

**HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
REGULAR BOARD OF DIRECTORS MEETING
1002 North School Street, Building E
Honolulu, Hawaii 96817**

**September 22, 2011
9:00 a.m.**

AGENDA

I. CALL TO ORDER/ROLL CALL

II. APPROVAL OF MINUTES

- A. Regular Meeting Minutes, August 18, 2011 (Pgs. 001 - 010)
- B. Executive Session, August 18, 2011

III. PUBLIC TESTIMONY

Public testimony on any agenda item shall be taken at this time. Pursuant to section 92-3, Hawaii Revised Statutes, and section 17-2000-18, Hawaii Administrative Rules, the Board may limit public testimony to three minutes.

IV. FOR ACTION

- A. Motion: To Authorize the Executive Director to Conduct Public Hearings on Proposed Revisions to Section 17-2021, Hawaii Administrative Rules, Removing State Housing Projects from the Federal Grievance Procedure for the Hawaii Public Housing Authority (“HPHA”). (Pgs. 011 - 029)
- B. Motion: To Approve the Hawaii Public Housing Authority’s Proposed Amendments to Chapter 356D-6, Hawaii Revised Statutes, Relating to the Nomination of the Resident Board Member and to Authorize the Executive Director to Submit the Proposed Amendments to Executive Branch Departments for Review and Inclusion in the Administration’s Legislative Package for the Supplemental Year of the Fiscal Year 2011-2013 Biennium. (Pgs. 030 - 035)

- C. Motion: To Approve the Hawaii Public Housing Authority's Proposed Amendments to Chapter 356D-2, Hawaii Revised Statutes, Relating to the Compliance with HUD Notice PIH-2011-48 (HA), Guidance on Reporting Public Housing Agency Executive Compensation Information and Conducting Comparability Analysis (effective August 26, 2011) and to Authorize the Executive Director to Submit the Proposed Amendments to Executive Branch Departments for Review and Inclusion in the Administration's Legislative Package for the Supplemental Year of the Fiscal Year 2011-2013 Biennium. (Pgs. 036 - 046)
- D. Motion: To Approve Disclosure of: (1) Executive Session Minutes dated December 16, 2010, regarding the Motion To Approve a Waiver from the Conflict of Interest Provisions of Sections 19(A) of the Annual Contributions Contract Between the Hawaii Public Housing Authority and the U.S. Department of Housing and Urban Development for the Chief Financial Management Advisor position; and (2) Executive Session Minutes dated April 21, 2011, regarding Discussion With Michael S. Flores, U.S. Department of Housing and Urban Development on the Annual Contributions Contract and Corrective Action Order For Purposes of Internal Investigation Only. (Pg. 047)

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4, 92-5(a)(2), and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to Disclosure of: (1) Executive Session Minutes dated December 16, 2010, regarding the Motion To Approve a Waiver from the Conflict of Interest Provisions of Sections 19(A) of the Annual Contributions Contract Between the Hawaii Public Housing Authority and the U.S. Department of Housing and Urban Development for the Chief Financial Management Advisor position; and (2) Executive Session Minutes dated April 21, 2011, regarding Discussion With Michael S. Flores, U.S. Department of Housing and Urban Development on the Annual Contributions Contract and Corrective Action Order for Purposes of Internal Investigation Only.

- E. Motion: To Approve Sharing of Confidential Executive Session Minutes from 2008 to 2010 Involving Mayor Wright Homes For Purposes of Internal Investigation Only. (Pg. 048)

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to Sharing of Confidential Executive Session Minutes from 2008 to 2010 Involving Mayor Wright Homes For Purposes of Internal Investigation Only.

V. REPORTS

- A. Board Task Force Reports:
1. Report on the Approach to Strategic Planning Related to HPHA's Portfolio. (Pgs. 049 - 053)
 2. Follow-up Report on the Performance Evaluation of the HPHA's Executive Director and Executive Assistant. (Pg. 054)
The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4, 92-5(a)(2) and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to personnel matters.
- B. Staff Reports
1. Executive Director's Reports. (Pgs. 055 – 079)
 2. Program Status Reports, including Vacant Unit Report. (Pg. 080)
 3. Follow-Up Report on Board Inquiries from August 18, 2011 Regular Meeting. (Pgs. 081 – 084)

VI. FOR DISCUSSION/INFORMATION

- A. For Information: *Kolio, et al v. State of Hawaii, Hawaii Public Housing Authority; Denise Wise in her Official Capacity As Executive Director (Civil Case No. CV11-00266 and Civil No. 11-1-0795)* (Pg. 085)

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to *Kolio, et al v. State of Hawaii, Hawaii Public Housing Authority; Denise Wise in her Official Capacity As Executive Director (Civil Case No. CV11-00266 and Civil No. 11-1-0795)*

- B. For Discussion: Update on Recent Incidents at Mayor Wright Homes (Pg. 086)
- C. For Discussion: Report by Department of Attorney General Regarding Compliance Issues Concerning the Annual Contributions Contract and the Corrective Action Order (Pg. 087)

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities.

- D. For Information: Presentation by the Michaels Development Company on Future Phases of the Mixed Income Redevelopment at Kuhio Park Terrace. (Pg. 088)
- E. For Discussion: Weed & Seed Strategy in HPHA's Federal Public Housing Program. (Pg. 089)
- F. For Discussion: Location of HPHA Board Meetings and Possible Alternate Sites or Rotation at Public Housing Complexes. (Pgs. 090 – 095)
- G. For Information: Calendar of Resident Advisory Board Meetings. (Pgs. 096-097)

If any person requires special needs (i.e., large print, taped materials, sign language interpreter, etc.) please call Ms. Deesha Piiohia at (808) 832-4690 by close of business two days prior to the meeting date. Meals will be served to the Board and support staff as an integral part of the meeting.

HAWAII PUBLIC HOUSING AUTHORITY
MINUTES OF THE REGULAR MEETING
HELD AT 1002 N. SCHOOL STREET, BUILDING E
HONOLULU, HAWAII 96817
ON THURSDAY, AUGUST 18, 2011
IN THE COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority met for their Regular Board Meeting at 1002 N. School Street, on Thursday, August 18, 2011 at 9:01 a.m.

The meeting was called to order by Director Espero at 9:01 a.m. and, on roll call, those present and absent were as follows:

PRESENT: Director David Gierlach, Chairperson
Director Jason Espero
Director Roger Godfrey
Director Desiree Kihano
Director Patricia McManaman
Director Debbie Shimizu
Director Trevor Tokishi
Director George Yokoyama

Executive Director, Denise Wise
Deputy Attorney General, Jennifer Sugita

EXCUSED Chairman Travis Thompson
Vice-Chairman Matilda Yoshioka

STAFF PRESENT: Clarence Allen, Fiscal Officer
Barbara Arashiro, Executive Assistant
Nicholas Birck, Housing Planner
Becky Choi, State Housing Development Administrator
Gianna Guitron, Resident Services Program Specialist
Diane Johns, Property Management Specialist
Kiriko Oishi, Housing Compliance and Evaluation Specialist
Joanna Renken, Public Housing Supervisor
Rick Sogawa, Contracts and Procurement Officer
Dionicia Piiohia, Secretary to the Board

OTHERS: Genie Kincaid
Tim Garry, private resident
Wilfredo Tungol, Department of Human Services

Proceedings:

Director Espero declared a quorum present and introduced Ms. Desiree Kihano, a new member to the Board of Directors. Ms. Kihano is the resident member of the Board and replaced Ms. Clarissa Hosino. Director Kihano stated that she was pleased to be appointed to the Board. Ms. Denise Wise, Executive Director also welcomed Ms. Kihano and stated that Ms. Kihano is a member of the Resident Advisory Board (RAB) as well.

It was explained to the Board that since Chairperson Thompson and Vice-Chair Yoshioka were not able to attend the meeting, as Secretary for the Board, Director Espero would be acting as Chair.

The business of the Board proceeded with approval of the Annual Meeting Minutes of July 21, 2011. Director Shimizu moved and Director Tokishi seconded to approve the minutes as amended:

Page 2 - to correct Victor Giminiani's last name to "Geminiani" and Wilfred Tungoe to "Wilfredo Tungol."

The minutes were unanimously approved with amendments, and Director Gierlach abstained.

Director McManaman arrived at 9:05 a.m.

The business of the Board proceeded with approval of the Regular Meeting Minutes of July 21, 2011. Director Shimizu moved and Director Tokishi seconded to approve the minutes as amended:

Page 5 - to correct Victor Giminiani's last name to "Geminiani."

The minutes were unanimously approved with amendments, and Director Gierlach abstained.

The approval of the Executive Session Minutes of July 21, 2011 was postponed until later in the meeting, and to be addressed prior to adjournment.

The business of the Board continued with approval of the Proposed Amendment to the Special Meeting Minutes of July 7, 2011. Director Gierlach requested that points of clarification be considered for the minutes. Director McManaman suggested that since the clarifications are not part of the record of the July 7, 2011 meeting, the clarifications should be made part of today's record when the Board addresses the applicable agenda item. It was further noted that the clarifications will be made at the appropriate agenda item.

Director McManaman moved and Director Shimizu seconded to approve the Proposed Amendments to the Special Meeting Minutes of July 7, 2011

The minutes were approved, and Director Kihano abstained.

Public Testimony:

Mr. Tim Garry, private resident congratulated Director Kihano and stated that Travis Thompson should remain as Chairperson of the Board for continuity purposes.

For Action:

Motion: To Elect a Chairperson for the Hawaii Public Housing Board (“HPHA”) of Directors for a One Year Term.

Director Tokishi moved and Director Gierlach seconded to open the nomination for Chairperson.

Director Godfrey nominated Director Thompson and distributed a written statement from Chairperson Thompson stating his desire to remain as Chair. Director Shimizu nominated Director Gierlach.

Director Tokishi moved and Director Shimizu seconded to close the nomination.

The motion was unanimously carried.

Director Tokishi commented that Chairperson Thompson mentioned at the previous board meeting that he devotes approximately 50-60 hours a month on the business of the Board and he asked Director Gierlach if he was aware of the time commitment. Director Gierlach responded in the affirmative.

With no further discussion Director Espero called for the vote and requested that when the Directors cast their vote to do so by a show of hands. Director Thompson’s name was called for the vote and received one vote. Director Tokishi asked for clarification if Director Espero could vote as acting Chair.

At the request of Deputy Attorney General Jennifer Sugita, Director Espero called for a recess at 9:28 a.m. Director McManaman moved, and Director Gierlach seconded to go into recess.

The meeting reconvened at 9:44 a.m. and was called to order.

Ms. Sugita reported that she reviewed the Roberts Rules of Order, the HPHA By-Laws, and consulted other Deputy Attorneys General, to determine whether the Chair can vote. From prior history, the Chair usually votes and not only in the event of a tie.

Upon clarification by Deputy Attorney General Sugita, Director Espero continued the election process and stated that there was one vote cast for Director Thompson for Chairperson by

Director Godfrey, and called for a vote by a show of hands for Director Gierlach for Chairperson. The votes were as follows:

Ayes: Director Espero
 Director Gierlach
 Director McManaman
 Director Shimizu
 Director Tokishi
 Director Yokoyama

Abstain Director Kihano

Director Gierlach was elected Chairperson for the HPHA Board of Directors. At that time, Chairperson Gierlach took the gavel and chaired the balance of the meeting.

For Actions:

Motion: To Appoint Members to the HHA Wilikina Apartments Project, Inc. Board of Directors.

Director Godfrey moved and Director Tokishi seconded.

Director Shimizu commented that three (3) members are on the Board, Directors Thompson, Yoshioka and Godfrey and asked how many more to be elected. Ms. Wise reported that the HHA Wilikina Apartments Project, Inc. (Wilikina) By-Laws require that there be no less than (3) and no more than eight (8) directors on the board requiring 4 members for a quorum. Chairperson Gierlach called for a motion to open the nomination of the Wilikina Board of Directors.

Director McManaman moved and Director Espero seconded to open the nomination.

Director McManaman was nominated and declined, however she nominated Director Espero. Director Tokishi nominated Director Shimizu and Director Kihano. Director Shimizu declined the nomination. Director Kihano nominated Director Tokishi, who declined the nomination. Director Tokishi nominated Director Gierlach.

Director McManaman moved and Director Tokishi seconded to close the nomination.

The motion was unanimously carried.

Chairperson Gierlach named the appointed members, Directors Espero, Kihano and Gierlach to the HHA Wilikina Board of Directors.

Motion: To Adopt Resolution No. 53 Expressing Appreciation to Mr. R. Eric Beaver, Esq.

Director Godfrey moved and Director Shimizu seconded.

The motion was unanimously carried.

Motion: To Reappoint Ms. Ludvina Takahashi and Mr. Gary Mackler to the HPHA's Kauai Eviction Board and Mr. Mark Nishino to the Maui Eviction Board for a Two-Year Term Expiring on August 31, 2013.

Director McManaman moved and Director Kihano seconded.

Director Tokishi asked if Mr. Nishino's resume was up to date. Ms. Wise explained that this is a reappointment and not a new member and that a previous resume was attached. She will ensure that on reappointments staff secure updated resumes.

The motion was unanimously carried.

Motion: To Adopt Board Resolution No. 54 Approving the HPHA's Section 8 Management Assessment Program Certification and Scores for the Fiscal Period July 1, 2010 to June 30, 2011.

Director McManaman moved and Director Espero seconded.

Director McManaman asked if the report is submitted prior to the federal review. Ms. Wise said yes and will send the Section 8 Management Assessment Program (SEMAP) Certification to the Honolulu U.S. Department of Housing and Urban Development (HUD) Field Office.

Director Tokishi commented that the score of 138 is appears very good relative to the scoring totals. He asked why on Indicator 3 Determination of Adjusted Income came in at 89 percent. Ms. Wise explained 89 percent was a result of staffing. Director Tokishi inquired regarding Indicator 14 Family Self-Sufficiency (FSS) and if the escrow accounts earn interest. Ms. Wise would confirm.

Director McManaman suggested including in the orientation package for families planning to move into public housing a section on asset building and include the FSS information.

Ms. Wise commented that the SEMAP report is due to HUD on August 29, 2011 and is electronically submitted. Chairperson Gierlach requested copies of the supporting documents of the SEMAP certification. Ms. Wise will provide the documents.

There being no further discussion, the motion was unanimously carried.

RESOLUTION NO. 54

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 2011, has reviewed the Section 8 Management Assessment Program (SEMAP) Certification, herein attached, and

WHEREAS, SEMAP provides policies and procedures for HUD's use in identifying Public Housing Agency management capabilities and deficiencies, and

WHEREAS, HUD will utilize the 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 approves the SEMAP Certification for FY ending June 30, 2011.

The UNDERSIGNED, hereby certifies that the foregoing Resolution was duly adopted by the Directors of the Hawaii Public Housing Authority on August 18, 2011.

Adopted:



By: DAVID GIERLACH
Its: CHAIRPERSON

Motion: To Authorize the Executive Director to Hold Public Hearings Regarding Changes to the Admissions and Continued Occupancy Policy to Include the HPHA's Language Access Policy.

Director Tokishi moved and Director Kihano seconded.

Ms. Wise requested to hold public hearings to adopt the HPHA's Language Access Policy to be included into the Admissions and Continued Occupancy Policy (ACOP). Ms. Kiriko Oishi, Housing Compliance and Evaluation Specialist explained that the HPHA provides language assistance to Limited English Proficient (LEP) individuals and that the proposed changes to the ACOP will inform tenants that the language they understand can be interpreted and that the HPHA is obligated under law to provide interpretation to people that qualify.

Chairperson Gierlach asked where the public hearings are held. Ms. Oishi said that the hearings are at various locations statewide at the public housing facilities and there are two held on Oahu and the island of Hawaii. The hearings are coordinated with the RAB and Tenant Associations.

The motion carried, Director McManaman abstained.

Reports:

Board Task Force Reports: There are none due for the month of August 2011.

Executive Director's Report:

Director McManaman asked what the changes are to the reasonable accommodations. Ms. Oishi explained that the new forms and streamlining the process will shorten the approval notification to the tenants within 21 days. The Compliance office approves requests that managers are not able to approve. The Compliance office also checks with doctors, costs, larger units or requests that cannot happen.

Director McManaman asked if a door to door survey at Mayor Wright Homes (MWH) was done in regards to the hot water problem. Ms. Wise said yes and that no one had problems.

Director Godfrey stated that last year was the first year that HPHA drafted a budget and presented it to the Board. Director Godfrey commented on the agency's budget verses actual comparison and that the budget depreciation has improved. Ms. Wise said that staff will be restating the budget cost for Fiscal Year (FY) 2011-2012 and has met and will continue to meet with the Asset Management Projects (AMP) managers every other month.

Director Shimizu asked about the meetings with Senator Chun Oakland and Senator Wakai. Ms. Wise said the meeting with Senator Chun Oakland is about the two remnant parcels above the Puahala Homes and Lanakila Health Center that is under the Department of Land and Natural Resources (DLNR). If the HPHA accepts the parcels, the concern is the cost of maintenance. Mr. Nicholas Birck, Housing Planner commented that the meeting with all partners had taken

place and that Senator Chun Oakland is confirming with the City and County's agreement to indefinitely maintain the parcels if the HPHA accepts. Mr. Birck will provide more information to the Board.

Ms. Wise said that Senator Wakai informed the HPHA that Mr. Marcel Camacho, Executive Director of the Guam Housing Authority was in Honolulu and wanted to meet for an exchange of information on various programs.

Director McManaman asked for clarification and a brief explanation regarding the Real Estate Assessment Center (REAC) rescoring process. Ms. Wise explained that there were two AMPs to date, that the HPHA submitted database adjustment requests. That the adjustment requests are submitted when a PHA has an active contract on an item that was noted and impacted the REAC score of a property. Ms. Wise noted that for example MWH scored 66, and that one of items noted on the REAC inspection was roof and gutter issues. Currently MWHs has an active contract for roofs and gutters. She further noted that although there is a contract for repair, the REAC inspector must still cite the issue.

Chairperson Gierlach asked why Kuhio Homes is still failing. Ms. Wise reported that the project is part of the redevelopment effort and is included in phase 2 of the Kuhio Park Terrace redevelopment effort. She will update the Board with the scores and submit a corrective action plan to the board for the AMPs that received a failing score.

Ms. Wise presented and reported on the vacant unit information. Ms. Becky Choi, State Housing Development Administrator gave an update on the construction, modernization and funding status of the type of units. Director McManaman asked if there is a process when tenants or tenant's guest causes property damage, if civil actions were taken, and requested that the HPHA pursue criminal property damage claims against tenants who willfully damage the units. As a deterrent, tenants should be informed at orientation that if they commit property damage, they could be prosecuted for criminal property damage.

Director McManaman requested that the HPHA examine the procurement issues that are delaying the Capital Improvement Program (CIP) and construction contracts and to add to the Agenda for the Board to take action on proposed changes to the procurement process for the next legislative session.

Director Yokoyama commented that Lanakila Homes is an eyesore, 18 of his employees live there, that visitors and people in the community used to see the lawns clean and now it has been unkempt for many years. Ms. Wise asked for clarification which parcel was he referring to. He clarified by stating the parcel with all the vacant units. It was explained that the HPHA has submitted a demolition application for those units 10 years ago and HUD approved the application. The HPHA then submitted an application to "undemo" six units approximately 3-4 years ago. The HPHA is now undertaking the effort to resubmit to demo approval for the 6 units. Ms. Choi explained that the consultant contract is doing the last phase, funding, design, construction bid, is ongoing and may take approximately three years. Director McManaman commented that AMP 37 has the highest repair rate. Ms. Wise explained that units are being checked for what the HPHA staff can repair and is looking to outsource the balance of what staff

cannot do and will work with the union further. The central maintenance staff has traveled from Oahu to AMP 37 to do maintenance and repair work.

Chairperson Gierlach asked who prepares and determines the agenda. Ms. Wise explained that staff meets after each Board meeting to follow up on items and issues discussed at the Board meeting, and what the Board may have earmarked as future agenda items. The proposed agenda is then forwarded the Chair for review and consideration. Chairperson Gierlach requested that the agenda be forwarded to all Board members. Chairperson Gierlach also asked to put on the Agenda discussion on the feasibility to hold meetings at various housing sites. Director McManaman added that the Board can tour the facility after the meeting.

Chairperson Gierlach called a recess at 10:50 a.m. and the meeting reconvened at 11:04 a.m. At this time, he called for a motion to go into Executive Session.

For Information/Discussion:

Information: *Kolio, et al v. State of Hawaii, Hawaii Public Housing Authority; Denise Wise in her Official Capacity as Executive Director (Civil Case No. CV11-00266 and Civil No. 11-1-0795)*

Motion: *To go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to Kolio, et al v. State of Hawaii, Hawaii Public Housing Authority; Denise Wise in her Official Capacity As Executive Director (Civil Case No. CV11-00266 and Civil No. 11-1-0795)*

Director Shimizu moved and Director Tokishi seconded.

The motion was unanimously carried.

The Board moved out of Executive Session and the meeting reconvened at 11:29 a.m.

Discussion: *HPHA's Legislative Proposals the Supplemental Year (FY2012-2013).*

Ms. Wise reported that the HPHA continues to meet with the Housing Committee Chairs on upcoming legislation issues. Mr. Birck added that the State CIP appropriation language in expending the funds needs amending to allow the agency flexibility to respond to capital needs as they arise and not as prescribed. The RAB requested an amendment to the statutes to reduce the appointment of the Resident Board members so that the RAB need only provide three names to the Governor, instead of five. Procurement issues will also be included in the legislative proposal.

Discussion: *HPHA's Five Year and Annual Public Housing Agency Plan (PHA Plan).*

Ms. Wise informed the Board that the Public Housing Agency (PHA) Annual Plan is due to HUD on April 15, 2012 and presented the timelines and process. Mr. Birck explained the requirement is for all PHAs to produce a Five Year and Annual Plan to be eligible for federal funding. The prior plans were approved in 2009 and valid until 2014. Each year the agency evaluates the progress of meeting the goals of the Five Year Plan. The federal guidelines includes deadlines, public testimonies, changes made, public hearings statewide, meetings with the RAB and then comments will be given to the Board and to HUD.

Director Shimizu asked whether the Board's Task Force is involved, and provides input. Ms. Wise responded that the Task Force does provide input because federal projects and money are involved.

Director McManaman added that before the public hearings on proposed changes to the HPHA's policy, security protocols and enforcement strategies that HPHA first present the proposals to the Board. She requested to have a presentation to the Board on best practices on civil liberties issues for tenants and the public housing wait list preferences on homeless and victim of domestic violence. Chairperson Gierlach asked when the presentation can be made. Ms. Wise commented that staff needs to meet with the RAB and may come to the Board in November/December timeframe.

Director Yokoyama requested that the HPHA staff contact the Department of Labor, Director Dwight Takamine, regarding a committee that discusses grants. Mr. Birck will follow up.

Chairperson Gierlach called a motion to go into Executive Session.

Motion: To go into Executive Session at 11:45 a.m. to approve the minutes of Agenda item II.C. Executive Session, July 21, 2011.

Director Shimizu moved and Director Espero seconded.

The motion was unanimously carried.

The meeting reconvened at 11:52 a.m.

With no further business for the Board to conduct,

Chairperson Gierlach moved to adjourn and Director Kihano seconded.

The motion was unanimously carried.

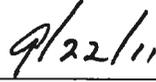
The meeting adjourned at 11:53 a.m.

MINUTES CERTIFICATION

Minutes Prepared by:



Dionicia Piiohia
Secretary to the Board/Recording Secretary



Date

Approved by the HPHA Board of Directors at their Regular Meeting on September 22, 2011



Jason Espero
Director/Board Secretary



Date

September 22, 2011

FOR ACTION

SUBJECT: To Authorize the Executive Director to Conduct Public Hearings on Proposed Revisions to Section 17-2021, Hawaii Administrative Rules, Removing State Housing Projects from the Federal Grievance Procedure for the Hawaii Public Housing Authority.

I. FACTS

- A. Act 196, Session Laws of Hawaii (SLH) 2005, as amended by Act 180, SLH 2006, separated the housing financing and development functions from the Housing and Community Development Corporation of Hawaii (HCDCH) and created the Hawaii Housing Finance and Development Corporation (HHFDC), and the Hawaii Public Housing Authority (HPHA). Act 196 became effective on July 1, 2006. Act 196 provided that all HCDCH administrative rules would remain in effect until amended.
- B. The HCDCH enabling statute, Chapter 201G, Hawaii Revised Statutes (HRS), required the HCDCH to define a grievance procedure for the federal, state family, and state elderly low-income public housing programs through the agency's administrative rulemaking powers. The HCDCH elected to adopt a single administrative rule that provided a uniform grievance procedure for beneficiaries of each program.
- C. Within the HPHA's enabling statute, Chapter 356D, HRS, the Legislature provided at Ch. 356D-44(c) that the landlord-tenant code in Ch. 521, HRS, and its procedures would apply to the state low-income public housing projects (ATTACHMENT A).
- D. Amendments to Chapter 17-2021, HAR, governing the HPHA's grievance procedures are necessary to effectuate this modification to reflect the current statutory framework. Amendments are also necessary to make housekeeping amendments to the Rule, such as updating the agency's name and the statutory references within the Rule.
- E. Once approved by the HPHA Board of Directors, the agency must request permission to take the proposed Rule to public hearing from the Governor. The HPHA staff must make thirty days' notice to the public and hold hearings on the Islands of Kauai, Oahu, Maui, and Hawaii.

- F. Once the hearing process has been completed, the HPHA must request the Governor to adopt the Rule and file certified copies with the Office of the Lt. Governor.

II. DISCUSSION

- A. The proposed amendments to Chapter 17-2021, HAR, would update the Rule to refer to the "Hawaii public housing authority" or "the authority", where appropriate, as the responsible agency. The Rule currently refers to the HCDCH, or the corporation, throughout its provisions (ATTACHMENT B).
- B. The proposed amendments would further update the historical note and statutory reference sections of the Rule to reflect that it is authorized by and implementing the relevant provisions of Ch. 356D, HRS, rather than Ch. 201G, HRS, which was repealed in 2006.
- C. The proposed amendments would remove the sections of the Rule that reference its applicability to disputes between the HPHA and tenants of state public housing projects. The Rule would thus reflect the statutory framework of Ch. 356D-44, which provides that "State low-income housing projects shall be subject to chapter 521." (Attachment A).
- D. The proposed amendments are currently under review by the Department of the Attorney General. Approval of the Attachment B draft of the Rule would be subject to the review and advice of counsel.
- E. Following approval of the proposed Rule, the Executive Director will hold public hearings on the Islands of Kauai, Oahu, Maui, and Hawaii at a date and locations to be determined.
- F. Based on testimony received during the public viewing and comment period, the Executive Director will make any non-substantive amendments to the draft amendments to and compilation of the Rule prior to or following the public hearing.
- G. After the public hearings, the Executive Director will transmit amendments to and compilation of Chapter 17-2021, Hawaii Administrative Rules, to the Governor for final approval provided that no substantive amendments are made. Staff anticipates the following approximate schedule of the process:

<u>Action</u>	<u>Timeframe</u>
Board For Action (authorize Public Hearing)	September 22, 2011
Request to GOV through DHS DIR (authorize Public Hearing)	September 23, 2011
Receive GOV authorization	October 19, 2011
Publish Hearing Notice (30 Day Notice)	October 27, 2011
Public Hearing	November 25, 2011
Finalize Rule /Transmit to GOV for Adoption	November 29, 2011
Rule Effective	January 1, 2012

III. RECOMMENDATION

That the HPHA Board of Directors authorize the Executive Director to conduct public hearings on proposed revisions to Section 17-2021, Hawaii Administrative Rules, removing state housing projects from the Federal grievance procedure for the Hawaii Public Housing Authority.

ATTACHMENT A: Chapter 356D, HRS
ATTACHMENT B: Ch. 17-2021, HAR (Ramseyer Format)

Prepared by: Nicholas Birck, Planner 

Approved:

David Gierlach
Chairperson



§356D-44 Administration of state low-income public housing projects and programs. (a) The authority shall construct, develop, and administer property or housing for the purpose of state low-income public housing projects and programs.

(b) The authority shall offer any decommissioned low-income public housing project, except for federal housing projects, to nonprofit or for-profit organizations or government agencies for rehabilitation into emergency or transitional shelter facilities for the homeless or rehabilitation into rental units that set aside at least fifty per cent of the units to persons or families with incomes at or below fifty per cent of the area median family income; provided that:

(1) The housing project is wholly owned by the State on either state-owned or ceded lands;

(2) The authority has determined that the housing project is not eligible for rehabilitation using the authority's current resources; and

(3) The nonprofit or for-profit organization or government agency demonstrates expertise in rehabilitation of housing projects and has community, public, and private resources to substantially pay for the rehabilitation.

The land and improvements may be leased to the nonprofit or for-profit organization or government agency for a period not to exceed ninety-nine years for a sum of \$1 per year.

(c) State low-income housing projects shall be subject to chapter 521.

(d) The authority shall adopt necessary rules in accordance with chapter 91, including the establishment and collection of reasonable fees for administering the state low-income housing projects or programs and to carry out any state program under subsection (a). [L 2006, c 180, pt of §2; am L 2007, c 249, §35]

Rules Amending Title 17
Hawaii Administrative Rules

September 7, 2011

1. Chapter 2021 of Title 17, Hawaii Administrative Rules, entitled "Grievance Procedure" is amended and compiled to read as follows:

"HAWAII ADMINISTRATIVE RULES

TITLE 17

DEPARTMENT OF HUMAN SERVICES

SUBTITLE 5

[HOUSING AND COMMUNITY DEVELOPMENT CORPORATION OF
HAWAII] HAWAII PUBLIC HOUSING AUTHORITY

CHAPTER 2021

GRIEVANCE PROCEDURE

Subchapter 1 General Provisions

§17-2021-01	Purpose
§17-2021-02	Applicability
§17-2021-03	Definitions
§17-2021-04	Termination of rental agreement based on Public Law 104-120

Subchapter 2 Pre-hearing Procedure

§17-2021-10	Informal settlement of grievances
§17-2021-11	Request for hearing
§17-2021-12	Selection of hearing officer
§17-2021-13	Escrow deposit
§17-2021-14	Scheduling of hearings

Subchapter 3 Hearing Procedure

- §17-2021-20 Procedures governing the hearing
- §17-2021-21 Decision of the hearing officer

Subchapter 4 Expedited Grievance Procedure

- §17-2021-30 Applicability
- §17-2021-31 Request for hearing - expedited grievance
- §17-2021-32 Selection of hearing officer - expedited grievance
- §17-2021-33 Failure to request a hearing - expedited grievance
- §17-2021-34 Scheduling of hearings - expedited grievance
- §17-2021-35 Decision of the hearing officer - expedited grievance

Historical Note: Chapter 17-2021, Hawaii Administrative Rules, is based substantially upon chapter 17-2021, Hawaii Administrative Rules, [Eff 8/5/05; am and comp], chapter 17-502, Hawaii Administrative Rules, [Eff 1/1/81; am and comp 5/26/98; R Oct 25 1999], and chapter 15-183, Hawaii Administrative Rules, [Eff 02/25/02; R Aug 05 2005]

SUBCHAPTER 1

GENERAL PROVISIONS

§17-2021-1 Purpose. These rules shall govern the practice and procedure for hearing a grievance presented by a tenant of a federally-assisted public housing project [or state-aided public housing project] to the [housing and community development corporation of Hawaii] Hawaii public housing

authority. [Eff 8/5/05; am and comp]
 (Auth: 24 CFR §966.52, HRS §356D-4) (Imp: 24 CFR
 §966.50, HRS §356D-4)

§17-2021-2 Applicability. (a) The grievance procedure shall be applicable to all individual grievances as defined in section 17-2021-3 between the tenant of the federally-assisted public housing projects [or the state-aided public housing projects] and the [corporation] authority.

(b) The grievance procedure shall not be applicable to disputes between tenants not involving the [corporation] authority, or class grievances. This procedure shall not be used as a forum for initiating or negotiating policy changes between tenants and the [corporation] authority.

(c) All grievances involving an act or omission of the [corporation] authority relating to a rental agreement shall be commenced within ten business days of such act or omission.

