Approved by the Executive Director C1
July 16, 2009

FOR ACTION

SUBJECT: To Repppoint Ms. Radiant Chase to the Oahu Eviction Board, Mr. James DeMello and Ms. Eleanor Garcia to the Hilo Eviction Board and Mr. Ross Oue to the Kona Eviction Board for a Two-Year Term Expiring on July 31, 2011.

I. FACTS

A. The Oahu, Hilo and Kona Eviction Boards are composed of members of the community and are responsible for affording public housing tenants a full and fair hearing during lease termination proceedings.

B. Pursuant to Hawaii Revised Statutes (HRS) 356D, the Authority is authorized to appoint an eviction board in each county to hear cases referred for eviction. In accordance with HRS 356D, the Eviction Board shall consist of not fewer than three members, one of which shall be a resident of public housing.

C. Having more than the minimum amount of members appointed to the Oahu, Hilo and Kona Eviction Boards will allow the Hearings Office to process the requests for hearings in an efficient and timely manner, and avoid cancellation of hearings for lack of quorum.

D. Ms. Radiant Chase is a resident of Honolulu, Hawaii. She is employed with Kapolei Realty, Inc as a real estate broker and property manager. Her experience as a property manager is of great service to the eviction board. Ms. Chase has expressed a willingness to serve as a member of the Oahu Eviction Board for an additional two-year term.

E. Mr. James DeMello is a resident of Hilo, Hawaii. He is employed as a Coordinator of Student Employment Services with the University of Hawaii at Hilo. He has an extensive background working in education and counseling programs. He currently serves as a board chairman on the Hilo Eviction Board and his experience and insight continue to be of great service to the eviction board. He is also a member of the College Placement Council and the Western and National College Placement Association. Mr. DeMello has expressed a willingness to serve as a member of the Hilo Eviction Board for an additional two-year term.

F. Ms. Eleanor Garcia is a resident of Hilo, Hawaii. She was a former resident of public housing, transitioned to the private rental housing. She was previously employed as a tutor, is active with the Lanakila Senior Center and provides care for her grandchildren. She serves on the Hilo Eviction Board and her insight as a resident of public housing is an asset to the eviction board. Ms. Garcia has expressed a willingness to serve as a member of the Hilo Eviction Board for an additional two-year term.

G. Mr. Ross Oue is a resident of Kona, Hawaii. He is a self-employed Certified Public Accountant specializing in tax preparation, payroll, bookkeeping, and small business accounting services. He currently serves as the board chairman on the Kona Eviction Board and his experience and insight continue to be of great service to the eviction board. He is also a member of the Hawaii Society of Certified Public Accountants, Hawaii Island Humane Society and Kona Hongwanji Mission. Mr. Oue has expressed a willingness to serve as a member of the Kona Eviction Board for an additional two-year term.

II. RECOMMENDATION

That Ms. Radiant Chase be reappointed to the Oahu Eviction Board, Mr. James DeMello and Ms. Eleanor Garcia be reappointed to the Hilo Eviction Board and Mr. Ross Oue be reappointed to the Kona Eviction Board for additional Two-Year terms expiring on July 31, 2011.

Prepared by: Renee Blondin-Nip, Hearings Officer ____

Approved by the Executive Director
July 16, 2009

FOR ACTION

SUBJECT: To Approve the Selection of Makua Alii and Paoakalani Federal Housing Project(s) for Elderly Only Designation, Subject to the Approval of the U.S. Department of Housing and Urban Development

I. FACTS

A. At its regular meeting of January 15, 2009, the Hawaii Public Housing Authority (HPHA) Board of Directors authorized the Executive Director to pursue elderly families-only designation for targeted federal public housing projects. The Board also directed that once a targeted project(s) has been identified, staff shall seek approval from the Board of Directors to proceed with the required consultation and application process for the targeted site(s). See Attachment A.

B. The proposed 2009 HPHA 5 Year and Annual Plan proposes to pursue elderly only designation for one or more public housing projects. Public testimony at the April 9th Oahu public hearing on the proposed plan suggests that many elderly residents of public housing would prefer elderly only designation, while some feel a mix of younger and older people has benefits for the elderly. The Resident Advisory Board discussed the proposed plan and supported the idea of elderly only designation.

C. HPHA staff met with Mike Flores of the Department of Housing and Urban Development (HUD), and Dolores Foley, Chair and Associate Professor of the University of Hawaii Department of Urban and Regional Planning. Professor Foley offered the services of a group of graduate students in her Housing Policy class to conduct research and make a proposal to HPHA regarding which housing projects would be appropriate candidates for elderly-only designation.

D. The class conducted research into the federal regulations regarding elderly only designation, surveyed low income housing demand and supply on Oahu, and interviewed staff and residents at Makua Alii, Kalanihuia, Paoakalani and Makamae. They submitted their work to HPHA in May 2009, recommending that two adjacent housing projects, Makua Alii and Paoakalani at 1541 and 1583 Kalakaua Ave, be designated as elderly projects because of the low number of non-elderly residents, 5% and 12% respectively, and because the interviews with elderly residents there disclosed discomfort with the non-elderly residents. The report further recommended that the current non-elderly residents be offered inducements to move to other housing, but not be forced to move if they chose not to.

