Session Meeting, May 11, 2007
- G. Executive Session Meeting June 21, 2007
- H. Executive Session Meeting July 18, 2007
- I. Executive Session Meeting August 16, 2007

IV. OLD BUSINESS

- A. Financing Model for Energy Performance Contract.
- B. Energy Performance Contract Status.
- C. Update on Rooftop Antenna Licenses.

V. REPORTS

- A. Report of Task Force Committees.
 - Finance / Audit – T. Thompson, E. Beaver & L. Smith
 - Human Resources / Personnel – H. Oliva, C. Ignacio & M. Yoshioka
 - Homelessness – K. Park, C. Ignacio & A. Beck
 - Public Housing Operations – M. Yoshioka, C. Hosino & C. Ignacio
 - Asset Management – L. Smith, E. Beaver & T. Thompson
 - Tenant / Tenant Relations – C. Hosino, A. Beck & K. Park
- B. Report of the Executive Director Program/Project Updates.

VI. DISCUSSION AND/OR DECISION MAKING

- A. Decision Making: Appointment of Mr. George U. De Mello to the Hilo Eviction Board for a Two-Year Term Expiring on September 30, 2009.
- B. Decision Making: Authorizing the Executive Director to make Hawaii Public Housing Authority organization/reorganization changes.

The Board of Directors of the Hawaii Public Housing Authority anticipates convening in executive session, pursuant to 92-5(a)(4), Hawaii Revised Statutes, to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and/or liabilities regarding this decision-making item.

VII. FOR INFORMATION

- A. Housing and Urban Development (HUD) Step-up Program.

VIII. ADJOURNMENT

If any person requires special needs (i.e. large print, taped materials, sign language interpreter, etc.), please call the Secretary to the Board at (808) 832-5345 by close of business two days prior to meeting date.

HAWAII PUBLIC HOUSING AUTHORITY

MINUTES OF THE REGULAR MEETING
OF THE HAWAII PUBLIC HOUSING AUTHORITY
HELD AT 1002 N. SCHOOL STREET, BLDG. E
ON WEDNESDAY, AUGUST 16, 2007,
IN THE CITY AND COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority met for their Regular Meeting at 1002 N. School Street, on Thursday, August 16, 2007 at 9:02 a.m.

The meeting was called to order by Chairperson Travis Thompson and, on roll call, those present and absent were as follows:

ORDER/
ROLL CALL

PRESENT: Director Travis O. Thompson, Chairman
Director Eric Beaver
Director Anne Marie Beck
Director Rene Berthiaume
Director Sherrilee Dodson
Director Clarissa Hosino
Director Carol Ignacio
Director Kaulana Park
Director Linda Smith
Designee Henry Oliva

Executive Director, Chad Taniguchi
Deputy Attorney General, Diane K. Taira

EXCUSED: Director Matilda Yoshioka

STAFF PRESENT: Barbara Arashiro, Procurement Officer
Shirley Befitel, Special Assistant, Personnel
Joanna Chaves, Public Housing Supervisor
Dexter Ching, Section 8 Subsidy Programs Branch Chief
Derek Fujikami, Building Engineer
Lili Funakoshi, Hearings Officer
Michael Hee, Acting Property Management Branch Chief
Glori Inafuku, Acting Compliance Officer
Charles Itliong, Chief Accountant
Sandra Miyoshi, Homeless Programs Administrator
Gary Nakatsu, Data Processing System Analyst
Richard Speer, Project Engineer
Dionicia Piihia, Clerk Typist/OED
Taryn Chikamori, Secretary to the Board

OTHERS: Ira Calkins, Inner Governmental Research
Larry Jones, MDStrum Housing Services, Inc.
Frank Kingery, Tetra Tech
Juan Patterson, MDStrum Housing Services, Inc.
Nhi Tran, Legal Aid

Chairperson Travis Thompson declared a quorum present and welcomed two new Board members: Ms. Sherrilee Dodson, Executive Director for Habitat for Humanity on Maui, and Mr. Rene Berthiaume, Chairman of the State Rehabilitation Council in Honolulu.

QUORUM

Director Ignacio moved, seconded by Director Park,

That the minutes of the Regular Meeting held on
July 18, 2007 be approved as circulated.

APPROVAL
OF MINUTES
REGULAR
MEETING
7/18/07

The motion was unanimously carried.

HAWAII PUBLIC HOUSING AUTHORITY

Chad Taniguchi, Executive Director introduced Taryn Chikamori Secretary to the Board and thanked and acknowledged Deesha Piiohia for her excellent work as acting Board Secretary since the agency split in July 2006.

Mr. Taniguchi introduced Mr. Frank Kingery of Tetra Tech. Mr. Kingery stated that he represents the Department of Business Economic Development and Tourism (DBEDT) and is assigned to provide technical assistance in energy savings to the Hawaii Public Housing Authority (HPHA).

Chairperson Thompson referred to Exhibit M and asked who David Birr is. Mr. Kingery stated that Mr. Birr is a contractor hired by DBEDT and a national expert on energy contracts for public housing authorities.

Mr. Taniguchi added that Mr. Birr was at the HPHA Board meeting two months ago and available for questions before HPHA went forward with the Request for Proposal (RFP) process. The RFP will be issued for the energy services contractor. The contractor selected will provide an investment grade audit to federal and state public housing buildings and units including the School Street buildings. The company will investigate the utility elements and recommend how HPHA can be more energy efficient. The agency will then decide if and where changes are to be made. The U.S. Department of Housing and Urban Development (HUD) will continue to provide the utility subsidy on a slowly declining basis if energy savings retrofits are financed through the contractor; if HPHA directly finances retrofits the HUD utility subsidy will be substantially less. Thus, HUD is promoting energy performance contracting via energy services companies.

Mr. Kingery stated utilities savings would be used to pay for all private cost for financing equipment design, installation, operation and maintenance. If the utilities savings are insufficient to pay the financing the contractor guarantees to make up the difference.

Chairperson Thompson asked if HPHA would pay for the audit cost up front. Mr. Taniguchi responded that some companies may propose not to charge for the audit regardless of whether HPHA chooses to go forward with energy retrofits or not; others may propose to charge for the audit only if HPHA does not enter into future energy retrofits.

Director Smith stated former Board Member Charles Ridings suggested that HPHA look into ways HPHA can save energy costs by contracting with companies that were willing to, at no cost to the public housing entity, put in energy saving devices then enter into an agreement with the public housing entity to share the savings. Mr. Taniguchi stated that is the same model we are pursuing.

Director Smith suggested Scott Kami of Budget and Finance come to a future meeting to explain the fiscal obligation to the State.

Director Beaver stated the Board is concerned about funds to pay for an audit, equipment and other costs and asked if there are tax benefits or a Hawaiian Electric Company rebate program from which HPHA can benefit. Mr. Kingery stated energy services companies are adept at identifying and using such programs.

Director Berthiaume asked whether energy savings can be used for other operating costs. Mr. Kingery stated energy savings will primarily go to paying down the service contract.

Mr. Taniguchi stated the RFP will go forward as previously agreed with the Board. There will be two more decision-making points for the Board to accept or reject a proposal to go forward with 1) an investment grade energy audit, and 2) future energy retrofits to be financed by the energy services company. Until those decision-making points, HPHA will not be financially obligated.

REPORT
OF THE
EXECUTIVE
DIRECTOR
PROGRAM/
PROJECT
UPDATES

ENERGY
PERFORMANCE
CONTRACT

HAWAII PUBLIC HOUSING AUTHORITY

Mr. Taniguchi stated that repairs of seven of nine broken elevators have been completed. Two remaining elevators at Kuhio Park Terrace (KPT) are being worked on. Currently, one freight elevator in each tower is working and HPHA is seeking to repair at least one more passenger elevator in each tower. In Terrace A the passenger elevator is working, however the air conditioning and telephone are still not operable. Therefore, HPHA is not running it. The elevator in Terrace B has a new problem with the drive.

ELEVATORS

Director Beaver asked who is responsible to insure that the elevator maintenance was being done. Mr. Taniguchi stated that the local elevator contractor is responsible, but HPHA has contracted an elevator consultant who is monitoring the elevator contractor to see that the maintenance is being done right. Director Beaver suggested HPHA develop a level of expertise in-house. Mr. Taniguchi agreed and stated after all elevators are modernized (newly rebuilt), it may not be necessary to retain the elevator consultant as HPHA staff understand the basics of preventive maintenance measures.

Mr. Taniguchi stated 336 vacant units needing repair in July. In some cases, renovated, rent ready vacant units are being vandalized and need to be fixed again before occupancy.

VACANT
UNITS

Mr. Taniguchi stated on Oahu 26 vacancies were filled in July. In contrast, under Urban Management KPT had roughly a 100 units to fill in the past, and their staff of two administrative staff filled them quickly by doing final verifications of waitlist names provided by the HPHA central applications office. Now KPT is nearly full with only few vacancies.

Director Smith asked if other management companies offered to do the same service of completing final verifications at the Management Unit level. Mr. Taniguchi said that as a result of KPT's success all state and privately operated management unit managers discussed being assigned the task of filling units by doing final certifications and agreed this should be done. The staffs need training. The staff at one management unit (Hilo) refused to accept this task on the basis of too much work. Mr. Taniguchi stated is up to management to determine work priorities, and filling units is the primary administrative priority because it serves people on the waitlist, brings in rental income, and maintains units through occupancy.

Director Beaver asked what the process is if a staff member does not comply. Designee Oliva stated that supervisors need to document non-performance. If disciplinary action is required, then so be it.

The Chairperson declared a recess at 10:19 a.m. The meeting reconvened at 10:28 a.m. Designee Oliva left the meeting at 10:30 a.m.

RECESS
RECONVENED

Mr. Taniguchi stated HPHA needs to evict the people who don't pay their rent or violate the rules. Management Units have initially identified 21 residents to be evicted for non-payment of rent and 11 residents to be evicted for rules violations. Mr. Taniguchi believes the great majority of the residents want to have housing projects filled with rent paying, rule abiding citizens.

EVICTIONS

Director Beaver asked that \$2.7 million dollars is still owed by evicted residents, how much of that is still collectable. Mr. Taniguchi stated these are only minimally collectable, and we need to contact the people who don't pay their rent the first month.

Director Beaver asks if there is a distinguishable difference between vacated and non vacated residents in terms of collect ability. Ms. Lili Funakoshi, Hearing Officer, responded that fifty percent of residents in occupancy who come before the Board for eviction make payments rather than be evicted.

HAWAII PUBLIC HOUSING AUTHORITY

Director Hosino asked under current administrative rules what happens if a resident does not pay rent the first month. Ms. Funakoshi responded if rent is not paid by the 7th business day of the month, management will send out a notice on about the 15th day of the month for the tenant to meet with management on their rent. If they don't attend the meeting, HPHA starts the eviction process.

Chairperson Thompson entertained a motion to take out of order:

Item IV. D, Reappointment of Ms. Ludvina Takahashi, and Mr. Gary Mackler to the Kauai Eviction Board for a Two-Year Term Expiring on August 31, 2009.

Director Beaver moved, seconded by Director Hosino,

The motion was unanimously carried.

Chairperson Thompson then entertained a motion to consider:

Item IV. D, Reappointment of Ms. Ludivna Takahashi, and Mr. Gary Mackler to the Kauai Eviction Board for a Two-Year Expiring on August 31, 2009.

Director Park moved, seconded by Director Hosino.

Ms. Funakoshi stated Ms. Takahashi and Mr. Gary Mackler are already serving as members of the Board and are willing to serve another term.

The motion was unanimously carried.

Chairperson Thompson commented on the emergency and routine work orders that in January it went from 3000 to 900 work orders. Mr. Michael Hee, Acting Property Management and Maintenance Branch Chief explained that one problem is that work orders are sometimes completed but the completion is not entered into the computer database. Chairperson Thompson stated HPHA must enter completions into the database or determine what is the number of work orders completed, but not entered in the database.

Mr. Taniguchi stated Kauai is a high performing area and recognized Ms. Sandra Kouchi as a dedicated and effective Manager who has high expectations of residents and staff. Based on statistics and observations, Hilo and Maui are low performing units and needs to work towards higher performance with more central office support and guidance.

Chairperson Thompson recommended that HPHA recognize "model employees" such as Ms. Kouchi.

Mr. Taniguchi stated public housing residents were informed of HPHA's core values and work priorities via a flyer in their last rent bill. Similar community organizing messages will be included in future rent bills.

Mr. Taniguchi reported the Procurement office had conducted an analysis of the master appliance contract and compared it with purchasing from retail big box stores. When delivery and disposal are factored in, the master appliance contract provides equal or superior value.

REAPPOINTMENT OF MS. LUDIVINA TAKAHASHI AND MR. GARY MACKLER TO THE KAUAI EVICTION BOARD TWO-YEAR TERM EXPIRING ON AUGUST 31, 2009

CONTINUATION OF EXECUTIVE DIRECTORS REPORT

WORKORDERS

MEETINGS WITH MANAGEMENT UNITS

COMMUNITY ORGANIZING

APPLIANCE CONTRACT COST ANALYSIS

HAWAII PUBLIC HOUSING AUTHORITY

Chairperson Thompson entertained a motion to take out of order:

Item IV. A Approval of Resolution No. 09 Approving
Section 8 Management Assessment Program
(SEMAP) Certification for Fiscal Year Ending June 30, 2007.

Director Smith moved, seconded by Designee Oliva,

The motion was unanimously carried.

Chairperson Thompson entertained a motion to consider:

Item IV. A Approval of Resolution No. 09 Approving
Section 8 Management Assessment Program (SEMAP)
Certification for Fiscal Year Ending June 30, 2007.

Director Beaver moved, seconded by Director Hosino,

Mr. Taniguchi stated HPHA self-certified as accumulating 116 points out of the 145 point maximum. Problems have been identified along with proposed remedies to better the scores next year.

The motion was unanimously carried.

APPROVAL OF
RESOLUTION
NO. 09
APPROVING
THE SECTION 8
MANAGEMENT
ASSESSMENT
PROGRAM
(SEMAP)
CERTIFICA-
TION FOR
FISCAL YEAR
ENDING
JUNE 30, 2007

RESOLUTION NO. 09

HAWAII PUBLIC HOUSING AUTHORITY
STATE OF HAWAII

RESOLUTION APPROVING THE SECTION 8 MANAGEMENT ASSESSMENT PROGRAM
(SEMAP) CERTIFICATION

WHEREAS, the Board of Directors of the Hawaii Public Housing Authority, in compliance with the U.S. Department of Housing and Urban Development (HUD) management performance requirements for Fiscal Year 2007, has reviewed the Section 8 Management Assessment Program (SEMAP) Certification, herein attached, and

WHEREAS, The Section 8 Management Assessment Program (SEMAP) provides policies and procedures for HUD's use in identifying Public Housing Agency management capabilities and deficiencies, and

WHEREAS, HUD will utilize and allow the Section 8 Management Assessment Program (SEMAP) to practice accountability, monitoring, and risk management.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Hawaii Public Housing Authority hereby approve the SEMAP Certification for FY ending June 30, 2007.

The UNDERSIGNED, hereby certifies that the foregoing Resolution was duly adopted by the Directors of the Hawaii Public Housing Authority on August 16, 2007.



Travis Thompson, Chairperson

HAWAII PUBLIC HOUSING AUTHORITY

Director Smith asked if all the contracts for fiscal year 2007-2008 are completed. Ms. Sandra Miyoshi, Homeless Programs Administrator, responded all contracts have been signed but some of them have a new requirement in regards to insurance which is still being worked on. Of the \$13.8 million that was appropriated and released, \$11 million has been awarded to provider contracts. The remainder went to outreach and loan programs.

CONTINUA-
TION OF
EXECUTIVE
DIRECTORS
REPORT

Mr. Ira Calkins, public citizen, stated homeless veterans should have a priority in seeking affordable housing.