(d) All grievances involving the [corporation's] authority's rules shall be commenced within ten business days of an act or omission based on such rule.

(e) The failure to timely request such a hearing within the prescribed limits shall preclude any request for a grievance hearing from occurring unless waived in writing by the [corporation] authority.

(f) The grievance procedure shall not be applicable to disputes relating to tenancy in state public housing projects.

(g) If there is a conflict between subsection (f) and any other rule, subsection (f) shall control.

[Eff 8/5/05; am and comp] (Auth: 24
 CFR §966.52; HRS §§356D-4, 356D-16) (Imp: 24 CFR
 §966.51; HRS §356D-4)

§17-2021-3 Definitions. Whenever used in this chapter, unless specifically defined:

"Authority" means the Hawaii public housing

authority.

"Complainant" means any tenant whose grievance is presented to the corporation or at the project management office.

["Corporation" means the housing and community development corporation of Hawaii.]

"Drug-related criminal activity" means the illegal manufacture, sale, distribution, or use of a drug, or the possession of a drug with intent to manufacture, sell, or use the drug.

"Federally-assisted public housing project" means a low-income federally assisted public housing project as established by the United States Housing Act of 1937, as amended.

"Grievance" means any dispute which a tenant may have with respect to the [corporation's] authority's action or failure to act in accordance with the individual tenant's rental agreement or the [corporation's] authority's rules [1]which adversely affect the individual tenant's rights, duties, welfare, or status.

"Hearing officer" means a person selected in accordance with sections 17-2021-12 and 17-2021-32 to hear grievances and render a decision with respect thereto.

"State[-aided] public housing projects" means the housing projects of Hauiki, Puahala, Lokahi, Kawailehua (State), Ka Hale Mua (State), Ke Kumu Elua, Hale Po'ai, Halia Hale, Kamalu, Ho'olulu, and Lai'ola, which are owned by the [corporation] authority.

"Tenant" means the lessee or the remaining head of household of any family residing in the [corporation's] authority's federally-assisted [or state-aided] public housing projects. [Eff 8/5/05; am and comp] (Auth: 24 CFR §966.52; HRS §§356D-4, 356D-16) (Imp: 24 CFR §966.53; HRS §356D-4)

§17-2021-4 Termination of rental agreement based on Public Law 104-120. The [corporation] authority may also terminate a rental agreement pursuant to 42 U.S.C. §1437 as it existed on September 7, 2011. [Eff 8/5/05; am and comp] (Auth: 42 USC §1437; Pub. L. 104-120; HRS §356D-4, 356D-16, 356D-98) (Imp: HRS §356D-92)

SUBCHAPTER 2

PRE-HEARING PROCEDURE

§17-2021-10 Informal settlement of grievances.

(a) Any grievance shall be personally presented, either orally or in writing, to the project office of the project in which the complainant resides as a condition precedent to a hearing under this chapter. At the time of the personal presentation, the complainant must explicitly notify the project office that the tenant is invoking the grievance procedure. If the project office and tenant agree to a resolution in writing, the grievance shall be terminated.

(b) If the matter is not informally resolved as provided in subsection (a), a summary of such discussion shall be prepared within five business days and one copy shall be given to the tenant. The summary shall specify the names of the participants, dates of meeting, the nature of the proposed disposition of the complaint and the specific reasons therefor, and shall specify the procedures by which a hearing under this chapter may be obtained if the complainant is not satisfied. [Eff 8/5/05; am and comp] (Auth: 24 CFR §966[-].52; HRS §356D-4) (Imp: 24 CFR §966.54; HRS §356D-4)

§17-2021-11 Request for hearing. (a) The complainant shall submit a written request for a

hearing to the [corporation's] authority's project office within ten business days after receipt of the summary of discussion pursuant to section 17-2021-10. The written request shall specify:

- (1) The reasons for the grievance; and
- (2) The action or relief sought.

(b) If the complainant does not request a hearing in accordance with subsection (a), the [corporation's] authority's disposition of the grievance following the informal settlement shall become final. Failure to request a hearing shall not constitute a waiver by the complainant of the complainant's right thereafter to contest the corporation's action in disposing of the complaint in an appropriate judicial proceeding.

(c) If the complainant shows good cause for failing to proceed in accordance with the informal procedure to the hearing officer the provision of subsection (a) may be waived by the hearing officer in writing with reasons given.

If the [corporation] authority and tenant agree to a resolution in writing, the grievance shall be terminated. [Eff 8/5/05; am and comp]
(Auth: 24 CFR §966.52; HRS §356D-4) (Imp: 24 CFR §966.55; HRS §356D-4)

§17-2021-12 Selection of hearing officer.

(a) A grievance hearing shall be conducted by an impartial person or persons appointed by the [corporation] authority after consultation with resident organizations, as described below:

- (1) The [corporation] authority and resident organizations shall nominate a slate of impartial persons to sit as hearing officers. Such persons may include [corporation] authority board members, [corporation] authority staff members, tenants in compliance with the lease agreement, professional arbitrators or

mediators, or others. The initial slate of nominees shall consist of not more than twenty persons, of whom at least two shall be from each county.

- (2) The [corporation will] authority shall check with each nominee to determine whether there is an interest in serving as a hearing officer, whether the nominee feels fully capable of impartiality, whether the nominee can serve without compensation, and what limitations on the nominee's time would affect such service.
- (3) Nominees who are not interested in serving as hearing officers or whose time is too limited to make service practical will be withdrawn and other names [will] shall be substituted.

(b) The slate of potential hearing officers shall be submitted to the resident organizations. Written comments from the organizations shall be considered by the [corporation] authority.

(c) The [corporation] authority shall appoint the final list of nominees as hearing officers. The final list of hearing officers shall be provided to the resident organizations. The [corporation] authority shall contact the hearing officers in random order to request their participation as hearing officers.

(d) After the hearing officer is selected, said hearing officer shall promptly inform the [corporation] authority in the event that there may be a conflict of interest issue. The hearing officer shall be disqualified if the conflict raised prevents them from serving impartially.

(e) "Conflict of interest" or "conflict" includes the following:

- (1) The hearing officer is related by blood or marriage to the complainant;

- (2) The hearing officer has a documented history of personal conflict with the complainant or the [corporation] authority; or
- (3) The hearing officer has some personal or financial interest in common with the complainant or the [corporation] authority.
- (f) The [corporation] authority shall review the list of hearing officers annually to determine whether new nominees are required. New nominees shall be selected in accordance with section 17-2021-12(a)(1).
[Eff 8/5/05; am and comp] (Auth: 24 CFR §966.52, §966.55; HRS §356D-4) (Imp: 24 CFR §966.55; HRS §356D-4)

§17-2021-13 Escrow deposit. (a) Concurrent with filing a request for hearing pursuant to section 17-2021-11, and before a hearing is scheduled in any grievance, the complainant shall pay to the [corporation] authority the full amount of rent due and payable as of the first of the month and the full amount of rent for the current month. The complainant shall thereafter make a timely deposit of the amount of the monthly rent monthly to the [corporation] authority until the complaint is resolved by decision of the hearing officer. If the dispute involves the amount of rent which the [corporation] authority claims is due, the complainant shall specify what portion of the current rent is in dispute and the reasons therefor. The [corporation] authority shall hold the rent amount in dispute until the disposition of the grievance is final.

(b) The requirements in subsection (a) may be waived by the [corporation] authority for good cause shown by the tenant to the [corporation] authority, and unless so waived, the failure to make the payments shall result in a termination of the grievance procedure, provided that failure to make the payments shall not constitute a waiver of any right the

complainant may have to contest the [corporation's] authority's disposition of the complainant's grievance in any appropriate judicial proceeding. Such waivers shall be in writing with reasons therefore given.
 [Eff 8/5/05; am and comp] (Auth: 24 CFR §966.52; HRS §356D-4) (Imp: 24 CFR §966.55; HRS §356D-4)

§17-2021-14 Scheduling of hearings. Upon complainant's compliance with sections 17-2021-11 and 17-2021-13, and selection of a hearing officer pursuant to section 17-2021-12, a hearing shall be scheduled promptly by the hearing officer for a time and place reasonably convenient to both the complainant and the [corporation] authority. A written notification specifying the time, place, and procedures governing the hearing shall be delivered to the complainant and the appropriate official of the [corporation] authority. [Eff 8/5/05; am and comp] (Auth: 24 CFR §966.52; HRS §356D-4) (Imp: 24 CFR §966.55; HRS §356D-4)

SUBCHAPTER 3

HEARING PROCEDURE

§17-2021-20 Procedures governing the hearing.

(a) The hearing shall be held before a hearing officer.

(b) The complainant shall be afforded a fair hearing providing the basic safeguards of due process which shall include:

- (1) The opportunity to examine before the hearing and, at the expense of the complainant, to copy all documents, records, and rules of the [corporation] authority that are relevant to the hearing. Any document not made available after request with reasonable notice by the complainant may not be relied on by the [corporation]

- authority at the hearing;
- (2) The right to be represented by counsel or other person chosen as the complainant's representative;
 - (3) The right to a private hearing unless the complainant requests a public hearing;
 - (4) The right to present evidence and arguments in support of the complaint, to controvert evidence relied on by project management, and to confront and cross-examine all witnesses on whose testimony or information the project management relies; and
 - (5) A decision based solely and exclusively upon the facts presented at the hearing.

(c) The hearing officer may render a decision without proceeding with the hearing if the hearing officer determines that the issue has been previously decided in another proceeding.

(d) If the complainant or the [corporation] authority fails to appear at the hearing, the hearing officer may make a determination to postpone the hearing for a period not to exceed five business days or may make a determination that the party has waived the party's right to a hearing. Both the complainant and the [corporation] authority shall be notified of the determination by the hearing officer, provided that a determination that the complainant has waived the complainant's right to a hearing shall not constitute a waiver of any right the complainant may have to contest the [corporation's] authority's disposition of the grievance in an appropriate judicial proceeding.

(e) The complainant must first show that the complainant is entitled to the relief sought and thereafter the [corporation] authority must sustain the burden of justifying the [corporation's] authority's action or failure to act against which the complaint is directed.

(f) The hearing shall be conducted informally by the hearing officer and oral or documentary evidence pertinent to the facts and issues raised by the complaint may be received without regard to

admissibility under the rules of evidence applicable to judicial proceedings. The hearing officer shall require the [corporation] authority, the complainant, counsel, and other participants or spectators to conduct themselves in orderly fashion. Failure to comply with the directions of the hearing officer to obtain order may result in exclusion from the proceedings or in a decision adverse to the interests of the disorderly party and granting or denial of the relief sought, as appropriate.

(g) The complainant or the [corporation] authority may arrange, in advance and at the expense of the party making the arrangement, for a transcript of the hearing. Any interested party may purchase a copy of the transcript. [Eff 8/5/05; am and comp] (Auth: 24 CFR §966.52; HRS §356D-4) (Imp: 24 CFR §966.56; HRS §356D-4)

§17-2021-21 Decision of the hearing officer.

(a) The hearing officer shall prepare a written decision, together with the reasons therefor, within ten business days after the hearing. A copy of the decision shall be sent to the complainant and the [corporation] authority. A copy of the decision with all names and identifying references deleted, shall also be maintained on file by the [corporation] authority and made available for inspection by a prospective complainant, the complainant's representative, or the hearing officer.

(b) The decision of the hearing officer shall be binding on the [corporation] authority which shall take all actions or refrain from any action, necessary to carry out the decision unless the [corporation] authority determines within ten business days of the written decision and promptly notifies the complainant of its determination, that:

- (1) The grievance does not concern the [corporation's] authority's action or failure to act in accordance with or involving the complainant's rental agreement or the [corporation's] authority's rules,

- which adversely affect the complainant's rights, duties, welfare, or status; or
- (2) The decision of the hearing officer is contrary to applicable federal, state, or local law, Department of Housing and Urban Development regulations, or requirements of the annual contributions contract between Department of Housing and Urban Development and the [corporation] authority.

(c) A decision by the hearing officer or [corporation] authority in favor of the [corporation] authority or which denies relief requested by the complainant in whole or in part shall not constitute a waiver of, nor affect in any manner whatever, any rights the complainant may have to a trial de novo or judicial review in any judicial proceedings, which may thereafter be brought in the matter.

(d) If the complainant has requested a hearing on a complaint involving the [corporation's] authority's notice of proposed termination of the tenancy and the hearing officer upholds the [corporation's] authority's action to terminate the tenancy, the [corporation] authority shall not commence a new eviction proceeding until it has served a notice to vacate on the complainant. In no event shall the notice to vacate be issued prior to the decision of the hearing officer having been mailed or delivered to the complainant. The notice to vacate shall be in writing and shall specify that if the complainant fails to quit the premises within the applicable statutory period, or on the termination date stated in the notice of termination, whichever is later, appropriate action will be brought against the complainant and the complainant may be required to pay court cost and attorney fees. Unless so determined in the hearing, this section (d) shall not affect the validity and effectiveness of an existing eviction proceeding, notice of proposed termination, notice to vacate, and other notices served on the complainant by

the [corporation] authority prior to the complainant's actual submission of a written request for hearing pursuant to section 17-2021-11. [Eff 8/5/05; am and comp] (Auth: 24 CFR §966.52; HRS §356D-4) (Imp: 24 CFR §966.57; HRS §356D-4; section (d) added pursuant to TILEIA v. CHANG, Civ. No. 79-0107)

SUBCHAPTER 4

EXPEDITED GRIEVANCE PROCEDURES

§17-2021-30 Applicability. (a) The expedited grievance procedure is established for any grievance concerning a termination of tenancy or eviction that involves:

- (1) Any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the [corporation's] authority's public housing premises by other residents or employees of the [corporation] authority, or
- (2) Any drug-related criminal activity on or near such premises.

(b) The informal settlement of grievances pursuant to section 17-2021-10 is not applicable under the expedited grievance procedure. [Eff 8/5/05; am and comp] (Auth: 24 C.F.R. §966.52; HRS §356D-4) (Imp: 24 C.F.R. §966.55; HRS §356D-4)

§17-2021-31 Request for hearing - expedited grievance. The complainant shall submit a written request for grievance hearing to the project office within five business days from the date of the written notice of violation from management. The written request shall specify:

- (1) The reasons for the grievance; and
- (2) The action or relief sought.

[Eff 8/5/05; am and comp] (Auth: 24
C.F.R. §966.52; HRS §356D-4) (Imp: 24 C.F.R.
§966.55; HRS §356D-4)

§17-2021-32 Selection of hearing officer - expedited grievance. The hearing officer shall be selected as described in section 17-2021-12.

[Eff 8/5/05; am and comp] (Auth: 24
C.F.R. §966.52; HRS §356D-4) (Imp: 24 C.F.R. §966.55;
HRS §356D-4)

§17-2021-33 Failure to request a hearing - expedited grievance. If the complainant does not request a grievance hearing as set forth under this expedited grievance procedure, then the [corporation's] authority's disposition of the grievance shall become final, provided that failure to request a grievance hearing shall not constitute a waiver of the complainant's right to contest the [corporation's] authority's disposition of the grievance in a court of competent jurisdiction.

[Eff 8/5/05; am and comp] (Auth: 24
C.F.R. §966.52; HRS §356D-4) (Imp: 24 C.F.R.
§966.55; HRS §356D-4)

§17-2021-34 Scheduling of hearings - expedited grievance. Once the complainant has requested a grievance hearing under this section, the hearing officer shall promptly schedule a hearing for a time and place reasonably convenient to both the complainant and the [corporation] authority. A written notification specifying the time, place, and procedures governing the hearing shall be delivered to the complainant and the [corporation] authority.

[Eff 8/5/05; am and comp] (Auth: 24
C.F.R. §966.52; HRS §356D-4) (Imp: 24 C.F.R.
§966.55; HRS §356D-4)

§17-2021-35 Decision of the hearing officer - expedited grievance. The decision of the hearing officer shall be in accordance with section 17-2021-21." [Eff 8/5/05; am and comp] (Auth: 24 C.F.R. §966.52; HRS §356D-4) (Imp: 24 C.F.R. §966.55; HRS §356D-4)

2. Material, except sources notes, to be repealed is bracketed. New material is underscored.

3. Additions to source notes to reflect these amendments and compilation are not underscored.

4. These amendments to and compilation of chapter 17-2021, Hawaii Administrative Rules shall take effect ten days after filing with the Office of the Lieutenant Governor.

I certify that the foregoing are copies of the rules, drafted in the Ramseyer format pursuant to the requirements of section 91-4.1, Hawaii Revised Statutes, which were adopted on _____ and filed with the Office of the Lieutenant Governor.

DAVID J. GIERLACH, Chairperson
Board of Directors
Hawaii Public Housing Authority

APPROVED AS TO FORM:

Deputy Attorney General

FOR ACTION

MOTION: To Approve the Hawaii Public Housing Authority's ("HPHA") Proposed Amendments to Chapter 356D-6, Hawaii Revised Statutes, Relating to the Nomination of the Resident Board Member and to Authorize the Executive Director to Submit the Proposed Amendments to Executive Branch Departments for Review and Inclusion in the Administration's Legislative Package for the Supplemental Year of the Fiscal Year 2011-2013 Biennium.

I. FACTS

- A. Chapter 356D-5, Hawaii Revised Statutes (HRS), authorizes the HPHA to establish a Resident Advisory Board (RAB) to assist and make recommendations to the agency regarding the development of the Public Housing Agency Plan.
- B. Currently, Ch. 356D-6, HRS, further tasks the RAB with responsibility for providing the Governor's Office with nominations to the resident member seat on the Board of Directors should a vacancy occur (ATTACHMENT A).
- C. The RAB is required by this statute to provide the Governor with the names of five individuals to consider for appointment to the Board of Directors.
- D. The RAB has requested that the Board of Directors recommend ~~reducing the number of nominees required from five to three~~ to assure that a reasonable number of the most qualified and interested candidates are offered for consideration.

AMENDED: Director Tokishi moved and Director Kihano seconded to amend the language of "nominees to a minimum of three and no more than five."

II. DISCUSSION

- A. Upon request by the RAB, staff has prepared an amendment to Ch. 356D-6 which would reduce the required number of nominees presented to the Governor's Office for the Resident Member seat on the Board of Directors from five to three (ATTACHMENT B).
- B. The RAB feels that this number of nominees provides the Governor's Office with a diverse selection of the most serious and qualified candidates.

- C. The HPHA must submit the proposed amendment to the Governor's Policy Office, the Department of Budget and Finance, and the Department of the Attorney General for review and comment.
- D. The Executive Director will make any non-substantive amendments to the proposed amendment prior to inclusion in the Governor's Legislative Package. Any substantive changes based upon the comments of the Executive Branch review team will be subject to further Board approval.

III. RECOMMENDATION

That the HPHA Board of Directors approves the proposed amendment to Chapter 356D-6, Hawaii Revised Statutes, and further authorizes the Executive Director to undertake all actions required by the Governor to have the amendment included in the Administration's Legislative Package.

ATTACHMENT A: Ch. 356D-6, HRS (Current as of September 7, 2011)
ATTACHMENT B: Ch. 356D-6, HRS, Proposed Amendment (Ramseyer Format)

Prepared by: Nicholas Birck, Planner 

Approved:



David Gierlach
Chair

031

Attachment A

§356D-6 Nomination of resident board member. (a) If a vacancy occurs for the resident member seat on the board, the resident advisory board shall compile a list of five individuals for the governor's consideration for appointment to the board; provided the nominees to the board shall be:

(1) Participants who are directly assisted by the authority under the federal public housing or section 8 tenant-based programs and who need not be members of the resident advisory board;

(2) At least eighteen years of age; and

(3) Authorized members of the assisted household.

(b) Any individual satisfying the requirements of subsection (a) may also submit that individual's name for the governor's consideration for appointment to the board of directors. [L 2006, c 180, pt of §2]

A BILL FOR AN ACT

RELATING TO PUBLIC HOUSING.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF HAWAII:

1 SECTION 1. Chapter 356D-6, Hawaii Revised Statutes, is
2 amended to read as follows:

3 "**§356D-6 Nomination of Resident Board Member.** (a) If a
4 vacancy occurs for the resident member seat on the board, the
5 resident advisory board shall compile a list of [~~five~~] three
6 individuals for the governor's consideration for appointment to
7 the board; provided the nominees to the board shall be:

8 (1) Participants who are directly assisted by the
9 authority under the federal public housing or section
10 8 tenant-based programs and who need not be members of
11 the resident advisory board;

12 (2) At least eighteen years of age; and

13 (3) Authorized members of the assisted household.

14 (b) Any individual satisfying the requirements of subsection

15 (a) may also submit that individual's name for the governor's
16 consideration for appointment to the board of directors."

_____ **B. NO.**

1 SECTION 2. This Act does not affect rights and duties that
2 matured, penalties that were incurred, and proceedings that were
3 begun before its effective date.

4 SECTION 3. Statutory material to be repealed is bracketed
5 and stricken. New statutory material is underscored.

6 SECTION 4. This Act shall take effect upon its approval.

7

8 INTRODUCED BY: _____

9

BY REQUEST

10

Report Title:

Public Housing; Resident Board Member

Description:

Reduces the number of resident board member candidates that must be submitted by the resident advisory board for consideration by the governor from five to three.

The summary description of legislation appearing on this page is for informational purposes only and is not legislation or evidence of legislative intent.

FOR ACTION

SUBJECT: To Approve the Hawaii Public Housing Authority's Proposed Amendments to Chapter 356D-2, Hawaii Revised Statutes, Relating to the Compliance with HUD Notice PIH-2011-48 (HA), Guidance on Reporting Public Housing Agency Executive Compensation Information and Conducting Comparability Analysis (effective August 26, 2011) and to Authorize the Executive Director to Submit the Proposed Amendments to Executive Branch Departments for Review and Inclusion in the Administration's Legislative Package for the Supplemental Year of the Fiscal Year 2011-2013 Biennium.

I. FACTS

- A. The HPHA enabling statute, Chapter 356D, Hawaii Revised Statutes (HRS), establishes the agency and provides the authority for the HPHA to employ an executive director and an executive assistant.
- B. Currently, Ch. 356D-2, HRS, limits the compensation of the Executive Director at a salary not to exceed eighty-five per cent of the salary of the Director of the Department of Human Resources Development (DHRD). (ATTACHMENT A).
- C. On August 22, 2011, the U.S. Department of Housing and Urban Development (HUD) Office of Public and Indian Housing (PIH) issued Notice PIH-2011-48, regarding the compensation of Housing Authority executive directors (ATTACHMENT B).
- D. In addition to requiring the HPHA to report the agency's five highest compensated positions and salaries, the Notice requires the Board of Directors of all Housing Authorities to determine Executive Director compensation on the basis of salary comparability analysis.
- E. The current statutory framework does not give the HPHA Board of Directors the ability to determine the Executive Director's salary on the basis of a salary comparability analysis and does not permit the Board to pay the Executive Director more than eighty-five per cent of the salary of the Director of DHRD, regardless of comparability.

II. DISCUSSION

- A. Pursuant to HUD Notice PIH-2011-48, "PHAs are to conduct comparability analyses with respect to compensation provided to executive directors and certify that they have done so" (ATTACHMENT B).
- B. Since State Statute defines the compensation of the HPHA Executive Director, the agency would be unable to certify that the Executive Director's compensation is based upon a comparability analysis.
- C. This would place the HPHA in violation of the HUD requirement and would subject the agency to penalty for PHA non-compliance.
- D. The proposed amendments to Ch. 356D-2 would remove the limitation that the HPHA Executive Director be compensated at a salary not to exceed eighty-five per cent of the salary of the Director of DHRD. Instead, the statute would reflect the requirement of the Notice, that the Board of Directors conduct a comparability analysis and set the salary accordingly (ATTACHMENT C).
- E. The HPHA must submit the proposed amendment to the Governor's Policy Office, the Department of Budget and Finance, and the Department of the Attorney General for review and comment.
- F. The Executive Director will make any non-substantive amendments to the proposed amendment prior to inclusion in the Governor's Legislative Package. Any substantive changes based upon the comments of the Executive Branch review team will be subject to further Board approval.
- G. Staff recommends that the Board appoint a task force to conduct a compensation analysis.

II. RECOMMENDATION

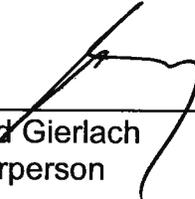
That the HPHA Board of Directors approves the proposed amendment to Chapter 356D-2, Hawaii Revised Statutes, and further authorizes the Executive Director to undertake all actions required by the Governor to have the amendment included in the Administration's Legislative Package.

ATTACHMENT A: Ch. 356D-2, HRS (Current as of September 7, 2011)
ATTACHMENT B: HUD Notice PIH-2011-48 (HA)
ATTACHMENT C: Ch. 356D-2, HRS, Proposed Amendment (Ramseyer Format)

Prepared by: Nicholas Birck, Planner



Approved:



David Gierlach
Chairperson

Director McManaman moved and Director Thomposon seconded to adopt the language in the HUD notice on page 41, paragraph 6 and amend the language on the Attachment C, page 43, line 13 to read: "...paid a salary that is determined by the Board of Directors, using, other factors, to include, for example, independent compensation surveys and information concerning compensation provided comparable PHA executive directors, to comparable state and local officials, and to comparable private sector executives.

038

§356D-2 Hawaii public housing authority; establishment, staff.

(a) There is established the Hawaii public housing authority to be placed within the department of human services for administrative purposes only. The authority shall be a public body and a body corporate and politic.

(b) The authority shall employ, exempt from chapter 76 and section 26-35(a)(4), an executive director and an executive assistant. The executive director shall be paid a salary not to exceed eighty-five per cent of the salary of the director of human resources development. The executive assistant shall be paid a salary not to exceed ninety per cent of the executive director's salary. The authority may employ, subject to chapter 76, technical experts and officers, agents, and employees, permanent or temporary, as required. The authority may also employ officers, agents, and employees; prescribe their duties and qualifications; and fix their salaries, not subject to chapter 76, when in the determination of the authority, the services to be performed are unique and essential to the execution of the functions of the authority; provided that if the authority hires an officer, agent, or employee in a capacity not subject to chapter 76, the authority shall include in an annual report to the legislature, to be submitted not later than twenty days prior to the convening of each regular session, the position descriptions and reasons for hiring the personnel in a civil service exempt capacity. The authority may call upon the attorney general for legal services as it may require. The authority may delegate to one or more of its agents or employees the powers and duties it deems proper. [L 2006, c 180, pt of §2]



**U. S. Department of Housing and Urban Development
Office of Public and Indian Housing**

Special Attention of:

Public Housing Agencies;
Public Housing Hub Office Directors;
Public Housing Program Center Directors;
Public Housing Division Directors;
Regional Directors;
Field Office Directors

NOTICE: PIH-2011-48 (HA)

Issued: August 26, 2011

Expires: Effective until amended,
superseded, or rescinded

Cross References:

76 FR 23330

76 FR 40741

Subject: Guidance on Reporting Public Housing Agency Executive Compensation Information and Conducting Comparability Analysis

1. Background. As stated in recent public notices published in the Federal Register (i.e., 76 FR 23330 and 76 FR 40741), Public Housing Agencies (PHAs) that administer HUD-assisted public housing and housing choice voucher programs will be required to report to HUD annually the compensation provided to each of their five highest compensated employees, which will then be posted on HUD's website with job titles but without employee names. This will serve as a valuable transparency and oversight tool and a point of comparison for local PHA boards in determining appropriate compensation levels. To that end, all PHA boards will also be required to conduct comparability analyses when determining executive director compensation levels and certify that such an analysis has been performed.

2. Purpose. This notice: (1) provides information and guidance on Form HUD-52725 to be used by PHAs to report executive compensation and explains its required use; and (2) explains how PHAs are to conduct comparability analyses with respect to compensation provided to executive directors and certify that they have done so.

3. Applicability. The requirements in this notice apply to all PHAs that administer a public housing or housing choice voucher program, except for PHAs that operate a housing choice voucher program only and receive less than 50 percent of their funding for employees from HUD (this includes all HUD programs). Exempt PHAs are requested but not required to submit the compensation information.

4. Reporting PHA executive compensation using Form HUD-52725. In order to determine operating subsidy eligibility under the public housing operating fund formula, PHAs that operate HUD-assisted public housing are required to complete and submit annually a HUD-52723 form. Beginning with the next distribution of the HUD-52723, which is projected to

occur in September 2011, an additional form, the Schedule of Positions and Compensation form, HUD-52725, will be distributed along with the HUD-52723. PHAs that do not operate public housing units and operate a housing choice voucher program only will also receive HUD-52725 forms at the same time. Attached to this notice are a HUD-52725 form and the accompanying instructions, which are similar to the procedures utilized by the Internal Revenue Service to collect information on the five most highly compensated employees of non-profit organizations receiving federal tax exemptions.

5. Submissions. PHAs that operate public housing will be required to complete the HUD-52725 form and submit it with their HUD-52723 form to their appropriate Field Offices. PHAs that do not operate public housing units and operate a housing choice voucher program only should complete and return the HUD-52725 form to their Field Office, even though they do not complete the HUD-52723. These PHAs must follow the same submission schedule as PHAs that operate public housing.

6. Conducting comparability analysis in determining PHA executive director compensation and certifying compliance with this requirement. Previous HUD guidance and sound administrative practice call for PHAs to set executive compensation, particularly for executive directors, at a level within the range of that provided to comparable executive employees (see, for example, section 2-1 of PIH Handbook 7401.7 (1987)). Consistent with this principle, while providing maximum flexibility to PHAs, PHA Boards of Commissioners or equivalent authorities should explicitly consider comparability in setting or making significant changes to the compensation of PHA executive directors or other chief executive officers. As determined by each Board, appropriate data as to comparability may include, for example, independent compensation surveys and information concerning compensation provided to comparable PHA executive directors, to comparable state and local public officials, and to comparable private sector executives. The specifics are up to each Board, and while PHAs normally need not provide the specific information utilized for this purpose to HUD, they are required to retain this information and provide it to HUD if requested in a particular case. It is important that all PHA Boards of Commissioners and equivalent authorities understand and implement these requirements. By executing the PHA Certification of Compliance with PHA Plans and Related Regulations to accompany the PHA 5-year and annual PHA Plan, the Chairperson of the Board of Commissioners or other authorized PHA official will certify that the PHA has complied with the comparability analysis requirements, as they certify their compliance with all Federal requirements.

7. Penalty for PHA non-compliance. In the event that a PHA fails to: (1) comply with the PHA executive compensation reporting requirements; or (2) provide HUD, upon its request, with the specific information used by the PHA to conduct a comparability analysis in determining executive director compensation, HUD may impose temporary monetary sanctions on the PHA, pursuant to Section 6(j)(4) of the U.S. Housing Act of 1937. Additionally, PHAs that receive assistance under section 9 that fail to substantially comply with any provision of the U.S. Housing Act of 1937 relating to the public housing program, may have withheld "amounts allocated for the agency under section 8" (see 6(j)(4)(A)(v)), and may face other remedies pursuant to HUD regulation. These provisions apply to MTW as well as non-MTW agencies.

8. **Paperwork Reduction Act.** The information collection requirements contained in this document are approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995, 44 U.S.C. 2501-3520. The OMB control number is 2577-0272. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to a collection of information unless the collection displays a currently valid OMB control number.

9. **Further information.** Inquiries about this notice should be directed to Donald J. Lavoy at (202) 402-6296 or Donald.J.Lavoy@hud.gov.

/s/

Sandra B. Henriquez, Assistant Secretary
for Public and Indian Housing

____.B. NO.____

A BILL FOR AN ACT

RELATING TO PUBLIC HOUSING.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF HAWAII:

1 SECTION 1. Chapter 356D-2, Hawaii Revised Statutes, is
2 amended to read as follows:

3 **"§356D-2 Hawaii public housing authority; establishment,**
4 **staff.** (a) There is established the Hawaii public housing
5 authority to be placed within the department of human services
6 for administrative purposes only. The authority shall be a
7 public body and a body corporate and politic.