II. DISCUSSION

A. Both buildings have facilities and services conducive to serving the elderly, including access to Meals on Wheels and nearby public transportation. In addition, the buildings are both secured, have handicap building access and emergency call buttons in bathrooms.

B. The two projects are currently serving both elderly and disabled non-elderly residents. Paoakalani has 88% elderly residents, and Makua Alii has 95% elderly. A total of 28 non-elderly residents live in the two buildings. Kalakaua Homes family housing is in the same site and would offer an alternative location for non-elderly residents who agree to move. Kalanihuia also has a low non-elderly population (8%) but designating that project would not offer a nearby location for non-elderly residents who want to move.

C. HPHA staff recommend that the conversion to elderly be done over time by voluntary relocation and attrition. Upon approval of the designation by HUD,

no new non-elderly persons would be placed in either building. The current non-elderly residents would be offered assistance (such as preference for occupying available units in other public housing properties, assistance with moving costs, and receiving Housing Choice Vouchers when available) to voluntarily relocate to other suitable housing.

D. Once the Board has approved the sites for elderly only designation the processes outlined in the January 15 For Action (Attachment A) will proceed .

III. RECOMMENDATION

That the HPHA Board of Directors approves the proposed designation of the Paoakalani and Makua Alii public housing projects as elderly only, and directs HPHA staff to submit a suitable plan for HUD approval.

Attachment A: For Action, January 15, 2009
Attachment B: Summary of Elderly Housing Projects

Prepared by: Alan Sarhan, Planner AS

Reviewed and Approved by the Executive Director___
January 15, 2009

FOR ACTION

SUBJECT: Authorize the Executive Director to Pursue Elderly Families Only Designation for Targeted Federal Public Housing Project(s)

I. FACTS

A. Section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) provides public housing agencies with the option to designate public housing projects, or portions of public housing projects for occupancy by disabled families, elderly families, or mixed populations of disabled and elderly families.

B. Implementing regulations at volume 24 code of federal regulations (CFR) 945.201 require public housing agencies that intend to operate elderly only designated housing to obtain special approval from the U.S. Department of Housing and Urban Development (HUD) for its allocation plan in compliance with §945.203 CFR. Public housing for mixed populations of disabled and elderly families do not require HUD approval.

C. §945.203, CFR includes specific consultation requirements which apply to the development of an initial allocation plan. In preparing the draft plan, the HPHA is required to consult with the following groups:

1. The State or unit of general local government where the project is located;
2. Public and private service providers;
3. Representative advocacy groups for each of these family types: disabled families, elderly families, and families with children, where such advocacy groups exist;
4. Representatives of the residents of the projects proposed for designation, including representatives from resident councils or resident management corporations where they exist; and
5. Other parties that the HPHA determines would be interested in the plan, or other parties that have contacted the HPHA and expressed an interest in the plan.

Following the completion of the draft plan, the HPHA must:

1. Issue public notices regarding its intention to designate housing and the availability of the draft plan for review;
2. Contact directly those individuals, agencies and other interested parties, and advise them of the availability of the draft plan for review;
3. Allow not less than 30 days for public comment on the draft allocation plan;
4. Make free copies of the draft plan available upon request, and in accessible format, when appropriate;
5. Conduct at least one public meeting on the draft allocation plan; and
6. Give fair consideration to all comments received.

D. The HPHA operates federally-funded elderly and disabled housing as listed in Attachment A.

E. All designations are in effect for five years from the date of HUD's notification of approval of the Plan. A public housing agency may amend

its Plan before the expiration of the five-year period by submitting a revised Plan to HUD.

II. DISCUSSION

A. Based on numerous instances of conflicts between elderly residents and non-elderly disabled residents, the staff recommends that the HPHA pursue elderly only designated housing for the benefit of the majority of elderly residents.

B. The HPHA will submit a list of targeted sites for the Board's approval after staff review of the proposed project(s) profile, including but not limited to the following information:

1. The total number of families currently occupying the project, including the number of families who are members of the group for whom the project is to be designated, and the number of families who are not members of the group for whom the project is to be designated;

2. An estimate of the total number of elderly families and disabled families who are potential tenants of the project (i.e., as the project now exists), based on information provided by the waiting list and a housing needs survey, such as the CHAS for the jurisdiction served by the HPHA project;

3. An estimate of the number of potential tenants who will need accessible units based on information provided by the needs assessment prepared in accordance with 24 CFR 8.25, and a housing needs survey;

4. The number of units in the project that became vacant and available for occupancy during the year preceding the date of submission of the allocation plan to HUD;

5. The average length of vacancy for dwelling units in the project for the year preceding the date of submission of the allocation plan to HUD;

6. An estimate of the number of units in the project that the PHA expects to become vacant and available for occupancy during the two-year period following the date of submission of the allocation plan to HUD (i.e., if the project were not to be designated); and

7. An estimate of the average length of time elderly families and non-elderly persons with disabilities currently have to wait for a dwelling unit.