HOMELESS
PROGRAMS

Mr. Taniguchi stated because of projected budget deficits, HPHA is not filling all the vacant positions. HPHA is recruiting for the Executive Assistant (Deputy Executive Director), Fiscal Officer in Fiscal Management Office, and Chief Financial Management Advisor.

PERSONNEL

Director Smith asked why we are spending time reviewing position descriptions for standard positions such as painter and clerk typist. She suggested requesting samples from other agencies. Ms. Shirley Befitel, Personnel Special Assistant, stated specific job descriptions are different for each office. Mr. Taniguchi stated HPHA would consider using standard job descriptions for similar jobs, then providing specific job duties by separate document to each specific employee at a specific location, and would report back to the Board.

Chairperson Thompson entertained a motion to take out of order:

Item IV. B, Approval of Resolution
No. 10 Approving the Public Housing Assessment
System (PHAS) Management Operations Certification
for the Fiscal Year Ending June 30, 2007.

APPROVAL OF
RESOLUTION
NO. 10
APPROVING
THE PUBLIC
HOUSING
ASSESSMENT
SYSTEM (PHAS)
MANAGEMENT
OPERATIONS
CERTIFICA-
TION FOR
FISCAL YEAR
ENDING
JUNE 30, 2007

Director Smith moved, seconded by Director Beaver,

The motion was unanimously carried.

Chairperson Thompson entertained a motion to consider:

Item B, Decision Making: Approval of Resolution
No. 10 Approving the Public Housing Assessment
System (PHAS) Management Operations Certification
for the Fiscal Year Ending June 30, 2007.

Director Beaver moved, seconded by Director Park.

Mr. Taniguchi stated PHAS is the assessment system that HPHA uses in operating the federal public housing. There are four indicators measured by the HUD: physical, financial, management, and resident assessment. HPHA anticipates reaching 70 points for 2007 which is a stand performer.

Mr. Taniguchi added in order to pass the financial assessment, HPHA needs to have the unaudited general ledger in by August 31, 2007.

Director Beaver asked why does HPHA not anticipate getting some points in the vacant unit turn around category for 2008. Mr. Taniguchi stated HPHA is pushing to get most or all vacant units repaired in FY 2007-2008. If this is done, HUD will count this against HPHA for 2008, but in 2009 a passing score can be anticipated.

Chairperson Thompson called for a vote on this motion.

The motion was unanimously carried.

RESOLUTION NO. 10

HAWAII PUBLIC HOUSING AUTHORITY
STATE OF HAWAII

RESOLUTION APPROVING THE PUBLIC HOUSING ASSESSMENT SYSTEM (PHAS)
MANAGEMENT OPERATIONS CERTIFICATION

WHEREAS, the Board of Directors of the Hawaii Public Housing Authority, in compliance with the U.S. Department of Housing and Urban Development (HUD) management performance requirements for Fiscal Year 2007, has reviewed the Public Housing Assessment System (PHAS) Management Operations Certification, herein attached, and

WHEREAS, the Public Housing Assessment System (PHAS) provides policies and procedures for HUD's use in identifying Public Housing Agency management capabilities and deficiencies, and

WHEREAS, HUD will utilize and allow the Public Housing Assessment System (PHAS) to practice accountability, monitoring, and risk management.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Hawaii Public Housing Authority hereby approve the PHAS Management Operations Certification for FY ending June 30, 2007.

The UNDERSIGNED, hereby certifies that the foregoing Resolution was duly adopted by the Directors of the Hawaii Public Housing Authority on August 16, 2007.



Travis O. Thompson, Chairperson

HAWAII PUBLIC HOUSING AUTHORITY

Chairperson Thompson entertained a motion to take out of order:

Item IV. C Adoption of Hawaii Public Housing Authority's Statement of Procurement Policy.

Director Ignacio moved, seconded by Director Hosino,

The motion was unanimously carried.

Mr. Taniguchi stated that the summary has been approved by HUD.

Chairperson Thompson entertained a motion:

To Adopt the Hawaii Public Housing Authority's Statement of Procurement Policy.

Director Beaver moved, seconded by Director Hosino,

The motion was unanimously carried.

Mr. Charles Itliong, Chief Accountant, stated the general ledger is 98% completed and 2% is missing some dates that needs to be entered into the system. Mr. Taniguchi stated he believes HPHA will have the general ledger done by August 31, 2007. Also HPHA hired a consultant and a Certified Public Accountant (CPA) to assist with completing reports on this matter. The CPA's comment was that there is almost a zero chance that we will be turning in an accurate unaudited ledger but it will be possible to submit the unaudited report and the auditor can help to correct it.

Mr. Calkins stated we ask the Attorney General to look into why the state inspectors have not been inspecting the elevators. Also on the agenda, HPHA needs to add a section for the public to speak. He suggested that HPHA look into direct deposit for tenants to pay their rent. Mr. Hee commented that the Fiscal Management Office (FMO) staff is exploring that idea now.

The chairperson declared a recess at 12:26 p.m. The meeting reconvened at 12:55 p.m.

Chairperson Thompson entertained a motion that the Board meet in Executive Session.

Director Beaver moved, seconded by Director Hosino,

That the Board meet in Executive Session at 1:02 p.m.

The motion was unanimously carried.

Director Smith left the meeting at 1:20 p.m.

The Board moved out of Executive Session and into recess at 2:00 p.m. The meeting reconvened at 2:35 p.m.

Chairperson Thompson stated that the Board proceed into the Board training session provided by MDStrum Housing Services, Inc. Mr. Larry Jones and Mr. Juan Patterson briefly gave an overview of HPHA's standing in the Asset Management Program and where improvements can be made.

ADOPTION
OF HAWAII
PUBLIC
HOUSING
AUTHORITY'S
STATEMENT OF
PROCUREMENT
POLICY

CONTINUA-
TION OF
EXECUTIVE
DIRECTORS
REPORT

GENERAL
LEDGER

PUBLIC
COMMENT

RECESS
RECONVENED

EXECUTIVE
SESSION

RECESS
RECONVENED

TRAINING

HAWAII PUBLIC HOUSING AUTHORITY

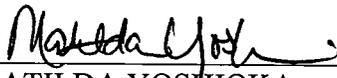
There being no further items to be discussed, Chairperson Thompson entertained a motion to adjourn.

ADJOURNMENT

Director Berthiaume moved, seconded by Director Hosino,

That the meeting be adjourned at 3:30 p.m.

The motion was unanimously carried.



MATILDA YOSHIOKA
Secretary

Approved: SEP 20 2007

FOR INFORMATION

SUBJECT: Energy Performance Contracting Program (EPCP) for Federal Projects
Statewide

FACTS:

The selected Energy Service Company (ESCO) will conduct an Energy Audit of the facilities described in the RFP consisting of engineering analyses and reports. The audit provided by the ESCO will meet the energy audit required by HUD every five (5) years. HPHA is currently required by HUD to provide their next five (5) year audit in 2008. Following the completion of the audit and negotiation of a proposed Energy Service Agreement and Financing Agreement, which is estimated to take approximately five (5) months, the staff will return to the board with the ESCO's findings and proposals.

Prepared by: Richard Speer, Project Engineer, Construction Management Section 

Reviewed by: Derek Fujikami, Chief, Construction Management Section 

FOR INFO

SUBJECT: Update on Rooftop Licenses

I. FACTS

- A. Beginning in 1995, the Hawaii Public Housing Authority (HPHA, fka HHA) began to issue Rooftop Site Nonexclusive License to Use Agreements to various wireless phone companies to install antenna facilities at various housing projects.
- B. HPHA currently has nine active Agreements with various wireless phone providers which generates a total of approximately \$120,000 in annual revenues.
- C. There are currently three requests for renewal of existing rental agreements and inquiries for two new antenna sites.
- D. The U.S. Department of Housing and Urban Development had some issues with the terminology of the License to Use Agreements which have been revised to Rental Agreements.

II. FOR INFORMATION

- A. The antenna sites generate revenue from unutilized rooftop space.
- B. HPHA is required to hold resident meetings for wireless providers to provide information and receive comments on the antenna facilities before executing any renewals or new agreements.
- C. The Property Management and Maintenance Services Branch (PMMSB) staff is currently negotiating with three (3) companies for a lease extension. HPHA currently receives between \$1,000/month to \$1,300/month for each lease wireless antennae agreement. Our research has indicated that the rent range is between \$1,000/month to \$1,500/month. PMMSB is negotiating for \$1,500/month with annual rent escalators. The proposals we have received are for \$1,000/month.

Prepared by: Kelfred Chang, Private Management Contract Section 

Reviewed by: Michael J. Hee, Acting Property Management & Maintenance Services Branch Chief 

FINANCE/AUDIT TASK FORCE REPORT – SEPTEMBER BOARD MEETING

On Monday, August 20th, the Finance/Audit Task Force (Directors Beaver, Smith and Thompson) met with senior management of the Hawaii Public Housing Authority (HPHA). The purpose of the meeting was to review financial information that was provided to the Board at the August 16th meeting, and to also determine the status of the General Ledger for the FY ended June 30, 2007.

Information based upon the general ledger is used to provide unaudited financial data to HUD, due by August 31st. The Task Force was able to determine that HPHA had obtained the services of a firm to take the General Ledger data and make the appropriate inputs to HUD; and also had retained key people from the St. Paul Housing authority to help with the basic Emphasys system. HPHA has also obtained an extension of time from HUD, through October 15th with no penalties. If the report is submitted after October 15th, one point of credit is lost for each two week delay, up to a maximum of four points. If HPHA loses the four points, it is probable that it will be declared a troubled agency.

Charles Itliong, Chief Accountant, advised us that the reconciliation of the General Ledger is essentially an individual effort, which he is performing. As of year end, his preliminary calculations and the Emphasys system identified total assets of \$638,143,467 and total liabilities of \$126,112,760. However, there is not agreement on the total equity (difference of \$21.6 million vs. \$16.4 million) of our corporation. The amount of revenues, expenses and losses of the corporation have not been reconciled, and are not in balance. Charles is targeting to have the differences reconciled by the time of our next Board meeting. The Task Force commended his efforts, and felt that the work underway was very appropriate.

FY 2008 BUDGET

The next part of the Task Force review was the prospective budget for FY 2008. Data was presented that showed the expected revenues and expenses for the year, by the respective management units. First, in total, it was projected that HPHA will have a negative cash flow of approximately \$4.8 million, or \$400,000 per month. We then reviewed in detail expected revenues and expenses for the 16 management units, nine managed internally, and 7 managed by outside contractors. Revenue and expenses were identified for each housing project, and then summarized.

The Executive Director discussed prospective actions which could reduce the negative cash flow. For example, there are substantial amount of accounts receivable. Included in the above are rents owed by many tenants still living in public housing. In FY 2006, the accounts increased by almost \$2 million (\$1,984). Currently, tenants still in housing owe \$1.6 million. Action by each management unit to collect rents will significantly reduce deficits.

A second area of potential improvement is in the more rapid turnaround of available housing. For example, it is reported that there are 112 or more units that are rent ready. Keeping units fully occupied could generate an additional \$500,000 per year. (or more)

In addition to improving revenues, it is also possible to reduce expenses. A comparison of HPHA administrative positions per 100 units with national averages indicated that HPHA currently has a significantly higher number of administrative personnel than is found nationally. A similar comparison of maintenance positions per 60 units indicated that HPHA has 2-3 times the number of maintenance personnel than the national average. The Executive Director found the ratios compelling; and felt that, potentially, significant reductions in expenses could be achieved.

Examples were provided of comparative ratios – where property management personnel were validating new tenants four times faster than in-house personnel, with 40% of the staff. Other examples included the potential of decentralizing some portion of current maintenance activities and procurement; and achieving greater efficiency as a result. This approach would require some degree of organizational realignment. As better financial information becomes available, it is possible to identify significant differences in cost performance among the respective management units. For example, one management unit is expending \$1.50 for each dollar of revenue received. A few, in contrast, were actually operating with costs less than income. Recall however that the overall difference is currently \$5 million annually.

The Task Force members certainly were impressed with the approach being contemplated, and encouraged the initiatives being shown by senior management.

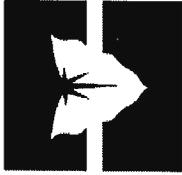
A third major element discussed included the sale of unused parcels, and use of the revenues to enhance the cash position of the agency. There are still open issues relative to the application of any funds generated by the sale, to a non-profit, of a housing project such as Wilikina. These issues are under study.

The task force viewed the effort as a work in process; and felt that the decisions being made, based upon available data, were appropriate. It was noted that these are operating issues; and that they were compatible with existing board policy and direction.

At the September Board meeting, please be prepared to discuss this report, if there are questions. This report will be filed as the Finance/Audit task force report for the Board

/s/ Travis O. Thompson
Finance/Audit Task Force

September 14, 2007



HPHA HOMELESSNESS TASK FORCE COMMITTEE MEETING REPORT

Attendee's: Carol Ignacio, Annie Marie Beck, Kaulana Park, Sandi Miyoshi

Date of Meeting: September 10, 2007

Location of Meeting: Teleconference

Time Start: 12:00 pm

Time End: 12:45 pm

Purpose:

Recap first meeting notes; discuss Homeless Division reports; and make recommendations to assist HPHA Homeless Branch.

Notes and Summary of Discussion:

- Welcomed Sandi to the group. Recapped the meeting notes from 6.29.07 meeting.
- Clarified homeless clientele and services having a better connection and developing a more seamless association with public housing and permanent housing facilities.
- Discussed the issue of how to improve communication between HPHA staff, Providers, and the different Counties leaning towards a more holistic approach versus the current kuleana approach. Ideally, we need to identify an organization that would serve as the coordinator amongst the different sectors of homeless, public housing, and permanent housing.
- Suggested that the monthly Homeless Division Board reports highlight successes of the Providers and their responsibility. Providers can give a more detailed view of their accomplishments such as the number of clients that have transitioned out as well as point out areas of need.
- We reiterated that the task force is here to assist the HPHA Homeless Branch Administrator and her staff. It was suggested that the task force begin by reviewing the revised Strategic Plan to end homelessness, which is close to completion. We will review the document at the next meeting.
- We learned of the success of the two elected official tours of the shelters that occurred on the Leeward Coast and in Hilo. It was suggested that these remarks be shared to the Board at our next meeting.
- We will have set monthly meetings on the second Monday of each month at 12 noon via t-conference.

Items to Follow-up:

- Strategic Plan on Homelessness – Sandi will provide the revised plan for members to review.
- Solidify dates for the second set of elected official tours of the Leeward Coast and neighbor islands. (Sandi)
- **Next meeting date: Oct. 8th.**

Other Items/Issues of Interest:

- Members commented how appreciative we are of Sandi, her team, and the Providers for their hard work and dedication towards serving our homeless and the strides they have made. We need to recognize their successes more at our monthly Board meetings.

Submitted By:

Kaulana Park
Kaulana Park, Chair

September 10, 2007
Date

cc: Carol Ignacio, Member
Annie Marie Beck, Member
Travis Thompson, Chairperson
Chad Taniguchi, Executive Director
Sandi Miyoshi, Homeless Branch Adm.