8 (b) The authority shall employ, exempt from chapter 76 and
9 section 26-35(a)(4), an executive director and an executive
10 assistant. [~~The executive director shall be paid a salary not~~
11 ~~to exceed eighty-five per cent of the salary of the director of~~
12 ~~human resources development.] The executive director shall be
13 paid a salary that is determined by the board of directors
14 through an analysis of comparability to executive employees of
15 similar housing agencies and public officials. The executive
16 assistant shall be paid a salary not to exceed ninety per cent
17 of the executive director's salary. The authority may employ,
18 subject to Chapter 76, technical experts and officers, agents,~~

043

1 and employees, permanent or temporary, as required. They
2 authority may also employ officers, agents, and employees;
3 prescribe their duties and qualifications; and fix their
4 salaries, not subject to chapter 76, when in the determination
5 of the authority, the services to be performed are unique and
6 essential to the execution of the functions of the authority;
7 provided that if the authority hires an officer, agent, or
8 employee in a capacity not subject to chapter 76, the authority
9 shall include in an annual report to the legislature, to be
10 submitted not later than twenty days prior to the convening of
11 each regular session, the position descriptions and reasons for
12 hiring the personnel in a civil service exempt capacity. The
13 authority may call upon the attorney general for legal services
14 as it may require. The authority may delegate to one or more of
15 its agents or employees the powers and duties it deems proper."

16 SECTION 2. This Act does not affect rights and duties that
17 matured, penalties that were incurred, and proceedings that were
18 begun before its effective date.

_____ .B. NO.

1
2 SECTION 3. Statutory material to be repealed is bracketed
3 and stricken. New statutory material is underscored.

4 SECTION 4. This Act shall take effect upon its approval.

5
6 INTRODUCED BY: _____

7 BY REQUEST

8

045

Report Title:

Public Housing; Executive Director Compensation

Description:

Authorizes board of directors to set the executive director's compensation based on a comparability analysis, pursuant to Federal regulations.

The summary description of legislation appearing on this page is for informational purposes only and is not legislation or evidence of legislative intent.

IV. FOR ACTION

The following item posted on the September 22, 2011 agenda do no have handouts

- D. Motion: To Approve Disclosure of: (1) Executive Session Minutes dated December 16, 2010, regarding the Motion To Approve a Waiver from the Conflict of Interest Provisions of Sections 19(A) of the Annual Contributions Contract Between the Hawaii Public Housing Authority and the U.S. Department of Housing and Urban Development for the Chief Financial Management Advisor position; and (2) Executive Session Minutes dated April 21, 2011, regarding Discussion With Michael S. Flores, U.S. Department of Housing and Urban Development on the Annual Contributions Contract and Corrective Action Order For Purposes of Internal Investigation Only.

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4, 92-5(a)(2), and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to Disclosure of: (1) Executive Session Minutes dated December 16, 2010, regarding the Motion To Approve a Waiver from the Conflict of Interest Provisions of Sections 19(A) of the Annual Contributions Contract Between the Hawaii Public Housing Authority and the U.S. Department of Housing and Urban Development for the Chief Financial Management Advisor position; and (2) Executive Session Minutes dated April 21, 2011, regarding Discussion With Michael S. Flores, U.S. Department of Housing and Urban Development on the Annual Contributions Contract and Corrective Action Order for Purposes of Internal Investigation Only.

IV. FOR ACTION

The following item posted on the September 22, 2011 agenda do no have handouts

- E. Motion: To Approve Sharing of Confidential Executive Session Minutes from 2008 to 2010 Involving Mayor Wright Homes For Purposes of Internal Investigation Only

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to Sharing of Confidential Executive Session Minutes from 2008 to 2010 Involving Mayor Wright Homes For Purposes of Internal Investigation Only.

Property Portfolio Task Force Report:

The Task Force met on August 3rd and 12th and September 1st.

It is important to establish a framework for present and future decisions regarding the property portfolio held by the HPHA. Therefore the establishment of a capital planning process will act as the framework to develop a comprehensive asset management strategy.

There are several advantages to a written Asset Management Plan:

- **Serves** as a guide for managing the project over many years that can be updated and changed as needed
- **Helps** anyone who reads the plan understand the operation and disposition strategy for a specific property. Can document policies and procedures so there is no “second guessing”
- **Preserves** “institutional memory” so if a key staff person or property manger leaves an organization, the written plan can serve as a guide for a new staff or manager.

The aging stock and increased maintenance costs associated with the aging physical plants will become critical and without a comprehensive strategy and prioritization scale, the issues will, over time, drain the staff and resources.

The last part of an Asset Management Plan is the Disposition Plan for the property. The disposition plan should be developed at least five years prior to the end of the project so that tenants know what may be happening to the property they occupy and staff can prepare.

Therefore the following is recommended:

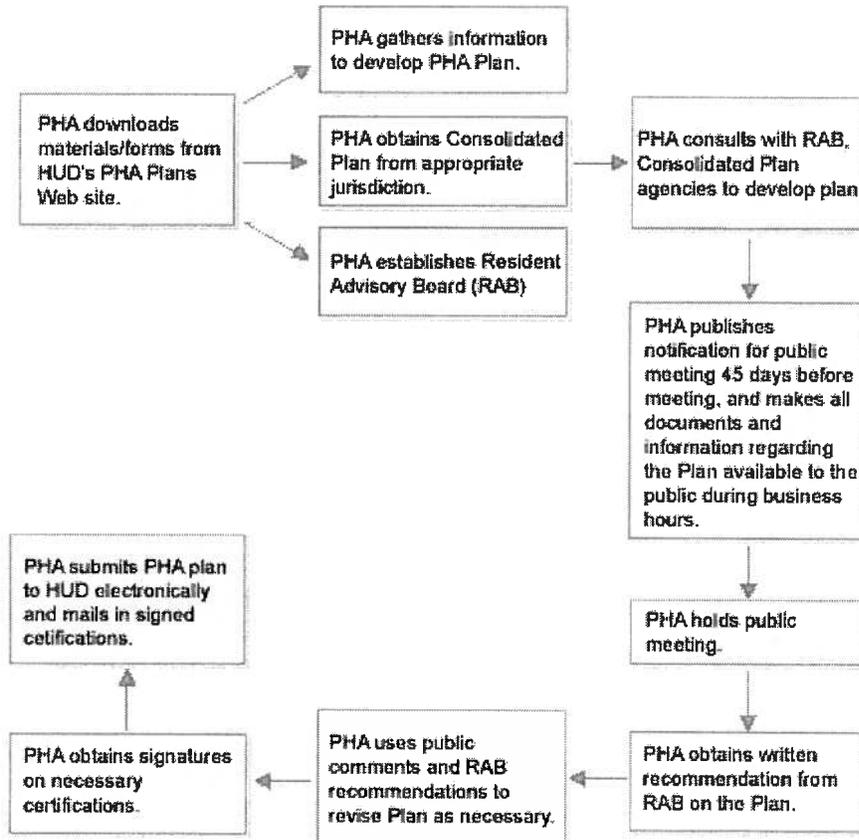
- Prepare an asset inventory and system map.
- Inventory services and survey market in neighborhoods serving our housing.
- Develop a condition assessment and priority scale.
- Assess remaining useful life of assets.
- Determine asset values and replacement costs.
- Analyze affect on HPHA’s cash flow and future capital fund appropriations.

Attached is also a graph that depicts the HUD annual plan cycle. This is important because any disposition strategy that includes a HUD property must be discussed and vetted in the Five-year and Annual Plan plans. This gives the public the opportunity to provide comment and input.

Also attached is page 2 of the HPHA’s 5-year plan which covers years 2009-2014. Item B. 5-9 includes the option of various property disposition strategies; therefore, the Annual Plan is an appropriate vehicle to begin the public dialogue of next steps for specific properties.

If/when a specific project is selected, the HPHA must include in the Annual Plan to specifically identify the project and proposed disposition.

HUD Annual Plan Cycle



Action	Jan. 1 FY Start	April 1 FY Start	HPHA July 1 FY Start	Oct. 1 FY Start
Begin preparations for developing PHA Plan, including compiling information and obtaining a copy of the jurisdiction's Consolidated Plan	May	Aug.	Nov.	Feb.
Draft Plan developed for discussion with partners	Mid-July	Mid-Oct.	Mid-Jan.	Mid-April
Notice of hearing and Plan on file for review	Mid-Aug.	Mid-Nov.	Mid-Feb.	Mid-May
Public Hearing	First week of Oct.	First week of Jan.	First week of April	First week of July
PHA Plan due	Mid-Oct.	Mid-Jan.	Mid-April	Mid-July

**Note: exact due date depends on calendar days in PHA's fiscal year

The PHA works with the RAB, partner agencies and organizations, and reviews the information the PHA has gathered regarding housing needs, resources and PHA policies. This becomes the basis for the development of the plan.

Publish Notification and Make Plan Available for Review

Once the plan is fully developed, the PHA then publishes a notification of a public meeting not less than 45 days prior to the meeting. The notice must be published in a newspaper of general circulation. In addition, a HA may use its newsletter to notify residents and ensure partner agencies and organizations are informed. The notice should inform the public that the PHA Plan is available for review, and that a public hearing will be held, noting the date, time, and location of the hearing. The PHA should make the proposed plan, all attachments and supporting documents related to the Plan, and all information relevant to the public hearing available for review by the public at the PHA's principal office during normal business hours.

PHAs are required to conduct reasonable outreach activities to encourage broad public participation. A 45- day public review period allows residents and members of the community adequate time to review the PHA Plan and the supporting documents. HUD encourages PHAs to make the PHA Plan available at their principal business office (or at several offices if the area served by the PHA covers more than one jurisdiction). PHAs are also encouraged to make the PHA Plans and attachments available at other public locations, such as libraries or community centers as well as PHA or community web sites.

Hold Public Hearing

The PHA is required to hold a public meeting to discuss the Plan and receive public comments on the PHA Plan every year. The PHA's board of commissioners or similar governing body must conduct this public hearing in a location that is accessible to the residents served by the PHA. It is best to hold the public hearing with sufficient time before the plan is due to HUD – at least a week is recommended – to give the PHA time to incorporate pertinent public comments into the PHA Plan. The PHA may also receive written comments from the RAB on the plan. The PHA will then use the public comments and RAB recommendations to revise the plan as necessary.

Obtain Signatures on Certification

The PHA should obtain all the necessary signatures on the required certifications that accompany the PHA Plan submission. In addition, the PHA Board must provide a signed "Certification of Compliance with the PHA Plans and Related Regulations /Board Resolution to Accompany the PHA Plan."

Submit Completed Electronic Template

Finally, the PHA submits the completed PHA Plan template electronically and mails in the signed certifications. Submission procedures are discussed more fully in

Obtain HUD Review and Approval

HUD will review the plan and may request additional information or a revision to the PHA Plan from the PHA. HUD will inform the PHA when the plan is approved and post it on the PHA Plans web site on the "Approved Plans" page.



Hawaii Public Housing Authority
Annual and Five-Year Plan
Fiscal Years 2010-2014

5.2	Goals and Objectives A. PHA Goal: Expand the supply of assisted housing Objectives: 1. Apply for additional rental vouchers if available. 2. Reduce public housing vacancies: Not to exceed 5% vacancy rate. 3. Leverage private or other public funds to create additional housing opportunities: Assess the feasibility of mixed-use private redevelopment. 4. Shelter Plus – 100 units (20 unit per year) B. PHA Goal: Improve the quality of assisted housing Objectives: 1. Improve public housing management: (PHAS score) • PHAS Physical Condition (REAC) - Passing score of 75 out of 100 points. • PHAS Financial Condition- Increase rent collection rate to 95%. • PHAS Management Operations -Vacant Unit Turnaround Time: Less than or equal to 20 days; Work Orders: Complete or abate 100% of emergency work orders within 24 hours and complete non-emergency work orders within an average of 25 days; Annual Inspections: Inspected 100% of its units and systems using the Uniform Physical Condition Standard (UPCS). • PHAS Resident Survey – refer to “Increase Customer Satisfaction” below. • Evaluate and upgrade PHA computer software to increase the efficiency of programs agency-wide. • Improve tenant rent collection system through timely evictions for non-payment of rents. 2. Improve voucher management: (SEMAP score) Strive for High-Performer: 90% ▪ Maintain lease-up to 95% of budget utilization. • Partner with the City and County of Honolulu, Section 8 Housing Choice Voucher Program to develop a rent reasonableness process to improve operational effectiveness. • Develop and maintain an effective reporting system to improve operational efficiency. • Continue to develop relationships with more partners in the recruitment and retention of landlords. 3. Increase customer satisfaction: Resident Services and Satisfaction Survey - Achieve at least a score of 80% in all categories (maintenance and repair, communication, safety, services and neighborhood appearance). 4. Concentrate on efforts to improve specific management functions: • Develop strategies and training for PH managers and staff to improve rating on the Resident Service and Satisfaction Survey. • Develop a plan to have Tenant Monitors available when managers are not available. 5. Renovate or modernize public housing units. 6. Demolish or dispose of obsolete public housing and provide replacement housing. 7. Provide replacement vouchers. 8. Leverage Capital Funds to accelerate modernization projects. 9. Study the feasibility of utilizing public/private partnerships for the redevelopment of public housing. C. PHA Goal: Increase assisted housing choices Objectives: 1. Conduct outreach efforts to potential voucher landlords. 2. Provide Section 8 voucher mobility counseling. 3. Increase voucher payment standards.
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V. REPORTS

The following item posted on the September 22, 2011 agenda do no have handouts

A. Board Task Force Reports:

2. Follow-up Report on the Performance Evaluation of the HPHA's Executive Director and Executive Assistant

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4, 92-5(a)(2) and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to personnel matters.

Executive Director's August/September 2011 Board Status Report

Accomplishments

Agency-Wide

- HUD Secretary Shaun Donovan and Governor Abercrombie toured Mayor Wright Homes on August 25, 2011.
- Media Report. See attached Star Advertiser article regarding stabbing at Mayor Wright Homes on September 10, 2011.

Compliance Office

- Resolved approximately 30 tenant requests for reasonable accommodations under Section 504 of the Rehabilitation Act and the Fair Housing Act.
- Distributed to all offices revised reasonable accommodation forms and procedures to streamline the reasonable accommodation request process.
- Prepared for public hearings on proposed policy for language access.

Construction Management Branch

Mayor Wright Homes

- Contract documents have been executed for InSynergy Engineering, the Consultant retained to address the long term solution to the aging solar panels and water tanks.
- Possible participants to the charrette to be conducted by InSynergy Engineering have been identified and invitations are being prepared to assure an enthusiastic participation from stakeholders.

Large Capacity Cesspools

- Willocks Construction has been informed that they will be awarded the construction contract for the Kealakehe, Hale Haouli and Lokahi sewer improvements in the Big Island. Bids were opened on June 27, 2011.
- Soil test results for the contaminated soil at Hale Ho`olulu in Kauai were received at the end of August. Hawaii Department of Health (HDOH) gave an informal notice allowing the HPHA to re-start work at Hale Ho`olulu to grade and grass excavated areas. However, any work on the adjacent vacant HPHA land is still on hold pending the Department's approval of the soil sampling's final report.
- The Contractors for Hale Ho`olulu were asked to mobilize and be on site as early as September 6 and complete the job

Contracts and Procurement

For Solicitations and Contracts Issued in August 2011 see Board Report:

Fiscal Office

- Started the process of converting FMO Financial Software to Elite (Windows).
- Staffing has become a critical issue for the audit and converting to Elite.

Information Technology Office

- Coordinated remote training Q&A sessions for Section 8 staff on August 3, 10, 17, & 24. These weekly training sessions are helping to keep the Emphasys Elite implementation moving forward.

Planning and Evaluation Office

- Planner met with Sen. Chun Oakland and informal working group re: remnant parcel Kuakini Street extension.
- Executive Director and Planner met with Rep. Cabanilla re: upcoming legislative session
- Submitted Choice Neighborhoods Grant application to HUD.

Property Management

- As of August 31, 2011, rent collections for HPHA State properties was 101.1% (an increase from 92.79% in July), and the total tenant occupancy rate was 95.83 (a slight decrease from 96.18% in July).
- As of August 31, 2011, rent collections for HPHA Federal properties were 98.06% (an increase from 92.2% in July), and the total tenant occupancy rate was 91.30% (a slight decrease from 91.41% in July).
- REAC inspections completed for all AMPs except AMP 39 Maui. Four AMPs did not pass with a 60. All four AMPs will be requesting a data base adjustment to increase their score to at least a 60.
- 15 of the 16 AMPs underwent REAC inspections and the results are as follows:

AMP	2010 SCORE	2011 SCORE	DIFFERENCE	COMMENTS
30 – Puuwai Momi	62c*	64b	+2	
31 – Kalihi Valley Homes	64b*	73b	+9	
32 – Mayor Wright Homes	52c	66b	+14	Submitted database adjustment.
33 – Kam/Kaahumanu	57c*	74b	+17	
34 – Kalakaua	75c	69b	-6	Submitted database adjustment
35 – Punchbowl Homes	43c*	80b	+37	
37 – Lanakila Homes	77b*	84b	+7	
38 – Kekaha Haaheo	53c	56c	+3	Failed score – submitted database adjustment
40 – Kuhio Homes	40c*	58c	+18	Failed score –submitted database adjustment

43 – Ka Hale Kahaluu	64c*	75b	+11	
44 – Waimaha Sunflower	39c*	56b	+17	Failed score –submitted data base adjustment
45- Koolau Village	45c*	58b	+13	Failed Score –submitted database adjustment
46 – County of Hawaii	68c	78b	+10	
49—Wahiawa Terrace	49c*	65c	+16	
50 – Palolo	40c*	66c	+26	
1105	0	98	Units not in service last year	

- *** Smoke detector violation.**
"a" is given if no health and safety deficiencies were observed other than for smoke detectors.
- **"b"** is given if one or more non-life threatening H&S deficiencies, but no life threatening H&S deficiencies were observed other than for smoke detectors.
- **"c"** is given if there were one or more life threatening H&S deficiencies observed.

Personnel

Recruitment:

- Interviews held, results/ start date/job offers:
 - Project Engineer. Pending start date.
 - Chief Housing Planner. Pending start date.
 - Personnel Management Specialist. Pending start date.
 - Public Housing Specialist I (2 pos/ AMP 34). Start dates 9/26/11.
 - Contracts Specialist. Pending recommendation.
 - Office Assistant III (Construction Branch). Non selection.
 - Account Clerk II (AMP 30). Pending start date.
 - Building Maintenance Worker I (AMP 34). Pending start date.
 - Building Maintenance Worker I (AMP 38). Pending start date.
 - General Laborer II/89day hire. (AMP 31). Started 8/30/11.
 - General Laborer I (AMP 30). Pending start date.
 - Office Clerk/Tenant Aide (Section 8 Branch). Started 9/2/11.
- Eligible list received; interviews scheduled:
 - Building Engineer IV. Interviews tentative for mid-September.
 - General Construction and Maintenance Supervisor I (AMP 32/33 and AMP 34) Interviews tentative for mid September.
 - Compliance Specialist. Interview scheduled for mid September.
 - Resident Services Specialist. Interview scheduled for end of September.
 - General Laborer I (2pos/AMP 34). Interviews tentative 3rd week of September.

- Continuous Recruitment thru NEOGOV:
 - Public Housing Supervisor VI (PMMSB).
 - Public Housing Supervisor IV (AMP 30).
 - Public Housing Supervisor III (AMP 38).
 - General Construction and Maintenance Supervisor (AMP 33/34).
 - Carpenter I (AMP 30 and 35).
 - Building Maintenance Worker I (AMP 34 and 38).

- Scheduled/Pending DHRD/NEOGOVS Recruitment:
 - Public Housing Supervisor V (Section 8). Scheduled for 9/29/11.
 - Public Housing Supervisor V (AMP 38).
 - Public Housing Specialist I (AMP31).
 - Welder I (Central Maintenance Section).
 - Plumber Helper (Central Maintenance Section).

Safety/Workers Compensation:

- Received two injury report and both claims are reportable no lost time.

Planned Activities for August/September

Compliance Office

- Contract Administrator for the awarded contract with National Center for Housing Management. This contract is an assessment of the HPHA's compliance with Fair Housing, ADA-504 and other pertinent Federal and State laws in its Federal and State public housing.

Personnel

Recruitment

- Public Housing Supervisor IV (AMP 35)
- Accountant III
- Board Secretary
- Compliance Specialist
- Social Service Assistant IV (AMP 30 and AMP 35)
- Resident Services Specialist (PMMSB)

Planning and Evaluation Office

- Prepare legislative proposals for 2012; work with Board and DHS legislative staff
- Prepare draft changes to the Five Year and Annual Plan for FY 2012-2013.

Property Management

- Correct PIC data by HUD deadline of 9/20/11.
- Fill approximately 60 vacant units.
- AMP 38 Planning for VA Homeless Vet Outreach Program Oct 1
- Sep 20-21 Elite Training for Supervisor & Specialists

Man killed at Mayor Wright Homes; neighbor arrested

By Star-Advertiser staff

POSTED: 09:00 a.m. HST, Sep 11, 2011

An argument at Mayor Wright Homes in Kalihi Saturday night ended with a 24-year-old resident dead and his 21-year-old neighbor arrested for investigation of second-degree murder, police said.

The stabbing occurred around 9:32 p.m. The victim was taken to a nearby hospital where he later died, police said.

The male suspect was arrested nearby, but police did not recover a weapon.

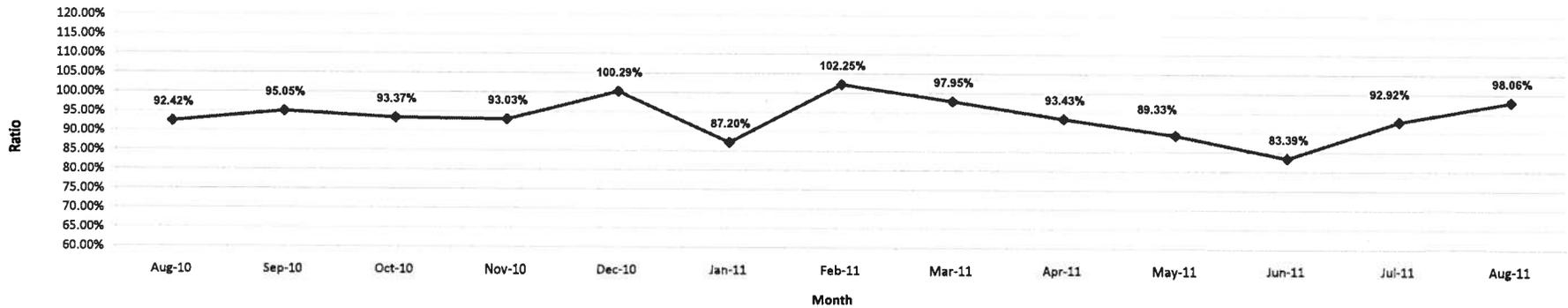
FEDERAL PUBLIC HOUSING

Rent Collection from August 2010 to August 2011

	Aug-10			Sep-10			Oct-10			Nov-10			Dec-10			Jan-11		
	Charges	Collected	Ratio	Charges	Collected	Ratio												
Hawaii	\$ 123,375.00	\$ 112,668.72	91.32%	\$ 121,855.00	\$ 118,088.25	96.91%	\$ 120,443.00	\$ 111,022.68	92.18%	\$ 118,608.00	\$ 118,589.01	99.98%	\$ 119,818.00	\$ 121,417.37	101.33%	\$ 120,161.00	\$ 106,428.15	88.57%
Kauai	\$ 86,709.00	\$ 77,298.86	89.15%	\$ 87,909.00	\$ 83,078.18	94.50%	\$ 87,799.00	\$ 75,384.51	85.86%	\$ 86,778.00	\$ 78,276.56	90.20%	\$ 86,291.00	\$ 80,138.98	92.87%	\$ 83,914.00	\$ 68,105.59	81.16%
Maui	\$ 42,014.00	\$ 41,489.94	98.75%	\$ 41,934.00	\$ 41,471.17	98.90%	\$ 39,537.00	\$ 36,257.17	91.70%	\$ 40,455.00	\$ 39,564.88	97.80%	\$ 40,468.00	\$ 39,643.97	97.96%	\$ 39,164.00	\$ 36,337.62	92.78%
Oahu	\$ 1,129,754.08	\$ 1,045,640.94	92.55%	\$ 1,140,552.59	\$ 1,080,710.77	94.75%	\$ 1,129,657.95	\$ 1,063,431.20	94.14%	\$ 1,136,947.46	\$ 1,049,993.07	92.35%	\$ 1,130,424.71	\$ 1,139,769.79	100.83%	\$ 1,128,883.46	\$ 985,566.46	87.30%
Total	\$ 1,381,852.08	\$ 1,277,098.46	92.42%	\$ 1,392,250.59	\$ 1,323,348.37	95.05%	\$ 1,377,436.95	\$ 1,286,096.56	93.37%	\$ 1,382,788.46	\$ 1,286,423.52	93.03%	\$ 1,377,001.71	\$ 1,380,970.11	100.29%	\$ 1,372,122.46	\$ 1,196,436.82	87.20%

	Feb-11			Mar-11			Apr-11			May-11			Jun-11			Jul-11			Aug-11		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	\$ 118,550.70	\$ 137,139.87	115.68%	\$ 123,938.00	\$ 116,949.67	94.36%	\$ 122,543.00	\$ 121,343.89	99.02%	\$ 117,326.00	\$ 111,523.98	95.05%	\$ 115,734.00	\$ 111,964.58	96.74%	\$ 113,713.50	\$ 111,319.98	97.90%	\$ 115,666.00	\$ 121,351.38	104.92%
Kauai	\$ 83,547.00	\$ 82,100.90	98.27%	\$ 83,159.00	\$ 76,059.50	91.46%	\$ 79,632.00	\$ 68,713.39	86.29%	\$ 80,434.00	\$ 69,028.50	85.82%	\$ 79,977.00	\$ 69,040.63	86.33%	\$ 79,108.00	\$ 63,237.00	79.94%	\$ 77,537.00	\$ 71,685.17	92.45%
Maui	\$ 40,207.00	\$ 38,945.99	96.86%	\$ 38,867.00	\$ 43,430.34	111.74%	\$ 41,884.00	\$ 42,337.92	101.08%	\$ 41,843.00	\$ 41,402.45	98.95%	\$ 41,642.00	\$ 40,666.84	97.66%	\$ 42,037.00	\$ 43,722.93	104.01%	\$ 44,681.00	\$ 48,814.87	109.25%
Oahu	\$ 1,122,198.47	\$ 1,137,018.64	101.32%	\$ 1,119,526.49	\$ 1,101,023.44	98.35%	\$ 1,107,278.94	\$ 1,030,103.12	93.03%	\$ 1,090,577.98	\$ 966,307.46	88.61%	\$ 1,087,013.66	\$ 882,733.02	81.21%	\$ 908,990.06	\$ 844,614.03	92.92%	\$ 906,855.05	\$ 880,691.57	97.11%
Total	\$ 1,364,509.17	\$ 1,395,205.40	102.25%	\$ 1,365,490.49	\$ 1,337,462.96	97.95%	\$ 1,351,337.94	\$ 1,262,498.32	93.43%	\$ 1,330,180.98	\$ 1,188,262.39	89.33%	\$ 1,324,366.66	\$ 1,104,405.07	83.39%	\$ 1,143,848.56	\$ 1,062,893.94	92.92%	\$ 1,144,739.05	\$ 1,122,542.99	98.06%

Rent Collection Rate



**Federal LIPH
HPHA Project Overview Report
September 2011**

AMP	Occupancy*						
	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Transfers	Units Rent Ready
30P-Aiea	362	341	21	94.20%	0	0	0
31P-KVH	373	326	45	87.40%	5	0	2
32P-MWH	363	350	13	96.42%	0	0	0
33P-Kam/Kaamanu	371	363	6	97.84%	0	0	2
34P-Kalakaua	581	548	29	94.32%	1	3	4
35P-Kalanihua	587	573	11	97.61%	7	2	3
37P-Hilo	320	247	70	77.19%	12	10	3
38P-Kauai	319	278	41	87.15%	0	0	0
39P-Maui	196	151	44	77.04%	6	1	1
40P-KPT	170	163	7	95.88%	0	0	0
43P-Kona	200	194	3	97.00%	2	2	3
44P-Leeward Oahu	258	229	26	88.76%	0	0	3
45P-Windward Oahu	225	217	8	96.44%	2	1	0
46P-Kamuela	101	85	14	84.16%	1	0	2
49P-Central Oahu	149	112	37	75.17%	0	0	0
50P-Palolo	115	105	9	91.30%	0	0	1
Total	4,690	4,282	384	91.30%	36	19	24

AMP	Non Vacated Delinquencies**				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
30P-Aiea	65	38,521.96	24	24,631.84	\$ 125,408.00	\$ 116,834.73	93.16%
31P-KVH	37	21,373.21	16	25,941.47	\$ 86,115.00	\$ 82,454.89	95.75%
32P-MWH	49	24,816.01	15	16,954.65	\$ 109,529.83	\$ 100,093.32	91.38%
33P-Kam/Kaamanu	58	24,368.19	30	51,004.42	\$ 87,868.08	\$ 81,243.07	92.46%
34P-Kalakaua	17	5,225.66	5	11,535.40	\$ 129,067.34	\$ 133,456.80	103.40%
35P-Kalanihua	25	6,875.46	5	10,204.25	\$ 141,205.91	\$ 141,752.53	100.39%
37P-Hilo	32	9,833.72	4	1,078.00	\$ 61,979.00	\$ 66,840.88	107.84%
38P-Kauai	58	35,175.75	37	128,278.59	\$ 77,537.00	\$ 71,685.17	92.45%
39P-Maui	11	2,115.75	2	344.00	\$ 44,681.00	\$ 48,814.87	109.25%
40P-KPT	33	13,280.09	7	5,922.75	\$ 63,867.00	\$ 60,989.63	95.49%
43P-Kona	16	4,564.00	4	915.00	\$ 36,851.00	\$ 37,420.77	101.55%
44P-Leeward Oahu	62	24,019.85	38	50,226.00	\$ 48,583.00	\$ 48,661.92	100.16%
45P-Windward Oahu	29	16,137.68	8	3,599.86	\$ 62,684.00	\$ 62,154.99	99.16%
46P-Kamuela	12	7,576.00	6	2,209.00	\$ 16,836.00	\$ 17,089.73	101.51%
49P-Central Oahu	14	9,816.00	6	9,467.79	\$ 32,467.00	\$ 31,101.00	95.79%
50P-Palolo	11	2,588.00	5	20,113.93	\$ 20,059.89	\$ 21,948.69	109.42%
Total	529	\$ 246,287.33	212	\$ 362,426.95	\$ 1,144,739.05	\$ 1,122,542.99	98.06%

* Occupancy also counts Scheduled for Modernization Units.

* Occupancy reflects removal of KPT Units.

** Delinquencies and Collections reflect only Rents, Prepays and Payment Agreements (Bill Code 0001 and 0006).

**Federal LIPH
HPHA Island Overview Report
September 2011**

Island	Occupancy *							LIPH and Elderly Waiting List**				
	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Transfers	Units Rent Ready	HUD Income Limit	# of HoH	% of WL	Avg Family Size	Avg Bedroom Size
Hawaii	621	526	87	84.70%	15	12	8	Average Income	44	0.39%	6.76	3.35
Kauai	319	278	41	87.15%	0	0	0	Low Income (80%)	184	1.63%	2.81	1.96
Maui	196	151	44	77.04%	6	1	1	Very Low Inc. (50%)	1,116	9.89%	2.88	1.95
Oahu	3,554	3,327	212	93.61%	15	6	15	Extremely Low Inc. (30%)	9,939	88.09%	2.56	1.77
Total	4,690	4,282	384	91.30%	36	19	24		11,283	100.00%	2.60	1.79

Island	Non Vacated Delinquencies***				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	60	\$ 21,973.72	14	\$ 4,202.00	\$ 115,666.00	\$ 121,351.38	104.92%
Kauai	58	\$ 35,175.75	37	\$ 128,278.59	\$ 77,537.00	\$ 71,685.17	92.45%
Maui	11	\$ 2,115.75	2	\$ 344.00	\$ 44,681.00	\$ 48,814.87	109.25%
Oahu	400	\$ 187,022.11	159	\$ 229,602.36	\$ 906,855.05	\$ 880,691.57	97.11%
Total	529	\$ 246,287.33	212	\$ 362,426.95	\$ 1,144,739.05	\$ 1,122,542.99	98.06%

* Occupancy also counts Scheduled for Modernization Units.