C. The HPHA is also required to identify strategies to address the current and future housing needs of non-elderly persons with disabilities, including access to supportive services and housing assistance.

D. The HPHA is also required to complete a needs assessment prepared in accordance with 24 CFR 8.25 to determine the housing needs of persons with disabilities.

E. Nothing in the CFR or PIH Notices relieves the HPHA from complying with non-discrimination provisions of Federal civil rights laws, including, but not limited to section 504 of the Rehabilitation Act, the Fair Housing Act, and the Americans with Disabilities Act and their implementing regulations.

F. Elderly families shall not be required to live in elderly only designated housing.

G. The HPHA's proposed project timeline for designation of elderly only housing is as follows:

1/15/09	Board approval of For Action
4/1/09	Completion of project profile for all Federal elderly projects
5/15/09	Submit recommendation to HPHA Board for targeted project(s)
6/15/09	Initiate consultation process
7/15/09	Secure consultant to complete needs assessment & draft allocation plan
12/1/09	Produce draft allocation plan;
4/1/10	Complete public hearing and 60 day comment period
5/1/10	Revise allocation plan and address all comments
6/1/10	Submit allocation plan to HUD for approval. HUD has 90 days to review and approve the HPHA's allocation plan.
9/1/10	HUD Approval (tentative)

H. At a minimum, the HPHA's allocation plan must address and comply with the criteria described below:

1. Justification for Designation. HPHA must establish that the designation of the project is necessary to achieve the housing goals for the jurisdiction under the Comprehensive Housing Affordability Strategy, part of a jurisdiction's Consolidated Plan, and to meet the housing needs of the low-income population of the jurisdiction.

2. Project Description. The plan must include a description of a project (or portion of a project) to be designated; the types of tenants for which the project is to be designated; any supportive services to be provided to tenants of the designated project (or portion); and how the design and related facilities (as such term is defined in Section 202 (d)(8) of the Housing Act of 1959 as such statute existed prior to October 1, 1991) of the project accommodate the special environmental needs of the intended occupants;

3. Alternative Resource. The plan must include a description of any plans to secure additional resources or housing assistance to provide assistance to families that may have been housed if occupancy in the project were not restricted pursuant to this section.

4. No Eviction or Lease Termination Due to Designation. A PHA may not evict or terminate the lease of any tenant lawfully residing in a dwelling unit in public housing because of the designation.

5. Voluntary Relocation Because of the Designation. A PHA must provide the following to persons and families who agree to be relocated in connection with a designation:

a. A notice of the designation and an explanation of available relocation benefits, as soon as is practicable for the agency and the person or family.
b. Access to comparable housing (including appropriate services and design features), which may include tenant-based rental assistance under the Housing Choice Voucher Program, at a rental rate paid by the tenant that is comparable to that applicable to the unit from which the person or family has vacated.
c. Payment of actual, reasonable moving expenses.

6. Eligibility of near-Elderly Families If the housing agency determines there are insufficient numbers of elderly families to fill all the designated units, the housing agency may provide in the Plan that it will admit a near elderly family to a project (or portion of a project) designated for occupancy by only elderly families.

III. RECOMMENDATION

That the HPHA Board of Directors authorize the Executive Director to pursue elderly families only designation for targeted federal public housing projects. Once a targeted project(s) has been identified, staff shall seek approval from the Board of Directors to proceed with the required consultation and application process for the targeted site(s).

Prepared by: Barbara Arashiro, Executive Assistant_____

Hawaii Public Housing Authority
Summary of Elderly Housing Projects

1/15/2009

1/14/2009	Location	Total Occupable Units	Total Occupied Units	%	Elderly Households	%	Non-Elderly Households	%
HI001011 - PUNCHBOWL HOMES	Honolulu	155	140	90%	103	74%	37	26%
HI001012 - MAKUA ALII	Honolulu	207	205	99%	194	95%	11	5%
HI001019 - HALE HOOLULU	Kauai	12	12	100%	4	33%	8	67%
HI001023 - HOME NANI	Kauai	14	14	100%	7	50%	7	50%
HI001024 - KALANIHUIA	Honolulu	150	143	95%	131	92%	12	8%
HI001029 - POMAIKAI	Hilo	12	12	100%	12	100%	0	0%
HI001031 - HALE HAUOLI	Honokaa	40	33	83%	21	64%	12	36%
HI001036 - PAOAKALANI	Honolulu	141	139	99%	122	88%	17	12%
HI001044 - PIILANI	Lahaina	42	31	74%	20	65%	11	35%
HI001045 - PAHALA	Big Island	23	17	74%	12	71%	5	29%
HI001046 - MAKAMAE	Honolulu	96	89	93%	58	65%	31	35%
HI001047 - PUMEHANA	Honolulu	139	130	94%	97	75%	33	25%
HI001051 - HALE ALOHA O PUNA	Big Island	30	26	87%	19	73%	7	27%
HI001052 - HALE OLALOA	Hilo	50	48	96%	43	90%	5	10%
HI001053 - HALE HOOKIPA	Big Island	32	29	91%	11	38%	18	62%
HI001054 - HALE NANI KAI O KEA	Kauai	38	38	100%	20	53%	18	47%
HI001055 - HALE HOONANEA	Kauai	40	40	100%	27	68%	13	33%
HI001063 - NANI OLU	Kona	32	31	97%	13	42%	18	58%
		1,253	1,177	94%				