Executive Director's Report
September 20, 2007

1. Elevators

- 7 of 9 non-working elevators are now working
- 1 more at KPT is being repaired, including peripheral air conditioner and phone; 1 cannot be repaired (no parts)
- Design to modernize KPT elevators has started
- Timeline to design, construct and install is 14 months
- Elevator consultant Gordon Ernst is monitoring and coordinating with Kone, HPHA's elevator maintenance and repair contractor
- HPHA staff is learning the basics of elevator maintenance monitoring

2. Fixing vacant units

- See Construction Management Section list for contracted out repairs:
Exhibit A, page 8: HPHA Repair & Maintenance and Capital Projects
Exhibit B, page 11: HPHA Repair & Maintenance and Capital Projects, Detail of Future Projects for 2008 Legislative Request
- CMS recruiting 3 more staff members to manage projects
- Asset Management Projects (AMPs, formerly known as Management Units, MUs) and Central Maintenance also assigned to repairs
- Kalihi Valley Homes
 - a. focus is to fix and fill units to avoid HUD technical push to "mandatory conversion" from public housing because units were left vacant for several years with intent to demolish.
 - b. by increasing the percent of leased units HPHA demonstrates to HUD that there is need for units to be kept in public housing, and HPHA ability to do so.
- Lanakila Homes (Hilo)
 - a. Recent survey of 94 vacant units to be demolished and rebuilt showed units to be structurally sound and capable of renovation instead of demolition.
 - b. HPHA has committed \$6 million to demolish and rebuild 20 units; this cannot be undone without losing the funds because of lapsing deadlines.
 - c. Current plan is to demolish and rebuild as few units as possible to utilize funds, then seek HUD approval to "undemolish" the remainder and renovate
 - d. HPHA committed to allow Hawaii County to demolish about 12 units for new fire station.
 - e. If undemolish and renovate plan works, 60-70 of the 94 units could be saved and renovated with community and nonprofit support.
 - f. Community discussion and public hearings are required, along with future funding.

3. Filling vacant units

- See Property Management Branch:
Exhibit C, page 12: Vacancy Unit Summary
Exhibit D, page 13: Unit Turnaround Report
Exhibit E, page 17: PHAS Indicators
- AMP staff are being trained to complete final certifications from the waitlist so rent ready vacant units can be filled faster; Kuhio Park Terrace staff experience being used in training.
- 30+ nearly rent ready units at Puahala Homes (off School Street) to be filled from state waitlist, which has not been revised for 5 years.
- The new administrative rules, including the 1 offer for available public housing (or go off the waitlist) went into effect on 9/4 thanks to support from Henry Oliva and Linda Smith to brief and secure signatures from DHS Director Koller and Governor Lingle. Informational letters to 13,000 waitlist names were sent out 9/10/07. Public briefings being held. Section 8 staff and other staff members are

pitching in to help enter data from expected flood of respondents without use of overtime.

4. Collecting rent, evicting for non-payment of rent and rules violations
 - Goal is to monitor rent payments and immediately prevent delinquencies
 - When delinquencies occur, goal is to reduce time for referral for evictions to 3 months from when delinquency started; recent history of referrals is 6-12 months after delinquency started, and in several cases years after.
 - Hearings office has scheduled hearings timely for next immediate month after referral
 - Hearings office has caught up with backlog of unfinished orders following hearing
 - Process is now in place for evictions from state projects to occur in state court under landlord tenant code (HPHA to be represented by Attorney General's office)

The following are the number of eviction referrals and appeals that were heard and resolved for August 2007.

MONTH	RENT	OTHER	EVICT	EVICT With COND	10-DAY CURE	DISMISS	CONTINUE	DONE
JULY 07	11	10	9	3	2	0	7	14
AUG 07	7	5	2	5	2	1	2	10
TOTALS	18	15	11	8	4	1	9	24

5. Finishing work orders
 - Maintenance staff is now being asked to bill 100 percent of their time to work orders or other projects for accountability
 - Managers and maintenance supervisors need to plan corrective maintenance work orders and preventive maintenance work orders so maintenance staff will clearly understand that productive work is expected during the 7.5 hours of work time during the day.
 - Grounds and units need to be inspected frequently to catch and resolve problem areas quickly; a grounds and exterior building checklist and form will be developed for use by HPHA staff members, to be converted to work orders
 - Newly selected Property Management Branch Chief believes in walk around management based on 20 years in private property management
6. Performance evaluations
 - Will report on status of all 300 staff member's performance evaluations next month; goal is to have evaluations be current and honestly evaluating performance to encourage improvement of staff; last year only 1 employee was on a performance improvement plan
 - Longer term goal is to develop performance standards to measure performance
 - A new supervisor form suggested by Larry Jones to expedite supervisor evaluation and staff discipline is being revised to fit HPHA
 - Comment from Larry Jones and Juan Patterson of MDStrum was that HPHA should not have any vacant units and should be collecting all rents with current staffing levels
 - One of the main basic points learned at recent executive director training was that supervisors must give clear directions, which then must be carried out by staff. Failure to carry out directions is basis for disciplinary action. All managers are being directed to develop clear directives for their staff members and to follow up.
7. Community organizing
 - Residents without jobs are required to perform 8 hours community service each month; rate of participation by HPHA residents is low; residents will be asked to help with grounds maintenance, painting lower exterior walls, and minor repair efforts
 - Goal is to allow maintenance staff to spend greater amounts of time on productive maintenance functions, and lesser time on litter pick up

- HPHA staff will be asked to pick up litter whenever at AMPs in order to encourage good habits and demonstrate that everyone needs to pitch in
- Education and incentives such as awarding blue ribbons to well maintained units are being considered
- Education and measurements for conserving water and energy are being considered
- Volunteers
 - Met with United Public Workers to explain budget shortfall and need for volunteers to help fix and maintain units
 - Recent volunteer projects include Hookipa Kahaluu (Honolulu Community Action Program and Bankoh), Kalihi Valley Homes (Institute for Human Services)
 - Bankoh is willing to have its business processing staff review HPHA's methods for certifying candidates on waitlist to fill units
 - Church and other volunteers are renovating the burned unit at David Malo complex, Maui
 - Future volunteer projects will seek to include current residents in renovations to develop community spirit and introduce residents to caring volunteers

Kuhio Park Terrace fire alarms

- Previous fire alarms were constantly vandalized and destroyed; current design is to install a pull device in each unit to prevent vandalism and keep parents accountable for children creating false alarms
- Cost for pull devices in each of 600 KPT units is higher than cost for 136 regular exterior alarms, and maintenance is also higher
- Discussions are ongoing with private management and resident associations to consider regular exterior alarms with following features:
 - i. Education that care of all project facilities is important for everyone
 - ii. Individual rewards leading to identification of vandals and eviction of their families
 - iii. Project incentives to encourage compliance such as playground equipment, computers, other desired amenities based on community maintenance of the fire alarms; vandalism or false alarms would delay or work against attainment of the desired item
 - iv. Security cameras on each floor, as part of a larger effort to have a network of security cameras to link and monitor all projects
- Crime and safety
 - More security guards will be hired, with hours moved to start earlier to prevent drinking outside units (which creates crowds and starts fights)
 - Police/sheriffs will be hired periodically to supplement the security guards
 - Security cameras being investigated for all projects
 - Neighborhood walks encouraged to discourage crime and drugs
 - First stage of neighborhood clean ups to improve appearances and reduce hiding places has been successful at Kamehameha Homes. See photos, **Exhibit F, page 18.**
 - **Exhibit G, page 33:** Security Cost Analysis
 - Crime and police call rates to be measured for changes
- 8. Finance and Accounting
 - General ledger not yet complete due to errors; completion date set for 10/1/07 in order to meet 10/15/07 submission to HUD Financial Data System; HUD-familiar fee accountant firm in place to assist once general ledger complete
 - Audit firm for FY2006-2007 and next two years has been engaged by DAGS for \$250,000 the first year and small increases thereafter.
 - General ledger for current fiscal year has not started; HPHA will be in trouble again if this is not begun immediately; strategy is to contract out to start the general ledger on a

spreadsheet or basic accounting program; this is critical for current management ability and to avoid repeat of current crisis in reporting.

- Certified Public Accountant firms have not responded to HPHA's request for proposals because of a) unfamiliarity with HUD (local firms) and b) short staffing despite familiarity with HUD (mainland firms)
- Strategy is to consider combining mainland firms' HUD expertise with local firms' labor availability
- Another strategy is to advertise for a retired Chief Financial Officer from a high performing public housing authority to serve as a one-year live-in consultant at a high rate (no benefits) and possible use of state housing unit
- Accounting staff needs to be better trained with better procedures
- **Exhibit H, page 34:** HPHA Improvement Plan Aged Receivables Report

9. Personnel

- Property Management Branch Chief position filled
- Recruitment is ongoing for a Fiscal Officer, and for a Chief Financial Management Advisor (essentially a Chief Financial Officer); difficulties are anticipated with CFMA salary range (\$70-\$80,000); recruited at Public Housing Authorities Directors Association training in Washington, DC; considering headhunting firm
- Recruitment ongoing for Deputy Executive Director to be hired by Board
- Henry Oliva assisted with gaining approvals from Department of Human Services personnel staff, which has caused delays in hiring for several positions because of disagreements over position descriptions and pay; this needs to change if HPHA is to become nimble and respond
- Executive Director will initiate 360 degree reviews of supervisors by staffs to complement performance evaluations of staffs by supervisors
- Executive Director is meeting with any and all new staff or promoted staff (or attending orientations) to emphasize need for productivity improvements and leadership by example at all levels
- Executive Director is making an attempt to prevent loss of good staff when it is possible to do so; intervention has worked in 3 of 4 cases thus far
- Comparisons are needed with other larger, high performing public housing authorities regarding staffing levels and performance standards; this information is willingly shared by other executive directors
- Comparisons will need to include staff hired by private management firms managing AMPs
- As a general rule overtime is being phased down and out, and emphasis is being put on high productivity during the workday; business process evaluations and time and motion studies are being investigated
- Personnel will initiate an employee of the month program for all departments to encourage and recognize quality work
- **Exhibit I, page 36:** DHS/HPHA Manpower Report

10. PHADA executive directors' training

- PHADA has a 11-course executive director training run by Rutgers University, which conducts mandatory training for all New Jersey public housing executive directors; completion will take approximately 6 meetings over two years and coincides with other PHADA meetings
- The first two courses were covered on Friday, Saturday, Sunday, 9/7-9/07, followed by the PHADA Legislative Forum, Monday-Tuesday, 9/10-11/07
- Executive Director reported on HPHA's issues to offices of Hawaii's congressional representatives, and requested support for HUD funding that comes to HPHA
- The trainings have been valuable, as have been the direct contacts with some of the 4,000 executive directors throughout the country, some small, and some the size of Hawaii or larger, such as Jon Gutzmann of St. Paul, MN (which has been a high performer for 20+ years). Exchanges between HPHA and St. Paul staff on 1)work

order system, 2) financial/accounting system, 3) Emphasys and Information Technology reporting system are being contemplated

- Training was recommended by Ron Deguzman of Guam housing authority and supported by local HUD staff

11. Disposition of vacant properties

- Executive Director met with Hawaii Housing Finance Development Corporation (HHFDC) staff to review what can be done to gain income from vacant properties; report forthcoming

12. US Department of Housing and Urban Development

- Local HUD staff have correctly asked HPHA to provide better responses to the HUD Improvement Plan which demonstrate how HPHA intends to make improvements, rather than with obligatory responses
- Local HUD staff have questioned the private management contracts for AMPs because of a) limited competition making them nearly sole source, b) cost plus nature, prohibited by HUD, c) high cost. HPHA will seek more competition from City and mainland private managers, will seek to change contracts by inserting incentive clauses, and will ask private property managers to live within income collected from rents and subsidies.
- A list and calendar of the numerous HUD reports will be provided next month; other high performing public housing authorities are requesting reduction of reporting requirements (not available to standard performers)
- Local HUD staff was helpful in understanding HUD's role and HPHA's role in potentially demolishing Lanakila Homes (Hilo)

13. Asset Management

- Executive Director will be asking all AMPs to live within their income from rents and subsidies; this is the only way AMP managers will be given responsibility and authority for reducing costs and increasing productivity.
- State and Federal capital improvement funds will be used to help AMPs fix all units for occupancy.
- With over 6,000 units (replacement cost of \$300,000 each), public housing has approximately \$1.8 billion in assets that must be renovated, modernized, and maintained for the long term benefit of Hawaii's lowest income residents
- HPHA is working on a 30-year life cycle plan to maintain and renovate all building systems on a regular basis to prevent complete failure of systems because of lack of funds, such as what occurred with the elevators
- A tax credit investment company, Urban Housing, based in California, recently inquired about buying public housing such as Kuhio Park Terrace, putting \$150-\$200 million into modernization, and maintaining affordability during the tax credit period. Land would stay in state ownership. As a rough estimate, the tax credit entity would need about \$600 per month per unit for the loan, maintenance, and management. The rents would be converted to flat rents ranging from \$100 on up per month per unit, with the average about \$600. Some public housing residents might lose their places, but the resulting rents would still be affordable and might provide greater income mix. This is one option to provide long term life for valuable public housing units. Discussions will continue.

14. Legislature

- Preliminary plans are to request state funds for
 - Operation of state public housing units, including the \$800,000 loan at the end of June, 2007.
 - Repair and maintenance to finish fixing all vacant units and fix future vacant units
 - Capital funds for elevator and building system replacements
 - Making up the HUD shortfall in funding public housing operations, projected at \$4 million for FY2008

15. Information Technology

- Work interruption on Emphasys has reduced productivity and morale in many branches despite the diligent efforts of the IT staff to cope and improve
- If more effective troubleshooting by Emphasys in combination with HPHA staff cannot be achieved soon, HPHA may need to seek an alternative system; while other large, high performing agencies like St. Paul function effectively with Emphasys, other mainland PHAs report converting to other systems with good results.

16. Section 8 voucher program

- Section 8 meets HUD standards for managing the section 8 program; opportunities exists for section 8 staff to be more efficient and to contribute to the HPHA as a whole
- Management of the state rental assistance program needs improvement; the fact that state rental assistance funds are only utilized at 67 percent of maximum is inconsistent with the fact that there are many persons on the waitlist and frequent complaints are received from legislators on behalf of constituents; the solution is not better marketing – there are enough people on the waitlist; the solution is more efficient organization of staff members to qualify people on the waitlist; new applicants to the waitlist should not have to wait 1-2 years to be qualified when funds are not being spent
- **Exhibit J, page 37:** Section 8 Subsidy Report

17. Procurement

- **Exhibit K, page 38:** Contract & Procurement Office, Solicitations Issues, Contracts and Change Orders Executed in August 2007
- Homeless programs will soon have a dedicated procurement staff person assigned; delays in contracting should be avoided in the future
- Met with HUD staff to review what it will take for HUD to approve Barbara Arashiro as permanent procurement officer

18. Homeless Programs

- Solutions are needed to allow the Next Step shelter in Kakaako to close down in March 2008 with acceptable solutions for the existing clients.
- HPHA Board and Legislative Tour
The Legislative tour of the Leeward homeless shelters was held on August 21, 2007. The following members of the Legislature/Legislative staff attended the tour:
Rep. John Mizuno
Senator Suzanne Chun Oakland
Rep. Kymberly Pine
Kristi Sue-Ako from Rep. Gordon Trimble's office
Gordon Arakaki from Rep. Roselyn Baker's office
Ross Tsukenjo from Rep. Donna Kim's office
Board members included Kaulana Park and Rene Burthiaume.
- The tour started in Kalaeloa with visits to Onelauena and Onemaulu homeless shelters. The group also met with the Tutu and Me preschool program which was augmented with TANF funds, providing early childhood and caregiver-education at Onelauena shelter. A driving tour highlighted the US Vets homeless shelter, Hale Ulu Pono shelter for the homeless mentally ill, and the projected new shelter site at Bldg. 36.
- The tour proceeded to Pai'olu Kaiaulu in Waianae where the group had lunch and heard presentations on the Statewide network of homeless shelters, outreach and other services, including a description of the Pai'olu programs for the Waianae homeless, with testimonials from several residents. Board member Kaulana Park presented the HEART Team plan for the Voice of America site, wherein 80 units of transitional housing will be built, anchored by a Community Resource Center which will have a preschool/child care

wing; commercial kitchen facilities; and offices and classroom spaces for the provider agency.

