

**MINUTES OF THE REGULAR MEETING  
OF THE HAWAII PUBLIC HOUSING AUTHORITY  
HELD AT 1002 N. SCHOOL STREET, BUILDING E,  
ON THURSDAY, OCTOBER 21, 2010  
IN THE CITY AND COUNTY OF HONOLULU, STATE OF HAWAII**

The Board of Directors of the Hawaii Public Housing Authority met for their Regular Meeting at 1002 N. School Street, on Thursday, October 21, 2010 at 9:00 a.m.

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

**PRESENT:**

Chairperson Travis Thompson	
Vice-Chair Eric Beaver	
Director Sam Aiona	
Director Rene Berthiaume	
Director Sherrilee Dodson	
Director Roger Godfrey	
Director Clarissa Hosino	
Director Carol Ignacio	
Director Linda Smith	
Director Matilda Yoshioka	
Executive Director	Denise Wise
Deputy Attorney General	Krislen Chun

**EXCUSED:** Designee Henry Oliva

**STAFF PRESENT:**

Barbara Arashiro	Executive Assistant
Marcel Audant	Housing Development Specialist
Shirley Befitel	Personnel Supervisor
Mark Buflo	Acting Fiscal Officer
Becky Choi	Acting State Housing Development Administrator
Rosalinda Churma	Contact Administrator
Mary Jane Hall-Ramiro	Public Housing Supervisor
Rick Sogawa	Acting Contract and Procurement Officer
Alan Sarhan	Chief Planner
Taryn Chikamori	Secretary to the Board

**OTHERS:**

Charlene Chang	Kalakaua Homes resident
Loretta Cheang	Kalakaua Homes resident
Liu Colleado	Puahala Homes resident

Edith Eichers	Punchbowl Homes resident
Kathleen Fritune	
Tim Garry	private resident
Robert Hanna	private resident
Debbie Hiramoto	Senator Mercado Kim's office
Fetu Kolio	Mayor Wright Homes resident
Dorothy Le Leecher	Punchbowl Homes resident
Mic Lee	Kalakaua Homes resident
Peiheng Li	Kalakaua Homes resident
Roland Lum	Kalakaua Homes resident
Lois McKeon	Kalakaua Homes resident
Vickie Milo	Puahala Homes resident
Vivian Miyasato	Kalakaua Homes resident
David Moakley	Ameresco
Margaret Nakamura	Kalakaua Homes resident
Roy Nakamura	Kalakaua Homes resident
Bonnie Ok	Kalakaua Homes resident
Martha Pell Yard	Kalakaua Homes resident
Rob Shikina	Star-Advertiser
Yoshi Yamaguchi	Kalakaua Homes resident

**Proceedings:**

Chairperson Thompson declared a quorum present.

The business of the Board proceeded with a motion entered by Director Smith to approve the minutes of the Regular Board of Directors Meeting held on September 16, 2010 and it was seconded by Director Hosino.

Krislen Chun, Deputy Attorney General, stated on page four where it states "...to amend the Policy Section II, subsection B, to read: The HPHA shall allow the videotaping of its Board meetings." the word shall, should be changed to "may".

The minutes were unanimously approved as amended.

**Public Testimony:**

The Board received public testimony from Fetu Kolio, Mayor Wright Homes (MWH) resident, requested that on the next tenant flyer the Hawaii Public Housing Authority (HPHA) includes information about firework usage on the HPHA's properties. Mr. Kolio stated security has a difficult job and he has working with security, but requests more support from the HPHA, he also stated that he thought the executive director was doing a good job.

Charlene Chang, Kalakaua Homes resident, reported that she had her re-certification and had to wait for her new rental agreement for over a month, whereas other tenants who had their re-certification after her received their new rental agreement before her. She feels this is a sign of favoritism.

Robert Hanna, private resident, stated he reviewed the dispute over the multi-purpose room and submitted a written report. He feels that this is an opportunity to re-evaluate the multi-purposes room usage.

Roy Nakamura, Kalakaua Homes resident, stated his continued concern about the usage of the multi-purpose room. Prior to a meeting arranged by Ms. Stephanie Fo, Property Management and Maintenance Branch Chief, Mr. Nakamura requested the attendance of Director Hosino, the Resident appointee to the Board of Directors, at the meeting. He stated his request for Ms. Hossino's attendance was refused due to a stated conflict between the AMP management and residents.

Chairperson Thompson asked that the Kalakaua Homes multi-purpose room issue be placed on the agenda for the next Board meeting.