ATTACHMENT B

Approved by the Executive Director CT
July 16, 2009

FOR ACTION

SUBJECT: To Consider Terms for Negotiations for the Sale of the Banyan Street Manor, located at 1122 Banyan Street, Honolulu, Hawaii

I. FACTS

A. On May 15, 2008, the Board of Directors approved the hiring of a real estate consultant to assist in preparing a Request for Proposal (RFP) and to provide expertise in the evaluation of proposals for the sale of the Banyan Street Manor.

B. On June 24, 2008, the services of Alvarez & Marsal Real Estate Advisory Services, LLC were retained and an RFP was prepared and issued on March 24, 2009.

C. Four proposals were received on or before the June 8, 2009 deadline.

II. DISCUSSION

A. Alvarez & Marsal has reviewed and scored the proposals based on the RFP criteria.

B. Pursuant to Sections 92-4, 92-5(a)(3), (4) and (8) and Section 103D-105, Hawaii Revised Statutes, the Board may vote to have Alvarez & Marsal present their ratings and recommendations to the Board for deliberation in Executive Session.

C. Staff is requesting direction by the Board as to how to proceed with negotiations.

Prepared by: Michael J. Hee, Private Management Contracts Section Chief MJH

Reviewed by: Stephanie Fo, Property Management & Maintenance Services Branch Chief SF