- The finale of the tour was Kaiokalani public housing, which is behind Pai'olu Kaiaulu. Units needing various degrees of repair were visited.
- Neighbor Island Tour of Homeless Shelters and Public Housing
Wendy Moranha, the HPHA Budget Analyst, was taken on a tour of neighbor island public housing facilities needing ordinary and extraordinary repair and shelters for the homeless. The tour was a follow-up to a tour taken earlier in the year of Oahu public housing facilities. The HPHA Budget Analyst needs to understand HPHA's programs and needs in order to justify budget issues to the Legislature and to the administration. Additionally, the budget analyst is a key advisor as to appropriate courses of action to solve budgetary dilemmas.

**HAWAII PUBLIC HOUSING AUTHORITY
REPAIR MAINTENANCE AND CAPITAL PROJECTS**

			Construction		Vacant Units		
			Start	End			
2007-2008 Repair and Maintenance Funds (\$4.5M)							
\$ 3,000,000							
Vacant Unit Repairs = \$1.5M contract costs (50 KVH/ 50 Oahu/50 Hilo); \$1.5M for MUs new/existing vacants							
Hoolulu Termite Repair (Wahiawa)		\$	68,405.00	8/1/2007	12/1/2007	9	
Phase 1 - KVH A&B Units (Contract)		\$	500,000.00	10/1/2007	4/1/2007	49	
Phase 2 - Oahu A&B Units (Contract)		\$	500,000.00	11/1/2007	6/1/2008	38	
Phase 3 - Outer Islands A&B Units (Contract)		\$	400,000.00	12/1/2007	8/1/2008	35	
Phase 4 - Kahale Kahaluu tenant relocation A&B Units (Contract)		\$	250,000.00	11/1/2007	3/1/2008	30	
Management Unit Repairs (Contract/Materials)		\$	1,281,118.29	11/1/2007	3/1/2008		
Makamae Hot Water Pump		\$	(2,073.29)				
Kahale Mua Slope Repair		\$	(5,700.00)				
Lokahi Re-tiling		\$	(34,000.00)			5	
Punchbowl Homes Walkway Roof Repair		\$	(3,750.00)				
Hanamaulu - Repair Unit 14R		\$	(4,000.00)	10/1/2007	11/1/2007	1	
SUBTOTALS		\$	2,999,523.29		Subtotal	167	
TOTAL (Design and Construction)		\$	2,999,523.29				
\$ 1,000,000							
General R&M							
\$ 500,000							
Annual Base R&M							
			Design		Construction		
KVH Gym Ceiling Renovation		\$	23,300.00	10/1/2007	1/1/2008		
Hale Hookipa Tree Removal (Big Island)		\$	72,916.20	9/1/2007	11/1/2007		
Lai'ola Booster Pump Replacement (Wahiawa)		\$	28,500.00	9/15/2007	12/1/2007		
Lai'ola: Fire Alarm System (Wahiawa)	\$	36,307.20	\$	300,000.00	3/1/2008	7/1/2008	
Kupuna Home Waialua: Sewage Trtmt Plant (Waialua)	\$	40,000.00	\$	120,800.00	4/1/2008	10/1/2008	
Puuwai Momi: Roof & Gutter Repair (Halawa)	\$	-	\$	69,000.00	10/1/2007	2/1/2008	
Kalanihulia: Trash Chute Repair	\$	-	\$	15,000.00	10/1/2007	12/1/2007	
Kuhio Park Terrace: Repair Burned Unit	\$	-	\$	20,000.00	10/1/2007	12/1/2007	1
Hilo: OCCC (Unit and Site Repairs)	\$	-	\$	162,200.00	7/1/2007	6/30/2008	
Ho'olulu/Kamalu: Emergency Call System (Waipahu)	\$	56,333.00 (1)	\$	-	5/1/2008	5/1/2009	
Elevator Repairs			\$	157,081.31			
Recurring Maintenance Contracts	\$	-	\$	503,000.00	7/1/2007	6/30/2008	
SUBTOTALS	\$	132,640.20	\$	1,347,081.31		Subtotal	1
TOTAL (Design and Construction)			\$	1,479,721.51			
2006-2007 Capital Improvement Program (\$2.0M) Large Capacity Cesspool Conversion							
			Design		Construction		
Consultant - Maui and Kauai	\$	300,000.00 (5)		10/1/2007			
Lokahi, Halaula Teacher Cottage, Ka'u Teacher Cottage (Big Island)			\$	500,000.00	11/1/2007	7/1/2008	
Nani O'Puna & Hale Aloha O'Puna (Big Island)			\$	520,000.00	11/1/2007	7/1/2008	
Noelani I & II and Waimea Teacher Cottage (Big Island)	\$	-	\$	680,000.00	10/1/2007	2/1/2008	
SUBTOTALS	\$	300,000.00	\$	1,700,000.00			
TOTAL (Design and Construction)			\$	2,000,000.00			
2006-2007 Capital Improvement Program (\$4.9M)							
			Design		Construction		
Hawaii Vertical Transportation (Elev. R&M)	\$	-	\$	913,000.00	10/1/2006	6/30/2007	
Puahala: Site Work, Sidewalks, Retaining Wall	\$	151,220.00	\$	1,446,538.00	4/1/2008	10/1/2009	
Hale Poai: Fire Alarm, Landscape Sprinklers, Heat Pumps	\$	173,000.00	\$	1,500,000.00	4/1/2008	4/1/2009	
Elevator Consulting Services	\$	716,242.00	\$	-			
SUBTOTALS	\$	1,040,462.00	\$	3,859,538.00			
TOTAL (Design and Construction)			\$	4,900,000.00			

**HAWAII PUBLIC HOUSING AUTHORITY
REPAIR MAINTENANCE AND CAPITAL PROJECTS**

			Construction		Vacant Units
			Start	End	
2007-2008 Capital Improvement Program Elevators (\$5M)					
	<u>Design</u>		<u>Construction</u>		
Minor Elevator Modernization at Ho'olulu, Kamalu, Halia Hale, Kulaokahua	\$ 50,000.00		\$ 690,000.00	4/1/2008	4/1/2009
Kalakaua Elevator Modernization	\$ 40,000.00		\$ 660,000.00	4/1/2008	4/1/2009
Kuhio Park Terrace Elevator Modernization	\$ -		\$ 2,400,000.00	12/1/2007	2/1/2009
Kalanihua - Elevator Modernization	\$ 40,000.00		\$ 520,000.00	4/1/2008	4/1/2009
Elevator Consultant - TBD	\$ 600,000.00		\$ -		
SUBTOTALS	\$ 730,000.00		\$ 4,270,000.00		
TOTAL (Design and Construction)			\$ 5,000,000.00		
2007-2008 Capital Improvement Program (\$20M)					
	<u>Design</u>		<u>Construction</u>		
Lanakila: Disability Fair Housing Renovations (Big Island)	\$ 300,000.00		\$ 3,000,000.00	4/1/2008	10/1/2009
Makani Kai Hale: Siding & Electrical Work (Maui)	\$ 80,000.00		\$ 750,000.00	2/1/2008	2/1/2009
Kahekili Terrace & David Malo Burn Unit: Roof & Solar Repairs (Maui)	\$ 60,000.00		\$ 400,000.00	4/1/2008	10/1/2008
Puuwai Momi: Electrical Distribution System (Halawa)	\$ 100,000.00		\$ 1,000,000.00	8/1/2008	7/1/2009
KVH Phase 4 w/ Retaining wall	\$ 300,000.00		\$ 3,000,000.00	4/1/2008	4/1/2009
Hale Hauoli: Roofing and Interior Repairs (Big Island)	\$ 200,000.00		\$ 2,000,000.00	3/1/2008	3/1/2009
Kuhio Park Terrace: Sewer Repair	\$ 150,000.00		\$ 2,000,000.00	1/1/2008	6/1/2008
Ho'olulu/Kamalu: Emergency Call System (Waipahu)	\$ -	(1)	\$ 500,000.00	5/1/2008	5/1/2009
Lokahi: Site Work and Bath Renovations (Big Island)	\$ 170,000.00	(2)	\$ -	4/1/2008	4/1/2009
Mayor Wright Homes: Solar Water	\$ 300,000.00	(3)	\$ -	5/1/2008	5/1/2009
Mayor Wright Homes: Kitchen/Bath Repairs	\$ 100,000.00	(4)	\$ -	5/1/2008	5/1/2009
Cesspool Conversions to Sewer Hook Up	\$ -	(5)	\$ 2,000,000.00		
Hale Hookipa & Nani Olu (Big Island)				12/1/2007	1/1/2009
Hale Hauoli & Honokaa Teacher Cottage (Big Island)				12/1/2007	1/1/2009
Paoakalani - Elevator Modernization	\$ 40,000.00		\$ 450,000.00	4/1/2008	4/1/2009
Makua Alii - Elevator Modernization	\$ 35,000.00		\$ 450,000.00	4/1/2008	4/1/2009
Pumehana Elevator Modernization	\$ 35,000.00		\$ 450,000.00	4/1/2008	4/1/2009
Punchbowl Elevator Modernization	\$ 35,000.00		\$ 400,000.00	4/1/2008	4/1/2009
Makamae Elevator Modernization	\$ 35,000.00		\$ 400,000.00	4/1/2008	4/1/2009
Salt Lake Apt Elevator Modernization	\$ 20,000.00		\$ 200,000.00	4/1/2008	4/1/2009
Hale Poai Elevator Modernization	\$ 20,000.00		\$ 300,000.00	4/1/2008	4/1/2009
Laiola Elevator Modernization	\$ 20,000.00		\$ 200,000.00	4/1/2008	4/1/2009
School Street bldg A & C AC and Ltg	\$ -		\$ 500,000.00	11/1/2007	7/1/2008
SUBTOTALS	\$ 2,000,000.00		\$ 18,000,000.00		Subtotal
TOTAL (Design and Construction)			\$ 20,000,000.00		52
CAPITAL FUND CONTRACTS FFY2004 & 2005					
	<u>Design</u>		<u>Construction</u>		
Federal PNA	\$ 369,031.00			8/15/2007	10/1/2007
Makua Alii Sewer Repair			\$ 33,440.00	9/1/2007	12/1/2007
Noelani Exterior Repair (Big Island)			\$ 2,387,931.60	9/1/2007	7/1/2008
Lanakila Demo - 94 units (Big Island)			\$ 1,500,000.00	10/1/2007	2/1/2008
Lanakila PH 3B (Big Island)			\$ 6,000,000.00	12/1/2007	10/1/2009
Kahale Kahaluu (Big Island)			\$ 10,600,000.00		10/1/2007
Makamae Spall Repair			\$ 3,377,300.00		28
KPT Bldg B Telephone Infrastructure	\$ -		\$ 207,226.64	8/31/2007	
SUBTOTALS	\$ 369,031.00		\$ 24,105,898.24		Subtotal
TOTAL (Design and Construction)			\$ 24,474,929.24		

**HAWAII PUBLIC HOUSING AUTHORITY
REPAIR MAINTENANCE AND CAPITAL PROJECTS**

			Construction		Vacant Units
			Start	End	
CAPITAL FUND CONTRACTS FFY2006 (\$10M)					
	<u>Design</u>		<u>Construction</u>		
Kalihi Valley Homes Phase 3B Construction		\$ 6,300,000.00	10/1/2007	12/1/2008	27
Paoakalani - Roofing, Conc Spall Repair & Parapet Wall Constr		\$ 400,000.00	10/1/2007	10/1/2008	10
Kuhio Park Terrace Fire Alarm - Design/Build		\$ 2,000,000.00	12/1/2007	7/1/2009	
Kaimalino, Exterior Repairs and Painting (Big Island)	\$ -	\$ 1,300,000.00	6/1/2008	5/1/2009	
SUBTOTALS	\$ -	\$ 10,000,000.00		Subtotal	37
TOTAL (Design and Construction)		\$ 10,000,000.00			
CAPITAL FUND CONTRACTS FFY2007 (\$10M)					
	<u>Design</u>		<u>Construction</u>		
Kealakehe - Roofing and Exterior Repairs (Big Island)		\$ 1,200,000.00	1/1/2009	11/1/2009	
Mayor Wright Homes Solar Water Heater Improvements		\$ 3,000,000.00			
Nani Olu Roofing and Exterior Repairs (Big Island)		\$ 1,200,000.00	12/1/2007	8/1/2008	
Hale Hookipa Roofing and Exterior Repairs (Big Island)		\$ 1,100,000.00	1/1/2008	12/1/2008	
Cesspools - Kaimalino (Big Island)		\$ 2,000,000.00	12/1/2007	9/1/2008	
Type "C" - Vacant Units					
Kauhale Ohana - 4 type C		\$ 140,000.00	11/1/2007	5/1/2008	4
Roof Repair - Kaahumanu, Mayor Wright, Wahiawa Terrace, Kuhio Park Terrace, Kauioakalani	\$ 137,850.00		5/1/2008	5/1/2009	12
Termite Repair - Hui O'Hanamaulu, Kalaheo, Kuhio Park Terrace	\$ 96,630.00		5/1/2008	5/1/2009	6
Kuhio Park Terrace - Trash Chutes	\$ -	\$ 500,000.00	2/1/2008	2/1/2009	
SUBTOTALS	\$ 234,480.00	\$ 9,140,000.00		Subtotal	22
TOTAL (Design and Construction)		\$ 9,374,480.00			
OTHER STATE FUNDS					
Hauiki Abatement		\$ 883,894.00			13
				Subtotal	13
Jobs and Estimated Costs are Subject to Change			Total Vacant Units		394
Bold Numbers indicate actual costs					
(1) - Design 07 R&M, Construction 07 CIP					
(2) - Construction for future funding					
(3) - Construction for future funding					
(4) - Construction for future funding					
(5) - Design 06 CIP LCC, Construction 07 CIP					

EXHIBIT A

**HAWAII PUBLIC HOUSING AUTHORITY
REPAIR & MAINTENANCE AND CAPITAL PROJECTS
DETAIL OF FUTURE PROJECTS FOR 2008 LEGISLATIVE REQUEST**

Project	Location	Description of work	Design	Construction
Puahala Homes I, II, III & IV	Oahu	Abatement and modernization	\$200,000	\$2,500,000
Lokahi	Hilo	Site and building modernization	\$200,000	\$1,000,000
Pomaikai	Hilo	ADA units and modernization	\$200,000	\$1,000,000
Pahala	Kau	ADA units and modernization	\$200,000	\$1,000,000
Hale Aloha O' Puna	Keeau	ADA units and modernization	\$200,000	\$1,000,000
Hale Nana Kai O' Kea	Kauai	Site and building modernization	\$250,000	\$2,000,000
Kahale Mua	Molokai	Site and building modernization	\$200,000	\$800,000
Kawaiehua	Kauai	Exterior building repairs	\$250,000	\$1,000,000
Ke Kumu Elua	Kona	Site and building modernization	\$200,000	\$2,000,000
Hauiki	Oahu	Site and building modernization	\$200,000	\$2,000,000
Kalihi Valley Homes	Oahu	Reconstruct Kalena Drive	\$30,000	\$200,000
Kalihi Valley Homes	Oahu	Office roof, office and play area asbestos abatement	\$50,000	\$200,000
Kuhio Park Terrace	Oahu	Rezoning and subdivision	\$200,000	N/A
Palolo Valley Homes	Oahu	Physical improvements - Phase 1	\$600,000	\$6,000,000
Mayor Wright	Oahu	Physical improvements - Phase 1	<u>\$200,000</u>	<u>\$1,750,000</u>
		SUBTOTALS	\$3,180,000	\$22,450,000
		TOTAL (Design and Construction)		\$25,630,000

Property Management & Maintenance Services Branch

Private Management Contracts Section

- Real Estate consultant contract for the sale of Wilikina Apartments sent to contractor for execution.