* Occupancy reflects removal of KPT Units.

** Please notice WL Income Limits assumes 2010 HUD Family Income Limit for Hawaii.

*** Delinquencies and Collections reflect only Rents, Prepays and Payment Agreements (Bill Code 0001 and 0006).

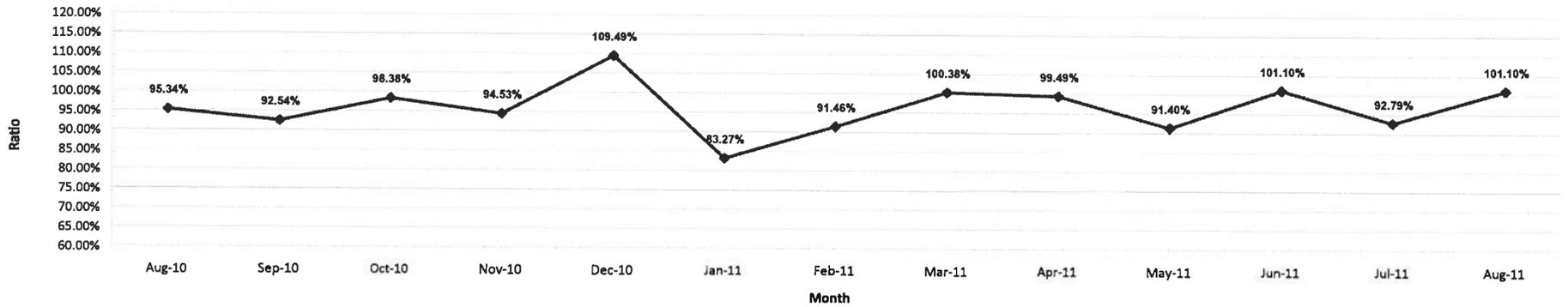
STATE PUBLIC HOUSING

Rent Collection from August 2010 to August 2011

	Aug-10			Sep-10			Oct-10			Nov-10			Dec-10			Jan-11		
	Charges	Collected	Ratio	Charges	Collected	Ratio												
Hawaii	\$ 8,817.00	\$ 7,512.28	85.20%	\$ 9,045.00	\$ 9,438.00	104.34%	\$ 9,941.00	\$ 9,159.12	92.13%	\$ 9,528.76	\$ 8,883.15	93.22%	\$ 9,146.00	\$ 7,517.70	82.20%	\$ 9,443.00	\$ 8,858.38	93.81%
Kauai	\$ 5,795.00	\$ 4,190.00	72.30%	\$ 5,828.00	\$ 5,327.00	91.40%	\$ 5,580.00	\$ 5,643.00	101.13%	\$ 5,498.00	\$ 4,278.00	77.81%	\$ 5,598.00	\$ 4,876.00	87.10%	\$ 5,598.00	\$ 4,564.80	81.54%
Maui	\$ 5,365.00	\$ 4,990.84	93.03%	\$ 5,268.00	\$ 4,506.00	85.54%	\$ 5,286.00	\$ 4,309.00	81.52%	\$ 6,089.00	\$ 5,866.00	96.34%	\$ 5,999.00	\$ 4,646.00	77.45%	\$ 5,643.00	\$ 5,313.00	94.15%
Oahu	\$ 226,190.00	\$ 218,001.22	96.38%	\$ 227,459.00	\$ 209,854.08	92.26%	\$ 227,374.00	\$ 225,048.63	98.98%	\$ 227,636.00	\$ 216,122.73	94.94%	\$ 228,626.00	\$ 256,002.35	111.97%	\$ 228,770.00	\$ 188,978.95	82.61%
Total	\$ 246,167.00	\$ 234,894.34	95.34%	\$ 247,800.00	\$ 229,126.08	92.54%	\$ 248,181.00	\$ 244,159.75	98.38%	\$ 248,751.76	\$ 236,149.88	94.53%	\$ 249,369.00	\$ 273,042.05	109.49%	\$ 249,454.00	\$ 207,715.13	83.27%

	Feb-11			Mar-11			Apr-11			May-11			Jun-11			Jul-11			Aug-11		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	\$ 9,585.00	\$ 11,907.70	124.23%	\$ 11,813.00	\$ 10,679.30	90.40%	\$ 13,492.00	\$ 13,372.00	99.11%	\$ 13,190.00	\$ 11,357.00	86.10%	\$ 13,820.00	\$ 11,564.00	83.68%	\$ 14,198.00	\$ 11,011.00	77.55%	\$ 14,673.00	\$ 13,607.60	92.74%
Kauai	\$ 5,327.00	\$ 6,287.00	118.02%	\$ 5,368.00	\$ 4,385.00	81.69%	\$ 5,368.00	\$ 4,504.00	83.90%	\$ 5,243.00	\$ 4,449.00	84.86%	\$ 5,210.00	\$ 3,640.00	69.87%	\$ 5,336.00	\$ 5,095.00	95.48%	\$ 5,511.00	\$ 4,705.00	85.37%
Maui	\$ 5,474.00	\$ 5,139.00	93.88%	\$ 5,640.00	\$ 5,570.00	98.76%	\$ 5,562.00	\$ 3,882.00	69.80%	\$ 5,339.00	\$ 5,014.00	93.91%	\$ 5,470.00	\$ 4,680.00	85.56%	\$ 5,327.00	\$ 5,744.00	107.83%	\$ 5,305.00	\$ 5,650.00	106.50%
Oahu	\$ 230,412.00	\$ 206,035.83	89.42%	\$ 229,468.00	\$ 232,605.36	101.37%	\$ 228,396.00	\$ 229,762.40	100.60%	\$ 227,111.00	\$ 208,478.54	91.80%	\$ 228,510.00	\$ 235,913.89	103.24%	\$ 228,461.00	\$ 213,201.40	93.32%	\$ 228,214.00	\$ 232,531.34	101.89%
Total	\$ 250,798.00	\$ 229,369.53	91.46%	\$ 252,289.00	\$ 253,239.66	100.38%	\$ 252,618.00	\$ 251,520.40	99.49%	\$ 250,893.00	\$ 229,298.54	91.40%	\$ 253,010.00	\$ 256,797.89	101.10%	\$ 253,322.00	\$ 236,051.40	92.79%	\$ 253,703.00	\$ 256,483.94	101.10%

Rent Collection Rate



**State LIPH
HPHA Project Overview Report
September 2011**

Project	Occupancy *						
	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Transfers	Units Rent Ready
2201-Hauiki	46	44	2	95.65%	0	0	0
2202-Puahala Homes	128	120	7	93.75%	1	0	1
2204-Kawaiehewa	26	24	2	92.31%	0	0	0
2205-Kahale Mua	32	24	8	75.00%	0	0	0
2206-Lokahi	30	27	3	90.00%	0	0	0
2207-Ke Kumu Elua	26	18	4	69.23%	1	0	4
2401-Hale Po'ai	206	205	1	99.51%	1	1	0
2402-La'iola	108	106	2	98.15%	2	0	0
2403-Kamalu-Ho'olulu	220	220	0	100.00%	2	1	0
2404-Halia Hale	41	39	1	95.12%	0	0	1
Total	863	827	30	95.83%	7	2	6

Project	Non Vacated Delinquencies**				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
2201-Hauiki	3	\$ 1,808.89	12	\$ 77,712.51	\$ 17,244.00	\$ 17,402.10	100.92%
2202-Puahala Homes	12	\$ 9,556.00	26	\$ 113,109.26	\$ 46,806.00	\$ 45,876.24	98.01%
2204-Kawaiehewa	4	\$ 1,883.00	3	\$ 12,634.46	\$ 5,511.00	\$ 4,705.00	85.37%
2205-Kahale Mua	5	\$ 1,393.00	18	\$ 15,125.53	\$ 5,305.00	\$ 5,650.00	106.50%
2206-Lokahi	3	\$ 430.40	2	\$ 12,591.50	\$ 9,500.00	\$ 9,297.60	97.87%
2207-Ke Kumu Elua	6	\$ 2,261.00	6	\$ 2,614.67	\$ 5,173.00	\$ 4,310.00	83.32%
2401-Hale Po'ai	0	\$ -	5	\$ 2,284.00	\$ 57,524.00	\$ 61,841.00	107.50%
2402-La'iola	0	\$ -	7	\$ 1,986.52	\$ 33,625.00	\$ 33,917.00	100.87%
2403-Kamalu-Ho'olulu	1	\$ 298.00	1	\$ 4.40	\$ 62,310.00	\$ 62,221.00	99.86%
2404-Halia Hale	0	\$ -	0	\$ -	\$ 10,705.00	\$ 11,274.00	105.32%
Total	34	\$ 17,630.29	80	\$ 238,062.85	\$ 253,703.00	\$ 256,493.94	101.10%

* Occupancy also counts Scheduled for Modernization Units.

** Delinquencies and Collections reflect only Rents, Prepays and Payment Agreements (Bill Code 0001 and 0006).

**State LIPH
HPHA Project Overview Report
September 2011**

Project	Occupancy *						
	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Transfers	Units Rent Ready
2201-Hauiki	46	44	2	95.65%	0	0	0
2202-Puahala Homes	128	120	7	93.75%	1	0	1
2204-Kawailehua	26	24	2	92.31%	0	0	0
2205-Kahale Mua	32	24	8	75.00%	0	0	0
2206-Lokahi	30	27	3	90.00%	0	0	0
2207-Ke Kumu Elua	26	18	4	69.23%	1	0	4
2401-Hale Po'ai	206	205	1	99.51%	1	1	0
2402-La'iola	108	106	2	98.15%	2	0	0
2403-Kamalu-Ho'olulu	220	220	0	100.00%	2	1	0
2404-Halia Hale	41	39	1	95.12%	0	0	1
Total	863	827	30	95.83%	7	2	6

Project	Non Vacated Delinquencies**				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
2201-Hauiki	3	\$ 1,808.89	12	\$ 77,712.51	\$ 17,244.00	\$ 17,402.10	100.92%
2202-Puahala Homes	12	\$ 9,556.00	26	\$ 113,109.26	\$ 46,806.00	\$ 45,876.24	98.01%
2204-Kawailehua	4	\$ 1,883.00	3	\$ 12,634.46	\$ 5,511.00	\$ 4,705.00	85.37%
2205-Kahale Mua	5	\$ 1,393.00	18	\$ 15,125.53	\$ 5,305.00	\$ 5,650.00	106.50%
2206-Lokahi	3	\$ 430.40	2	\$ 12,591.50	\$ 9,500.00	\$ 9,297.60	97.87%
2207-Ke Kumu Elua	6	\$ 2,261.00	6	\$ 2,614.67	\$ 5,173.00	\$ 4,310.00	83.32%
2401-Hale Po'ai	0	\$ -	5	\$ 2,284.00	\$ 57,524.00	\$ 61,841.00	107.50%
2402-La'iola	0	\$ -	7	\$ 1,986.52	\$ 33,625.00	\$ 33,917.00	100.87%
2403-Kamalu-Ho'olulu	1	\$ 298.00	1	\$ 4.40	\$ 62,310.00	\$ 62,221.00	99.86%
2404-Halia Hale	0	\$ -	0	\$ -	\$ 10,705.00	\$ 11,274.00	105.32%
Total	34	\$ 17,630.29	80	\$ 238,062.85	\$ 253,703.00	\$ 256,493.94	101.10%

* Occupancy also counts Scheduled for Modernization Units.

** Delinquencies and Collections reflect only Rents, Prepays and Payment Agreements (Bill Code 0001 and 0006).

**State LIPH
HPHA Island Overview Report
September 2011**

Island	Occupancy*							LIPH and Elderly Waiting List**				
	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Transfers	Units Rent Ready	HUD Income Limit	# of HoH	% of WL	Avg Family Size	Avg Bedroom Size
Hawaii	56	45	7	80.36%	1	0	4	Average Income	27	0.32%	7.18	3.57
Kauai	26	24	2	92.31%	0	0	0	Low Income (80%)	94	1.11%	2.46	1.82
Maui	32	24	8	75.00%	0	0	0	Very Low Inc. (50%)	777	9.21%	2.79	1.94
Oahu	749	734	13	98.00%	6	2	2	Extremely Low Inc. (30%)	7,534	89.35%	2.41	1.66
Total	863	827	30	95.83%	7	2	6		8,432	100.00%	2.46	1.70

Island	Non Vacated Delinquencies***				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	9	\$ 2,691.40	8	\$ 15,206.17	\$ 14,673.00	\$ 13,607.60	92.74%
Kauai	4	\$ 1,883.00	3	\$ 12,634.46	\$ 5,511.00	\$ 4,705.00	85.37%
Maui	5	\$ 1,393.00	18	\$ 15,125.53	\$ 5,305.00	\$ 5,650.00	106.50%
Oahu	16	\$ 11,662.89	51	\$ 195,096.69	\$ 228,214.00	\$ 232,531.34	101.89%
Total	34	\$ 17,630.29	80	\$ 238,062.85	\$ 253,703.00	\$ 256,493.94	101.10%

* Occupancy also counts Scheduled for Modernization Units.

** Please notice WL Income Limits assumes 2010 HUD Family Income Limit for Hawaii.

*** Delinquencies and Collections reflect only Rents, Prepays and Payment Agreements (Bill Code 0001 and 0006).

September 16, 2011

Lanakila Homes Phasing Plan

Hilo, Island of Hawaii

Demolition of Phase IIIb & IV	Supplemental Contract Executed Start of Design Bid Opening Start of Demolition End of Construction	April 26, 2011 June 1, 2011 October 2011 December 2011 March 2012
Phase IIIb	Consultant Selection Execute Design Contract Start of Design Bid Opening Start of Construction End of Construction	September 1, 2011 December 2011 January 2012 September 2012 November 2012 November 2013
Phase IVa	Start of Design Bid Opening Start of Construction End of Construction	January 2013 September 2013 November 2013 November 2014
Phase IVb	Start of Design Bid Opening Start of Construction End of Construction	January 2014 September 2014 November 2014 November 2015

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**Contract & Procurement Office
Monthly Status Report for August 2011**

Solicitations Issued in August 2011:

Solicitation No.	Title	Due Date
*Request for Qualifications	Notice to Providers of Professional Services for State Capital Improvement Program & Federal Capital Fund Program Projects (FY 2011-2012)	June 30, 2012
IFB-CMS-2011-28	Kalihi Valley Homes Concrete Rubble Masonry Wall Repair at Building 24 HPHA Job No. 11-014-105-S	September 23, 2011
RFP-CPO-2011-27	Furnish Professional Energy Performance Contracting Consultant Services for the Hawaii Public Housing Authority	September 20, 2011
RFP-PMB-2011-26	Furnish Property Management, Maintenance and Resident Services for the Federal Low-Income Public Housing Complex under Asset Management Project 50 on the Island of Oahu	September 30, 2011

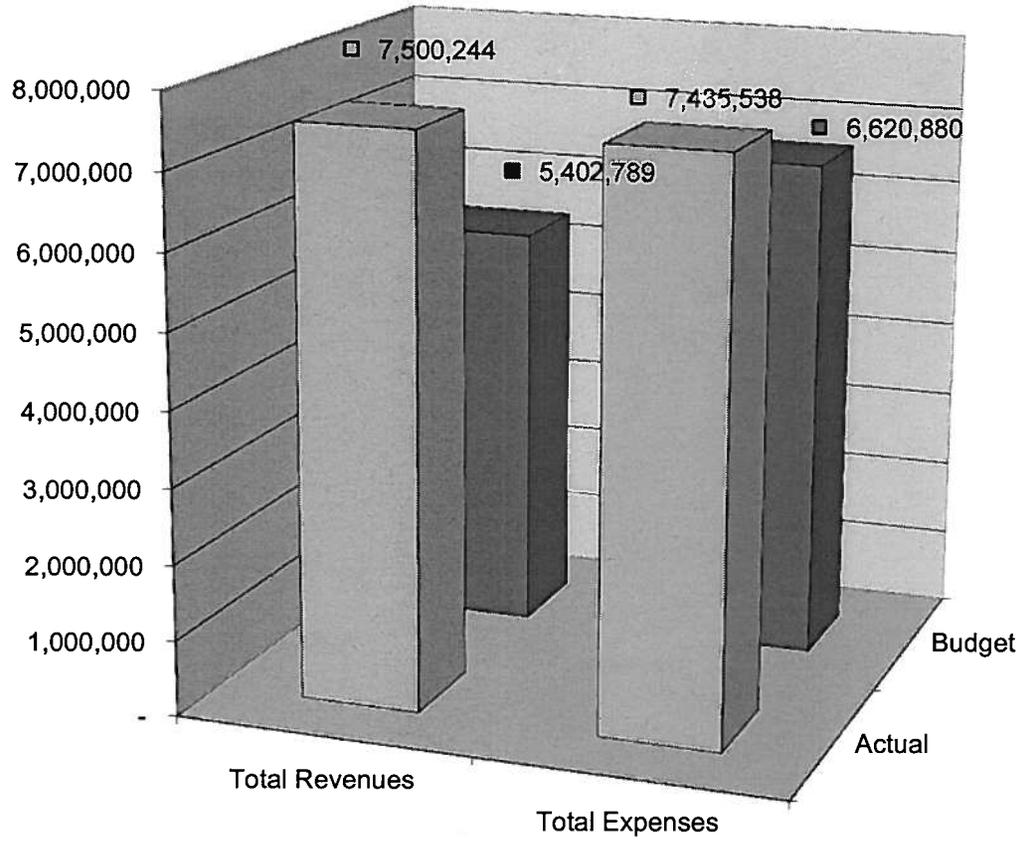
*Reissuance of the request for qualifications for professional services was to extend the submittal due date to 6/30/12 and include an additional project, Site, Building, and Infrastructure Improvements at Mayor Wright Homes.

Contracts Executed in August 2011:

Contract No.	Contractor & Project	Supp. Amount	Total Amount
CMS 10-25-SC02	Goodfellow Brothers, Inc. Additional Labor, Materials, and Equipment, and Increase in Compensation, for Large Capacity Cesspool Conversion at Kalaheo & Hale Hoolulu (AMP 38) on the Island of Kauai Completion Date: February 28, 2012	\$148,798.35	\$702,489.35
PMB 10-06-SC01	All Tree Services, Inc. Extension of Time of 170 Calendar Days for Tree Trimming Services for Mayor Wright Homes AMP 32), Kamehameha Homes, Kaahumanu Homes (AMP 33), Waimaha-Sunflower (AMP 44), Koolau Village, Hookipa Kahaluu (AMP 45), Kauhale Nani, Wahiawa Terrace, Kupuna Home O Waialua (AMP 49) End Date: December 15, 2011	n/a	\$76,854.00

Contract No.	Contractor & Project	Supp. Amount	Total Amount
PMB 11-11	Rolloffs Hawaii, LLC Furnish Refuse Collection Services for Puuwai Momi, Hale Laulima, Salt Lake, Waipahu I, Waipahu II (AMP 30), Punchbowl Homes, Kalanihuia, Makamae, Spencer House, Pumehana (AMP 35), Waimaha/Sunflower, Kaulokalani, Maili I, Maili II, Nanakuli Homes (AMP 44), Koolau Village, Hookipa Kahaluu, Kaneohe Apartments, Kauhale Ohana, Waimanalo Homes (AMP 45), Kauhale Nani, Wahiawa Terrace, Kupuna Home O Waialua (AMP 49), Hale Poi, Halia Hale, Kamalu/Holulu, Laiola (MU 42) End Date: June 30, 2012		\$331,674.38

HPHA July 31, 2011 Actual VS Budget



	Total Revenues	Total Expenses
Actual	7,500,244	7,485,538
Budget	5,402,789	6,620,880

**HAWAII PUBLIC HOUSING AUTHORITY
AGENCY TOTAL
ACTUAL VS BUDGET COMPARISON
FOR THE ONE MONTH ENDING JULY 31, 2011
(Amounts in Full Dollars)**

MONTH OF JULY, 2011			
<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	
		<u>Amount</u>	<u>%</u>
\$ 1,526,933	\$ 1,484,471	\$ 42,462	0.03
5,429,161	3,093,733	2,335,428	0.75
352,960	404,518	(51,558)	(0.13)
-	104,426	(104,426)	(1.00)
-	-	-	-
191,189	315,641	(124,452)	(0.39)
7,500,244	5,402,789	2,097,455	0.39
497,694	1,041,658	543,964	0.52
-	62,099	62,099	1.00
298,250	303,452	5,202	0.02
54,710	52,264	(2,446)	(0.05)
3,675,256	1,626,601	(2,048,655)	(1.26)
2,550	23,827	21,277	0.89
999,696	1,002,414	2,718	-
771,050	1,269,333	498,283	0.39
56,792	108,538	51,746	0.48
88,014	77,510	(10,504)	(0.14)
1,041,525	1,053,184	11,659	0.01
7,485,538	6,620,880	(864,658)	(0.13)
\$ 14,706	\$ (1,218,091)	\$ 1,232,797	1.01
\$ 14,706	\$ (1,218,091)	\$ 1,232,797	1.01
942,310	909,613	32,697	0.04
2,972	13,669	(10,697)	(0.78)
\$ 959,988	\$ (294,809)	\$ 1,254,797	4.26

YEAR TO DATE ENDING JULY 31, 2011						
<u>Actual</u>	<u>Budget</u>	<u>Variance</u>		<u>Prior Year</u>	<u>Variance</u>	
		<u>Amount</u>	<u>%</u>		<u>Amount</u>	<u>%</u>
\$ 1,526,933	\$ 1,484,471	\$ 42,462	0.03	\$ 1,492,458	\$ 34,475	0.02
5,429,161	3,093,733	2,335,428	0.75	5,449,962	(20,801)	-
352,960	404,518	(51,558)	(0.13)	380,943	(27,983)	(0.07)
-	104,426	(104,426)	(1.00)	14,037	(14,037)	(1.00)
-	-	-	-	-	-	-
191,189	315,641	(124,452)	(0.39)	509,832	(318,643)	(0.62)
7,500,244	5,402,789	2,097,455	0.39	7,847,232	(346,988)	(0.04)
497,694	1,041,658	543,964	0.52	476,506	(21,189)	(0.04)
-	62,099	62,099	1.00	-	-	-
298,250	303,452	5,202	0.02	325,389	27,139	0.08
54,710	52,264	(2,446)	(0.05)	55,554	844	0.02
3,675,256	1,626,601	(2,048,655)	(1.26)	3,697,237	21,981	0.01
2,550	23,827	21,277	0.89	3,017	467	0.15
999,696	1,002,414	2,718	-	1,085,764	86,068	0.08
771,050	1,269,333	498,283	0.39	1,135,986	364,936	0.32
56,792	108,538	51,746	0.48	85,306	28,514	0.33
88,014	77,510	(10,504)	(0.14)	63,072	(24,942)	(0.40)
1,041,525	1,053,184	11,659	0.01	951,173	(90,352)	(0.09)
7,485,538	6,620,880	(864,658)	(0.13)	7,879,003	393,465	0.05
\$ 14,706	\$ (1,218,091)	\$ 1,232,797	1.01	\$ (31,771)	\$ 46,477	1.46
\$ 14,706	\$ (1,218,091)	\$ 1,232,797	1.01	\$ (31,771)	\$ 46,477	1.46
942,310	909,613	32,697	0.04	969,687	(27,377)	(0.03)
2,972	13,669	(10,697)	(0.78)	3,436	(463)	(0.13)
\$ 959,988	\$ (294,809)	\$ 1,254,797	4.26	\$ 941,352	\$ 18,636	0.02

REVENUES
Dwelling Rental Income
HUD Operating Subsidies
COCC Fee Income
General Fund
Grant Income
Other Income

Total Revenues
EXPENSES
Administrative
Asset Management Fees
Management Fees
Bookkeeping Fees
Housing Assistance Payments
Tenant Services
Utilities
Maintenance
Protective Services
Insurance
General Expenses
Total Expenses

Net Income(Loss)

CASH BASIS:
Net Income(loss) per Above
Add back non cash items:
Depreciation Expense
Bad Debt Expense

TOTAL CASH BASIS

**STATE ELDERLY PROGRAM
ACTUAL VS BUDGET COMPARISON
FOR THE ONE MONTH ENDING JULY 31, 2011**

MONTH OF JULY, 2011					YEAR TO DATE ENDING JULY 31, 2011							
					(Amounts in Full Dollars)							
<u>Actual</u>	<u>Budget</u>	<u>Variance</u>		<u>%</u>		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>		<u>Prior Year</u>	<u>Variance</u>	
		<u>Amount</u>						<u>Amount</u>	<u>%</u>		<u>Amount</u>	<u>%</u>
					REVENUES							
\$ 164,984	\$ 165,195	\$ (211)		-	Dwelling Rental Income	\$ 164,984	\$ 165,195	\$ (211)	-	\$ 164,437	\$ 547	-
-	-	-		-	HUD Operating Subsidies	-	-	-	-	-	-	-
-	-	-		-	Management Fees	-	-	-	-	-	-	-
-	-	-		-	Bookeeping Fees	-	-	-	-	-	-	-
-	-	-		-	Asset Management Fees	-	-	-	-	-	-	-
-	-	-		-	Capital Fund Admin Fee	-	-	-	-	-	-	-
-	-	-		-	CMSS Front Line Service Fee	-	-	-	-	-	-	-
-	-	-		-	ARRA Funds Admin Fee	-	-	-	-	-	-	-
-	-	-		-	COCC Fee Income	-	-	-	-	-	-	-
-	-	-		-	General Fund	-	-	-	-	-	-	-
-	-	-		-	Grant Income	-	-	-	-	-	-	-
2,246	8,518	(6,272)		(0.74)	Other Income	2,246	8,518	(6,272)	(0.74)	4,932	(2,686)	(0.54)
167,230	173,713	(6,483)		(0.04)	Total Revenues	167,230	173,713	(6,483)	(0.04)	169,369	(2,139)	(0.01)
					EXPENSES							
13,898	45,766	31,868		0.70	Administrative	13,898	45,766	31,868	0.70	(14,294)	(28,192)	(1.97)
-	-	-		-	Asset Management Fees	-	-	-	-	-	-	-
33,124	33,008	(116)		-	Management Fees	33,124	33,008	(116)	-	32,950	(174)	(0.01)
4,283	4,267	(16)		-	Bookkeeping Fees	4,283	4,267	(16)	-	4,260	(23)	(0.01)
-	-	-		-	Housing Assistance Payments	-	-	-	-	-	-	-
-	-	-		-	Tenant Services	-	-	-	-	-	-	-
85,831	136,272	50,441		0.37	Utilities	85,831	136,272	50,441	0.37	73,248	(12,583)	(0.17)
67,796	219,583	151,787		0.69	Maintenance	67,796	219,583	151,787	0.69	58,217	(9,579)	(0.16)
-	7,474	7,474		1.00	Protective Services	-	7,474	7,474	1.00	6,939	6,939	1.00
10,232	10,713	481		0.04	Insurance	10,232	10,713	481	0.04	12,899	2,666	0.21
115,172	98,187	(16,985)		(0.17)	General Expenses	115,172	98,187	(16,985)	(0.17)	115,400	228	-
330,336	555,270	224,934		0.41	Total Expenses	330,336	555,270	224,934	0.41	289,619	(40,717)	(0.14)
\$ (163,106)	\$ (381,557)	\$ 218,451		0.57	Net Income(Loss)	\$ (163,106)	\$ (381,557)	\$ 218,451	0.57	\$ (120,250)	\$ (42,856)	(0.36)
\$ (163,106)	\$ (381,557)	\$ 218,451		0.57	Net Income(loss) per Above	\$ (163,106)	\$ (381,557)	\$ 218,451	0.57	\$ (120,250)	\$ (42,856)	(0.36)
115,172	-	115,172		-	Add back non cash items:	115,172	-	115,172	-	115,400	(228)	-
-	-	-		-	Depreciation Expense	-	-	-	-	-	-	-
-	-	-		-	Bad Debt Expense	-	-	-	-	-	-	-
\$ (47,934)	\$ (381,557)	\$ 333,623		0.87	TOTAL CASH BASIS	\$ (47,934)	\$ (381,557)	\$ 333,623	0.87	\$ (4,850)	\$ (43,084)	(8.88)

**STATE LOW RENT
ACTUAL VS BUDGET COMPARISON
FOR THE ONE MONTH ENDING JULY 31, 2011**

MONTH OF JULY, 2011				(Amounts in Full Dollars)	YEAR TO DATE ENDING JULY 31, 2011						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
REVENUES											
\$ 88,513	\$ 92,014	\$ (3,501)	(0.04)	Dwelling Rental Income	\$ 88,513	\$ 92,014	\$ (3,501)	(0.04)	\$ 81,543	\$ 6,970	0.09
-	-	-	-	HUD Operating Subsidies	-	-	-	-	-	-	-
-	-	-	-	Management Fees	-	-	-	-	-	-	-
-	-	-	-	Bookeeping Fees	-	-	-	-	-	-	-
-	-	-	-	Asset Management Fees	-	-	-	-	-	-	-
-	-	-	-	Capital Fund Admin Fee	-	-	-	-	-	-	-
-	-	-	-	CMSS Front Line Service Fee	-	-	-	-	-	-	-
-	-	-	-	ARRA Funds Admin Fee	-	-	-	-	-	-	-
-	-	-	-	COCC Fee Income	-	-	-	-	-	-	-
-	-	-	-	General Fund	-	-	-	-	-	-	-
-	-	-	-	Grant Income	-	-	-	-	-	-	-
1,334	2,701	(1,367)	(0.51)	Other Income	1,334	2,701	(1,367)	(0.51)	3,702	(2,368)	(0.64)
89,847	94,715	(4,868)	(0.05)	Total Revenues	89,847	94,715	(4,868)	(0.05)	85,245	4,602	0.05
EXPENSES											
9,318	24,941	15,623	0.63	Administrative	9,318	24,941	15,623	0.63	8,396	(922)	(0.11)
-	1,930	1,930	1.00	Asset Management Fees	-	1,930	1,930	1.00	-	-	-
15,025	13,168	(1,857)	(0.14)	Management Fees	15,025	13,168	(1,857)	(0.14)	13,168	(1,856)	(0.14)
1,943	1,703	(240)	(0.14)	Bookkeeping Fees	1,943	1,703	(240)	(0.14)	1,703	(240)	(0.14)
-	-	-	-	Housing Assistance Payments	-	-	-	-	-	-	-
-	5	5	1.00	Tenant Services	-	5	5	1.00	-	-	-
61,560	69,399	7,839	0.11	Utilities	61,560	69,399	7,839	0.11	49,666	(11,894)	(0.24)
20,867	61,782	40,915	0.66	Maintenance	20,867	61,782	40,915	0.66	37,695	16,828	0.45
-	-	-	-	Protective Services	-	-	-	-	-	-	-
2,525	3,029	504	0.17	Insurance	2,525	3,029	504	0.17	2,523	(2)	-
39,879	276	(39,603)	(143.49)	General Expenses	39,879	276	(39,603)	(143.49)	32,348	(7,531)	(0.23)
151,117	176,233	25,116	0.14	Total Expenses	151,117	176,233	25,116	0.14	145,498	(5,618)	(0.04)
\$ (61,270)	\$ (81,518)	\$ 20,248	0.25	Net Income(Loss)	\$ (61,270)	\$ (81,518)	\$ 20,248	0.25	\$ (60,253)	\$ (1,016)	(0.02)
\$ (61,270)	\$ (81,518)	\$ 20,248	0.25	Net Income(loss) per Above	\$ (61,270)	\$ (81,518)	\$ 20,248	0.25	\$ (60,253)	\$ (1,016)	(0.02)
-	-	-	-	Add back non cash items:	-	-	-	-	-	-	-
-	-	-	-	Depreciation Expense	-	-	-	-	-	-	-
-	-	-	-	Bad Debt Expense	-	-	-	-	-	-	-
\$ (61,270)	\$ (81,518)	\$ 20,248	0.25	TOTAL CASH BASIS	\$ (61,270)	\$ (81,518)	\$ 20,248	0.25	\$ (60,253)	\$ (1,016)	(0.02)