HAWAII PUBLIC HOUSING AUTHORITY
G/L BUDGET COMPARISON REPORT

MAJOR PROGRAMS	May-09				Year to Date FY 2009				Total FY 09
	Budget	Actual	Actual vs Budget	%	Budget	Actual	Actual vs Budget	%	Budget
FEDERAL LOW RENT PROGRAM									
(Full Accrual)									
Rental Program	1,412,527	1,411,203	(1,324)	100%	15,537,797	15,452,211	(85,586)	99%	16,950,324
State and Federal Subsidy	1,614,756	1,848,705	233,949	114%	17,769,270	18,945,123	1,175,853	107%	19,377,072
Other Revenue	36,705	52,437	15,732	143%	396,801	477,793	80,992	120%	440,460
Expenses	3,192,147	3,360,758	(168,611)	105%	35,113,617	32,376,013	2,737,604	92%	38,305,764
NET CHANGE	(128,159)	(48,413)	79,746	38%	(1,409,749)	2,499,114	3,908,863	-177%	(1,537,908)
STATE FAMILY PROGRAM									
(Full Accrual)									
Rental Program	65,981	80,219	14,238	122%	725,791	825,287	99,496	114%	791,772
State Subsidy	0	602,985	602,985		0	602,985	602,985		0
Other Revenue	190	2,902	2,712	1527%	2,090	67,382	65,292	3224%	2,280
Expenses	201,664	139,350	62,314	69%	2,205,164	1,734,392	470,772	79%	2,402,448
NET CHANGE	(135,493)	546,756	682,249	-404%	(1,477,283)	(238,738)	1,238,545	16%	(1,608,396)
STATE ELDERLY PROGRAM									
(Full Accrual)									
Rental Program	156,034	164,041	8,007	105%	1,716,374	1,772,360	55,986	103%	1,872,408
State Subsidy	0	597,014	597,014		0	597,014	597,014		0
Other Revenue	0	4,745	4,745		0	77,697	77,697		0
Expenses	200,619	112,569	88,050	56%	2,206,809	2,878,622	(671,813)	130%	2,407,428
NET CHANGE	(44,585)	653,231	697,816	-1465%	(490,435)	(431,551)	58,884	88%	(535,020)
CENTRAL OFFICE COST CENTER									
(Full Accrual)									
Other Revenue (Fees)	483,019	3,287,510	2,804,491	681%	5,311,963	7,963,999	2,652,036	150%	5,794,733
Expenses	559,383	1,120,809	(561,426)	200%	5,776,507	7,000,845	(1,224,338)	121%	6,260,548
NET CHANGE	(76,364)	2,166,701	2,243,065	-2837%	(464,544)	963,154	1,427,698	-207%	(465,815)
SECTION 8 HOUSING CHOICE VOUCHER									
(Modified Accrual)									
Restricted: for tenant rents only									
Revenues: HUD PHA HSP (Sect8)	1,231,663	1,570,232	338,569	127%	17,192,669	17,049,461	(143,208)	99%	19,639,124
Revenues: VASH HSP (Veterans)	455,547	64,889	(390,658)	14%	1,366,641	661,226	(705,415)	48%	607,396
Expenses	1,687,210	1,645,080	42,130	98%	18,559,310	16,779,152	1,780,158	90%	20,246,520
NET CHANGE	-	(9,959)	(9,959)		-	931,535	931,535		0
Restricted: staff/admin costs									
Revenues: Admin Fees/Others	188,135	149,944	(38,191)	80%	2,069,485	1,324,944	(744,541)	64%	2,257,620
Expenses	211,904	182,044	29,860	86%	2,330,944	1,804,961	525,983	77%	2,542,848
NET CHANGE	(23,769)	(32,100)	(8,331)	135%	(261,459)	(480,017)	(218,558)	184%	(285,228)
SECTION 8 PROJECT BASED PROGRAM									
(Modified Accrual)									
Restricted									
Revenues	1,499,988	1,910,018	410,030	127%	16,499,928	20,127,265	3,627,337	122%	17,999,928
Expenses	1,499,988	1,910,018	(410,030)	127%	16,499,928	20,127,265	(3,627,337)	122%	17,999,928
NET CHANGE	-	-	0		-	-	-		0
Unrestricted:		*							
Revenues	131,441	(278,643)	(410,084)	-212%	1,445,851	1,029,364	(416,487)	71%	1,577,292
Expenses	121,687	(1,246)	(122,933)	-1%	1,338,557	842,351	496,206	63%	1,460,244
NET CHANGE	9,754	(277,397)	(533,017)	-2844%	107,294	187,013	79,719	174%	117,048
STATE RENT SUPPLEMENT									
(Modified Accrual)									
Revenue	98,794	82,780	(16,014)	84%	1,086,734	1,233,027	146,293	113%	1,185,528
Expenses	103,768	59,995	43,773	58%	1,141,448	1,124,280	17,168	98%	1,245,216
NET CHANGE	(4,974)	22,785	27,759	-458%	(54,714)	108,747	163,461	-199%	(59,688)
HOMELESS PROGRAMS									
(Modified Accrual)									
State and Federal Subsidy	0	(0)	(0)		14,545,336	14,718,096	172,760	101%	21,818,004
Other Revenue	1,919,322	8,563	(1,910,759)	0%	6,567,206	1,557,208	(5,009,998)	24%	1,213,860
Expenses	1,906,496	1,091,190	815,306	57%	20,971,456	17,385,410	3,586,046	83%	22,877,952
NET CHANGE	12,826	(1,082,627)	(1,095,453)	-8441%	141,086	(1,110,106)	(1,251,192)	-787%	153,912
SUB-TOTAL OPERATIONS	(351,758)	1,938,976	2,290,734	-551%	(3,909,804)	**2,429,151**	6,338,955	-62%	(4,221,095)
CAPITAL FUND									
State and Federal Subsidy	4,606,353	1,432,006	(3,174,347)	31%	50,669,892	47,433,767	(3,236,125)	94%	55,276,236
Expenses	4,606,353	92,233	4,514,120	2%	50,669,892	21,935,744	28,734,148	43%	55,276,236
NET CHANGE	0	1,339,773	1,339,773		0	25,498,023	25,498,023		0
GRAND TOTAL AGENCY	(351,758)	3,278,749	3,630,507	-932%	(3,909,804)	27,927,174	31,836,978	-714%	(4,221,095)

Financial Variance Report by Program
July 1, 2008 to May 31, 2009

Federal Low Rent Program:

	Year to Date - July 2008 to May 2009			
Federal Low Rent Program	**Budget**	**Actual**	**Actual vs Budget**	**%**
Rental Program	15,537,797	15,452,211	(85,586)	99%
State and Federal Subsidy	17,769,270	18,945,123	1,175,853	107%
Other Revenue	396,801	477,793	80,992	120%
Expenses	35,113,617	32,376,013	2,737,604	92%
NET CHANGE	**(1,409,749)**	**2,499,114**	**3,908,863**	**177%**

Rental Program year to date revenues show a negative variance to budget of $86K. This is the result of AMP #37, 38, 39 and 44 generating 96%, 42%, 84% and 91% of their budgeted revenues respectively. The AMPs generating over 100% of their budgeted revenues are AMP 30, 31, 33, 35, 40, 43, 45, 46, 49, and 50. The current increases in AMP revenue remain insufficient to cover the revenues shortfalls in AMPs 37, 38 and 39. A continued effort to assist those AMPs to achieve our rental objectives as a whole remains. (Note Budget = rents projected to be charged not collected. Actual means actual rents charged not collected.)