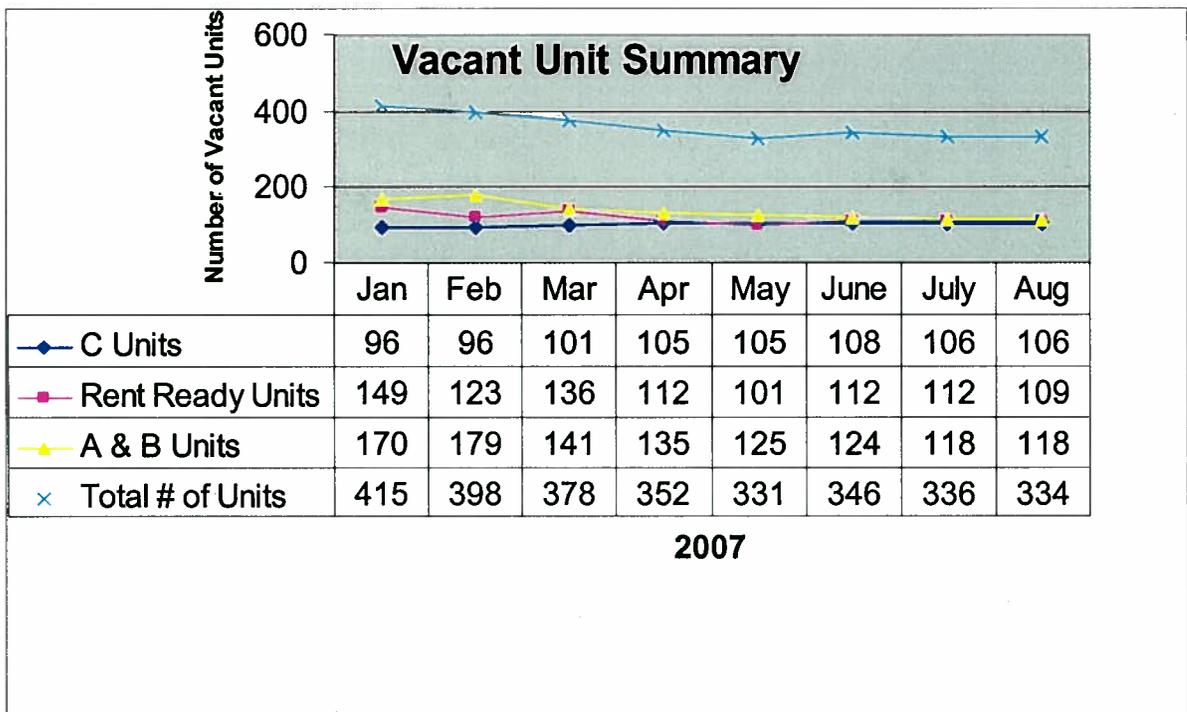
Oahu

- Applications completely processed – 307
- Remaining to be inputted at beginning of September - 586
- Number of vacancies filled - 29

Big Island

- One placement in August

Vacant Unit Summary



Unit Turnaround Report
July 1, 2007 to August 31, 2007

Unit Turnaround
(July 1, 2007 to August 31, 2007)

Units turned over (new occupancy):	96
Add: Average Days in Down Time (inspection)	1,111
Add: Average Days in Make Ready Time (maintenance repair)	2,900
Add: Average Days in Lease up Time (tenant select)	917
<hr/> Average Total Days Vacant	<hr/> 4,928

Total Days Vacant (of units being occupied in reporting month)	15,256
Total Units Occupied (in reporting month)	96

Average Days Vacant: 159 days per unit

EXHIBIT D

Unit Turnaround Report
July 1, 2007 to August 31, 2007

EXHIBIT D

MU

	3	5	6	7	8	9										
	Project Name	Total Project Units	Total Employee Units	Total Non-Dwelling Units	Total Units Available for Occupancy	Total Vacant Units	Notation	Turn around Days	Exempted For Capital Fund	Other	Units Turned Over (occupied)	Average Days in Downtime	Average Days in Make Ready Time	Average Days in Lease Up Time	Total Days Vacant	Total Avg Days Unit is Vacant
3	Mayor Wright Homes	364	0	1	363	19		231	0	0	2	116	0	0	231	116
7	Lanakila Homes I	36	0	0	36	3		195	0	0	2	98	0	0	195	98
2	Kalihi Valley Homes	301	0	1	300	27	*	2945	1726	0	13	0	83	11	2945	94
40	Kuhio Homes	134	0	1	133	1		87	0	0	3	17	3	9	87	29
80	Palolo Valley Homes	118	1	3	114	3		185	0	0	2	0	78	15	185	93
3	Kaahumanu Homes	152	0	1	151	7		0	0	0	0	0	0	0	0	0
40	Kuhio Park Terrace	610	0	3	607	34	****	642	0	0	13	16	5	21	642	42
5	Punchbowl Homes	156	0	0	156	3		365	0	0	4	39	30	23	365	92
4	Makua Aii	211	0	1	210	8		185	0	0	3	8	32	21	185	61
7	Lanakila Homes II	44	0	0	44	5		787	0	0	2	170	143	82	787	395
7	Lanakila Homes III	0	0	0	0	0		0	0	0	0	0	0	0	0	0
49	Wahiawa Terrace	60	0	0	60	5		1291	0	0	3	0	430	0	1291	430
9	David Malo Circle	18	0	0	18	1		0	0	0	0	0	0	0	0	0
9	Kahekili Terrace	82	0	0	82	13		372	0	0	1	0	243	129	372	372
8	Kapaa	36	0	1	35	1		49	0	0	1	0	49	0	49	49
8	Hale Hoolulu	12	0	0	12	0		0	0	0	0	0	0	0	0	0
41	Eleele	24	0	0	24	1		0	0	0	0	0	0	0	0	0
8	Hui O Hanamaulu	46	0	1	45	4		9	0	0	1	0	0	0	9	0
8	Kalaheo	8	0	0	8	3		0	0	0	0	0	0	0	0	0
41	Home Nani	14	0	0	14	0		0	0	0	0	0	0	0	0	0
5	Kalanihuia	151	0	2	149	4		251	0	0	3	22	9	53	251	84
45	Waimanalo Homes I	19	0	0	19	0		0	0	0	0	0	0	0	0	0
1	Puuwai Momi	260	0	0	260	3		135	0	0	3	9	8	27	135	44
1	Hale Laulima	36	0	0	36	1		41	0	0	1	37	0	4	41	41
7	Punahale	30	0	0	30	3		0	0	0	0	0	0	0	0	0
7	Pomaikai	20	0	0	20	5		0	0	0	0	0	0	0	0	0
45	Koolau Village	80	0	0	80	2		27	0	0	3	0	6	3	27	9

Unit Turnaround Report
July 1, 2007 to August 31, 2007

EXHIBIT D

MU

	3	5	6	7	8	9										
	Project Name	Total Project Units	Total Employee Units	Total Non-Dwelling Units	Total Units Available for Occupancy	Total Vacant Units	Notation	Turn around Days	Exempted For Capital Fund	Other	Units Turned Over (occupied)	Average Days in Downtime	Average Days in Make Ready Time	Average Days in Lease Up Time	Total Days Vacant	Total Avg Days Unit is Vacant
46	Hale Hauoli	40	0	0	40	4		0	0	0	0	0	0	0	0	0
43	Kaimalino	40	0	1	39	1		174	0	0	1	0	163	11	174	174
44	Maili I	20	0	0	20	0		0	0	0	0	0	0	0	0	0
44	Nanakuli	36	0	1	35	3		0	0	0	0	0	0	0	0	0
4	Paoakalani	151	1	0	150	1	**	0	0	0	0	0	0	0	0	0
1	Waipahu I	19	0	1	18	1		0	0	0	0	0	0	0	0	0
1	Waipahu II	20	0	1	19	0		0	0	0	0	0	0	0	0	0
44	Maili II															
9	Piilani	42	0	0	42	3		0	0	0	0	0	0	0	0	0
7	Pahala	24	0	0	24	7		0	0	0	1	0	0	0	0	0
5	Makamae	124	0	1	123	9	***	396	0	0	3	36	18	78	396	132
5	Pumehana	139	0	0	139	12		373	0	0	3	52	18	54	373	124
49	Kupuna Home O'Waiialua	40	1	0	39	7		657	0	0	1	0	638	19	657	657
7	Hale Aloha O Puna	30	0	0	30	12		0	0	0	0	0	0	0	0	0
7	Hale Olaloa	50	0	0	50	3		0	0	0	0	0	0	0	0	0
43	Hale Hookipa	32	0	0	32	12		0	0	0	0	0	0	0	0	0
8	Hale Nani Kai O Kea	38	0	0	38	0		0	0	0	0	0	0	0	0	0
41	Hale Hoonanea	40	0	0	40	1		95	0	0	3	0	15	16	95	31
49	Kauhale Nani	50	0	0	50	4		1701	0	0	5	0	291	49	1701	340
44	Waimaha/Sunflower	130	0	1	129	10		280	0	47	3	28	50	0	280	78
43	Ka Hale Kahaluu	50	0	0	50	0	*****	0	0	0	0	0	0	0	0	0
4	Kalakaua Homes	221	0	1	220	1		227	0	0	3	7	42	26	227	75
43	Nani Olu	32	0	0	32	9		0	0	0	0	0	0	0	0	0
41	Kekaha Ha'aheo	78	0	0	78	0		54	0	0	1	0	54	0	54	54
1	Salt Lake	28	0	0	28	0		0	0	0	0	0	0	0	0	0
45	Kaneohe Apartments	24	0	0	24	1		55	0	0	1	0	55	0	55	55
43	Kealakehe	48	0	1	47	4		0	0	0	0	0	0	0	0	0
46	Noelani I	19	0	1	18	3		0	0	0	0	0	0	0	0	0

Unit Turnaround Report
July 1, 2007 to August 31, 2007

3	5	6	7	8	9										
Project Name	Total Project Units	Total Employee Units	Total Non-Dwelling Units	Total Units Available for Occupancy	Total Vacant Units	Notation	Turn around Days	Exempted For Capital Fund	Other	Units Turned Over (occupied)	Average Days in Downtime	Average Days in Make Ready Time	Average Days in Lease Up Time	Total Days Vacant	Total Avg Days Unit is Vacant
45	Hookipa Kahaluu	56	0	0	56	13		172	0	0	1	0	20	152	172
5	Spencer House	17	0	0	17	3		0	0	0	0	0	0	0	0
46	Noelani II	24	0	1	23	5		0	0	0	0	0	0	0	0
41	Kawailehua	25	0	0	25	0		21	0	0	1	0	0	21	21
47	Kauhale Mua	25	0	0	25	6		0	0	0	0	0	0	0	0
45	Kauhale Ohana	25	0	0	25	5		355	0	0	3	30	80	8	355
44	Kau'iokalani	50	0	0	50	9		1168	0	0	3	240	77	72	1168
9	Makani Kai Hale I	25	0	0	25	5		0	0	0	0	0	0	0	0
7	Kauhale O'Hanakahi	20	0	0	20	7		0	0	0	0	0	0	0	0
46	Ke Kumu 'Ekolu	20	0	0	20	2		0	0	0	0	0	0	0	0
9	Makani Kai Hale II	4	0	0	4	2		0	0	0	0	0	0	0	0
3	Kamehameha Homes	221	0	1	220	9		81	0	0	1	68	0	13	81
7	Lanakila Homes IV	48	0	0	48	2		118	0	0	1	118	0	0	118
45	Waimanalo Homes II	22	0	0	22	0		0	0	0	0	0	0	0	0
44	Maili II	24	0	0	24	2		1532	1272	0	1	0	260	0	1532

5193 3 26 5164 334 15256 2998 47 96 1111 2900 917 15256 4928

Sub-total Demo Total Vacant New Occupancy Total Days Vacant Avg Days Vacant
5193 170 5363 334 96 15256 159

- Notation:
- * Kalihi Valley Homes 54 vacant units = 5 units available for rent; 22 vacant C units; 27 mod approved units
 - ** Paoakalani 11 vacant units = 1 units available for rent; 10 vacant On-sched C mod
 - *** Makamae 37 vacant units = 8 units available for rent; 28 On-sched C mod; 1 vacant C
 - **** Kuhio Park Terrace 34 vacant units = 15 units available for rent; 19 vacant On-sched C mod
 - ***** Ka Hale Kahaluu 50 vacant units = 0 units available for rent; 50 On-sched C mod

PHAS INDICATORS
For the period 7/1/07 - 8/31/07

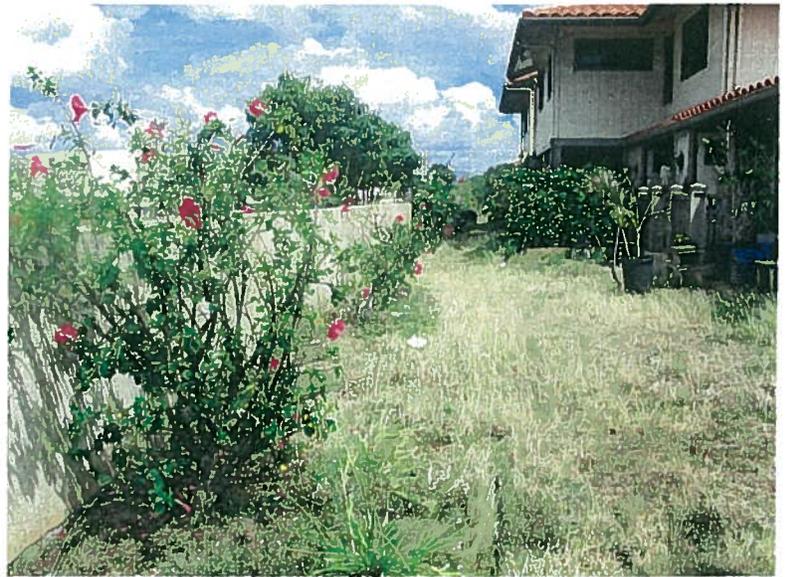
AMP Name	AMP NO.	No. of Units	No. of Emerg. WO's	WORK ORDERS				ANNUAL INSPECTIONS				
				Abated within 24 hrs.	% Abated within 24 hrs.	# of Non-Emerg. WO's	Avg. Days to Repair	No. of Units Inspect.	%	No. of Bldgs.	No. of Bldgs Inspect	%
MU 1	30	363	34	20	59%	675	8	86	24%	41	0	0%
MU 2	31	373	97	76	78%	519	43	90	24%	44	8	18%
MU 3 MWH	32	364	14	14	100%	344	15	0	0%	36	0	0%
MU 3 KK	33	373	58	57	98%	308	7	72	19%	48	0	0%
MU 4	34	583	27	25	100%	474	7	132	28%	12	1	8%
MU 5	35	587	48	47	98%	439	9	72	12%	6	0	0%
MU 7	37	396	29	14	48%	320	46	44	11%	149	11	7%
MU 8 & 41	38	321	9	9	100%	166	10	0	0%	143	0	0%
MU 9	39	196	3	3	100%	213	9	20	10%	51	9	18%
MU 40	40	748	13	12	92%	943	4	0	0%	38	0	0%
MU 43	43	202	3	3	100%	74	18	0	0%	35	0	0%
MU 44	44	260	25	11	44%	260	17	34	13%	97	8	8%
MU 45	45	226	14	12	86%	186	13	101	45%	75	15	20%
MU 46	46	103	2	0	0%	135	45	0	0%	18	0	0%
MU 49	49	150	34	9	26%	154	13	100	67%	40	9	23%
MU 80	50	118	0	0	NA	19	32	0	0%	20	0	0%
Total		5363	410	312	76%	5229	15	751	14%	853	61	7%



5/15/07 Trees need trimming at the right side of the community center, photos #1 and #2



5/15/07 Pipe need to be removed
At the playground, Photo #3.



5/15/07 All plants and vegetation
need to be removed along the Makai
side wall, photo #4.