**FEDERAL LOW RENT PROGRAM
ACTUAL VS BUDGET COMPARISON
FOR THE ONE MONTH ENDING JULY 31, 2011**

(Amounts in Full Dollars)

MONTH OF JULY, 2011				YEAR TO DATE ENDING JULY 31, 2011							
Actual	Budget	Variance			Actual	Budget	Variance		Prior Year	Variance	
		Amount	%				Amount	%		Amount	%
				REVENUES							
\$ 1,273,436	\$ 1,171,101	\$ 102,335	0.09	Dwelling Rental Income	\$ 1,273,436	1,171,101	\$ 102,335	0.09	\$ 1,246,478	\$ 26,959	0.02
1,557,812	1,419,031	138,781	0.10	HUD Operating Subsidies	1,557,812	1,419,031	138,781	0.10	1,765,417	(207,604)	(0.12)
-	-	-	-	COCC Fee Income	-	-	-	-	-	-	-
-	-	-	-	General Fund	-	-	-	-	-	-	-
-	-	-	-	Grant Income	-	-	-	-	-	-	-
36,184	47,736	(11,552)	(0.24)	Other Income	36,184	47,736	(11,552)	(0.24)	51,322	(15,138)	(0.03)
2,867,432	2,637,868	229,564	0.09	Total Revenues	2,867,432	2,637,868	229,564	0.09	3,063,216	(195,784)	(0.06)
				EXPENSES							
197,155	321,576	124,421	0.39	Administrative	197,155	321,576	124,421	0.39	251,013	53,858	0.21
-	59,169	59,169	1.00	Asset Management Fees	-	59,169	59,169	1.00	-	-	-
228,568	236,647	8,079	0.03	Management Fees	228,568	236,647	8,079	0.03	258,466	29,898	0.12
35,025	33,400	(1,625)	(0.05)	Bookkeeping Fees	35,025	33,400	(1,625)	(0.05)	36,587	1,562	0.04
-	-	-	-	Housing Assistance Payments	-	-	-	-	-	-	-
2,550	11,402	8,852	0.78	Tenant Services	2,550	11,402	8,852	0.78	3,017	467	0.15
851,744	786,372	(65,372)	(0.08)	Utilities	851,744	786,372	(65,372)	(0.08)	962,804	111,061	0.12
629,519	878,361	248,842	0.28	Maintenance	629,519	878,361	248,842	0.28	991,178	361,660	0.36
56,792	100,416	43,624	0.43	Protective Services	56,792	100,416	43,624	0.43	77,579	20,787	0.27
73,148	56,083	(17,065)	(0.30)	Insurance	73,148	56,083	(17,065)	(0.30)	45,445	(27,704)	(0.61)
853,643	839,076	(14,567)	(0.02)	General Expenses	853,643	839,076	(14,567)	(0.02)	822,206	(31,437)	(0.04)
2,928,145	3,322,502	394,357	0.12	Total Expenses	2,928,145	3,322,502	394,357	0.12	3,448,296	520,151	0.15
\$ (60,712)	\$ (684,634)	\$ 623,922	0.91	Net Income(Loss)	\$ (60,712)	\$ (684,634)	\$ 623,922	0.91	\$ (385,080)	\$ 324,367	0.84
\$ (60,712)	\$ (684,634)	\$ 623,922	0.91	Net Income(loss) per Above	\$ (60,712)	\$ (684,634)	\$ 623,922	0.91	\$ (385,080)	\$ 324,367	0.84
				Add back non cash items:							
786,877	807,981	(21,104)	(0.03)	Depreciation Expense	786,877	807,981	(21,104)	(0.03)	821,993	(35,116)	(0.04)
2,686	13,669	(10,983)	(0.80)	Bad Debt Expense	2,686	13,669	(10,983)	(0.80)	3,178	(492)	(0.15)
\$ 728,850	\$ 137,016	\$ 591,834	4.32	TOTAL CASH BASIS	\$ 728,850	\$ 137,016	\$ 591,834	4.32	\$ 440,091	\$ 288,759	0.66

**HAWAII PUBLIC HOUSING AUTHORITY
FEDERAL LOW RENT PROGRAM BY AMPS
ACTUAL VS BUDGET COMPARISON
FOR THE ONE MONTH ENDING JULY 31, 2011**

MONTH OF JULY, 2011					YEAR TO DATE ENDING JULY 31, 2011									
CASH BASIS					CASH BASIS									
Actual	Budget	Variance		%		Actual	Budget	Variance		Prior Year	Variance			
		Amount						Amount	%		Amount	%		
REVENUES														
\$ 237,838	\$ 237,833	\$ 5		-	Asset Management Project - 30	\$ 237,838	\$ 237,833	\$ 5		-	\$ 290,816	\$ (52,978)	(0.18)	
214,369	211,261	3,108		0.01	Asset Management Project - 31	214,369	211,261	3,108		0.01	190,758	23,611	0.12	
256,547	253,586	2,961		0.01	Asset Management Project - 32	256,547	253,586	2,961		0.01	246,112	10,435	0.04	
194,533	196,858	(2,325)		(0.01)	Asset Management Project - 33	194,533	196,858	(2,325)		(0.01)	155,696	38,837	0.25	
302,152	299,154	2,998		0.01	Asset Management Project - 34	302,152	299,154	2,998		0.01	307,880	(5,727)	(0.02)	
326,136	309,183	16,953		0.05	Asset Management Project - 35	326,136	309,183	16,953		0.05	346,450	(20,314)	(0.06)	
148,269	150,273	(2,004)		(0.01)	Asset Management Project - 37	148,269	150,273	(2,004)		(0.01)	160,383	(12,114)	(0.08)	
192,842	167,407	25,435		0.15	Asset Management Project - 38	192,842	167,407	25,435		0.15	179,964	12,879	0.07	
99,819	100,415	(596)		(0.01)	Asset Management Project - 39	99,819	100,415	(596)		(0.01)	115,832	(16,013)	(0.14)	
340,409	114,987	225,422		1.96	Asset Management Project - 40	340,409	114,987	225,422		1.96	540,635	(200,226)	(0.37)	
104,571	117,085	(12,514)		(0.11)	Asset Management Project - 43	104,571	117,085	(12,514)		(0.11)	96,067	8,504	0.09	
146,202	164,925	(18,723)		(0.11)	Asset Management Project - 44	146,202	164,925	(18,723)		(0.11)	123,199	23,003	0.19	
110,816	104,467	6,349		0.06	Asset Management Project - 45	110,816	104,467	6,349		0.06	123,274	(12,458)	(0.10)	
47,162	51,442	(4,280)		(0.08)	Asset Management Project - 46	47,162	51,442	(4,280)		(0.08)	42,054	5,107	0.12	
75,082	81,485	(6,403)		(0.08)	Asset Management Project - 49	75,082	81,485	(6,403)		(0.08)	82,041	(6,959)	(0.08)	
70,685	77,507	(6,822)		(0.09)	Asset Management Project - 50	70,685	77,507	(6,822)		(0.09)	62,057	8,628	0.14	
\$ 2,867,432	\$ 2,637,868	\$ 229,564		0.09	Total Revenues	\$ 2,867,432	\$ 2,637,868	\$ 229,564		0.09	\$ 3,063,216	\$ (195,784)	(0.06)	
NET INCOME(LOSS)														
12,005	(29,885)	\$ 41,890		1.40	Asset Management Project - 30	12,005	(29,885)	\$ 41,890		1.40	95,895	\$ (83,890)	(0.87)	
59,884	4,828	55,056		11.40	Asset Management Project - 31	59,884	4,828	55,056		11.40	58,303	1,581	0.03	
94,524	48,170	46,354		0.96	Asset Management Project - 32	94,524	48,170	46,354		0.96	99,068	(4,544)	(0.05)	
57,306	10,734	46,572		4.34	Asset Management Project - 33	57,306	10,734	46,572		4.34	38,862	18,444	0.47	
91,310	(3,231)	94,541		29.26	Asset Management Project - 34	91,310	(3,231)	94,541		29.26	74,558	16,752	0.22	
95,653	17,083	78,570		4.60	Asset Management Project - 35	95,653	17,083	78,570		4.60	152,139	(56,486)	(0.37)	
46,046	1,375	44,671		32.49	Asset Management Project - 37	46,046	1,375	44,671		32.49	65,296	(19,250)	(0.29)	
54,529	47,970	6,559		0.14	Asset Management Project - 38	54,529	47,970	6,559		0.14	84,741	(30,212)	(0.36)	
(13,783)	3,704	(17,487)		(4.72)	Asset Management Project - 39	(13,783)	3,704	(17,487)		(4.72)	(8,516)	(5,267)	(0.62)	
142,235	4,981	137,254		27.56	Asset Management Project - 40	142,235	4,981	137,254		27.56	(144,777)	287,012	1.98	
(76,496)	4,124	(80,620)		(19.55)	Asset Management Project - 43	(76,496)	4,124	(80,620)		(19.55)	(55,239)	(21,256)	(0.38)	
43,161	22,620	20,541		0.91	Asset Management Project - 44	43,161	22,620	20,541		0.91	16,423	26,738	1.63	
32,886	6,810	26,076		3.83	Asset Management Project - 45	32,886	6,810	26,076		3.83	(9,451)	42,338	4.48	
31,846	(9,722)	41,568		4.28	Asset Management Project - 46	31,846	(9,722)	41,568		4.28	(4,618)	36,465	7.90	
30,188	1,644	28,544		17.36	Asset Management Project - 49	30,188	1,644	28,544		17.36	(42,426)	72,614	1.71	
27,557	5,811	21,746		3.74	Asset Management Project - 50	27,557	5,811	21,746		3.74	19,834	7,723	0.39	
\$ 728,850	\$ 137,016	\$ 591,834		4.32	Total Net Income(Loss)	\$ 728,850	\$ 137,016	\$ 591,834		4.32	\$ 440,091	\$ 288,759	0.66	

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**HAWAII PUBLIC HOUSING AUTHORITY
FEDERAL LOW RENT PROGRAM BY AMPS
ACTUAL VS BUDGET COMPARISON
FOR THE ONE MONTH ENDING JULY 31, 2011**

(Amounts in Full Dollars)

<u>MONTH OF JULY, 2011</u>					<u>YEAR TO DATE ENDING JULY 31, 2011</u>							
					<u>ACCRUAL BASIS</u>							
		<u>Variance</u>						<u>Variance</u>		<u>Variance</u>		
<u>Actual</u>	<u>Budget</u>	<u>Amount</u>	<u>%</u>			<u>Actual</u>	<u>Budget</u>	<u>Amount</u>	<u>%</u>	<u>Prior Year</u>	<u>Amount</u>	<u>%</u>
\$ 237,838	\$ 237,833	\$ 5	-	Asset Management Project - 30		\$ 237,838	\$ 237,833	\$ 5	-	\$ 290,816	\$ (52,978)	(0.18)
214,369	211,261	3,108	0.01	Asset Management Project - 31		214,369	211,261	3,108	0.01	190,758	23,611	0.12
256,547	253,586	2,961	0.01	Asset Management Project - 32		256,547	253,586	2,961	0.01	246,112	10,435	0.04
194,533	196,858	(2,325)	(0.01)	Asset Management Project - 33		194,533	196,858	(2,325)	(0.01)	155,696	38,837	0.25
302,152	299,154	2,998	0.01	Asset Management Project - 34		302,152	299,154	2,998	0.01	307,880	(5,727)	(0.02)
326,136	309,183	16,953	0.05	Asset Management Project - 35		326,136	309,183	16,953	0.05	346,450	(20,314)	(0.06)
148,269	150,273	(2,004)	(0.01)	Asset Management Project - 37		148,269	150,273	(2,004)	(0.01)	160,383	(12,114)	(0.08)
192,842	167,407	25,435	0.15	Asset Management Project - 38		192,842	167,407	25,435	0.15	179,964	12,879	0.07
99,819	100,415	(596)	(0.01)	Asset Management Project - 39		99,819	100,415	(596)	(0.01)	115,832	(16,013)	(0.14)
340,409	114,987	225,422	1.96	Asset Management Project - 40		340,409	114,987	225,422	1.96	540,635	(200,226)	(0.37)
104,571	117,085	(12,514)	(0.11)	Asset Management Project - 43		104,571	117,085	(12,514)	(0.11)	96,067	8,504	0.09
146,202	164,925	(18,723)	(0.11)	Asset Management Project - 44		146,202	164,925	(18,723)	(0.11)	123,199	23,003	0.19
110,816	104,467	6,349	0.06	Asset Management Project - 45		110,816	104,467	6,349	0.06	123,274	(12,458)	(0.10)
47,162	51,442	(4,280)	(0.08)	Asset Management Project - 46		47,162	51,442	(4,280)	(0.08)	42,054	5,107	0.12
75,082	81,485	(6,403)	(0.08)	Asset Management Project - 49		75,082	81,485	(6,403)	(0.08)	82,041	(6,959)	(0.08)
70,685	77,507	(6,822)	(0.09)	Asset Management Project - 50		70,685	77,507	(6,822)	(0.09)	62,057	8,628	0.14
\$ 2,867,432	\$ 2,637,868	\$ 229,564	0.09	Total Revenues		\$ 2,867,432	\$ 2,637,868	\$ 229,564	0.09	\$ 3,063,216	\$ (195,784)	(0.06)
NET INCOME(LOSS)												
\$ (89,107)	\$ (132,523)	\$ 43,416	0.33	Asset Management Project - 30		\$ (89,107)	\$ (132,523)	\$ 43,416	0.33	\$ (6,954)	\$ (82,153)	(11.81)
(50,467)	(173,910)	123,443	0.71	Asset Management Project - 31		(50,467)	(173,910)	123,443	0.71	(70,185)	19,719	0.28
80,394	16,898	63,496	3.76	Asset Management Project - 32		80,394	16,898	63,496	3.76	70,942	9,452	0.13
4,735	(41,540)	46,275	1.11	Asset Management Project - 33		4,735	(41,540)	46,275	1.11	(13,642)	18,377	1.35
56,959	(37,513)	94,472	2.52	Asset Management Project - 34		56,959	(37,513)	94,472	2.52	36,451	20,508	0.56
51,110	(48,174)	99,284	2.06	Asset Management Project - 35		51,110	(48,174)	99,284	2.06	101,798	(50,688)	(0.50)
(80,558)	(127,659)	47,101	0.37	Asset Management Project - 37		(80,558)	(127,659)	47,101	0.37	(58,537)	(22,022)	(0.38)
29,718	23,542	6,176	0.26	Asset Management Project - 38		29,718	23,542	6,176	0.26	58,820	(29,102)	(0.49)
(28,265)	(10,812)	(17,453)	(1.61)	Asset Management Project - 39		(28,265)	(10,812)	(17,453)	(1.61)	(24,522)	(3,742)	(0.15)
140,940	3,050	137,890	45.21	Asset Management Project - 40		140,940	3,050	137,890	45.21	(145,531)	286,471	1.97
(120,191)	(48,399)	(71,792)	(1.48)	Asset Management Project - 43		(120,191)	(48,399)	(71,792)	(1.48)	(87,698)	(32,493)	(0.37)
(44,031)	(45,869)	1,838	0.04	Asset Management Project - 44		(44,031)	(45,869)	1,838	0.04	(73,331)	29,301	0.40
(31,575)	(58,312)	26,737	0.46	Asset Management Project - 45		(31,575)	(58,312)	26,737	0.46	(77,494)	45,918	0.59
3,689	(10,368)	14,057	1.36	Asset Management Project - 46		3,689	(10,368)	14,057	1.36	(28,638)	32,327	1.13
(10,540)	1,644	(12,184)	(7.41)	Asset Management Project - 49		(10,540)	1,644	(12,184)	(7.41)	(85,133)	74,593	0.88
26,475	5,311	21,164	3.98	Asset Management Project - 50		26,475	5,311	21,164	3.98	18,574	7,901	0.43
\$ (60,712)	\$ (684,634)	\$ 623,922	0.91	Total Net Income(Loss)		\$ (60,712)	\$ (684,634)	\$ 623,922	0.91	\$ (385,080)	\$ 324,367	0.84

AKKA ACTUAL/PROJECTED WORK-IN-PLACE DETAIL

	Actual	Projected	Total	Makua Aili (Const.Mgt.)	KVH	Kaimalino/ Kealahou	Hale Hauoli	Makani Kai Hale	Makua Aili (Const.)	Kalakaua	Kahekili Terrace	Kalanihua	Administration
MAR '10	801,688.00		801,688.00		200,000.00								601,688.00
APR	589,557.04		589,557.04		325,000.00	264,557.04							
MAY	630,992.76		630,992.76		270,283.55	283,431.88			77,277.33				
JUN	1,058,697.88		1,058,697.88		225,000.00	523,091.07		102,953.74	61,749.07		125,574.00	20,330.00	
JUL	888,528.75		888,528.75	27,645.00	300,456.00	179,703.63			277,997.82		102,726.30		
AUG	1,221,298.67		1,221,298.67	27,645.00	229,682.45	213,097.48		230,000.00	173,965.17	182,012.77	164,895.80		
SEPT	1,436,175.98		1,436,175.98	27,645.00	4,493.00	158,461.24		291,947.17	212,603.45	337,332.17	236,281.65	167,412.30	
OCT	1,090,632.75		1,090,632.75	27,645.00		121,897.00		176,575.00	7,068.00		757,447.75		
NOV	2,100,096.16		2,100,096.16	27,645.00		34,612.30		264,047.00	465,322.98	181,468.88	1,127,000.00		
DEC	1,477,647.21		1,477,647.21	27,645.00		126,898.00	319,397.36	233,915.85	228,421.00	0.00	541,370.00		
JAN '11	911,110.39		911,110.39	26,600.00	8,678.00	10,000.36	32,751.14	218,927.27	197,381.00		416,772.62		
FEB	677,684.31		677,684.31	14,370.72	3,439.38		17,919.54	110,861.87	133,283.00		388,686.80	9,123.00	
MAR	427,873.08		427,873.08	14,470.00			0.00		140,750.81		272,652.27		
APR	317,772.08		317,772.08	14,470.00			278,616.52		73,177.55		284,907.76		-333,399.75
MAY	295,663.82		295,663.82	14,470.00			0.00	22,536.69	58,657.13		200,000.00		
JUN	379,279.19		379,279.19	14,470.00			0.00		5,249.19		359,560.00		
JUL	396,449.12		396,449.12	18,056.25			278,392.87		0.00		100,000.00		
AUG	613,773.14		613,773.14	18,056.25			290,000.00		80,264.16	29,676.97	258,983.84		-63,208.08
SEPT		490,907.25	490,907.25	18,056.25			472,851.00						
OCT		317,329.25	\$317,329	18,056.25			299,273.00						
NOV		68,118.81	\$68,119	18,056.25			41,865.57			50,061.77			-41,864.78
DEC		18,056.25	\$18,056	18,056.25									
JAN '12		18,056.25	\$18,056	18,056.25									
FEB		18,055.00	\$18,055	18,055.00									
MAR													
	\$15,314,920	\$930,523	\$16,245,443	409,169.47	1,567,032.38	1,915,750.00	2,031,067.00	1,651,764.59	2,193,167.66	780,552.56	5,336,858.79	196,865.30	163,215.39

Total Value of Work In Place to Date	\$15,314,920	\$300,833	\$1,567,032	\$1,915,750	\$1,217,077	\$1,651,765	\$2,193,168	\$730,491	\$5,336,859	\$196,865
% Work In Place to Date	94.27%	73.52%	100.00%	100.00%	59.92%	100.00%	100.00%	93.59%	100.00%	100.00%
60% amount needed	\$ 9,747,266	\$ 245,502	\$ 940,219	\$ 1,149,450	\$ 1,218,640	\$ 991,059	\$ 1,315,901	\$ 468,332	\$ 3,202,115	\$ 118,119

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**AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)
EXPENDITURE REPORT**

Current Date:

9/8/2011 12:57

Project	Contract No.	NTP Issued	Contract Amount	Reporting Year 1				Reporting Year 2				Total	% Complete
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
				Oct-Dec 09	Jan-Mar 10	Apr-Jun 10	Jul-Sep 10	Oct-Dec 10	Jan-Mar 11	Apr-Jun 11	Jul-Sep 11		
Makua Aii - Construction Mgt. Service (SSFM International, Inc.)	CMS 08-39-SA02	N/A	\$409,171.00				\$55,290.00	\$82,935.00	\$68,615.72	\$57,880.00	\$14,470.00	\$279,190.72	68.23%
Kalihi Valley Homes - Site & Dwelling Improvements, Phase 4A (Rainforest G Construction, LLC)	CMS 09-15-CO01	10/26/2009	\$1,563,592.89			\$525,000.00	\$1,024,966.00	\$4,949.00	\$8,677.10	\$2,785.38		\$1,566,377.48	100.18%
Kaimalino & Kealakehe - Reroofing & Misc. Repairs (Coastal Construction, Inc.)	CMS 10-01	2/1/2010	\$1,915,750.00			\$547,988.92	\$915,892.18	\$314,970.15	\$136,898.75			\$1,915,750.00	100.00%
Hale Hauoli - Reroof & Renovation (Isemoto Contracting Co., Ltd.)	CMS 10-07	9/7/2010	\$1,798,597.00						\$370,068.04	\$278,616.52	\$278,392.87	\$927,077.43	51.54%
Makani Kai Hale I & II - Physical Improvements (Artistic Builders Corporation)	CMS 10-08	6/4/2010	\$1,629,267.00				\$97,806.05	\$914,441.75	\$430,200.96	\$185,779.14	\$23,536.69	\$1,651,764.59	101.38%
Makua Aii - Reroof and Structural Repairs (Hi-Tec Roofing, Inc.)	CMS 10-09	4/26/2010	\$2,090,130.11				\$590,989.39	\$684,994.43	\$559,087.69	\$272,585.49		\$2,107,657.00	100.84%
Kalakaua Homes - Reroofing (Tory's Roofing & Waterproofing, Inc.)	CMS 10-10	5/20/2010	\$780,553.00					\$700,813.82				\$700,813.82	89.78%
Kahekii Terrace - Physical Improvements (F&H Construction)	CMS 10-11	6/28/2010	\$5,259,289.00					\$2,388,927.77	\$514,302.01	\$994,257.77	\$403,119.55	\$4,300,607.10	81.77%
Kalanihua - Reroof & Elevator Lobby Improvements (ABC Design Center)	CMS 10-12	4/19/2010	\$196,865.00				\$20,330.00	\$167,412.30	\$9,122.55			\$196,864.85	100.00%
Administration	N/A	N/A	\$602,228.00		\$601,688.00							\$601,688.00	99.91%
Total Amount:			\$16,245,443.00	\$0.00	\$601,688.00	\$1,072,988.92	\$2,705,273.62	\$5,259,444.22	\$2,096,972.82	\$1,791,904.30	\$719,519.11	\$14,247,790.99	87.70%
Budget Balance:				\$16,245,443.00	\$15,643,755.00	\$14,570,766.08	\$11,865,492.46	\$6,606,048.24	\$4,509,075.42	\$2,717,171.12	\$1,997,652.01		
Percentage Expended:				0.00%	3.70%	6.60%	16.65%	32.37%	12.91%	11.03%			

NOTE: HPHA must expend at least 60% of all ARRA Funds no later than March 17, 2011. The expenditure rate of 87.70% is actual expenditures made based on eLOCCS input and check cut by FMO as of August 31, 2011.

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Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 9/1/2011

Note: All dates and costs are subject to change

MODERNIZATION (REBUILDING) OF HPHA ELEVATORS													
Name	Housing Type	Elevator No.	Year Elevator Installed	Age of Elevators in Years	Number of Units	Number of Floors	Modernizations Planned		Construction Cost	Funding Source	Design Start	Construction Start	Estimated Construction Completion
							Major	Minor					
Kalakaua Home Phase 1	Elderly	1	1983	25	221	10	2		\$460,733	FY09 Elevator CIP	Aug-08	May-11	Sep-11
		2	1983	25							Aug-08	Oct-11	Dec-11
Makua Alii Phase 1	Elderly	1	1967	41	211	20	2		\$460,733	FY09 Elevator CIP	Aug-08	Jun-11	Oct-11
		2	1967	41							Aug-08	Oct-11	Nov-11
Kalanihuia Phase 2	Elderly	1	1968	40	151	15	2		\$471,204	FY09 Elevator CIP	Aug-08	Nov-11	Mar-12
		2	1968	40							Aug-08	Mar-12	Jun-12
Paoakalani Phase 2	Elderly	1	1970	38	151	17	2		\$445,026	FY09 Elevator CIP	Aug-08	Dec-11	Mar-12
		2	1970	38							Aug-08	Apr-12	Jun-12
Pumehana Phase 3	Elderly	1	1972	36	139	21	2		\$465,968	FY09 Elevator CIP	Aug-08	Jun-12	Sep-12
		2	1972	36							Aug-08	Sep-12	Nov-12
Punchbowl Homes Phase 3	Elderly	1	1961	47	144	7	2		\$371,728	FY09 Elevator CIP	Aug-08	Jun-12	Aug-12
		2	1961	47							Aug-08	Sep-12	Nov-12
Makamae Phase 4	Elderly	1	1971	37	124	4	2		\$261,780	FY09 Elevator CIP	Aug-08	Nov-12	Jan-13
		2	1971	37							Aug-08	Jan-13	Mar-13
Wilikina Apts Phase 4	Family	1	1977	31	119	9	2		\$424,712	FY09 Elevator CIP	Aug-08	Nov-12	Feb-13
		2	1977	31							Aug-08	Feb-13	May-13
Salt Lake Apts	Family	1	1970	38	28	8	1		\$1,000,000	B-08-401-K			

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Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 9/1/2011

Note: All dates and costs are subject to change

MODERNIZATION (REBUILDING) OF HPHA ELEVATORS													
Name	Housing Type	Elevator No.	Year Elevator Installed	Age of Elevators in Years	Number of Units	Number of Floors	Modernizations Planned		Construction Cost	Funding Source	Design Start	Construction Start	Estimated Construction Completion
							Major	Minor					
Hale Poai	Elderly	1	1989	19	206	7		2	\$320,000	Full Modernization not required, only installation of safety related items. Funding dependent on bids for major modernization listed above.			
		2	1989	19									
Halia Hale	Elderly	1	1995	13	41	5		1	\$255,000				
Laiola	Elderly	1	1991	17	108	6		2	\$220,000				
		2	1991	17									
Kulaokahua	Homeless	1	1992	16	30	3		1	\$60,000				
Ho`olulu Elderly	Elderly	1	1994	14	112	7		2	\$245,000				
		2	1994	14									
Kamalu Elderly	Elderly	1	1993	15	109	7		2	\$240,000				
		2	1993	15									
Banyan St Manor	Family	1	1977	31	55	3							
	TOTAL	28			1,949	149	17	10	\$5,701,884				

Average age of elevators

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VI. FOR DISCUSSION/INFORMATION

The following item posted on the September 22, 2011 agenda do no have handouts

- B. Staff Reports
 - 2. Program Status Reports, including Vacant Unit Report. (Pg. 080)

A. Questions/Inquiries from the Board of Directors (August 18, 2011)

1. Board requested that HPHA research whether the FSS escrow accounts are maintained interest bearing accounts. Director McManaman requested that HPHA research liability of establishing these interest bearing accounts for the FSS families.

Determine whether the FSS program can help incentivize tenants during the tenant orientation sessions.

Response: The FSS accounts are maintained in interest bearing accounts and the interest is paid to the individual program participants.

2. Chair Gierlach asked whether the documents supporting SEMAP certification are available.

Response: Information was provided to Chair Gierlach during the August meeting. (For clarification, HUD will conduct a confirmatory review after the HPHA submits its SEMAP certification to HUD.)

3. Board requested additional information on the Kuakini remnant parcel and discussions with Senator Chun-Oakland and the City & County for maintenance costs.

Response: Staff continues to request/obtain information from the various stakeholders regarding this item.

4. When the REAC inspections are completed the HPHA shall provide the Board with a full report on the REAC scores and any new/updated Corrective Action Plans for failing properties.

Response: Staff will provide a report to the Board as scores are issued. HPHA is also required to submit a corrective action plan to HUD for AMP's which are failing. A copy of the corrective action plan will be provided to the Board for their information.

5. HPHA to provide Board with legend on AMP's and project names.

Response: The Board packet includes an AMP listing.

6. Board requested that HPHA pursue criminal property damage claims against tenants who willfully damage units. If people understood that they could be prosecuted for criminal property damage, it could serve as a deterrent.

Response: HPHA currently does pursue property damage claims against Tenants through the administrative grievance/eviction process pursuant to Chapter 356D, HRS. The Hilo Eviction Board recently found Tenants in violation of the Rental Agreement for causing property damage to newly constructed units and placed the families on a 12 month conditional eviction. Tenants can be immediately evicted if they engage in another property damage incident and/or fail to pay their portion of the damages to the unit. The standard of proof for the eviction hearing is the preponderance of the evidence. In this fact pattern HPHA has entered into a settlement agreement and could be deemed to have waived their right to any other course of action. HPHA also feels that the possibility of eviction is a strong deterrent against this type of behavior.

7. Board requested that HPHA examine whether there are procurement issues that are delaying the issuance of construction contracts. Requested that the HPHA put together an item for Board action on proposed changes to the procurement rules and/or legislative changes.

Response: HPHA staff met with the Comptroller and the Department of Accounting and General Services, Public Works Division staff to discuss procurement issues and various contracting options. Staff also discussed construction procurements with the Department of Education Office of Facilities and Planning Office. The next step is to determine whether there are others methods of procurement that HPHA can use to more efficiently manage the process and whether it requires statutory changes. Additional follow-up will be provided next month.

8. Board wants to discuss feasibility of holding the meetings at nearby housing facilities.

Response: Pending Board discussion on 9/22/11.

9. Board wants HPHA to investigate the possibility of having a live-in resident manager at HPHA properties. Any proposal for resident live-in managers

would be timely if the HPHA needs to request additional funding from the Legislature.

Response: Staff is preparing a response. Target date: October 2011.

10. Board requested that they be briefed on best practices on security and enforcement.

Response: Staff is preparing a response. Target date: November 2011.

11. Board requested that HPHA discuss policy changes with the Board before conducting public meetings; including requesting a discussion on preference for homeless and victims of domestic violence.

Response: All policy changes incorporated into the PHA Plan are considered by the Board prior to its inclusion in the plan. Staff will have discussions regarding proposed changes prior to the public hearing dates.

12. Director Yokoyama requested that HPHA staff contact the Department of Labor's Director Dwight Takamine, DOL regarding a group that is currently meeting regarding grant opportunities.

Response: Staff contacted Director Takamine at the recommendation of Director Yokoyama.

13. Board requested to see the plan to complete repair of the vacant units at AMP 37 Lanakila Homes.

Response: Enclosed in the ED report is a copy of the project phasing for Lanakila Homes.

B. Questions/Inquiries from the Board of Directors (July 21, 2011)

1. The Board inquired about having HUD conduct an orientation to its programs to the Board.

Response: HUD orientation is on scheduled to be on the September 15, 2011 Board agenda. HUD has confirmed their participation. (Due to the change in date, HUD is unable to attend the meeting on September 22, 2011. They were rescheduled for October 2011.)

2. The Board requested that HPHA explore ways to address the increase in water/sewer fees for AMPs that currently have a budget deficit.

Response: Staff is preparing a project analysis with anticipated increase in utility costs. Target date: October 2011.

VI. FOR DISCUSSION/INFORMATION

The following item posted on the September 22, 2011 agenda do no have handouts

- A. For Information: *Kolio, et al v. State of Hawaii, Hawaii Public Housing Authority; Denise Wise in her Official Capacity As Executive Director (Civil Case No. CV11-00266 and Civil No. 11-1-0795)*

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to *Kolio, et al v. State of Hawaii, Hawaii Public Housing Authority; Denise Wise in her Official Capacity As Executive Director (Civil Case No. CV11-00266 and Civil No. 11-1-0795)*

VI. FOR DISCUSSION/INFORMATION

The following item posted on the September 22, 2011 agenda do no have handouts

- B. For Discussion: Update on Recent Incidents at Mayor Wright Homes

VI. FOR DISCUSSION/INFORMATION

The following item posted on the September 22, 2011 agenda do no have handouts

- C. For Discussion: Report by Department of Attorney General Regarding Compliance Issues Concerning the Annual Contributions Contract and the Corrective Action Order

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities.