RENTAL INCOME July 2008 to May 2009

AMP#	Locations	Budget	Actual	Act/Bud
30	PUUWAI MOMI	1,556,852	1,587,814	102%
31	KALIHI VALLEY HOMES	1,022,978	1,150,903	113%
32	MAYOR WRIGHT HOMES	1,251,657	1,233,360	99%
33	KAMEHAMEHA HOMES	668,151	1,145,353	171%
34	KALAKAUA HOMES	1,434,114	1,430,299	100%
35	PUNCHBOWL HOMES	1,377,178	1,396,289	101%
37	LANAKILA HOMES (HILO)	880,979	846,358	96%
38	KEKAHA HA'AHEO (KAUAI)	1,518,737	643,836	42%
39	KAHEKILI TERRACE (MAUI)	599,379	503,365	84%
40	KUHIO PARK TERRACE	2,754,444	2,892,271	105%
43	KAHALE KAHALUU (KONA)	418,649	493,665	118%
44	WAIMAHA SUNFLOWER	524,480	475,801	91%
45	KOOLAU VILLAGE	641,124	734,788	115%
46	COUNTY OF HAWAII (WAIMEA)	170,599	173,399	102%
49	KAUHALE NANI	420,288	433,673	103%
50	PALOLO VALLEY HOMES	298,188	311,037	104%
Total		15,537,797	15,452,211	99%

Subsidy Income has a surplus of 7% to budget due to the increase in monthly subsidy from October 2008 to December 2008 resulting in pro-rata adjustments by HUD from 82% to 89%. The monthly subsidy income increased by 3% or $47K compared to budget, from January 2009 to April 2009. The monthly subsidy for May and June 2009 increased by 14% or $108K compared to budget. The subsidy for May and June 2009 is $1,848,704 for each month.

Central Maintenance expense has been allocated to the AMPs from the Central Office Cost Center (COCC) for $649,341 of Special Teams' work done for the AMPs from July 1, 2008 to May 31, 2009.

Front line services for the Applications and Hearing Office for services provided to the AMPs has been allocated at $212K and $300K respectively, from July 1, 2008 to May 31, 2009.

Total **Bad Debt Expense savings** of $1.8 million compared to budget as of May 31, 2009. Bad Debt Expense of $2.8 million per year was budgeted (17% of revenues); the actual bad debt is accrued at 5%.

State Family Program:

	Year to Date - July 2008 to May 2009			
STATE FAMILY PROGRAM	Budget	Actual	Actual vs Budget	%
Rental Program	725,791	825,287	99,496	114%
State Subsidy	0	602,985	602,985	#DIV/0!
Other Revenue	2,090	67,382	65,292	3224%
Expenses	2,205,164	1,734,392	470,772	79%
NET CHANGE	**(1,477,283)**	**(238,738)**	**1,238,545**	**16%**

Rental Program Rental revenues are a positive 14% or $99K compared to budget. A revenue subsidy from the State G-020 of $603K to the State Family Program is reflected in the May financial statement. Total savings of $470K in expenses are primarily due to the Bad Debt Expenses erroneously being overstated in the budget process.

State Elderly Program:

	Year to Date - July 2008 to May 2009			
STATE ELDERLY PROGRAM	Budget	Actual	Actual vs Budget	%
Rental Program	1,716,374	1,772,360	55,986	103%
State Subsidy	-	597,014	597,014	
Other Revenue	-	77,697	77,697	
Expenses	2,206,809	2,878,622	(671,813)	130%
NET CHANGE	**(490,435)**	**(431,551)**	**58,884**	**88%**

Rental Program: Rental revenues are a positive 3% or $56K to budget. Total expenses increased by 30% primarily due to increases in private management expenditures. A revenue subsidy from the State G-020 of $597K to the State Family Program under the same program is reflected in the May financial statement. The private management firms and utilities exceeded the budget by about $200K and $100K, respectively for fiscal year 2009. A new private management contract was bid after the budget was approved; the bid came in higher than expected.

Central Office Cost Center

	Year to Date - July 2008 to May 2009			
CENTRAL OFFICE COST CTR	Budget	Actual	Actual vs Budget	%
Other Revenue	5,311,963	7,963,999	2,652,036	150%
Expenses	5,776,507	7,000,845	(1,224,338)	121%
NET CHANGE	**(464,544)**	**963,154**	**1,427,698**	**207%**

Revenues represent Management Fees, Bookkeeping Fees, IT Fees, and Front Line Services Fees. Total monthly fees are about $230K.
$1.4 million from the 2004 and 2005 federal CFP fund operations line item has been transferred to pay for COCC expenses attributable to administering the federal capital fund program.

Central Maintenance expense has been allocated to the AMPs from the Central Office Cost Center (COCC) for $649,341 of work done for the AMPs from July 1, 2008 to May 31, 2009.

Front line expenses for the Applications and Hearing Office for services provided to the AMPs has been allocated at $212K and $300K respectively, for the period from July 1, 2008 to May 31, 2009.