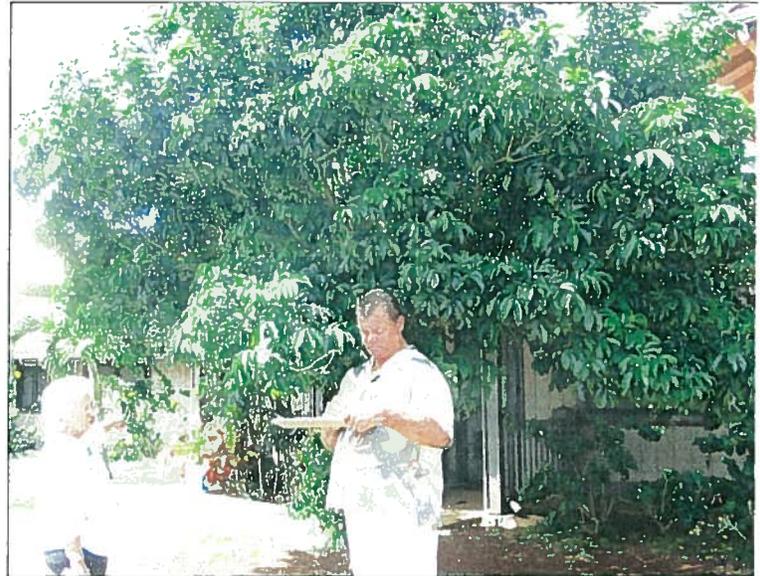
5/15/07 Clean Out need to cut to grade at front of electrical closets typical through out, photo #5.



5/15/07 Depression need to be filled at irrigation valve boxes, photo #6.



5/15/07 Light pole base need to be grouted, photo #7.



5/15/07 Tree needs trimming, photo #8.



5/15/07 Light pole base need to be grouted, photo #9.



5/15/07 Remove plants and vegetation along Makai side wall photo #10.



5/15/07 Tree needs trimming, Photo #11.



5/15/07 Tree need to be removed, photo #12



5/15/07 Kalihi St. side guard station electrical wires and barricade arm pole needs to be removed, photos #13 and #14.



5/15/07 Trees need to be removed along the King St. side wall, photo #15.



5/15/07 Trees need to be removed along King St. side wall, photo #16



5/15/07 trees and plants need to be removed at the King St. side wall, photos #17 and #18.



5/15/07 Remove tree, photo#19.



5/15/07 Remove Rubber trees, photo #20.



5/15/07 Remove trees, photo #21.



5/15/07 Remove tree stump, photo #22.



5/15/07 Remove tree, photo #23.



5/15/07 Remove plants, photo #24.



5/15/07 Burnt debris and beer bottles, photo #25.



5/15/07 Tree roots encroaching bldg photo #26.



5/15/07 Remove trees along the Diamond Head side wall, photo #27.



5/15/07 Replace missing irrigation valve box covers, photo #28.



5/15/07 Install gate at the Makai side wall, photo #29.



5/15/07 Replace or repair cattle gate Photo #30.

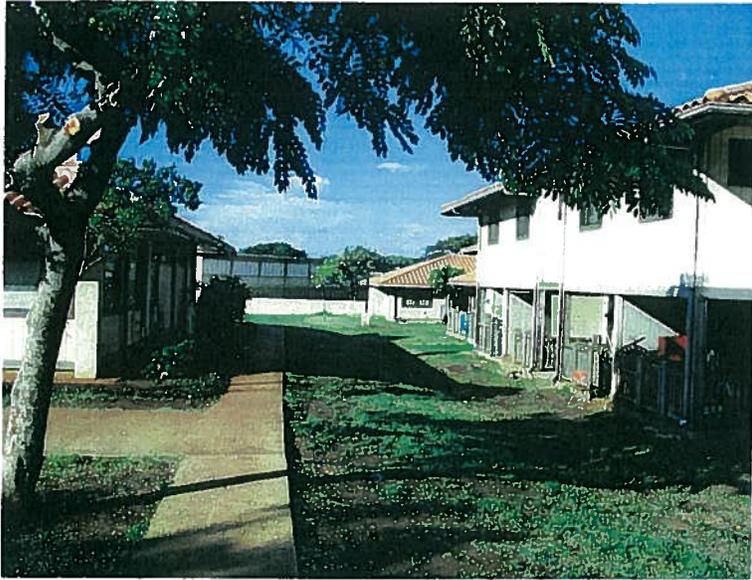


EXHIBIT F

KAMEHAMEHA HOMES AFTER CLEAN UP

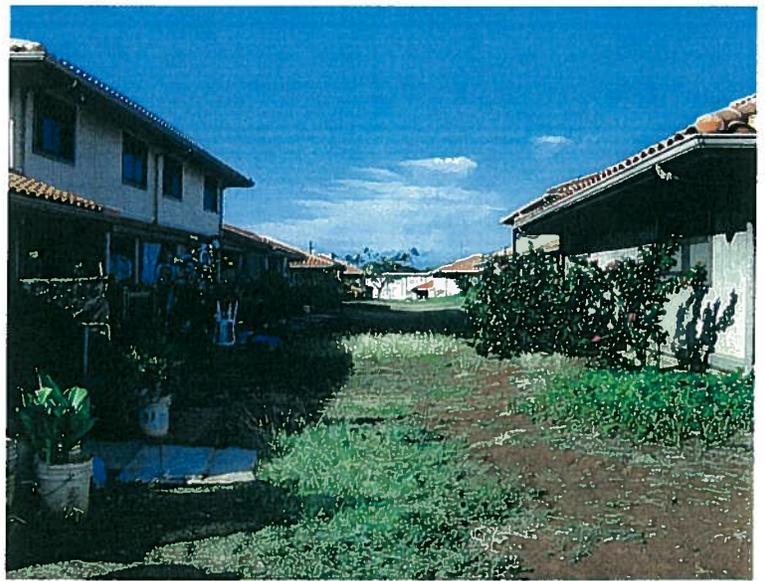
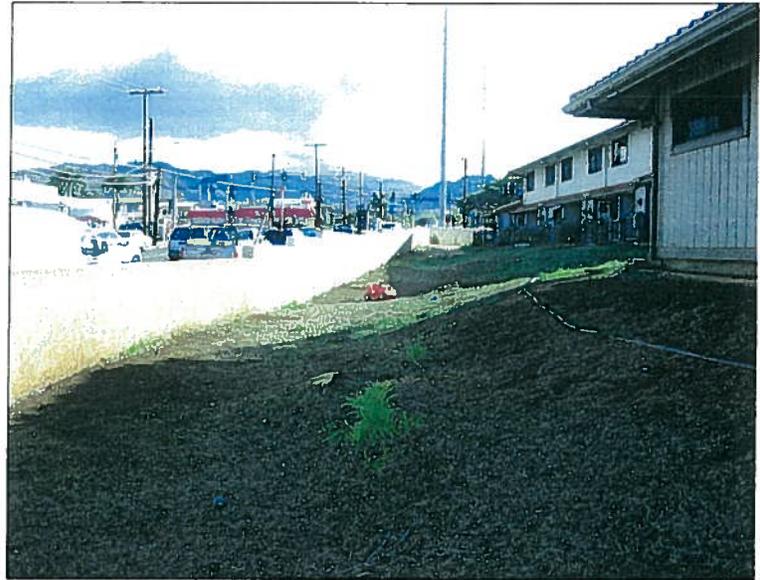


EXHIBIT F

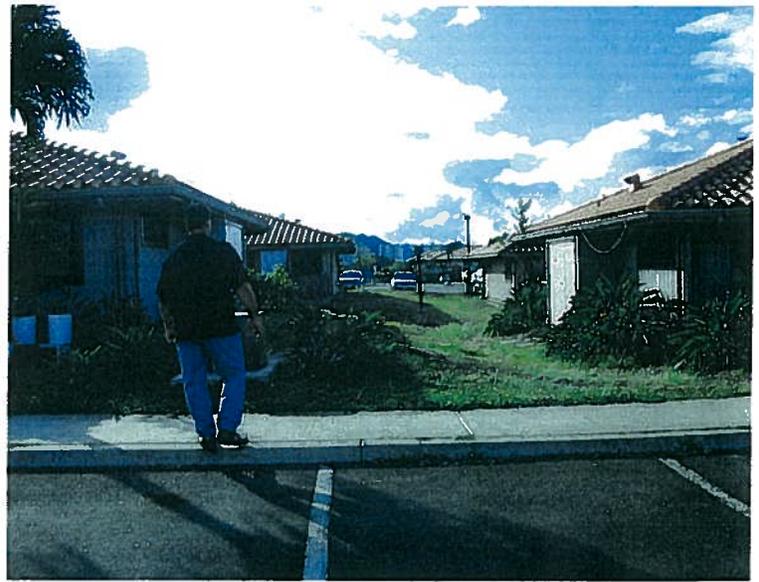


EXHIBIT F

KAMEHAMEHA HOMES AFTER CLEAN UP



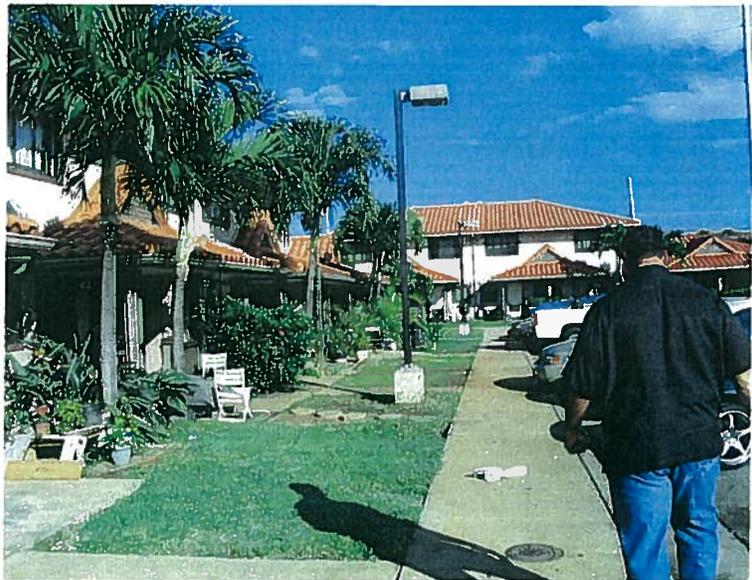


EXHIBIT F

KAMEHAMEHA HOMES AFTER CLEAN UP



EXHIBIT F

KAMEHAMEHA HOMES AFTER CLEAN UP



EXHIBIT F

KAMEHAMEHA HOMES AFTER CLEAN UP

Security Cost Analysis

9/5/07

Current Contracts

Name	Current Cost	Added Security	New Cost
Puuwai Momi	\$276,452.00	None	\$276,452.00
K.V.H	\$438,450.00	None	\$438,450.00
M.W.H	\$250,194.00	\$82,880.00	\$333,074.00
Kalanihuia	\$35,002.00	None	\$ 35,002.00
Kalakawa Homes	\$82,105.00	None	\$82,105.00

Current Security Cost \$1,082,203.65

New Cost \$ 1,165,083.00

New Security Contracts plus.

Kamehameha/Kaahumanu	\$257,664.00
Punchbowl Homes	\$128,832.00
Makamae	\$128,832.00
Miscellaneous	\$ 50,000.00

Total Cost \$565,328.00

SECURITY BUDGET \$1,430,000.00

ESTAMATED COST \$1,730,411.60

SHORT \$300,411.60

NOTE: This cost analysis is being done with out adding any more security coverage to Puuwai Momi, K.V.H, Kalanihuia and Kalakawa Homes, the only property that we are adding more coverage to is Mayor Wright Homes. These numbers also includes the extra Admin/Holiday Cost only for the Current Security Contracts and not the New Ones, we must add the Admin/Holiday cost to the new contracts.

HPHA Improvement Plan
Element 4:
Aged Receivables Report
For The Month of August 2007