Edith Eichers, Punchbowl Homes resident, stated she is concerned with five items with Punchbowl management. 1) She hasn't received her lease; 2) request for a live-in-aide; 3) robbery; 4) the president of the Tenant Association resigned; 5) Tenants Association Board elections.

Ms. Eichers stated she hasn't received her lease for over a year. With regards to the live-in-aide she has put in a reasonable accommodation for a live-in-aide on July 6, 2009 and it sat on Gail Lee, Punchbowl Homes AMP manager's desk for four months. Ms. Eichers stated she tried repeatedly to follow up with management and was told that if she continued to call she would be evicted. The president of the Tenant Association Board resigned October 6, 2010 and AMP management dismantled the Board and called for new elections, which from her perspective was contrary to the bylaws and should be looked into.

**For Action:**

**Motion: To Approve the Hawaii Public Housing Authority's Capital Improvement Program (CIP) Biennium Budget Request to the State Legislature.**

**Director Beaver moved and Director Ignacio seconded.**

Staff presented a power point presentation which reviewed capital projects that staff had prioritized for consideration by the Board in anticipation of submitting the biennium budget request to the Legislature.

Staff reviewed the State budget request and timeline for the Board and detailed the manner in which the capital requests were prioritized.

All requests were evaluated using the following criteria:

1. Health and Safety issues as identified in the PNAs
2. Accessibility issues
3. Remediation of hazardous materials
4. Elevator repairs
5. Modernization of Mayor Wright Homes and Palolo Homes
6. Roof/repairs/replacements

These were not listed in rank order but rather used as a starting to point to prioritize the projects balanced against the reality of funding.

Based on the priorities the total CIP biennium budget request is approximately \$76mm. This will not satisfy all the capital needs but it does address the highest priority needs as ranked using the evaluation criteria.

HUD funding for next year is \$12mm and the capital funds needed to improve the entire portfolio was projected at \$350mm by the PNA conducted for all properties approximately 2-3 years ago. Just with the HUD funding, the HPHA's capital needs outstrip our funding by 29:1.

The Board questioned staff regarding the evaluation of the entire property portfolio currently owned and managed by the HPHA and its approaching end of useful life.

Staff responded that it was evaluating all properties with a focus toward value and investment. That the stock was approximately 50 years old and densely sited. The budget request being submitted to the legislature was with a focus on priority and short term return. The HPHA was addressing the most imminent needs to prevent further property decline with a focus on providing tenants with a decent, safe and sanitary unit to call home.

The Board pointed out that besides a comprehensive asset plan that often "excessive wear and tear" is caused by the tenants and it was asked of staff if this component was also considered in its property evaluations.

Staff responded that it had considered tenant's poor housekeeping and abuse of units. That to stem this, staff was in the process of reinvigorating the Resident Services section. This section was reduced from a staff of 10 to 1 staff person in 2005. It is anticipated that two more staff will be brought on within the next 30 days bringing the staff to 3 for that section. The boosting of this section will provide tenant education and training that should address the "excessive wear and tear" that is seen by the AMP managers for the most part. This training and education may include, housekeeping, lease provisions and tenant behavior these are issues that the AMPs are currently dealing with.

The Board acknowledged the staff's work in prioritizing issues and identifying the critical needs. The Board also asked staff to carefully evaluate the balance of properties with a focus on which properties would be next in line for a mixed financing arrangement like KPT.

Staff responded that it has started the process of evaluating its properties and is also evaluating the staff capacity to be able to undertake major projects.

Chairperson Thompson called a recess at 10:02 a.m. and reconvened at 10:15 a.m.

There was no further discussion on the motion Chairperson Thompson called the question.

The motion was unanimously carried.

### **Discussion:**

#### **Executive Director's Report:**

Staff reported the HPHA had three respondents to the Kuhio Park Terrace legal counsel. Reno & Cavanaugh, PLLC. (R & C) was selected. Ms. Wise reported she will be meeting with R & C on Friday October 29, 2010.

Staff reported that the Central Maintenance section had, under the direction of B. Arashiro undertaken and developed a vehicle replacement plan. The vehicles averaged over 20 years in age and were beginning to break down and cost more in repairs. The plan that was devised will serve as a template for the AMPs in preparation of their respective vehicle replacement plans.

The Board asked if the HPHA had a policy that specifically delineates replacement timing, who is assigned a vehicle and how often inventory is taken. Staff responded that it is in the process of reviewing prior practices in order to update and/or establish policy around the issue of vehicles, their retention, issuance and replacement.