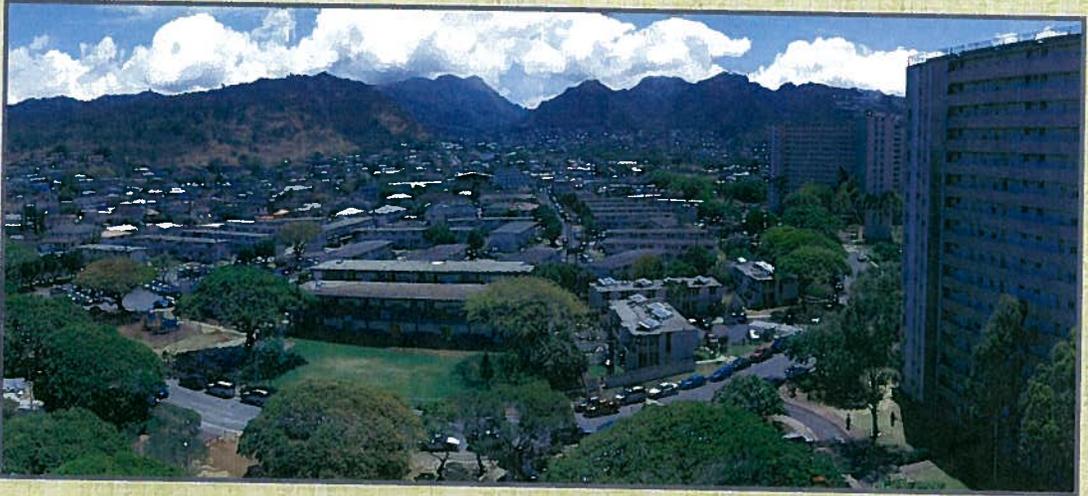
FOR INFORMATION

SUBJECT: Presentation by the Michaels Development Company on Future Phases of the Mixed Income Redevelopment at Kuhio Park Terrace

Handouts will be distributed at the Board meeting on September 22, 2011.

Hawaii Public Housing Authority

**The Revitalization of
Kuhio Park Terrace and Kuhio Homes**



KUHIO PARK TERRACE & KUHIO HOMES
THE MICHAELS DEVELOPMENT COMPANY

VI. FOR DISCUSSION/INFORMATION

The following item posted on the September 22, 2011 agenda do no have handouts

- E. For Discussion: Weed & Seed Strategy in HPHA's Federal Public Housing Program



FOR DISCUSSION

SUBJECT: Location of HPHA Board Meetings and Possible Alternate Sites or Rotation at Public Housing Complexes

I. FACT

- A. The HPHA Board Chair is requesting that the Board of Directors discuss the possibility of holding the monthly meetings at alternate sites or rotate the meetings at public housing complexes.
- B. A copy of the HPHA's public housing inventory is attached.

II. DISCUSSION

- A. To be discussed at the September 22, 2011 Board meeting.

090

September 22, 2011

FOR INFORMATION

SUBJECT: Calendar of Resident Advisory Board Meetings

I. **FACTS**

- A. The Public Housing Agency (PHA) 5-Year and Annual Plans are a requirement of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) and the Housing and Economic Recovery Act (HERA) of 2008. All public housing agencies administering federal public housing and Section 8 tenant-based (Housing Choice Voucher) assistance programs must submit their plans to the U.S. Department of Housing and Urban Development (HUD) to be eligible to receive administrative, operating, Capital Fund Program, and Section 8 Housing Choice Voucher assistance monies.
- B. The HPHA 2009 – 2014 Five Year and Annual Plan as approved by the Board on April 16, 2009, states the HPHA mission and sets out the goals and objectives of HPHA for the 5-year period. The FY 2010-2011 Annual Plan and the FY 2011-2012 Annual Plan modify those goals and objectives and update the progress in meeting them.
- C. Meetings with the Resident Advisory Board (RAB) on the draft PHA Plan typically start in September and conclude in March. Attached is a copy of the Calendar of RAB meetings, including discussion topics and the Branches that meet with the RAB.

Attachment: RAB Calendar

Prepared by: Stephanie Fo, Property Management and
Maintenance Program Branch Chief 

096

SCHEDULE FOR RAB MEETINGS from September 2011 to April 2012 (Tentative)
Hawaii Public Housing Authority (HPHA) Resident Advisory Board

Date/Day	Location	Subject Matter	Attendees
September 7, 2011 Wednesday 9:00am to 3:00pm	HPHA 1002 N. School St Bldg E	<ul style="list-style-type: none"> • RAB Organization Meeting • Executive Director to Address RAB • RAB Election of Officers • Schedule of Presentations to RAB by HPHA Planning & Evaluation Office. • Discussions 	RAB PMMSB OED
October 12, 2011 Wednesday 9:00 am to 3:00pm	HPHA 1002 N. School St Bldg E	<ul style="list-style-type: none"> • Pending Amendment to 17-2021 HAR (Grievance Procedure) (PEO) • Feedback from GOV re: legislative proposal for Resident Member nominations (if any) (PEO) • Discuss progress on Implementation of Current FY PHA Plan Items since HUD approval (PMMSB) • Present Board developed Plan items (resulting from your Board For Info) (PEO/PMMSB) • Request Issues RAB would like to see addressed in upcoming PHA Plan (PEO) 	RAB PMMSB PEO
November 9, 2011 Wednesday 9:00am to 3:00pm	HPHA 1002 N. School St Bldg E	<ul style="list-style-type: none"> • Update on HAR and Legislative Items • PMMSB Progress on Plan Item implementation • Present Draft 2013 Annual Plan for RAB discussion 	RAB PMMSB PEO
December 7, 2011 Wednesday 9:00am to 3:00pm	HPHA 1002 N. School St Bldg E	<ul style="list-style-type: none"> • Updates on HAR, legislative, PMMSB Progress • Discuss Draft PHA Plan • Receive RAB Comments/Recommendations on Draft 	RAB PMMSB PEO
January 11, 2012 Wednesday 9:00am to 12:00pm	HPHA 1002 N. School St Bldg E	<ul style="list-style-type: none"> • Present HPHA response to Comments/Recommendations • RAB Approval of Draft Plan for presentation to board and approval to go to public hearing 	RAB PMMSB, PEO
February 8, 2012 Wednesday 9:00am to 1:00pm	HPHA 1002 N. School St Bldg E	<ul style="list-style-type: none"> • Planning & Evaluation Office • Draft 2012 HPHA Annual Plan • Public Hearing on all islands 	RAB PMMSB PEO
March 14, 2012 Wednesday 9:00am to 1:00pm	HPHA 1002 N. School St Bldg E	<ul style="list-style-type: none"> • Organize/Prepare for Next Year's RAB 	RAB OED, PMMSB
April 11, 2012 Wednesday 9:00am to 3:00pm	HPHA 1002 N. School St Bldg E		



American Recovery and Reinvestment Act funds
 identified as "CFP ARRA"

FEDERAL: Capital Fund Program (CFP) (Operations, Admin, Mgt Improv)

	Total CFP Appropriation	Budget Construction Activities (BLI 1411-1501)	Budget Operations (BLI 1406)	Budget Management Improvements (BLI 1408)	Budget Administration (BLI 1410)	Budget Contingency (BLI 1502)	CFP Obligated	% Obligated	Balance	Obligation Deadline	Notes
CFP 717	\$12,892,393	\$8,760,978	\$2,578,479	\$263,697	\$1,289,239	\$0	\$12,892,393	100.00%	\$0	9/1/09	Closed 9-12-11
CFP 718	\$12,613,733	\$8,393,749	\$2,522,746	\$435,865	\$1,261,373	\$0	\$12,613,733	100.00%	\$0	6/12/10	All Contracts Awarded
CFP ARRA	\$16,245,443	\$15,528,245	\$0	\$0	\$601,688	\$115,510	\$16,245,443	100.00%	\$0	3/17/10	All Contracts Awarded
CFP 719	\$12,526,177	\$8,802,577	\$2,416,486	\$54,497	\$1,252,617	\$0	\$12,471,680	99.56%	\$54,497	9/14/11	All Contracts Awarded Except Management Improvements. LOCCS created 09-12-09
CFP 720	\$12,389,235	\$8,624,727	\$2,477,847	\$47,738	\$1,238,924	\$0	\$0	0.00%	\$12,389,235	7/14/12	These funds are available to PHA's. LOCCS created 06-23-10
CFP 721	\$10,301,898	\$7,211,328	\$2,060,380	\$0	\$1,030,190	\$0	\$0	0.00%	\$10,301,898	7/13/13	These funds are available to PHA's. LOCCS created 07-13-11
Totals	\$76,968,879	\$57,321,604	\$12,055,937	\$801,797	\$6,674,031	\$115,510	\$54,223,249	70%	\$22,745,630		

FEDERAL: Capital Fund Program (CFP)

	Total CFP Appropriation	Expended Construction Activities (BLI 1411-1501)	Expended Operations (BLI 1406)	Expended Management Improvements (BLI 1408)	Expended Administration (BLI 1410)	Expended Contingency (BLI 1502)	Expended to Date Total Funds	% Expended	Balance	Expenditure Deadline	Notes
CFP 717	\$12,892,393	\$8,760,978	\$2,578,479	\$263,697	\$1,289,239	\$0	\$12,892,393	100.00%	\$0	9/12/11	Closed 9-12-11
CFP 718	\$12,613,733	\$4,534,273	\$2,522,747	\$296,593	\$1,261,373	\$0	\$8,614,986	68.30%	\$3,998,747	6/12/12	All Contracts Awarded
CFP ARRA	\$16,245,443	\$14,216,612	\$0	\$0	\$601,688	\$0	\$14,818,300	91.22%	\$1,427,143	3/17/12	All Contracts Awarded
CFP 719	\$12,526,177	\$160,065	\$2,416,486	\$0	\$1,249,723	\$0	\$3,826,274	30.55%	\$8,699,903	9/14/13	All Contracts Awarded. LOCCS created 09-12-09
CFP 720	\$12,389,235	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	\$12,389,235	7/14/14	These funds are available to PHA's. LOCCS created 06-23-10
CFP 721	\$10,301,898	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	\$10,301,898	7/13/15	These funds are available to PHA's. LOCCS created 07-13-11
Totals	\$76,968,879	\$27,671,928	\$7,517,711	\$560,290	\$4,402,023	\$0	\$40,151,952	52.17%	\$26,515,029		

STATE: Capital Improvement Program (CIP)

	State GO Bond Appropriation	Budget Design Allot as of 8/6/11	Budget Construction Allot as of 8/6/11	Approved Design Allot as of 8/6/11	Approved Const Allot as of 8/6/11	Total Budget Allot as of 8/6/11	Expended	% Expended	Balance	Encumbrance Deadline Date	Notes
07-'08 Lump Sum CIP	\$19,910,000	\$4,108,495	\$13,539,534			\$17,648,029	\$10,217,243	57.89%	\$7,430,786	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2)
08-'09 Lump Sum CIP	\$10,000,000	\$3,356,700	\$589,596			\$3,946,296	\$1,165,603	29.54%	\$2,780,693	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2)
07-'08 Elevator	\$4,939,503	\$673,632	\$3,917,316			\$4,590,947	\$3,383,822	73.71%	\$1,207,125	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2)
08-'09 Elevator	\$6,410,000	\$7,975	\$3,475,202			\$3,483,177	\$65,266	1.87%	\$3,417,911	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2)
09-'10 Lump Sum CIP	\$7,913,000	\$2,243,154	\$5,355,545			\$7,598,700	\$2,352,508	30.96%	\$5,246,192	6/30/12	Allotment Granted
10-'11 Lump Sum CIP	\$4,500,000	\$776,473	\$3,480,000			\$4,256,473	\$0	0.00%	\$4,256,473	6/30/12	Allotment Granted
STATE CIP TOTALS	\$53,672,503						17,184,442	32.02%	\$24,339,181		

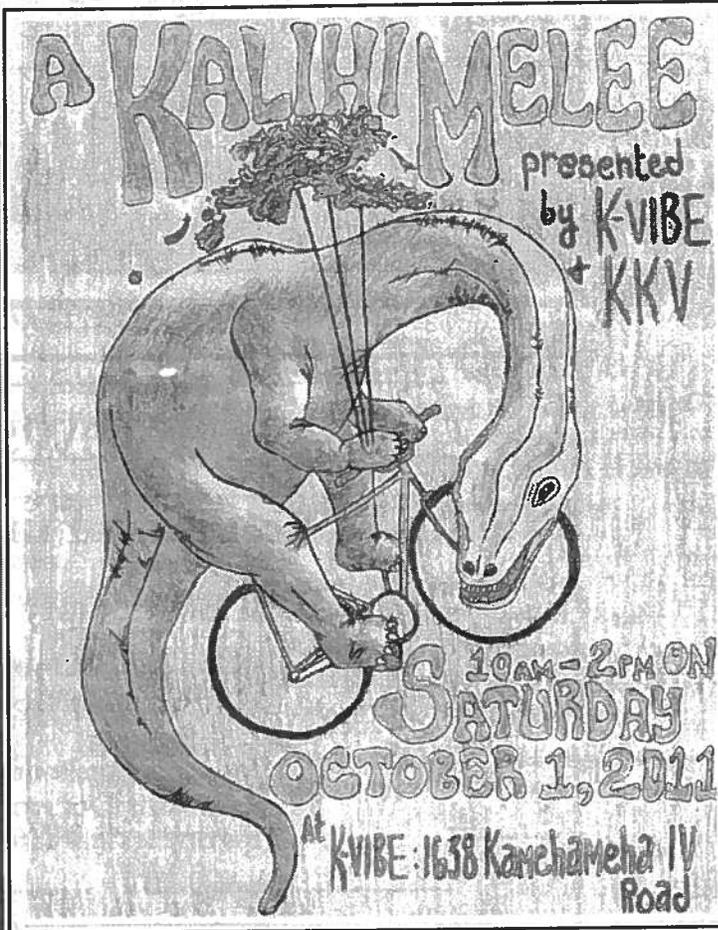
**K
E
Y**

- 1411 - Audit Costs
- 1430 - Fees & Costs
- 1450 - Site Improvement
- 1460 - Dwelling Structures
- 1465 - Dwelling Equipment
- 1470 - Non-Dwelling Structures
- 1499 - Development Activities
- 1501 - Collateralization or Debt Service Paid by PHA
- 1502 - Budget Contingency

Tower News

Magandang araw • 汝好 • Yokwe • Naimbag • Aloha • こんにちは • Alii • Bom dia • Hāfa

Eat Well - Ride Bikes - Have Fun! A Kalihi Mēlée - An Event for All Ages!



On Saturday, October 1st, KVIBE and KKV's Roots Program will host "A Kalihi Melee." The event will take place at KVIBE's warehouse beginning at 10:00 AM and ending at 2:00 PM. The purpose of the event is to showcase Kokua Kalihi Valley's various programs promoting health and wellness for the people of Kalihi Valley.

"A Kalihi Melee" will showcase KKV's Roots Program which is headquartered at the back of Kalihi Valley at KKV's Ho`oulu `Aina Nature Preserve. Roots Program staff will provide cooking demonstrations with fruits and vegetables grown at the three-acre community garden at Ho`oulu Aina. The demonstrations, coordinated by Jesse Lipman, will help inspire the community of Kalihi to be harmonious with the foods of the land and give tips on how to cook healthy, low cost foods.

KVIBE will showcase bicycles as an evolved form of transportation. Bicycles built by the youth of Kalihi will be on display. KVIBE is a safe place for the children of Kalihi to learn about bicycles and the program encourages bicycle riding as a healthier way of life. Possible activities at "A Kalihi Melee" are bike polo, BMX competitions, and other bicycle shenanigans and fun.

"A Kalihi Melee" will also feature various KKV programs such as: family strengthening, ESL, sewing, and tobacco cessation. More KKV programs may also be included to promote wellness for the community. For more information please contact Sau Hsu, KVIBE Coordinator via shsu@kkv.net.

KVIBE is located at
1638 Kamehameha VI Road - up the road from 7-11.

YouthBuild Program Builds Success!

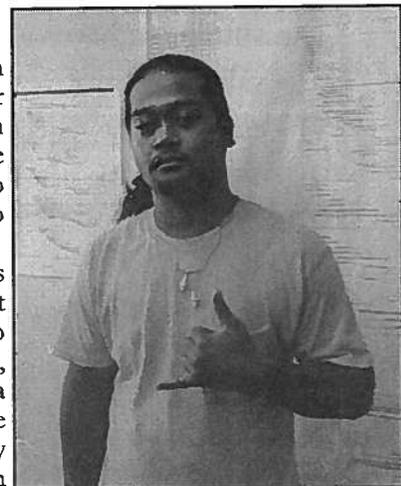
Ryan Martin doesn't have a long commute to work. In fact, he doesn't even need to get in his car. This is just one of the benefits in his new job.

Ryan, a Kuhio Park community resident, is 19 years old and was involved in PACT's Teen Center program when he learned of opportunities that the YouthBuild program offers. He enrolled in the program a little over a year ago and is now employed by one of the state's largest locally based contracting companies, A. C. Kobayashi, Inc., is in the Carpenter's Union apprentice program, and is earning a good wage helping to renovate the Towers at Kuhio Park.

"The Teen Center was always helping me to succeed," says Ryan. Through PACT's

referral to YouthBuild, Ryan earned his high school diploma and took classes in consumer economics, government and laws, and health among others. Upon completion of the program, YouthBuild referred him to Kobayashi who in turn helped him get into the Union.

"I really like working with my hands and learning more about things that are not taught in school," said Ryan. "I'd like to build homes someday," he adds. Meanwhile, Ryan, who's been on the job a little over a month, is helping to build and install the temporary barricades that help residents stay safe. He encourages more youth to join PACT's Teen Center and learn about the many opportunities available.



Ryan Martin, a Kuhio Park community resident and new member of the A. C. Kobayashi construction team

Join the New Resident Association

A Resident Association is forming to represent those living in Towers A & B, and **YOUR** help is needed! If you're interested in becoming a member or know someone who is, please place your nominations in Trailer A - there's a box in Anni's office.



Elections will be held on October 20 from 4:30 to 7:30 pm in the Community Hall.

HAWAII LITERACY TEMPORARY LOCATION

Hawaii Literacy will be making a temporary move to a new location until their new home on the main floor of Tower A is ready. They'll be moving on September 19.



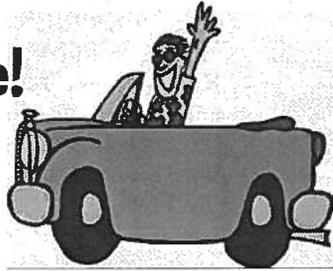
Old Location

New Location - Low-rise 19A



Parking Passes... They're Here!

Parking passes have arrived and distribution will begin at the resident meeting on Wednesday, September 21.



If you can't make the meeting, no problem, visit Enele in Trailer A if you live in Tower A and Kainoa in Trailer B if you live in Tower B before October 1 to get your parking pass.

Residents will need to bring in a valid driver's license, current registration, valid insurance, and a current safety sticker to get your pass. Two passes are available per apartment. If anything needs to be updated, please make sure to take care of that quickly.

Please remind your guests that they need to provide the same information in order to enter the property.

These parking passes will allow a higher level of safety and security, and that's something we all want.

Please bring the following to get your parking pass

- ◆ valid driver's license
- ◆ current registration
- ◆ valid insurance
- ◆ current safety check

make sure to get your pass by

October 1st



FOOD DROP

Sept. 22, 2011

10:30 AM - 2:30 PM

at

Solid Rock Fellowship

behind Tower B

School News

Health & Wellness Fun Fair

at

Fern Elementary School

Saturday, October 1

9:30 am - 1:30 pm

Food Booths, Game Booths, Country Store, Cooking Demonstrations, Tips on Healthy Lifestyles



Walk to School Day

at

Linapuni Elementary

&

Kalihi Waena Elementary

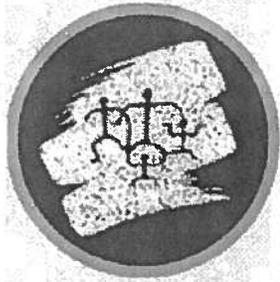
Wednesday, September 28

beginning at 7:00 AM

Prizes, Gifts, Special Dignitaries with a **BICYCLE RAFFLE** at both schools

Promoting
Healthy Lifestyles & Complete Streets





PACT
PARENTS AND
CHILDREN TOGETHER
A FAMILY SERVICE AGENCY

Two Day
LIFELONG LESSONS
in
FINANCIAL
MANAGEMENT

Friday, September 23 & 30
(must attend both days)

9 AM - 3 PM

at the
KPT Resource Center
For information and to
register call 792-9740



The Classes are
FREE
and
LUNCH
is provided

OPEN ENROLLMENT
HEAD START/EARLY HEAD START PROGRAM

Looking for Child Care with an Educational Focus?

PACT provides a free and/or affordable Curriculum-Based child care program to provide children and families a "Head Start" towards school success.



Please call 842-5996 for an application and for more information.



PACT COMMUNITY TEEN PROGRAM

School is back in full swing and the
Teen Center is opened!
Tuesday - Friday from 2:15 to 4:00 p.m.

Staff provide homework help, an after school snack and a computer lab for research and projects.

After study hall, visit the
Drop-In Center until 7:30 p.m.

With games, pool, foosball, sports, video games (like Madden Football and Just Dance), movies, the computer lab and FUN!
Also open on Saturday.

Located in the Kameha'ikana Resource Center downstairs by the gym. Stop by and see what's happening and sign up! For more information call: 842-1843.



HOUSE KEEPING TIP



The (Almost) Only Cleaner You'll Ever Need

Vinegar & Water

Mix in a spray bottle for pests, mold, mildew, odors, stains, unclog drains, and so much more!

Plus, it's non-toxic and inexpensive

FACE Parent Leadership Institute

September 24, 9:00 am-3:00 pm

This two day leadership training aims to empower parents/guardians of students attending schools in the Farrington Complex with the knowledge, tools and resources they need to be more involved in their children's education and the state's public school system. Parents and community members from other schools are invited to register if they agree to volunteer in the Farrington Complex schools.

Trainer:
Mary Gonzales, Gamaliel Foundation

Contact:
FACE: 522-1304
Patrick Zukemura, Education Organizer: 391-3464

Location:
Susannah Wesley Community Center
1117 Kaili Street

Cost:
\$25 for members ~ \$50 for non-members



Finding the JOY & BEAUTY in life...

The residents on the 5th floor of Tower A have an angel in their midst. Juliete Won is what some may call a "clean freak", and Larry Wood, maintenance technician couldn't be happier. "If there was one person on every floor like Juliete, it would really make a difference," he said. "She takes care to make sure that all trash is placed down the chute, she sweeps daily, and above all she is a really nice person," he adds.

Larry noticed a big difference while on his Sunday rounds. "While all the other floors were littered, this floor was spotless!" It took him a while to figure out what the difference was, then observed Juliete sweeping the hall. "She really likes to keep not only her own home clean, but the area around her home. If she had more time, you might find her mopping the lobby," he laughs.

"We want to honor the time Juliete spends in helping to make the Towers at Kuhio Park a lovely place," said Kalia McKeague, General Manager. "We also look forward to honoring others that make similar efforts of community spirit.

Our maintenance technicians will keep an eye out for those who help above and beyond the call, and if any resident knows of someone who deserves recognition, please let Anni Peterson, our Social Services Director know," she adds. "We will be featuring these exceptional community leaders in our newsletters."

Warmest Aloha and Mahalo to Juliete!!!



INTERNATIONAL

WALK TO SCHOOL DAY

IN HAWAII

Like so many people from a bygone era, students from the Towers at Kuhio Park don't ride a school bus, they Walk to School everyday! To honor this lifestyle and to highlight the benefits of walking, students at Kalihi Waena and Linapuni are participating in a state-wide

Walk to School Day on Wednesday, September 28th. This year marks the 12th anniversary of the event in Hawaii. Watch for details from the schools, and if you want to volunteer, please sign up in Anni's office in the Trailer closest to the Resource Center.

Construction Update

Tower A construction is proceeding faster than expected with a 33 day turn-around from the time a resident moves out of their 1960's unit and into their 21st Century unit. Ninety families are now living in their new units. The 12th floor was completed

on September 13, completion of the 10th and 11th floors is expected by the end of September. This high level of accomplishment could not be done without the full cooperation of the residents and your help is very much appreciated.

Renovation of the Tower A laundry room will begin on September 19. Extra washers and dryers will be moved to the Tower B laundry facility and everyone's patience is requested throughout this transition. By the end of the year, renovations to Tower A are scheduled to be completed.

If work continues at this pace, it's possible that work on Tower B will begin this year.



You can see the completion of Tower A as the new... installed on the extended living area

Thank You for Your Care Around Construction Areas!!!

Resident Meeting

The Michaels Organization & Interstate Realty Management

are holding a

Resident Meeting for Tower A & B

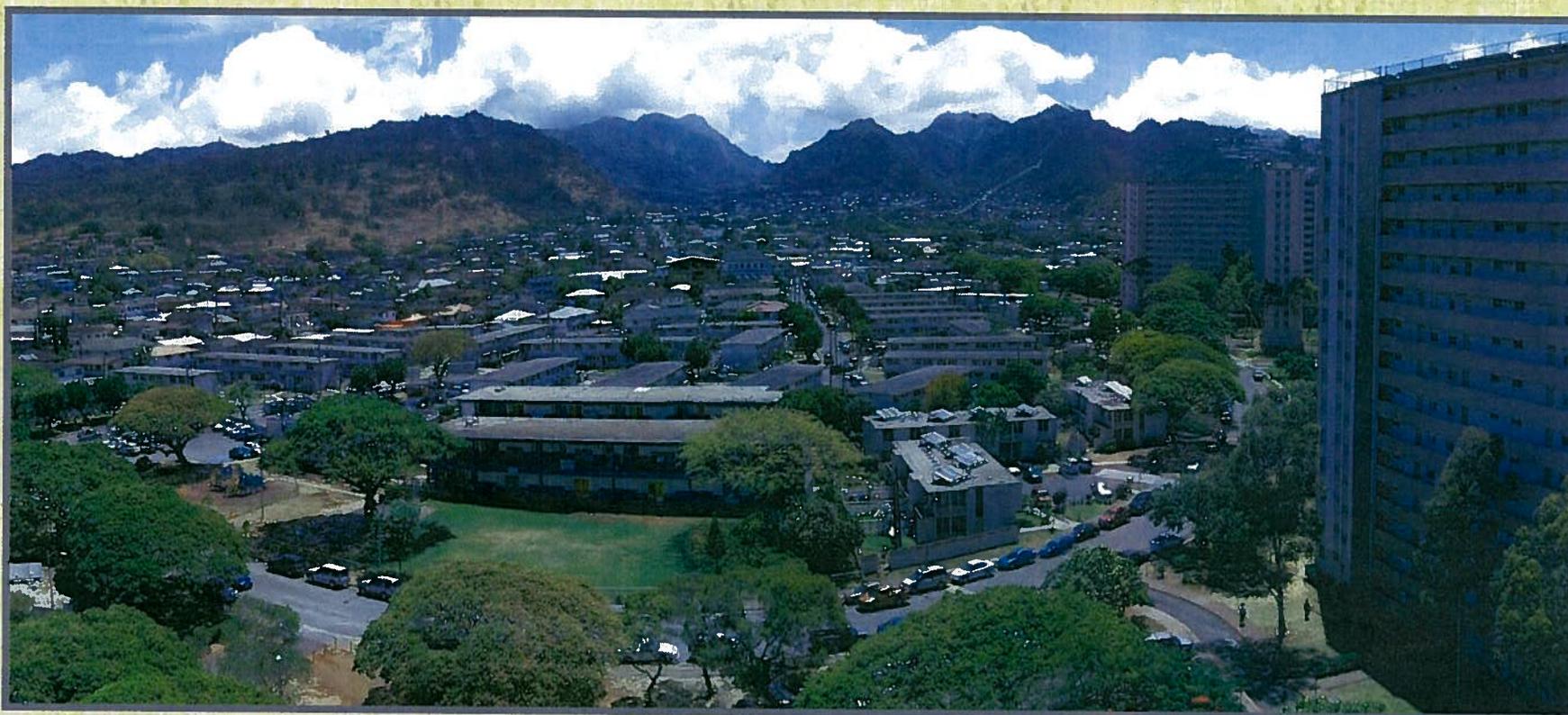
Wed. September 21

5:30 - 7:30 pm

in the Community Hall

Everyone in the Towers, the Low Rises and Beyond is invited!