EXHIBIT A

Project #	Name	Area	Non Vacated Tenants					Total Non Vacated	Vacated Tenants					Total Vacated	Total TAR					TOTAL	TOTAL BY MU	
			Prepays	0 - 29 days	30 - 59	60 - 89	90+		Prepays	0 - 29	30 - 59	60 - 89	90+		Prepays	0 - 29	30 - 59	60 - 89	90+			
HI001026	Puuwai Momi	01	(8,744.40)	22,459.98	7,786.90	5,664.63	15,548.69	42,715.80	(378.14)	1,055.68	149.00	445.84	113,446.96	114,719.34	(9,122.54)	23,515.66	7,935.90	6,110.47	128,995.65	157,435.14		
HI001027	Hale Laulima	01	(1,270.38)	2,235.85	876.00	878.67	1,497.47	4,217.61					54,358.89	54,358.89	(1,270.38)	2,235.85	876.00	878.67	55,856.36	58,576.70		
HI001038	Waipahu I	01		551.58	10.35		237.00	798.93		772.86	395.00	395.00	3,523.37	5,086.23	-	1,324.44	405.35	395.00	3,760.37	5,885.16		
HI001039	Waipahu II	01	(232.00)	1,737.85	314.82		76.63	1,897.30					5,681.68	5,681.68	(232.00)	1,737.85	314.82	-	5,758.31	7,578.98		
HI001066	Salt Lake	01	(954.15)	236.55				(717.60)	(22.00)				21.30	(0.70)	(976.15)	236.55	-	-	21.30	(718.30)		
								48,912.04					179,845.44								MU 1	228,757.68
HI001005	Kalihi Valley Homes	02	(8,630.49)	50,240.49	39,966.13	28,332.19	287,173.02	397,081.34	(1,230.00)	2,190.28	1,659.17	1,958.46	252,154.57	256,732.48	(9,860.49)	52,430.77	41,625.30	30,290.65	539,327.59	653,813.82		
								397,081.34					256,732.48								MU 2	653,813.82
HI001003	Mayor Wright Homes	03	(1,483.79)	21,643.01	10,388.75	7,210.86	63,884.19	101,643.02	(260.44)	663.77	417.16	1,396.00	155,103.46	157,319.95	(1,744.23)	22,306.78	10,805.91	8,606.86	218,987.85	258,962.97		
HI001009	Kaahumanu Homes	03	(8,593.30)	9,922.81	2,886.18	1,759.97	6,634.58	12,610.24	(941.19)	-	36.42	-	55,286.74	54,381.97	(9,534.49)	9,922.81	2,922.60	1,759.97	61,921.32	66,992.21		
HI001099	Kamehameha Homes	03	(2,294.85)	5,505.46	3,773.26	2,838.04	17,256.78	27,078.69	(206.69)	-	-	666.92	18,439.83	18,900.06	(2,501.54)	5,505.46	3,773.26	3,504.96	35,696.61	45,978.75		
								141,331.95					230,601.98								MU 3	371,933.93
HI001012	Makua Alii	04	(1,727.84)	214.86	-	30.66	-	(1,482.32)	(120.00)	112.00	25.35	67.64	2,312.89	2,397.88	(1,847.84)	326.86	25.35	98.30	2,312.89	915.56		
HI001036	Paoakalani	04	(649.15)	74.02	-	63.72	-	(511.41)					2,312.77	2,312.77	(649.15)	74.02	-	63.72	2,312.77	1,801.36		
HI001062	Kalakaua Homes	04	(3,561.76)	2,071.57	43.48			(1,446.71)					6,688.35	6,688.35	(3,561.76)	2,071.57	43.48	-	6,688.35	5,241.64		
								(3,440.44)					11,399.00								MU 4	7,958.56
HI001011	Punchbowl Homes	05	(661.00)	2,726.12	1,715.00	1,623.99	8,183.70	13,587.81	(1,263.09)				10,427.17	9,164.08	(1,924.09)	2,726.12	1,715.00	1,623.99	18,610.87	22,751.89		
HI001024	Kalauihulia	05	(2,708.91)	467.15	202.00	202.00		(1,837.76)	(43.50)		137.99		2,371.24	2,465.73	(2,752.41)	467.15	339.99	202.00	2,371.24	627.97		
HI001046	Makamae	05	(1,116.11)	1,314.07	1,089.97	840.88	10,029.00	12,157.81	(2,632.58)	-	71.08	23.85	7,550.75	5,013.10	(3,748.69)	1,314.07	1,161.05	864.73	17,579.75	17,170.91		
HI001047	Pumehana	05	(933.00)	1,298.77	792.75	613.87	2,341.76	4,114.15	(7.55)	571.94	173.34	132.75	10,586.88	11,457.36	(940.55)	1,870.71	966.09	746.62	12,928.64	15,571.51		
HI001073	Spencer House	05	(168.65)	12.56				(156.09)					1,288.13	1,288.13	(168.65)	12.56	-	-	1,288.13	1,132.04		
								27,865.92					29,388.40								MU 5	57,254.32
HI001004	Lanakila Homes I	07	(513.76)	1,500.50	251.81	126.21	11.85	1,376.61	(253.52)	171.38	405.00	429.00	39,815.92	40,567.78	(767.28)	1,671.88	656.81	555.21	39,827.77	41,944.39		
HI001013	Lanakila Homes II	07	(749.83)	2,087.67	1,130.00	1,241.80	359.50	4,069.14	(682.59)				37,784.31	37,101.72	(1,432.42)	2,087.67	1,130.00	1,241.80	38,143.81	41,170.86		
HI001014	Lanakila Homes III	07						-				61,997.62	61,997.62	-	-	-	-	-	61,997.62	61,997.62		
HI001104	Lanakila Homes IV	07	(139.90)	3,922.65	1,475.92	629.77	1,723.13	7,611.57	-	-	-	158.00	3,304.97	3,462.97	(139.90)	3,922.65	1,475.92	787.77	5,028.10	11,074.54		
HI001028	Punahale Homes	07	(427.14)	1,793.52	1,268.00	682.00	10,206.93	13,523.31	(150.00)				4,598.76	4,448.76	(577.14)	1,793.52	1,268.00	682.00	14,805.69	17,972.07		
HI001029	Pomaikai Homes	07	-	278.00			15.92	293.92					2,114.00	2,114.00	-	278.00	-	-	2,129.92	2,407.92		
HI001045	Pahala	07	(157.00)	210.00	210.00	92.47	2.00	357.47	(150.00)	-	271.00	-	5,387.23	5,508.23	(307.00)	210.00	481.00	92.47	5,389.23	5,865.70		
HI001051	Hale Aloha O Puna	07		763.91	23.70			787.61	(119.36)	200.70	177.00	177.00	2,545.60	2,980.94	(119.36)	964.61	200.70	177.00	2,545.60	3,768.55		
HI001052	Hale Olialoa	07		723.85	26.00		271.67	1,021.52	(135.00)				564.00	429.00	(135.00)	723.85	26.00	-	835.67	1,450.52		
								29,041.15					158,611.02								MU 7	187,652.17
HI001018	Kapaa	08	(4.00)	4,451.00	3,404.00	3,073.42	18,046.23	28,970.65		180.00	125.00	125.00	18,052.10	18,482.10	(4.00)	4,631.00	3,529.00	3,198.42	36,098.33	47,452.75		
HI001019	Hale Hoolulu	08						-					-	-	-	-	-	-	-	-		
HI001021	Hui O Hanamaulu	08	-	4,026.17	3,686.00	3,686.00	46,195.74	57,593.91		1,359.00	4,284.28	1,625.00	33,320.76	40,589.04	-	5,385.17	7,970.28	5,311.00	79,516.50	98,182.95		
HI001022	Kalaheo	08		1,020.93	1,399.72	898.93	1,378.78	4,698.36					-	-	-	1,020.93	1,399.72	898.93	7,518.78	4,698.36		
HI001054	Hale Nana Kai O Kea	08		1,014.93	1,009.00	1,009.00	3,742.01	6,774.94					-	-	-	1,014.93	1,009.00	1,009.00	3,742.01	6,774.94		
								98,037.86					59,071.14								MU 8	157,109.00
HI001016	David Malo Circle	09	-	4,506.76	2,820.00	1,584.36	5,015.00	13,926.12					61,493.89	61,493.89	-	4,506.76	2,820.00	1,584.36	66,508.89	75,420.01		
HI001017	Kahehili Terrace	09	(1,796.00)	21,020.67	18,070.00	14,749.62	109,866.22	161,910.51	(920.85)	31.00	700.00	2,040.58	433,936.80	435,787.53	(2,716.85)	21,051.67	18,770.00	16,790.20	543,803.02	597,698.04		
HI001044	Piilani Homes	09	(135.00)	2,450.00	1,603.00	1,078.00	8,438.87	13,434.87					12,724.67	12,724.67	(135.00)	2,450.00	1,603.00	1,078.00	21,163.54	26,159.54		
HI001092	Makani Kai Hale	09	(108.00)	6,812.00	5,311.00	4,757.00	29,443.55	46,215.55	(384.70)		142.15		83,171.23	82,928.68	(492.70)	6,812.00	5,453.15	4,757.00	112,614.78	129,144.23		
HI001097	Makani Kai Hale II	09	(1,854.00)	5,066.00	3,854.60	3,563.55	22,024.36	32,854.51					74,742.44	74,742.44	(1,854.00)	5,066.00	3,854.60	3,563.55	96,766.80	107,396.95		
HI001088	Kahale Mua	09		1,704.13	1,506.45	1,522.00	19,881.64	24,614.22	(1,152.00)			1,144.56	37,339.01	37,331.57	(1,152.00)	1,704.13	1,506.45	2,666.56	57,220.65	61,945.79		
								292,755.78					705,008.78								MU 9	997,764.56

HPHA Improvement Plan
 Element 4:
 Aged Receivables Report
 For The Month of August 2007

EXHIBIT A

Project #	Name	Area	Non Vacated Tenants					Total Non Vacated	Vacated Tenants					Total Vacated	Total TAR					TOTAL	TOTAL BY MU
			Prepays	0 - 29 days	30 - 59	60 - 89	90+		Prepays	0 - 29	30 - 59	60 - 89	90+		Prepays	0 - 29	30 - 59	60 - 89	90+		
HI001007	Kuhio Homes	40	(3,907.34)	17,594.07	2,219.52	776.55	5,010.47	21,693.27	(158.00)	-	144.00	487.71	54,255.37	54,729.08	(4,065.34)	17,594.07	2,363.52	1,264.26	59,265.84	76,422.35	
HI001010	Kuhio Park Terrace	40	(24,089.01)	63,577.80	15,946.72	8,068.74	45,273.21	108,777.46	(2,818.39)	918.49	2,031.64	1,885.81	320,863.30	322,880.85	(26,907.40)	64,496.29	17,978.36	9,954.55	366,136.51	431,658.31	
								130,470.73					377,609.93							MU 40	508,080.66
HI001020	Eleele Homes	41	(62.00)	732.00	474.00	499.87	3,678.99	5,322.86	(146.00)				38,355.62	38,209.62	(208.00)	732.00	474.00	499.87	42,034.61	43,532.48	
HI001023	Home Nani	41		296.00				296.00					1,144.35	1,144.35		296.00			1,144.35	1,440.35	
HI001055	Hale Hoonanea	41	(365.76)	473.83	256.00	256.00	4,215.88	4,835.95	(222.00)	284.00	172.00	333.00	25,707.79	26,274.79	(587.76)	757.83	428.00	589.00	29,923.67	31,110.74	
HI001064	Kekaha Ha'aheo	41	(378.96)	1,527.65	730.00	447.00	6,326.56	8,652.25	(2,228.23)				40,996.23	38,768.00	(2,607.19)	1,527.65	730.00	447.00	47,322.79	47,420.25	
HI001086	Kawaiihua-Federal	41	(478.91)	2,459.00	1,746.00	2,431.92	25,610.40	31,768.41	(168.75)				22,132.20	21,963.45	(647.66)	2,459.00	1,746.00	2,431.92	47,742.60	53,731.86	
								50,875.47					126,360.21							MU 41	177,235.68
HI001032	Kaimalino	43	(570.00)	5,053.00	1,906.00	1,868.00	6,195.10	14,452.10					19,635.40	19,635.40	(570.00)	5,053.00	1,906.00	1,868.00	25,830.50	34,087.50	
HI001053	Hale Hookipa	43	-	702.00	177.00	177.00	539.25	1,595.25		13.00			67.08	80.08	-	715.00	177.00	177.00	606.33	1,675.33	
HI001061	Ka Hale Kahaluu	43											32,180.84	32,180.84					32,180.84	32,180.84	
HI001063	Nani Olu	43	(85.00)	75.00				(10.00)		16.00		17.00	271.20	304.20	(85.00)	91.00		17.00	271.20	294.20	
HI001070	Kealakehe	43	(3,119.07)	4,507.00	2,423.63	1,523.00	6,800.05	12,134.61	(165.00)				58,228.47	58,063.47	(3,284.07)	4,507.00	2,423.63	1,523.00	65,028.52	70,198.08	
								28,171.96					110,263.99							MU 43	138,435.95
HI001033	Maui I	44	(438.97)	1,634.00	1,461.00	1,349.71	10,867.25	14,872.99					1,465.30	1,465.30	(438.97)	1,634.00	1,461.00	1,349.71	12,332.55	16,338.29	
HI001035	Nanakuli Homes	44	(5,852.05)	7,272.27	5,683.62	2,382.65	23,499.46	32,985.95	(10.00)		25.00	539.00	22,757.21	23,311.21	(5,862.05)	7,272.27	5,708.62	2,921.65	46,256.67	56,297.16	
HI001042	Maui II	44							(33.33)			1,647.92	6,245.08	7,892.97	(33.33)			1,647.92	6,245.08	7,889.67	
HI001057	Waimaha -Sunflower	44	(1,364.67)	8,317.33	6,188.16	5,231.73	34,395.74	52,768.29	(925.00)	189.06	519.50		64,353.64	64,137.20	(2,289.67)	8,506.39	6,707.66	5,231.73	98,749.38	116,905.49	
HI001091	Kau'iokalani	44	(291.66)	6,487.47	4,327.94	4,264.01	40,397.24	55,185.00	(138.00)	778.61	1,211.00	1,211.00	47,426.90	50,489.51	(429.66)	7,266.08	5,538.94	5,475.01	87,824.14	105,674.51	
HI001108	Maui II (new)	44	(5,021.00)	4,977.06	4,202.00	6,259.11	33,315.28	43,732.45	(67.00)					(67.00)	(5,088.00)	4,977.06	4,202.00	6,259.11	33,315.28	43,665.45	
								199,544.68					147,195.89							MU 44	346,740.57
HI001025	Waimanalo Homes	45	(9.00)	627.00	455.14		627.00	1,700.14	(2,233.00)			251.00	8,978.30	6,996.30	(2,242.00)	627.00	455.14	251.00	9,605.30	8,696.44	
HI001030	Koolau Village	45	(2,621.12)	7,907.92	2,822.77	1,539.18	3,251.48	12,900.23	(91.00)				48,163.73	48,072.73	(2,712.12)	7,907.92	2,822.77	1,539.18	51,415.21	60,972.96	
HI001069	Kaneohe Apartments	45	(1,733.00)	1,199.00				(534.00)				201.00	33,209.12	33,410.12	(1,733.00)	1,199.00		201.00	33,209.12	32,876.12	
HI001072	Hookipa Kahaluu	45	(1,191.00)	3,738.86	2,388.62	1,789.00	11,400.28	18,125.76	(2,476.09)		224.00		118,265.57	116,013.48	(3,667.09)	3,738.86	2,612.62	1,789.00	129,665.85	134,139.24	
HI001090	Kauhale O'hana	45	(925.15)	5,001.00	2,542.62	1,479.00	15,897.00	23,994.47					54,425.70	54,425.70	(925.15)	5,001.00	2,542.62	1,479.00	70,322.70	78,420.17	
HI001107	Waimanalo Homes II	45	(1,036.96)	298.00				(738.96)							(1,036.96)	298.00				(738.96)	
								55,447.64					258,918.33							MU 45	314,365.97
HI001031	Hale Hauoli	46	(127.90)	299.00	177.00	177.00		525.10					5,575.12	5,575.12	(127.90)	299.00	177.00	177.00	5,575.12	6,100.22	
HI001071	Noelani I	46	(309.00)	1,191.00	1,180.00	1,252.00	16,847.67	20,161.67					6,325.56	6,325.56	(309.00)	1,191.00	1,180.00	1,252.00	23,173.23	26,487.23	
HI001078	Noelani II	46	(2,749.46)	2,588.46	932.00	878.00	2,699.75	4,348.75	(233.00)				49,764.84	49,531.84	(2,982.46)	2,588.46	932.00	878.00	52,464.59	53,880.59	
								25,035.52					61,432.52							MU 46	86,468.04
HI001015	Wahiawa Terrace	49	(1,534.00)	3,577.00	2,696.00	883.00	14,456.29	20,078.29		150.00	164.00		70,581.74	70,895.74	(1,534.00)	3,727.00	2,860.00	883.00	85,038.03	90,974.03	
HI001050	Kupuna Home O'Waiialua	49	(1,094.06)	421.00				(673.06)	(663.00)				21,156.22	20,493.22	(1,757.06)	421.00			21,156.22	19,820.16	
HI001056	Kauhale Nani	49	(2,335.51)	2,323.00	2,434.00	1,825.00	21,626.89	25,873.38		385.00			37,292.91	37,677.91	(2,335.51)	2,708.00	2,434.00	1,825.00	58,919.80	63,551.29	
								45,278.61					129,066.87							MU 49	174,345.48
HI001008	Palolo Valley Homes	80	(8,989.93)	8,746.00	5,975.71	3,366.77	8,411.94	17,510.49	(61.00)	433.00		570.00	2,387.95	3,329.95	(9,050.93)	9,179.00	5,975.71	3,936.77	10,799.89	20,840.44	
								17,510.49					3,329.95							MU 80	20,840.44
TOTAL			(120,294.90)	349,668.11	186,240.24	137,477.85	1,030,829.40	1,583,920.70	(23,889.99)	10,475.77	13,660.08	17,929.04	2,826,661.03	2,844,835.93	(144,184.89)	360,143.88	199,900.32	155,407.09	3,857,490.43	4,428,756.83	4,428,756.83