Ms. Wise reported the HPHA met with Representative Rhoads regarding the hot water issue at MWH. The replacement strategy was explained to Representative Rhoads and as such, the HPHA will be replacing the tanks as they fail. This was explained as not an ideal strategy however given the shortage of funds this is the most prudent manner to ensure funds are available; however, additional funds will be needed to replace the failing systems.

Staff reported that MWH's management checked the past complaints and there were about 7-10 complaints regarding the hot water issue in the last year.

Director Hosino reported that the MWH Tenant Association Board went to talk to residents regarding the hot water issue and she noted that Mr. Fetu Kolio was not present for the meeting. Residents explained that the biggest problem is there is no hot water when the weather is bad.

Staff updated the Board on the stabbing incident at Kalihi Valley Homes (KVH) and the two involved in the stabbing are not tenants of KVH. The HPHA is working with the Honolulu Police Department (HPD) on getting more detail on what took place. The HPHA is also working with Millennium security. This is the company that provided security at KVH.

CMS staff reported on the progress of the Large Capacity Cesspool projects. It was reported that there was a delay with the Kalaheo site but because the same contractor is also working on the Kilauea site, that the Kilauea site is further along than its original schedule, which in turn means the Kalaheo site delay will not impact the schedule and the cesspool conversion project is still on track to be completed by the deadline.

The Board asked staff about the involvement of the Army Corp of Engineers in this project and their role. Staff clarified the role and stated they are there to monitor the project.

The Board reviewed the follow-up to the prior meeting's public testimony. The Board discussed the issue of public testimony and wanted to make sure that the public testimony does not become a venue to bypass the proper channels. Staff stated that within the HPHA they also direct tenants and the public to proper channels; however, there are times that the public testimony brings new things to light.

Chairperson Thompson called a recess at 12:00 p.m. and reconvened at 12:35 p.m.

**Director Beaver left at 12:37 p.m.**

The Board reviewed the Contract and Procurement, Compliance, Hearings, Information and Technology Office, and Personnel reports.

Board asked if the HPHA advertises on Craigslist, Monster.com etc. Staff responded the HPHA advertises on the HPHA website, Monster.com, and the local newspapers. The HPHA has also started to advertise with the main housing organization websites, e.g.: Council of Large Public Housing (CLPHA), and Public Housing Authorities Directors Association (PHADA).

**For Discussion: Update on Kuhio Park Terrace (KPT) Settlement Agreement for Lawsuits: *Faletogo et al. v. Hawaii Public Housing Authority* (Civil No. 08-1-2608-12) and *McMillon et al. v. Hawaii Public Housing Authority* (Civil No. CV08-00578)**

Staff reported that the HPHA is working with all parties involved in creating a punch list of items that are outstanding and who is responsible for their completion. This ensures that as the sale of the development progresses that there is no confusion as to the responsible parties and completion schedules.

**For Discussion: Report on the Large Capacity Cesspool Conversion Projects and Status of the Consent Agreement and Final Order with the U.S. Environmental Protection Agency.**

The chart for the Large Capacity Cesspool projects was reviewed. There was a question regarding projects notated as "in progress with DAGS/HHFDC". It was clarified that these projects are those of the Hawaii Housing Finance Development Corporation (HHFDC) who owns and are handling the cesspools.

said she would follow up with HHFDC. Staff responded that the HPHA has the appropriate documents showing that HHFDC is responsible for those properties.

**For Information: Report on the Energy Services Agreement with Ameresco and the Engagement of Crews & Associates**

**Motion: To go into executive session at 1:08 p.m. pursuant to sections 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 the Energy Services Agreement with Ameresco and the Engagement of Crews & Associates.**

**Director Beaver moved and Director Dodson seconded.**

The motion was unanimously carried.

**The Board reconvened from Executive Session at 1:29 p.m.**

Chairperson Thompson reported that the Board discussed issues relating to the contract with Amersco.

With no further business for the board to conduct Chairperson Thompson called for a motion to adjourn.

**Director Dodson, moved to adjourn and Director Ignacio seconded.**

The meeting adjourned at 1:30 p.m.

The motion was unanimously carried.

**MINUTES CERTIFICATION**

Minutes Prepared by:

Taryn S. Chikamori  
Taryn Chikamori  
Secretary to the Board/Recording Secretary

NOV 18 2010  
Date

Approved by the HPHA Board of Directors at their Regular Meeting on  
November 18, 2010

Matilda Yoshioka  
Matilda Yoshioka  
Director/Board Secretary

NOV 18 2010  
Date