THE REVITALIZATION of THE KUHIO PARK TERRACE COMMUNITY



OVERVIEW

- **Introduction of Developers**
- **Conceptual Plan**
- **Phase 1 – Kuhio Park Terrace Towers**
- **Future Phases**
- **Property Management & Social Services**





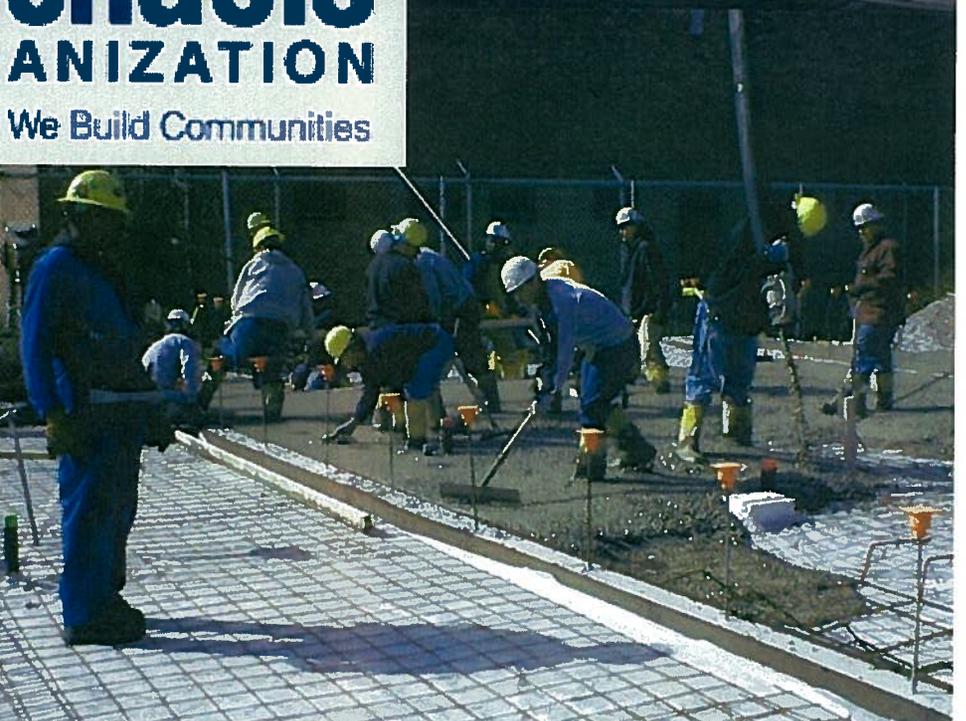
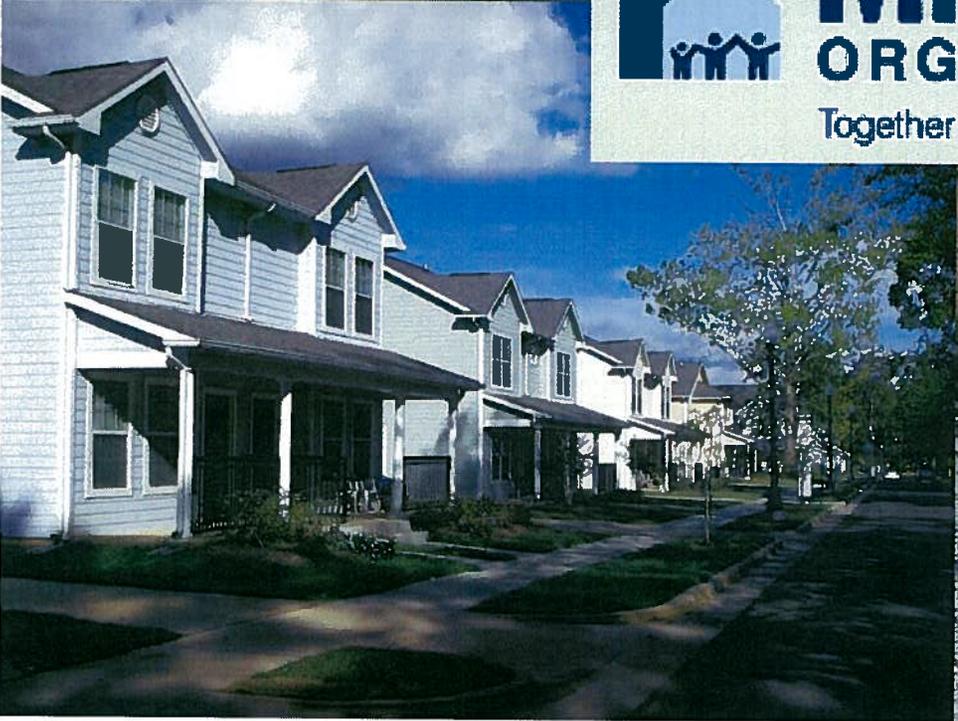
INTRODUCTION OF DEVELOPERS



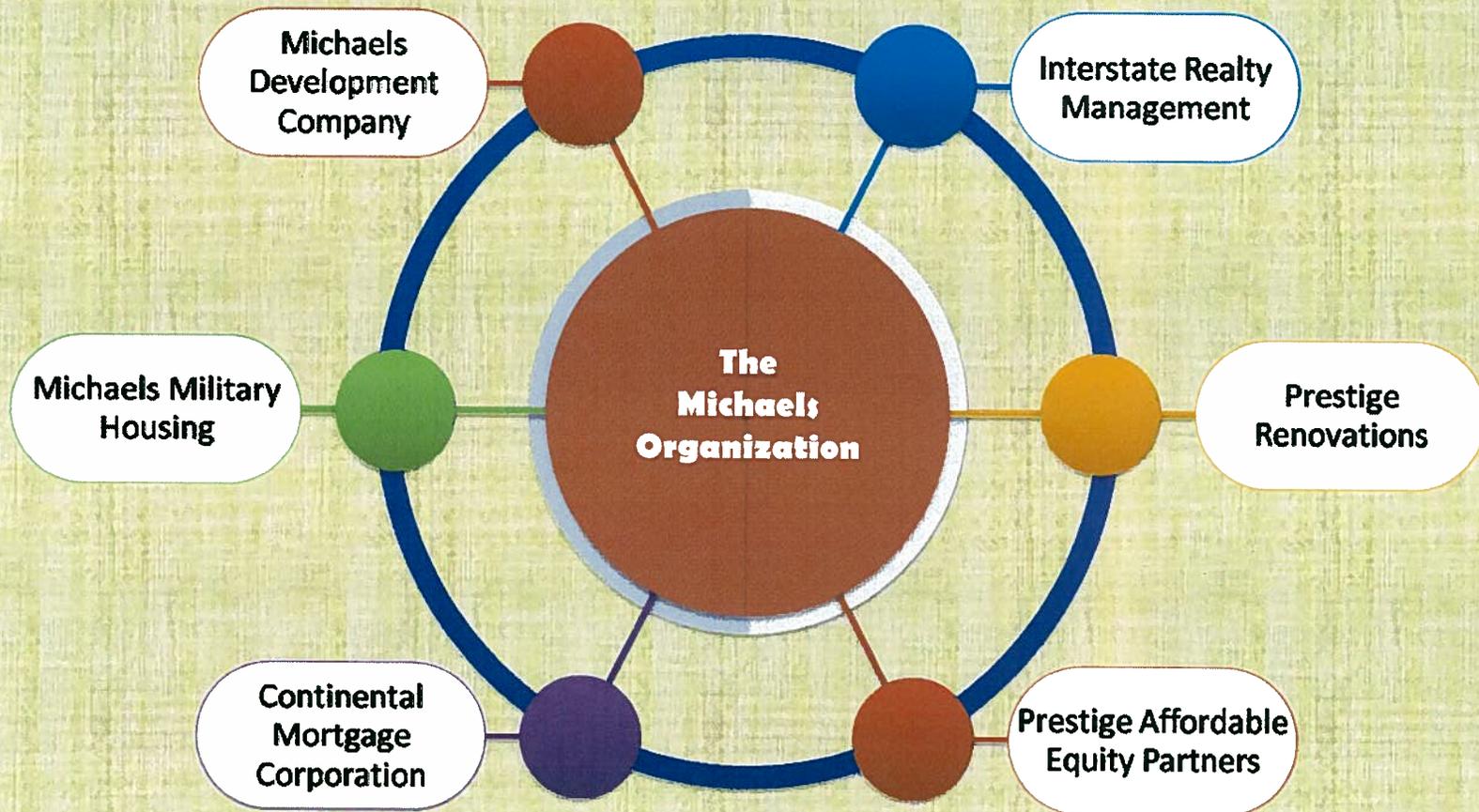
THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY



 **THE Michaels ORGANIZATION**
Together We Build Communities



RANGE OF SERVICES



Over the years, the Michaels Development Company has gained experience in virtually every aspect of mixed-income and affordable housing development.

PROJECT SPECIFIC EXPERIENCE

Michaels Development Company has been trusted by Housing Agencies across the country to work with them on some of their most significant housing developments and neighborhood revitalization efforts.

Michaels has partnered with 11 public housing authorities to produce over 6,500 new mixed finance units in 27 public housing developments across the nation.

Belmont Heights Estates, Tampa, 860 units, \$78 M

Legends South Chicago, 2,400 units, \$583M

Westhaven Park Chicago, 760 units, \$185M

New Desire New Orleans, LA 425 units \$46.5M

Victory Village Meridian, MS 230 units \$29M

Cardinal Ridge Kansas City, MO 160 units \$21.1M

Spring Gardens Community Revitalization
Philadelphia, PA 60 units \$19.5M

Newtown Revitalization Sarasota, FL 850 units
\$120M

Gladys P Jacobs Philadelphia, PA 80 units \$6M

Maple Corners Kansas City, MO 100 units \$21.5M

Willow Glen Kansas City, MO 50 units \$6.9M

Lafayette Gardens Jersey City, NJ 500 units \$181M

McGuire Gardens Camden, NJ 250 units \$43.6M

Roosevelt Manor Camden, NJ 190 units \$34.8M

North Albany Homes Albany, NY 160 units \$29.4M

Country Club Gardens Tulsa, OK 445 units \$57.1M

8 Diamonds Philadelphia, PA 230 units \$31M

Westrock Redevelopment New Haven, CT 545 units
\$190.8M

Branch Village Camden, NJ 425 units \$106.3M



MDC - PROJECT EXPERIENCE

LEGENDS SOUTH HOPE VI PROJECT - CHICAGO, IL

One of the largest revitalization efforts ever undertaken by the City of Chicago!

Original Superblock - 4,321 units spanning over 2 Miles



Three-Phased Redevelopment Plan

2,388 mixed-income units:

- 794 public housing
- 666 LIHTC
- 434 market-rate rental
- 494 affordable homeownership

7 Different Funding Sources

With 2,388 units and development costs totaling an estimated \$583 million, it is the most extensive public housing redevelopment program ever undertaken in the United States!!!

MDC - PROJECT EXPERIENCE

WESTHAVEN PARK

HOPE VI PROJECT - CHICAGO, IL

755 Mixed-Income Units

- 466 rental units, 271 reserved as public housing, 83 affordable and 112 market rate units
- 89 homeownership units, 47 reserved for moderate-income buyers and 242 will be unrestricted by income.

7 Different Funding Sources = \$185 Million

2005 Project
of the Year –
Mixed
Income

Outstanding
For-Profit
Neighborhood Real
Estate Project



During construction, special care was taken to minimize the need for even the temporary relocation of current residents. Vacant properties are being developed first. As these new units come on-line, the residents of existing housing will move in. The apartments previously occupied by these residents will then be demolished, and construction of the remaining units will begin.

LOCAL DEVELOPER

Vitus Group has developed over 7,000 units in 14 states primarily focused on the West Coast, East Coast and Hawaii.



Vitus has extensive expertise in:

- Complex Financing Structures
- HUD Preservation
- Rural Development Acquisition

Over 20 Years Experience in the Affordable Housing Industry



VITUS- PROJECT EXPERIENCE

KEKAHA PLANTATION ELDERLY HOUSING - KEKAHA, KAUAI

Preservation of Senior units
in danger of converting to
Market Rate Condos



36 UNIT COMMUNITY
100% Section 8 Based
\$1,400,000 Renovation Costs included:

- * Photovoltaic Panels
- * Installation of Septic Tanks - EPA Mandate
- * Community Center
- * Granite countertops, stone tub surrounds



VITUS - PROJECT EXPERIENCE

GOLDEN WEST TOWER HUD PRESERVATION – TORRANCE, CA



180 UNIT SENIOR COMMUNITY

100% Section 8 Based

\$14,500,000 Renovation Costs

Extensive Seismic and Safety Repairs

Financing Included

- * Tax – Exempt Bonds
- * Taxable IRP Bonds
- * LIHTC Equity



VITUS - PROJECT EXPERIENCE

LOKAHI APARTMENTS

AFFORDABLE – KAILUA-KONA, HI

306 UNIT MULTI FAMILY COMMUNITY

\$65,000,000 New Construction Project

Units will include:

- ~ Granite Countertops
- ~ Solar Hot Water
- ~ Solid Hardwood Cabinets
- ~ Koa like Flooring

4 Recreation Areas to include a Basketball Court, Volleyball Court, Gazebos and a BBQ Pit



Largest Affordable Housing Community on the Big Island of Hawaii



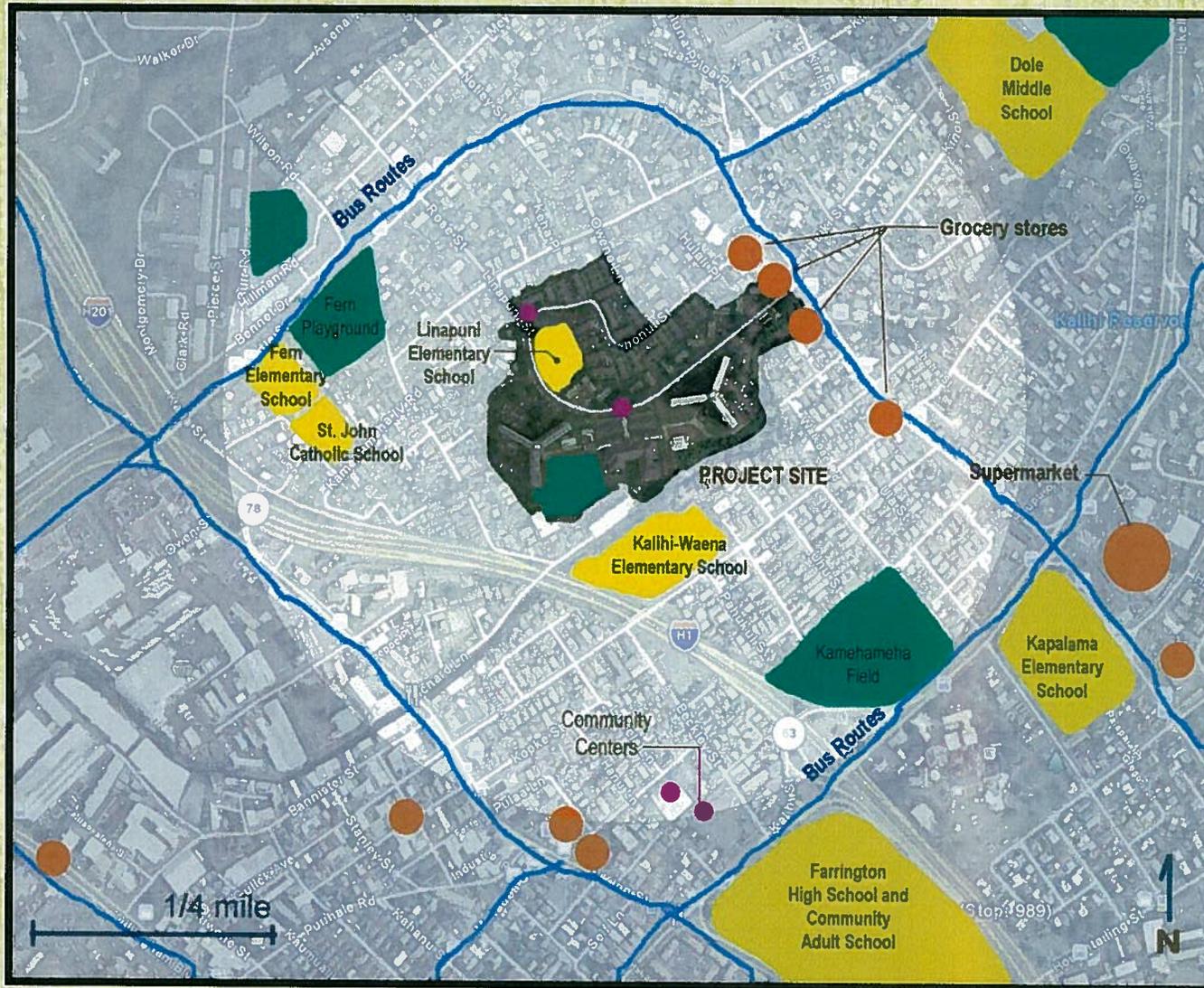


CONCEPTUAL PLAN



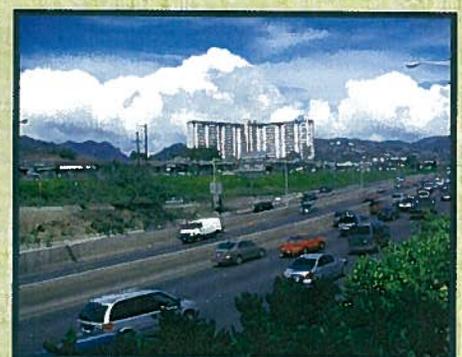
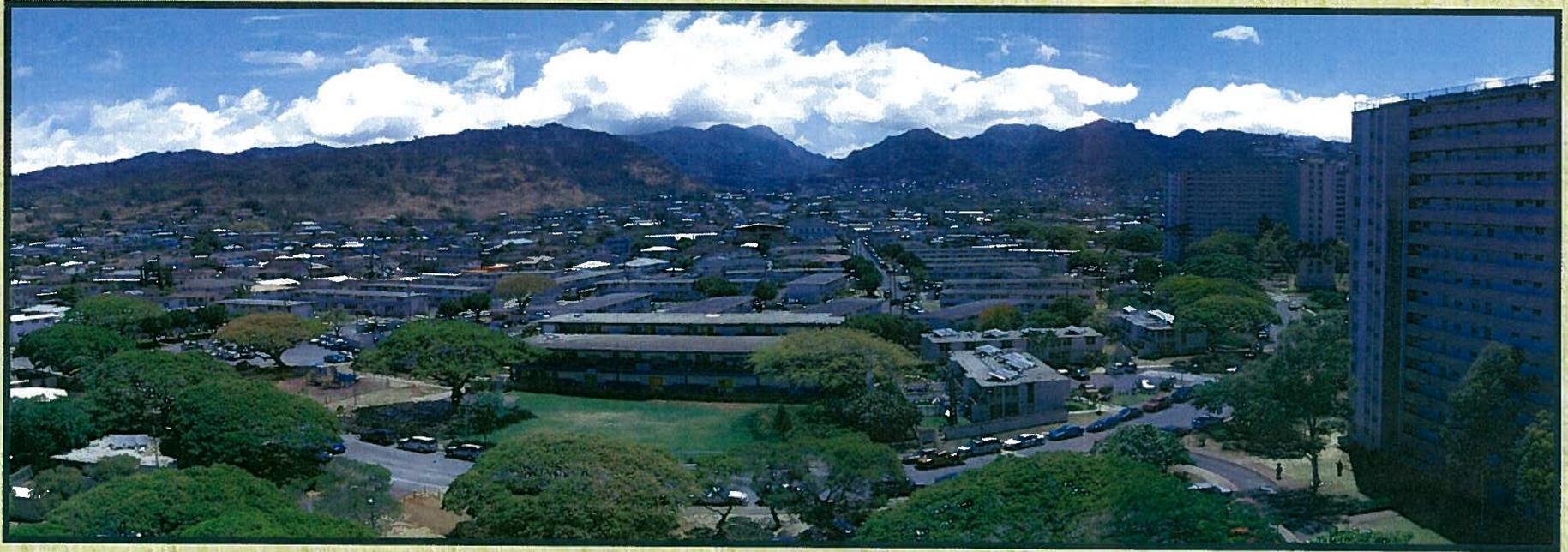
THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

EXISTING NEIGHBORHOOD CONTEXT



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

EXISTING CONTEXTUAL SITE CONDITIONS

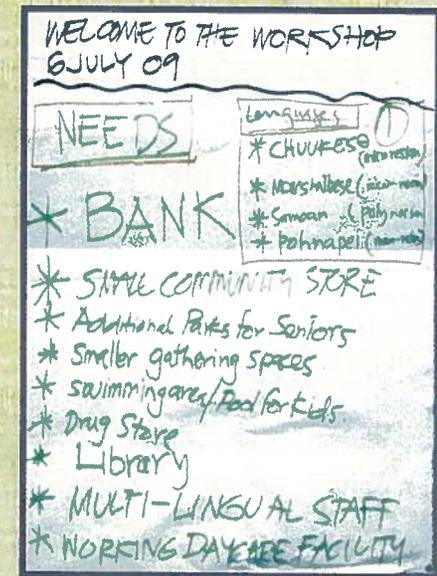
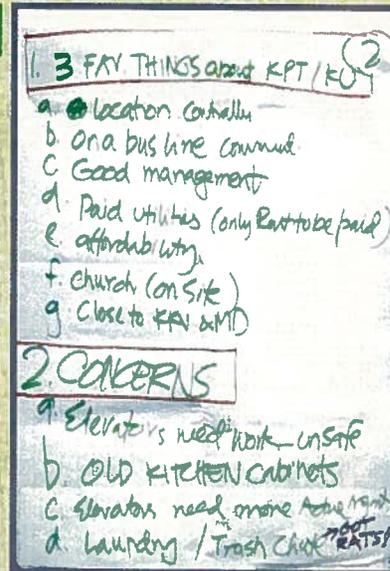


THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

RESIDENTS SHARE THEIR THOUGHTS:

COMMUNITY MEETING – JULY 6, 2009:

- Smaller neighborhood parks
- Gathering spaces
- Library
- Bank
- Community store
- Pharmacy
- Working Daycare
- Pedestrian Community
- Increased security
- Working elevators
- Maintaining community church
- Community garden space
- Improved laundry facilities
- Additional parking
- Improved utilities and sewer
- Cleaner trash areas



CONCEPTUAL MASTER PLAN VISION



Our approach to our planning strategy is to work collaboratively with community partners to capitalize upon the unique neighborhood assets, creating a new community that is a source of pride for the residents and community at large.

THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

COMMUNITY AMENITIES



Open Neighborhood Spaces

Community Gardens

Resident Lending Library

Expanded Supportive Service Space

Larger Laundry Facilities

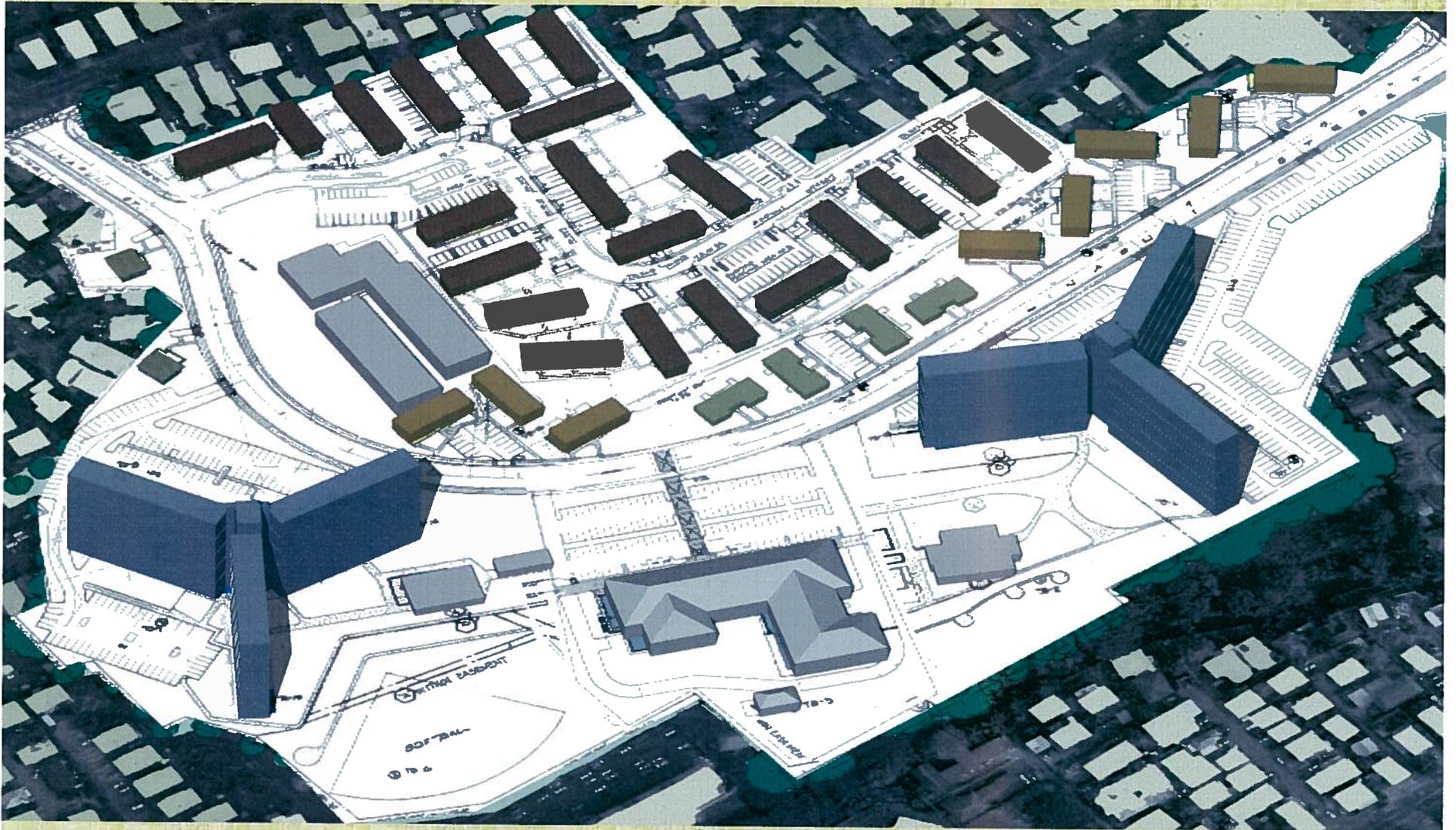
Community and Hospitality Rooms

Technology Centers



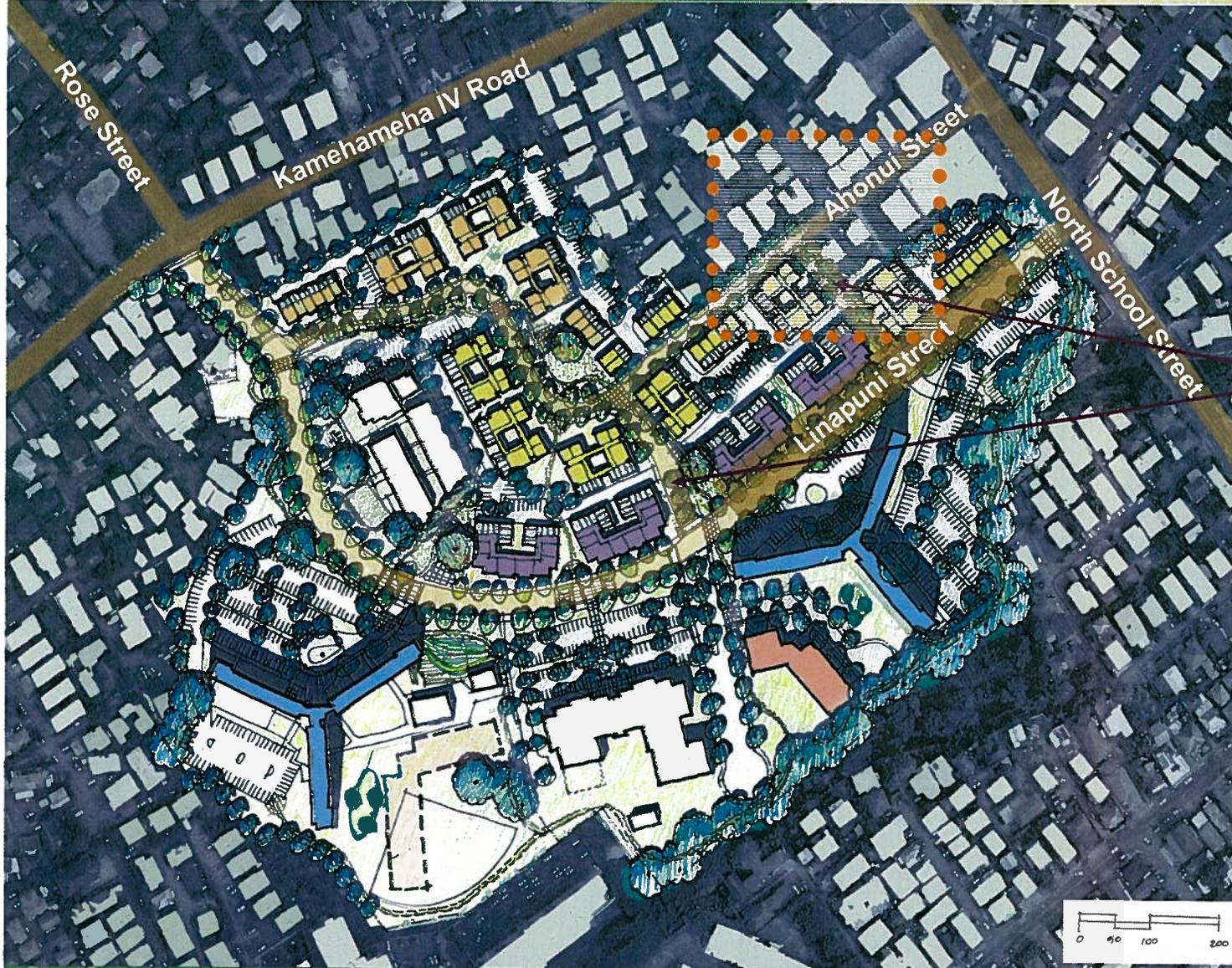
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EXISTING ROAD CONNECTION



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

NEW COMMUNITY CONNECTIONS



New Bicycle Paths

New streets connecting Ahonui and Linapuni

New Pedestrian Streets

THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

URBAN PLANNING GOALS

Create a family-friendly environment that fosters social cohesion.



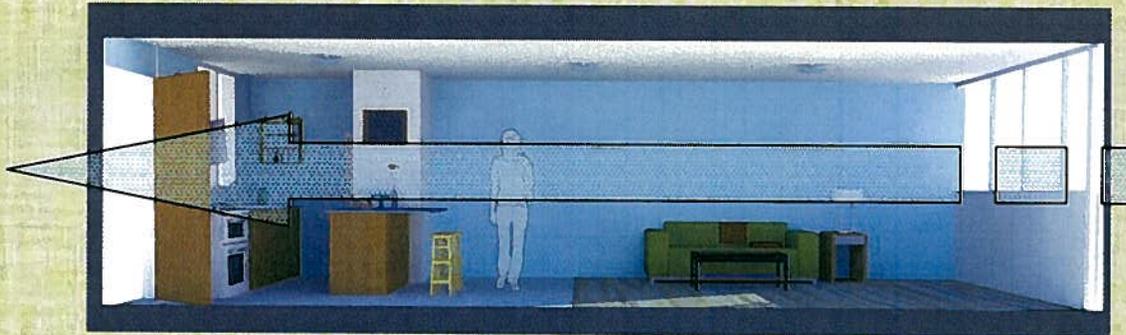
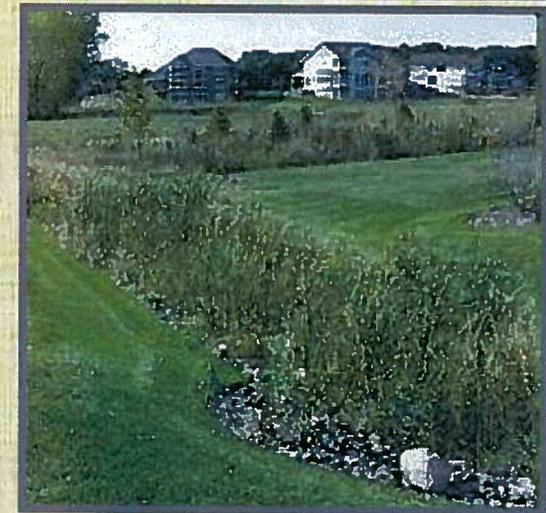
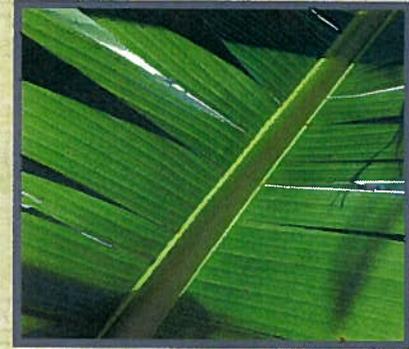
- Interconnected streets and spaces linking buildings to open spaces;
- Using new streets and pathways to create small scale residential blocks;
- Creating pocket parks and tot lots, easily accessible to families with children;
- New residential building types to provide a logical progression from low to high density areas



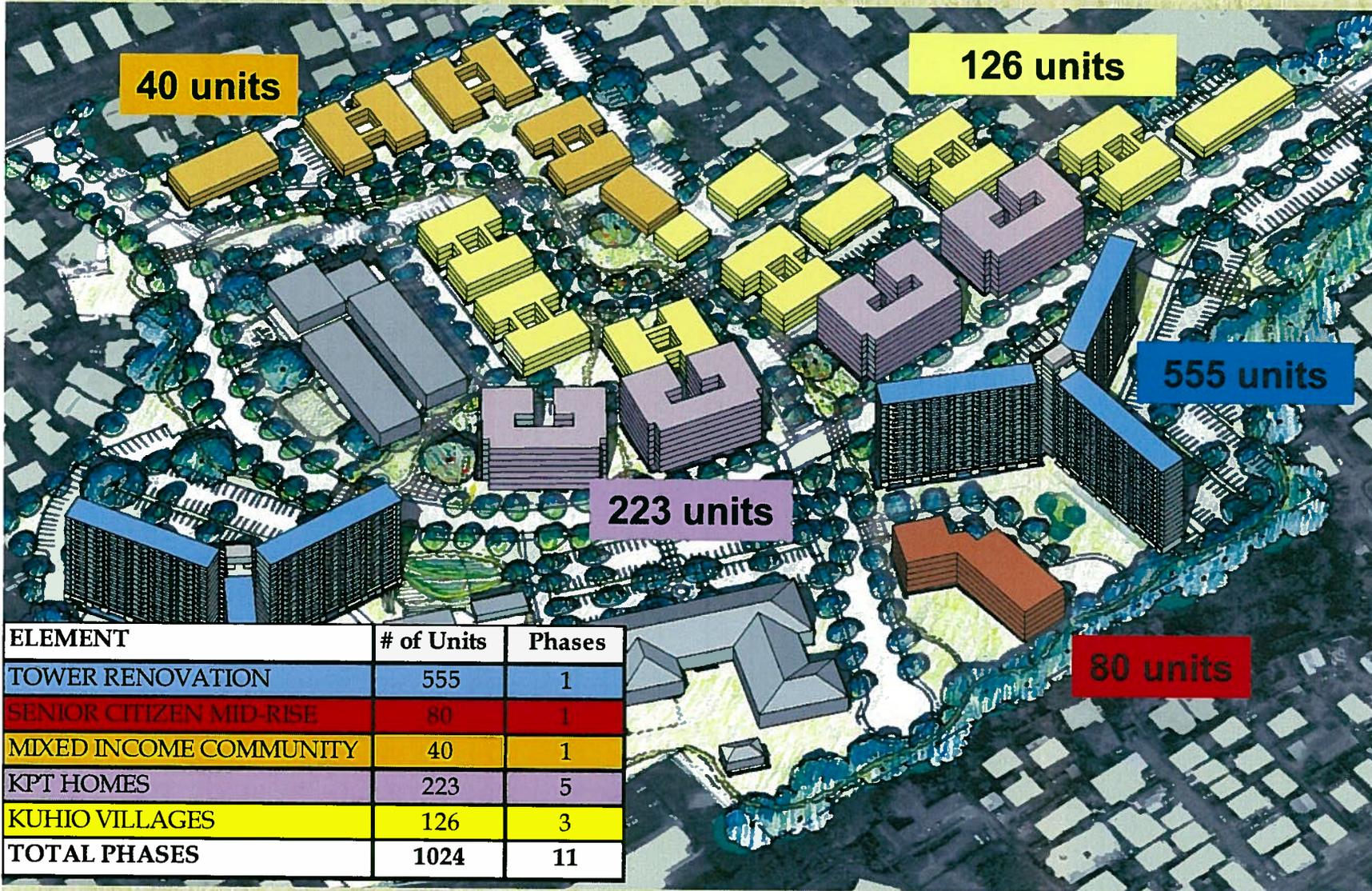
THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