**DEPARTMENT OF HUMAN SERVICES
HAWAII PUBLIC HOUSING AUTHORITY (HPHA)
MANPOWER REPORT
As of August 30, 2007**

Branch	Section	Total Full Time Positions			% Vacant			Active Recruitment	
		Civil Svc	Exempt	Total	Occupied	Vacant	Vacant	Yes	No
OED		5	2	7	6	1	14.29%	1	0
		5	2	7	6	1	14.29%	1	0
PEO		1	2	3	1	2	66.67%	0	2
		1	2	3	1	2	66.67%	0	2
CO		2	2	4	4	0	0.00%	0	0
		2	2	4	4	0	0.00%	0	0
HIO		0	2	2	2	0	0.00%	0	0
		0	2	2	2	0	0.00%	0	0
HRO		1	2	3	3	0	0.00%	0	0
		1	2	3	3	0	0.00%	0	0
FMO	FM Office	4	0	4	1	3	75.00%	2	1
	Acctg Sec	11	0	11	8	3	27.27%	1	2
	Pay & Disb	4	0	4	3	1	25.00%	0	1
	Budget	1	1	2	1	1	50.00%	1	0
	Asset Mgt	1	1	2	0	2	100.00%	0	2
		21	2	23	13	10	43.48%	2	8
ITO		1	5	6	4	2	33.33%	2	0
		1	5	6	4	2	33.33%	2	0
PERS		4	1	5	4	1	20.00%	0	1
		4	1	5	4	1	20.00%	0	1
PO		6	3	9	5	4	44.44%	1	3
		6	3	9	5	3	44.44%	1	2
DEV	Dev Branch	2	0	2	0	2	100.00%	0	2
	CMS	3	0	3	2	1	33.33%	0	1
	CMS I	2	7	9	6	3	33.33%	2	1
	CMS 2	4	3	7	6	1	14.29%	1	0
	DSS	1	2	3	2	1	33.33%	0	1
		12	12	24	16	8	33.33%	3	5
HPB	Homeless	1	8	9	9	0	0.00%	0	0
		1	8	9	9	0	0.00%	0	0
SEC 8	Sec 8 Office	2	0	2	2	0	0.00%	0	0
	Insp Unit	1	7	8	6	2	25.00%	0	2
	Rent Sub Sec 1	14	0	14	12	2	14.29%	2	0
	Rent Sub Sec 2	13	0	13	6	7	53.85%	4	3
		30	7	37	26	11	29.73%	6	5
PMMSB	PMMSB	3	2	5	2	3	60.00%	0	3
	MGT SEC	2	0	2	1	1	50.00%	1	0
	APP	7	0	7	7	0	0.00%	0	0
	RSS	3	8	11	9	2	18.18%	0	2
	PMCS	2	5	7	4	3	42.86%	0	3
	CMSS	24	0	24	21	3	12.50%	0	3
	OAHU 1	25	0	25	23	2	8.00%	2	0
	OAHU 2	28	0	28	24	4	14.29%	2	2
	OAHU 3	35	0	35	32	3	8.57%	2	1
	OAHU 4	25	0	25	24	1	4.00%	1	0
	OAHU 5	31	0	31	24	7	22.58%	4	3
	HAWAII 7	15	0	15	12	3	20.00%	3	0
	KAUAI 8	10	0	10	10	0	0.00%	0	0
MAUI 9	13	0	13	11	2	15.38%	2	0	
		220	13	233	202	31	13.30%	17	14
TOTAL		304	61	365	295	69	18.90%	32	37

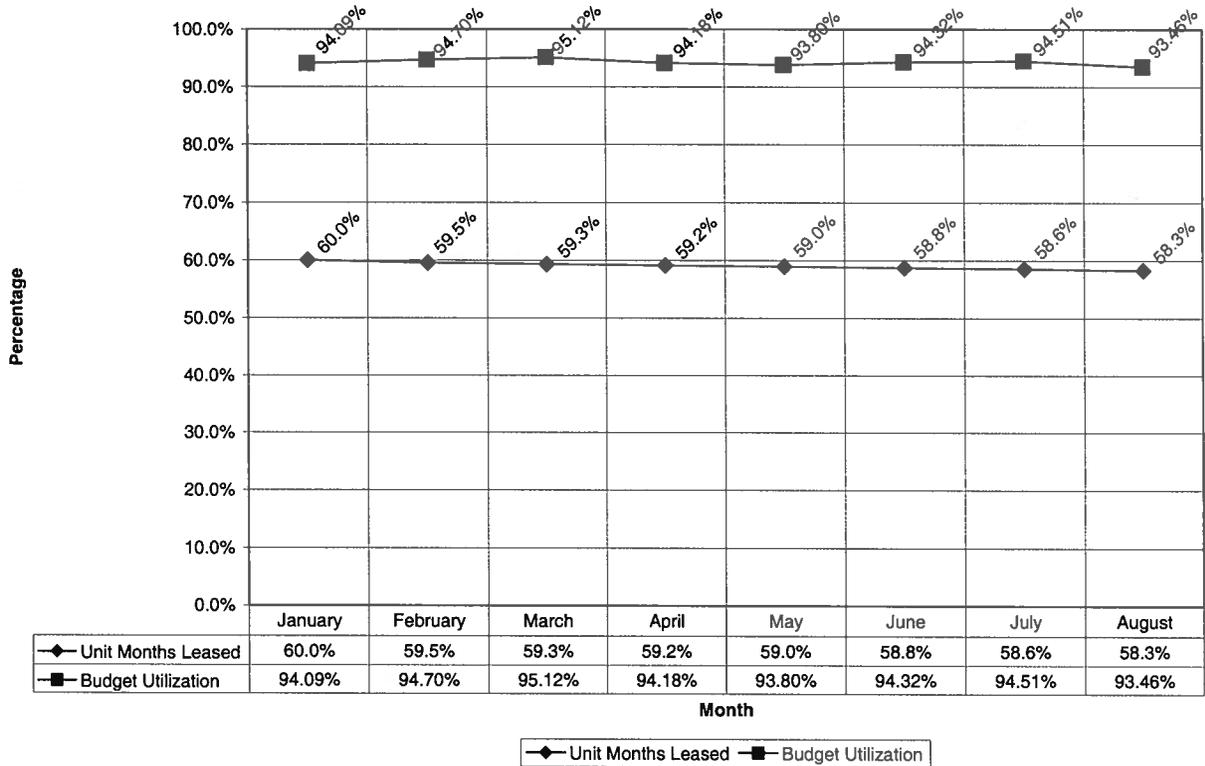
EXHIBIT I

**Section 8 Subsidy Programs Branch
Program Report**

As of August 31, 2007

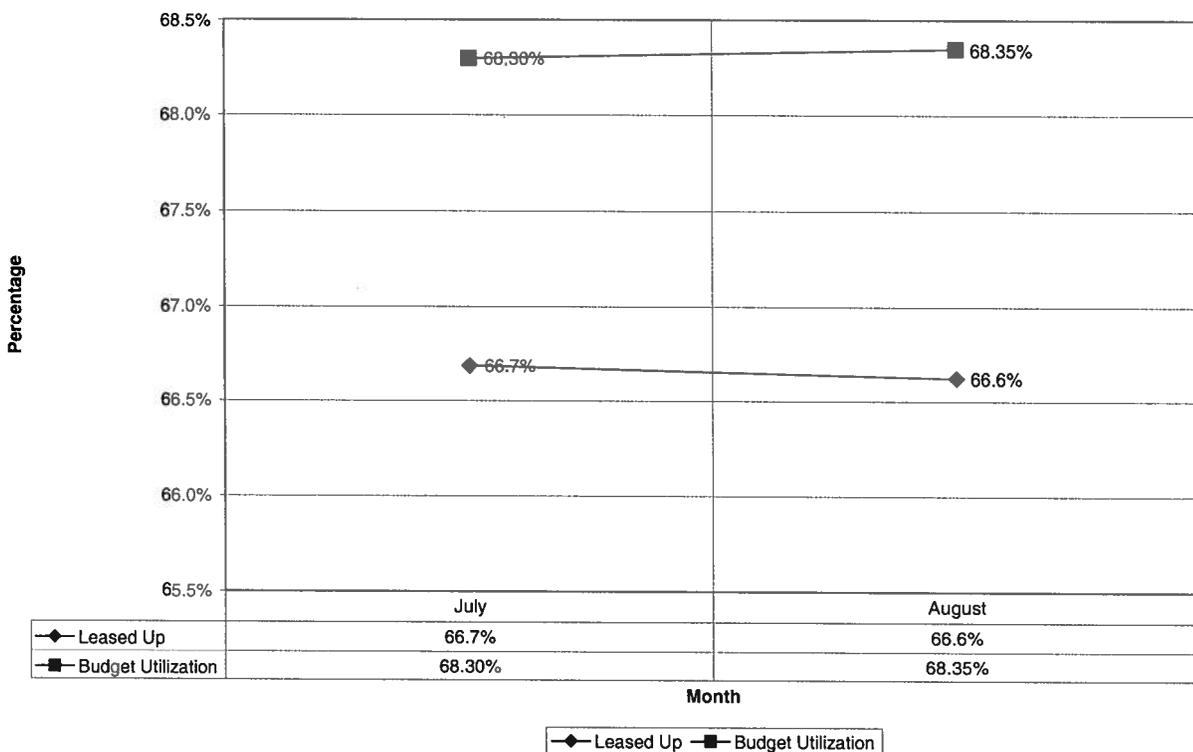
- For CY 2007, unadjusted monthly voucher lease up is 1,783 or 59.0%. The Housing Assistance Payments (HAP) unadjusted annual budget utilization average is 94.0%. The monthly average per unit cost subsidy is \$756.00 per month.

CY 2007 Section 8 Budget Utilization and Unit Months Leased



- There are 369 Rent Supplement Program participants. The budget utilization average is 68.3% with the average per unit cost of \$148.00 per month.

FY 2007-2008 RSP Budget Utilization and Lease Up



**Contract & Procurement Office
Monthly Status Report for August 2007**

Solicitations Issued, Contracts and Change Orders Executed in August 2007

Solicitation No.	Project	Deadline
AUD FY 08-04	Single Audit of the Hawaii Public Housing Authority	August 24, 2007
	Renovation of 49 vacant units at Kalihi Valley Homes Job No. 07-034-105-S	September 28, 2007
IFB-CMS-2007-39	Type C vacant unit repairs at Kauhale Ohana Job No. 05-115-190-F	September 11, 2007

Contract No.	Contractor & Project	Amount
PMB 07-08	Honolulu Disposal Service, Inc. Banyan Street Manor, Wilkina Apartments September 1, 2007 to August 31, 2008	\$65,735.28
PMB 07-09	Garden Isle Disposal, Inc, Kawailehua-State, Kawailehua-Federal September 1, 2007 to August 31, 2008	\$53,177.28
PMB 07-10	Mental Health Kokua Resident Opportunities and Self-Sufficiency September 1, 2007 to August 31, 2010	\$388,522.00
HPS 07-30	Kalihi Palama Health Center State Homeless Outreach Program August 15, 2007 to July 31, 2008	\$350,872.00
HPS 07-27	Kauai Economic Opportunity State Homeless Outreach Program August 1, 2007 to July 31, 2008	\$100,000.00
HPS 07-26	Office for Social Ministry State Homeless Outreach Program August 1, 2007 to July 31, 2008	\$750,000.00
HPS 07-24	The Salvation Army State Homeless Outreach Program August 1, 2007 to July 31, 2008	\$310,000.00
HPS 07-28	Waianae Coast Comprehensive Health Center State Homeless Outreach Program August 1, 2007 to July 31, 2008	\$86,700.00
HPS 07-25	Waianae Community Outreach State Homeless Outreach Program August 1, 2007 to July 31, 2008	\$289,743.00
HPS 07-39	Waikiki Health Center State Homeless Outreach Program August 1, 2007 to July 31, 2008	\$400,000.00
HPS 07-23	Mental Health Kokua State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$130,000.00
HPS 07-20	Catholic Charities Hawaii State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$481,200.00
HPS 07-15	Gregory House Program State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$126,000.00
HPS 07-40	Steadfast Housing Development Corporation State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$75,000.00
HPS 07-21	Kauai Economic Opportunity	\$100,000.00

	State Homeless Stipend Program August 1, 2007 to July 31, 2008	
HPS 07-19	Institute for Human Services State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$1,900,000.00
HPS 07-38	Hale Kipa, Inc. State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$36,481.00
HPS 07-22	Housing Solutions, Inc. State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$800,000.00
HPS 07-16	Alternative Structures International State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$403,200.00
HPS 07-36	Maui Economic Concerns of the Community State Homeless Stipend Program August 1, 2007 to State	\$1,467,600.00
HPS 07-29	U.S. Veterans Initiative State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$2,150,000.00
HPS 07-17	Office for Social Ministry State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$365,600.00
HPS 07-35	Affordable Housing and Homeless Alliance State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$900,000.00
HPS 07-31	Faith Against Drugs, Inc. State Homeless Stipend Program August 1, 2007 to July 31, 2008	\$132,000.00
HPS 07-18	Office for Social Ministry Emergency Shelter Grant Program August 1, 2007 to July 31, 2008	\$81,610.00
HPS 07-34	Women Helping Women Emergency Shelter Grant Program August 20, 2007 to July 31, 2008	\$15,000.00
HPS 07-32	Turning Point Emergency Shelter Grant Program August 1, 2007 to July 31, 2008	\$10,000.00
HPS 07-33	Child and Family Service Emergency Shelter Grant Program August 1, 2007 to July 31, 2008	\$8,000.00

Approvals from the State Procurement Office

Notice of and Request for Exemption From Chapter 103D, HRS

Number	Description	Est. Amount
P.E. No. 08-012-J	Rector, Moffitt & Lindsay, P.C. (Atlanta Housing Authority auditor) Accounting Services to assist the HPHA with preparing and submitting the Financial Data Schedule	\$31,200.00

Overall:

Contract with consultant to do reorganization plan based on standards and data

Temporary budget for this year until reorganization done

Allow MUs to spend only what they collect from rents and subsidies

Allow MUs to keep half of "net profit" for this year

All of profit for future years

Pay for vacant unit repairs from CIP and R&M funds

Focus MU staff work on fix and fill units, collect rents

Central office supports MUs

Central Maintenance bills 100% of time

Reallocate internally to get priority work done

Goal - reduce deficit through fix, fill, collect rent, evict

1. Increase income

a. Fix and fill 480 vacant units = \$1.3 m/yr. Keep units fixed and filled.

b. Collect all the rent that is due = \$___/yr. Keep on top of nonpayments. \$1.5-2.0

c. Charge residents for excess utilities = \$___/yr.

d. Increase costs for resident-caused repairs = \$___/yr.

e. Not favored by B&F Get legislative approval to charge related salaries against CIP = \$___/Yr.

f. Get legislative approval for General Fund infusions to make up for HUD shortfalls based on state units, HPHA record of reducing costs, increasing income

ask Leg for \$2-3 million

g. Lease space in buildings for commercial activities = \$___/yr. (cellphones, stores, etc)

h. Produce energy and sell = \$___/yr

i. Develop, lease or sell vacant lands and outlying properties.

j. Reconfigure use of current properties.

County is Present w/ new OR property taxes

2. Decrease costs

a. Save energy and water costs by conservation = \$___/yr.

b. Evict nonpaying tenants and rules violators = \$___/yr. [increase Hearings staffing]

c. Complete capital improvements at KPT to reduce labor costs (elevator, fire watches) = \$450,000/yr [speed up elevator repair and fire alarm completion]

d. Charge costs to the correct projects and funds, not just Fed 181 (state R&M, homeless funds, Banyan, Wilikina, other special funds) = \$___/yr.

e. Enter into EPC (energy performance contract) to decrease costs by more efficient equipment = \$___/yr.

Review Wilikina cost reimbursement!

f. Have each staff member and all units work more productively based on asset management principles.

g. Have each resident and Asset Management Project (AMP) undertake greater portion of grounds and units maintenance and repair.

h. Develop a volunteer program that saves more than it costs to operate.

3. Legislative partners

a. residents

b. staff

c. unions

d. social service and nonprofit agencies

e. volunteers

<u>Years of Service</u>	<u>Position Titles</u>	<u>Offices</u>
<u>10 years</u>		
Lili A. Funakoshi	Housing Hearings Officer	HRO
Darlene Kawashige	Clerk III	OMU4
James. S. Miyasaki	Public Housing Specialist II	Applications
Earl K. Nakaya	Program Specialist & Tenant Services	RSS
Kim-M. K. Rodrigues-Ontai	Public Housing Specialist II	OMU4
Doroteo Salangsang Jr.	Clerk Typist II	RSS
Alalagafa Talaeai	Clerk Typist II	Personnel
<u>20 years</u>		
Milton Akana	Painter I	
Richard A. K. Cummings	Building Maintenance Worker I	OMU1
Ernesto Delos Santos	Building Maintenance Worker I	OMU2
John G. Guzman	Building Maintenance Worker I	MU7/Hilo
Bert T. Hashimoto	Building Maintenance Worker I	OMU5
Gilbert M. Nakagawa	Painter I	OMU2
Cynthia B. Yoshida	Public Housing Specialist I	OMU5
<u>30 years</u>		
Robert S. Monguchi	Building Maintenance Worker I	OMU1
Edmund Morimoto	Building Engineer VI	CMS
<u>40 years</u>		
James Kekawa	Building Maintenance Worker I	OMU2