Section 8 Housing Choice Voucher

	Year to Date - July 2008 to May 2009			
SECTION 8 HOUSING CHOICE VOUCHER	Budget	Actual	Actual vs Budget	%
Restricted: for tenant rents only				
Revenues: HUD PHA HSP (Sect8)	17,192,669	17,049,461	(143,208)	99%
Revenues: VASH HSP (Veterans)	1,366,641	661,226	(705,415)	48%
Expenses	18,559,310	16,779,152	1,780,158	90%
NET CHANGE	-	**931,535**	**931,535**	
Unrestricted: staff/admin costs				
Revenues: Admin Fees/Others	2,069,485	1,324,944	(744,541)	64%
Expenses	2,330,944	1,804,961	525,983	77%
NET CHANGE	**(261,459)**	**(480,017)**	**(218,558)**	**184%**

Section 8 Housing Choice Voucher: There are two aspects to this program, (1) rental subsidies paid to landlords, and (2) administrative fees to operate the program. The rental subsidy aspect will likely end the year with an unexpended balance. With low expenditures, the administrative fees are also below the budget estimates. The COCC may need to provide assistance to this program.

Total Federal Subsidy decreased $848K compared to budget. Total year to date subsidy received was $17,049,461 for the Section 8 program and $661K for the Veterans Vouchers program. Monthly subsidy decreased by 4% or $87K from $1,582,899 to $1,495,459 beginning January 2009.

Expense: Housing Assistance payments decreased by 10% or $1.8 million compared to budget. However as HUD funds are on a calendar year basis it is expected that payments will be close to 100% by the end of December 2009.

Section 8 Project Base Program

	Year to Date - July 2008 to May 2009			
SECTION 8 PROJECT BASED PROGRAM	Budget	Actual	Actual vs Budget	%
Restricted				
Revenues	16,499,928	20,127,265	3,627,337	122%
Expenses	16,499,928	20,127,265	(3,627,337)	122%
NET CHANGE	-	-	-	
Unrestricted:				
Revenues	1,445,851	1,029,364	(416,487)	71%
Expenses	1,338,557	842,351	496,206	63%
NET CHANGE	**107,294**	**187,013**	**79,719**	**174%**

Section 8 Project Based Program: Federal subsidy increased by 22%, or $3.6 million compared to budget. Federal subsidy and Housing Assistance Payments have netted out at $20 million. The net change represents administrative revenues over expenses for a net gain of $187K as of May 31, 2009.

State Rent Supplement

	Year to Date - July 2008 to May 2009			
STATE RENT SUPPLEMENT	Budget	Actual	Actual vs Budget	%
Revenue	1,086,734	1,233,027	146,293	113%
Expenses	1,141,448	1,124,280	17,168	98%
NET CHANGE	(54,714)	108,747	163,461	-199%

State Rent Supplement: The remaining balance of $108K is be expensed by end of the fiscal year. Subsidy and expenses should net each other if all allotment has been expended. Total allotment for the fiscal year 2009 is $1.2 million.

Homeless Programs

	Year to Date - July 2008 to May 2009			
HOMELESS PROGRAMS	Budget	Actual	Actual vs Budget	%
State and Federal Subsidy	14,545,336	14,718,096	172,760	101%
Other Revenue	6,567,206	1,557,208	(5,009,998)	24%
Expenses	20,971,456	17,385,410	3,586,046	83%
NET CHANGE	141,086	(1,110,106)	(1,251,192)	787%

Homeless Programs: This program has a total annual subsidy of $16 million representing $15 million in State subsidy and 1 million in Federal subsidy, in addition to prior year beginning reserves amounting to approximately $3.3 million because of a multiple year appropriation in fiscal year 2008.

Therefore, the $1.1 million net change deficit is for financial presentation only. The $17 million expense figure includes contractual obligations of $2 million from prior fiscal years. These contractual obligations are paid through encumbered funds (which are represented on the balance sheet) and are recorded in the fiscal year when the expense is paid.

If we take this information into account, the net change will be zero; that is, if State revenues are allotted and expenditures are incurred within the same fiscal year, then the Homeless budget will end fiscal year 2009 with a balanced budget and will still have a reserve of $2.9 million for fiscal year 2010.

Capital Fund

	Year to Date - July 2008 to May 2009			
CAPITAL FUND	Budget	Actual	Actual vs Budget	%
State and Federal Subsidy	50,669,892	47,433,767	(3,236,125)	94%
Expenses	50,669,892	21,935,744	28,734,148	43%
NET CHANGE	0	25,498,023	25,498,023	

Total subsidies of $47 million consist of $31 million in State Capital Improvement Funds, $10 million in Federal Capital Funds for 2007 and $3.5 million in State General Funds.

HPHA expended $6.1 million in Capital Improvement Funds. Encumbrances, Contracts and Purchase Orders total $11 million. $18 million is yet to be encumbered. Total allotment for the fiscal year is $36 million. These funds will not lapse provided HPHA encumbers the funds prior to the lapse date of (06/30/10).

HPHA has expended $2 million in General Funds for Repairs and Maintenance, including contract encumbrances from prior years. A blanket encumbrance secured the remaining $1.1 million balance by June 30, 2009.