SUSTAINABLE STRATEGIES

- Utilize prevailing winds
- Natural light and ventilation
- Green building techniques and materials
- Augment Solar Hot Water Heating
- Photovoltaics
- Low impact, indigenous landscaping



CONCEPTUAL PLAN = 1,024 UNITS



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

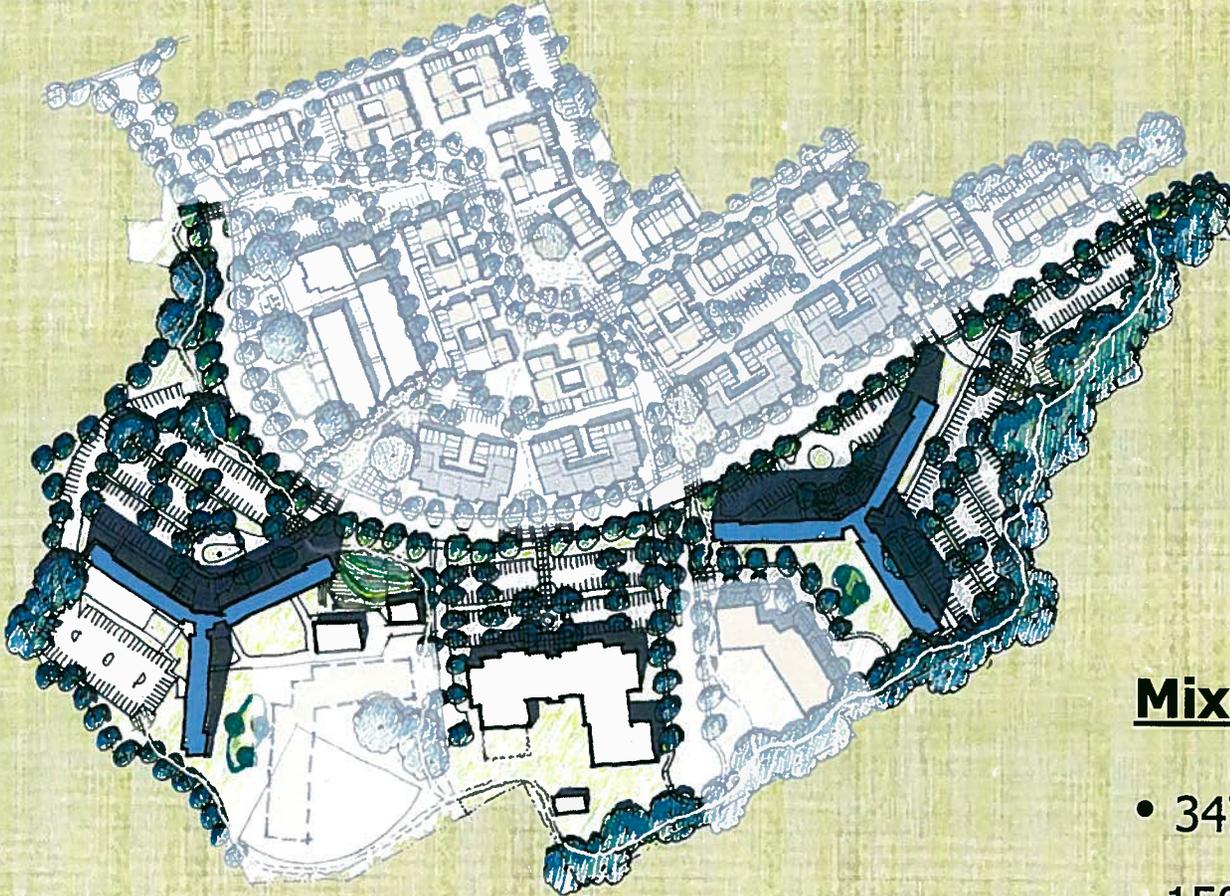


PHASE 1 – KUHIO PARK TERRACE TOWER RENOVATION



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

PHASE 1 - KUHIO PARK TOWERS



UNIT MIX

1 BR	45
2 BR	315
3 BR	<u>205</u>
Total	555

Mixed Income Property

- 347 Public Housing Units
- 150 Project Based Section 8
- 58 LIHTC only

THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

TOWER RENOVATION: Sources & Uses

PERMANENT DEBT	\$ 32,350,000
FEDERAL TAX CREDIT EQUITY	\$ 38,936,124
STATE TAX CREDIT EQUITY	\$ 8,717,097
TAX CREDIT FEE REBATE	\$ 181,134
HPHA SELLERS NOTE	\$ 46,502,057
HPHA CAPITAL LOAN	\$ 3,900,000
PRIVATE LOAN	\$ 4,262,380
TOTAL PERMANENT SOURCES	\$ 134,848,792
ACQUISITION	\$ 49,665,000
HARD COSTS	54,867,961
SOFT COSTS	26,351,453
RESERVES AND ESCROWS	3,964,378
TOTAL DEVELOPMENT USES	\$ 134,848,792
CONSTRUCTION BONDS	\$ 66,000,000



EXTERIOR IMPROVEMENT:



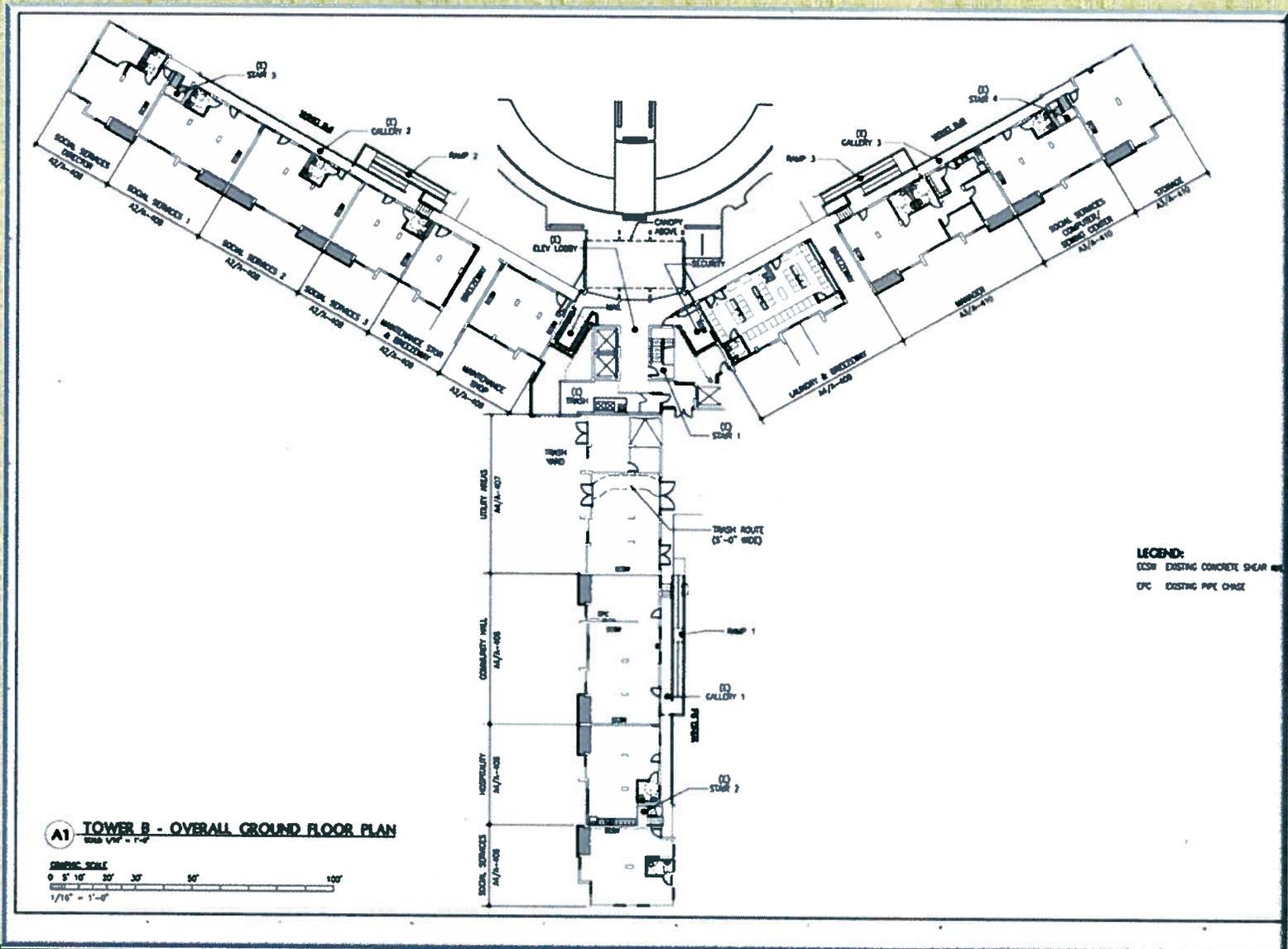
THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

EXTERIOR IMPROVEMENT: FRONT ENTRY



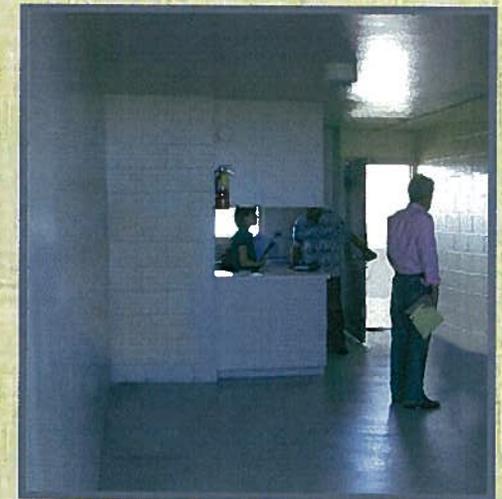
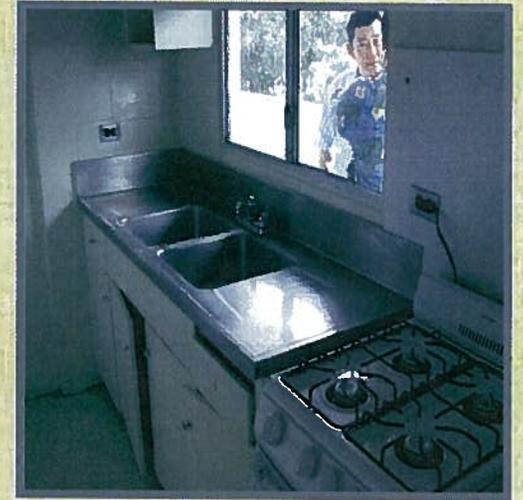
THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

NEW COMMON AREA SPACE



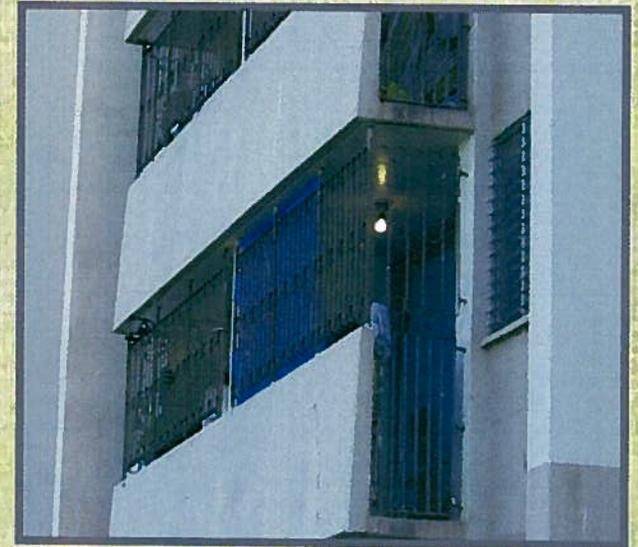
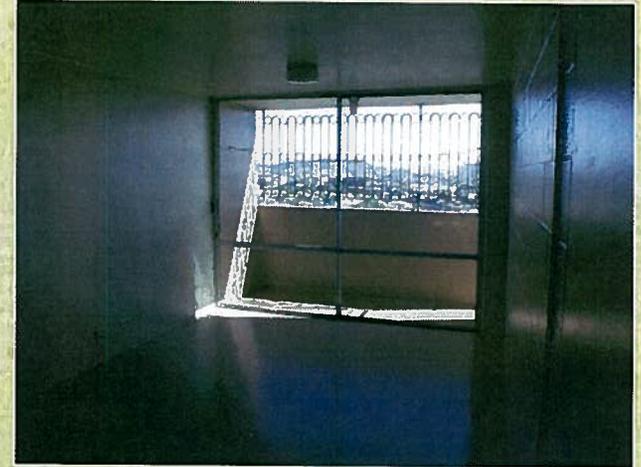
THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

NEW KITCHEN



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

ENCLOSED LANAIS



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

NEW LIVING AREA

EXISTING



ENLARGED LIVING AREA



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY



FUTURE PHASES



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

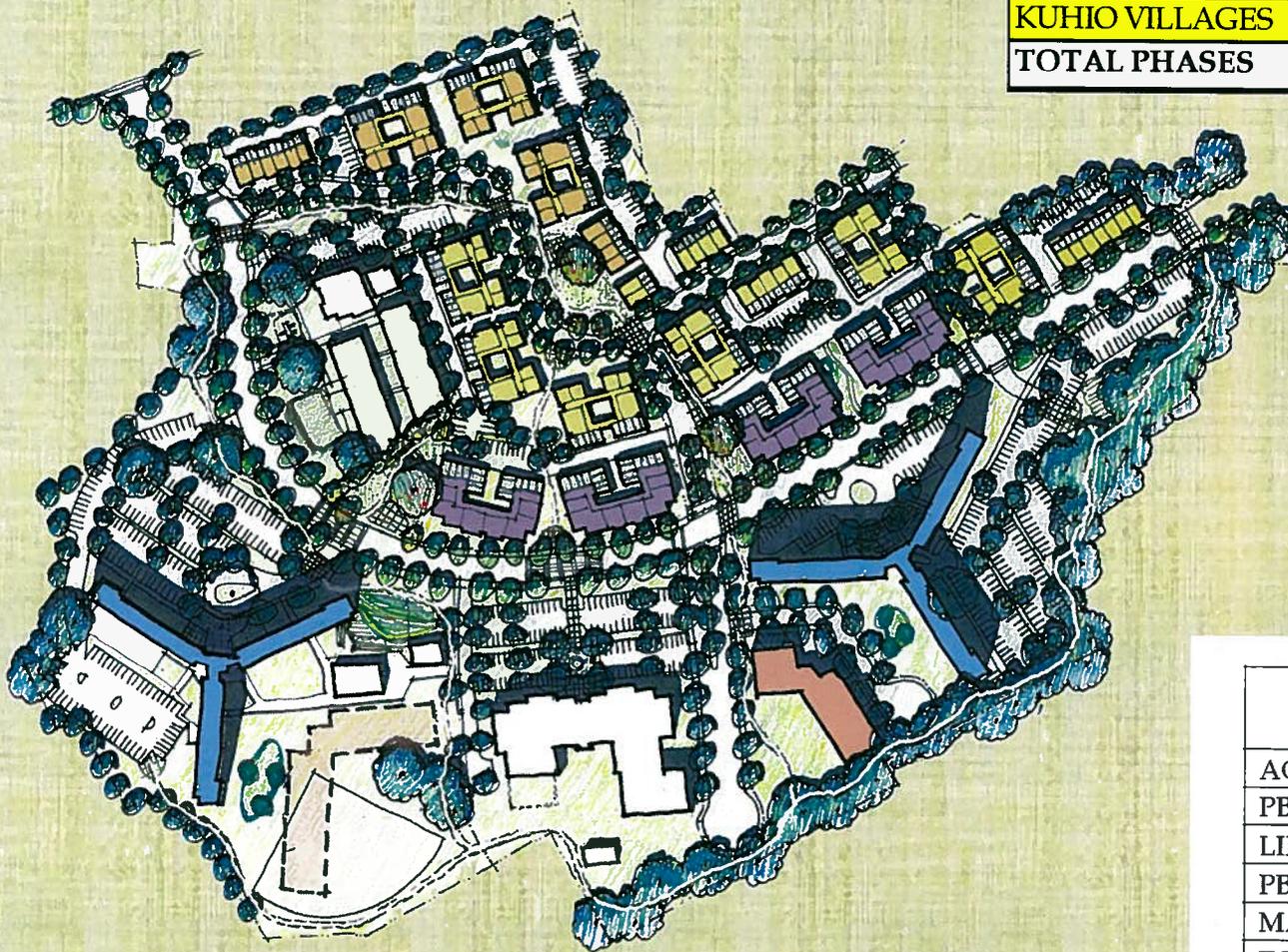
MASTER PLAN – SOURCES & USES

PERMANENT DEBT	\$	45,127,000
FEDERAL TAX CREDIT EQUITY	\$	190,615,011
STATE TAX CREDIT EQUITY	\$	29,807,632
TAX CREDIT FEE REBATE	\$	954,035
FHLB AHP LOAN	\$	4,499,287
ENERGY CREDITS	\$	1,496,945
HPHA SELLERS NOTE	\$	43,541,057
HPHA DEV'T FUNDS	\$	-
TOTAL PERMANENT SOURCES	\$	316,040,967

ACQUISITION	\$	46,620,000
HARD COSTS		194,138,600
SOFT COSTS		70,826,077
RESERVES AND ESCROWS		4,456,290
TOTAL DEVELOPMENT USES		\$316,040,967



CONCEPTUAL MASTER PLAN – FUTURE PHASES



ELEMENT	# of Units	Phases
TOWER RENOVATION	555	1
SENIOR CITIZEN MID-RISE	80	1
MIXED INCOME COMMUNITY	40	1
KPT HOMES	223	5
KUHIO VILLAGES	126	3
TOTAL PHASES	1024	11

AFFORDABILITY MIX ALL UNITS	
ACC/LIHTC	748
PBV/LIHTC	200
LIHTC ONLY	67
PBV ONLY	0
MARKET	9
TOTAL UNITS	1024

THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

SITE SECTIONS

Building profiles continue to decline gradually from the towers.



At the edges of the development, building density is appropriate in scale to the surrounding community.

Redirected building orientation can help soften the edges between a public housing site and its surroundings



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

NEW COMMUNITY - KPT HOMES



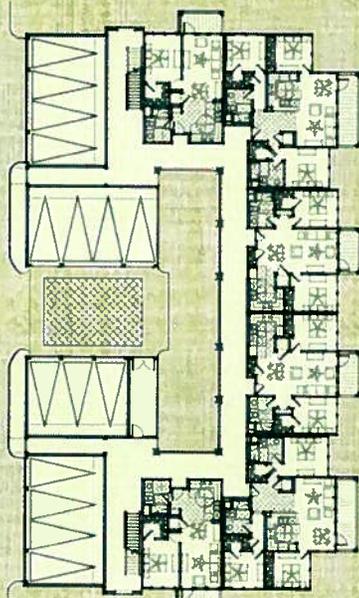
UNIT MIX

2 BR	20
3 BR	134
4 BR	57
5 BR	12
Total	223

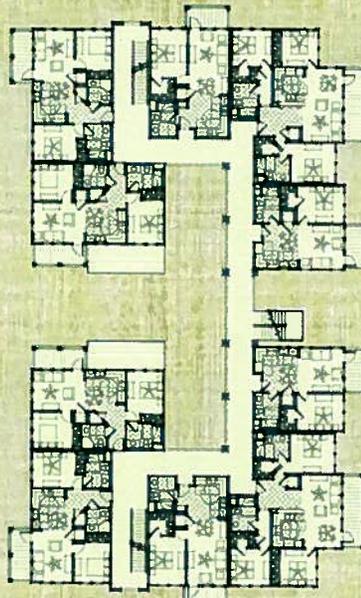


THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

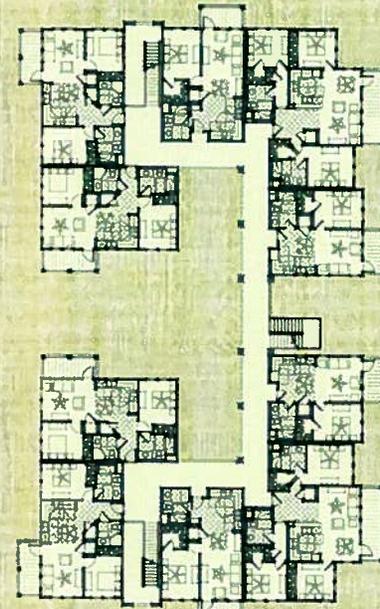
KPT HOMES COMMUNITY



Street Level



Second Level



Third Level



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

NEW COMMUNITY - KUHIO VILLAGES

UNIT MIX

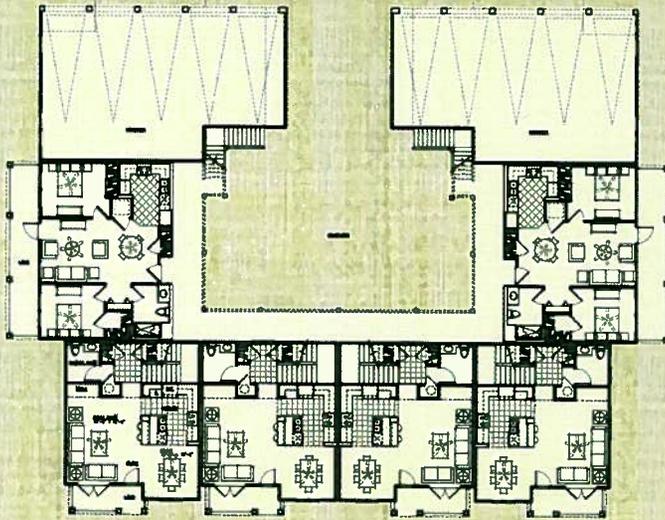
2 BR	42
3 BR	42
4 BR	42
Total	126



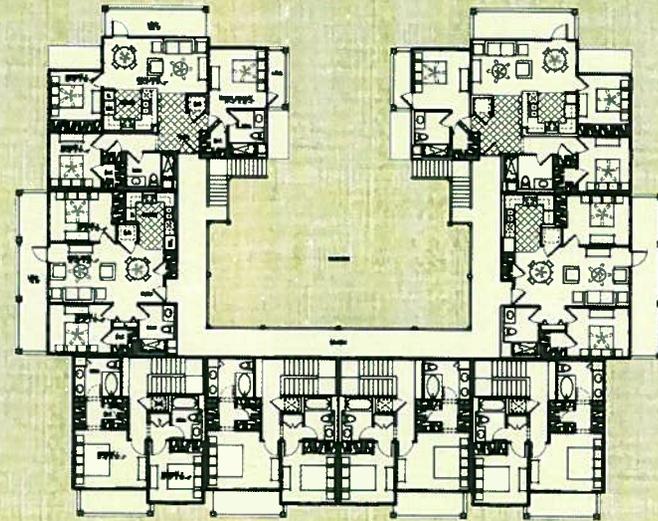
THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

KUHIO VILLAGES COMMUNITY

Street Level



Second Level



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY



NEW MIXED INCOME: 40 UNITS



UNIT MIX

1 BR	12
2 BR	6
3 BR	11
4 BR	11
Total	40



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY

NEW MIXED INCOME: 40 UNITS

PERMANENT DEBT	\$ 2,805,000
FEDERAL TAX CREDIT EQUITY	\$ 9,659,473
STATE TAX CREDIT EQUITY	\$ 1,609,912
FHLB AHP LOAN	\$ 372,000
ENERGY CREDITS	\$ 246,945
TAX CREDIT FEE REBATE	\$ 51,527
TOTAL PERMANENT SOURCES	\$ 14,744,858

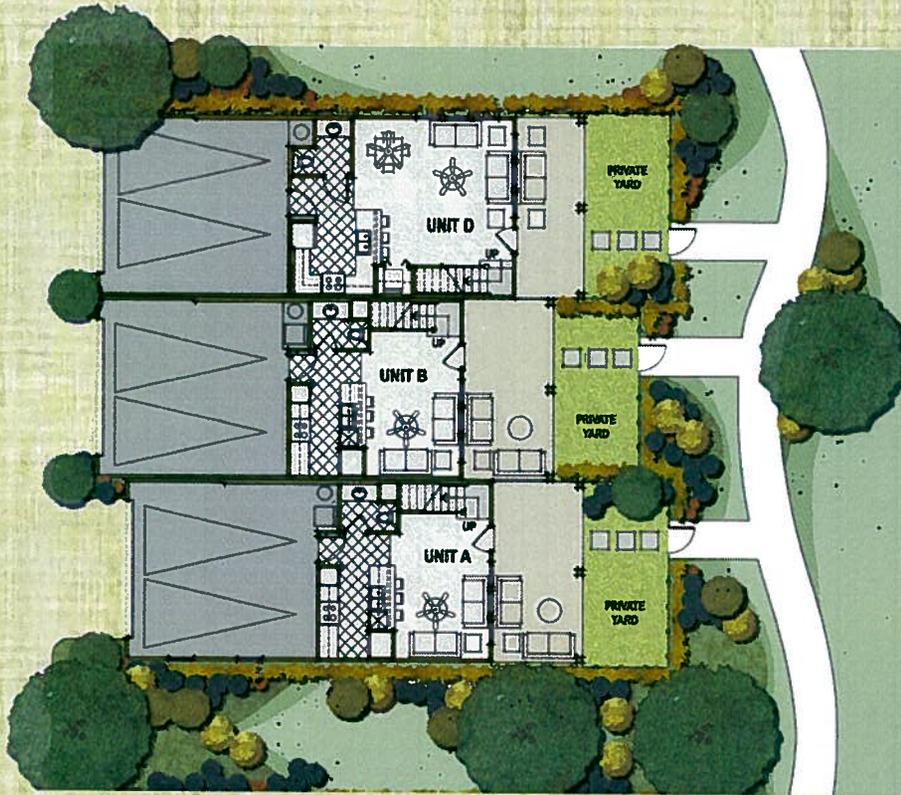
ACQUISITION	-
HARD COSTS	\$ 10,886,250
SOFT COSTS	3,752,741
RESERVES AND ESCROWS	105,867
TOTAL DEVELOPMENT USES	\$ 14,744,858

CONSTRUCTION LOAN	\$ 8,500,000
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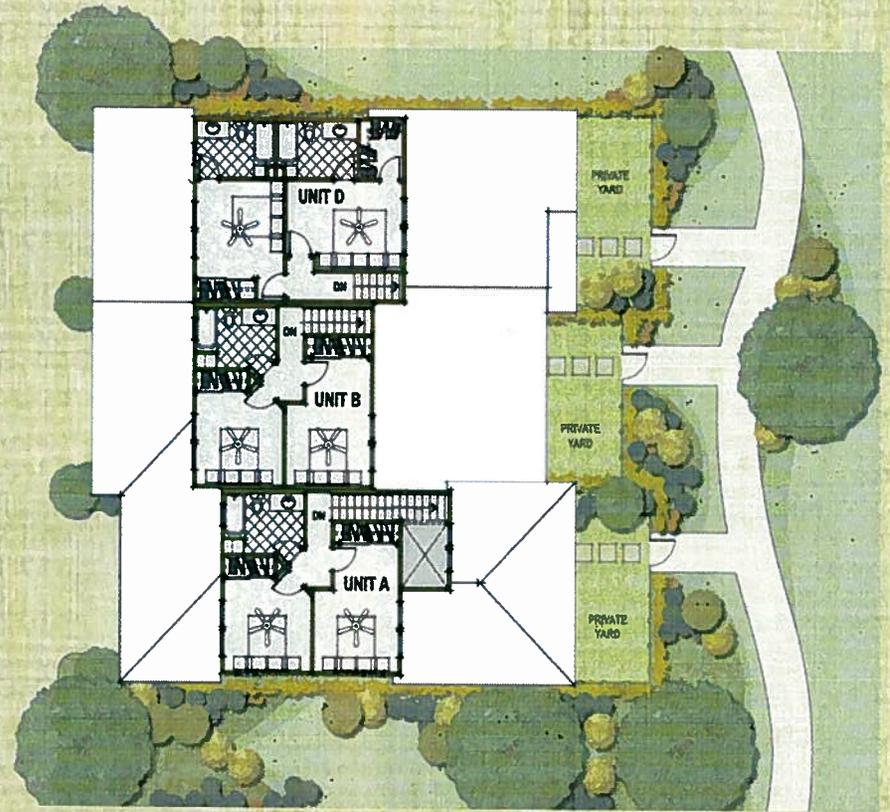


MIXED INCOME COMMUNITY - INTERIOR

Street Level



Second Level



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY



PROPERTY MANAGEMENT & SOCIAL SERVICES

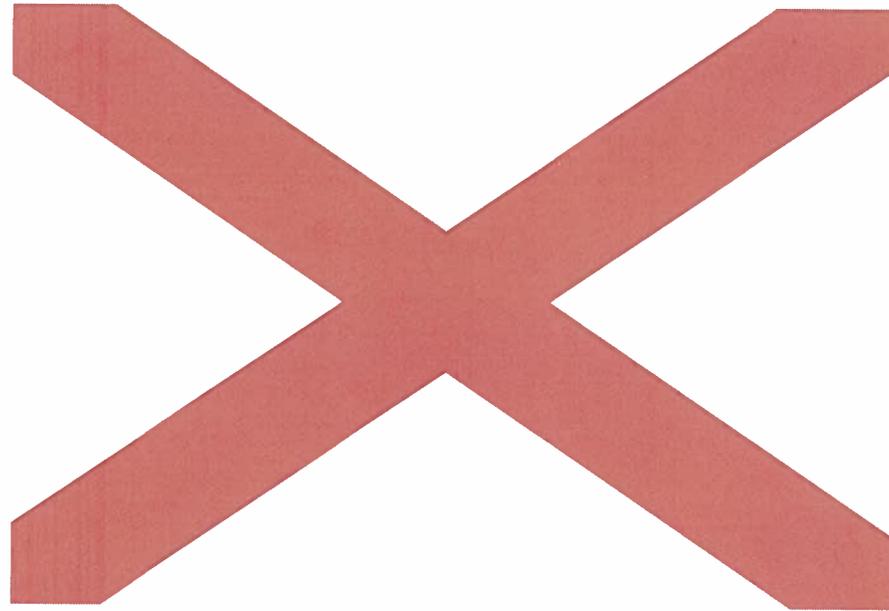


THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY



Montgomery Townhouses,
Philadelphia, PA

Built 1982



THE REVITALIZATION - THE KUHIO PARK TERRACE COMMUNITY