Federal Capital Fund Program (CFP) Obligation Deadlines:

Fund	Authorized	Obligated	To Be Obligated 100% by Date	Notes
HI08R001501-07	$71,000	$0	9/12/09	Replacement Housing Fund
HI08R001502-07	$145,000	$0	9/12/09	Replacement Housing Fund
HI08P001501-07	$12,892,000	$3,595,756	9/12/09	Normal CFP Grant Funds
HI08S00150109	$16,245,443	$0	3/18/10	ARRA*

*HI08S00150109 of $16,245,443 is the ARRA grant. This grant has a zero obligation as of May 1, 2009; these funds must adhere to the following rules:

- First year 100% obligated
- Second year 60% expended
- Third year 100% expended

Property Management and Maintenance Services Branch
Report for the Month Ended June 30, 2009

GOAL: **Fix** units, **Fill** units (95% occupancy) and **Collect** rent (collect 95%).

A. Fix Units

In June 2009, there were 67 new move-ins and 17 transfers. There were 38 families that vacated in June 2009.

The federal sites have 80 units fixed but not filled as of June 30, 2009.
The state sites have 12 units fixed but not filled as of June 30, 2009.

During the fiscal year a total of 959 units were fixed for state and federal properties.

B. Fill Units

Total units filled in fiscal year 08-09:

Federal sites	719
State sites	148
Total move ins	867

See chart below for the percent of units occupied for state properties and federal AMPs.

State Occupancy Report:

Island	Total Available Units	Total Occupied Units	Occupancy Ratio
2201-Hauiki	46	44	95.65%
2202-Puahala Homes	128	108	84.38%
2204-Kawailehua	26	26	100.00%
2205-Kahale Mua	32	28	87.50%
2206-Lokahi	30	15	50.00%
2207-Ke Kumu Elua	26	10	38.46%
2401-Hale Po'ai	206	204	99.03%
2402-La'iola	109	105	96.33%
2403-Kamalu-Ho'olulu	221	218	98.64%
2404-Halia Hale	41	39	95.12%
Total	865	797	92.14%

Federal Occupancy Report:

AMP	Total Available Units	Total Occupied Units	Occupancy Ratio
30P-Aiea	362	360	99.45%
31P-KVH	372	312	83.87%
32P-MWH	363	350	96.42%
33P-Kamehameha/Kaahumanu	371	370	99.73%
34P-Kalakaua	581	559	96.21%
35P-Kalanihuia	585	553	94.53%
37P-Hilo	301	262	87.04%
38P-Kauai	319	306	95.92%
39P-Maui	196	139	70.92%
40P-KPT	740	699	94.46%
43P-Kona	200	193	96.50%
44P-Leeward Oahu	258	215	83.33%
45P-Windward Oahu	225	224	99.56%
46P-Kamuela	100	85	85.00%
49P-Central Oahu	150	135	90.00%
50P-Palolo	114	109	95.61%
Total	5,237	4,871	93.01%

Current applications pool consists of the following number of families to ensure ready vacant units are filled within 48 hours.

HONOLULU	TOTAL
ELDERLY 0	9
ELDERLY 1	15
ELDERLY 2	1
HONOLULU FAMILY	
1 BEDROOM	2
2 BEDROOM	10
3 BEDROOM	17
4 BEDROOM	9
5 BEDROOM	3
CENTRAL	
ELDERLY 0	2
ELDERLY 1	3

CENTRAL FAMILY	TOTAL
1 BEDROOM	9
2 BEDROOM	4
3 BEDROOM	5
4 BEDROOM	4
LEEWARD FAMILY	
1 BEDROOM	5
2 BEDROOM	10
3 BEDROOM	11
4 BEDROOM	3
WINDWARD FAMILY	
1 BEDROOM	8
2 BEDROOM	5
3 BEDROOM	5
4 BEDROOM	2
TOTAL:	142
DUPLICATED:	5

C. Collection of Rent

For the first time ever, the HPHA implemented the tax intercept program this fiscal year. Total collected from tax intercept program this fiscal year is $42,491.14.

During the month of June 2009, there were 13 evictions.

As you can see from the charts below, the HPHA met the 95% goal established by the Executive Director Chad Taniguchi. The AMP staff worked very hard to accomplish this goal.

	Fiscal Year-09 Federal		
	Charges	Collected	Ratio
Hawaii	$ 1,539,848.55	$ 1,477,218.39	95.93%
Kauai	$ 974,888.00	$ 968,202.09	99.31%
Maui	$ 579,436.00	$ 525,644.88	90.72%
Oahu	$14,568,109.87	$13,963,773.31	95.85%
Total	$17,662,282.42	$16,934,838.67	95.88%

	Fiscal Year -09 State		
	Charges	Collected	Ratio
Hawaii	$ 132,532.00	$ 114,670.60	86.52%
Kauai	$ 76,702.00	$ 71,943.07	93.80%
Maui	$ 53,654.00	$ 47,379.94	88.31%
Oahu	$ 2,607,756.00	$ 2,567,923.98	98.47%
Total	$ 2,870,644.00	$ 2,801,917.59	97.61%

Collections for the month of June 2009 for federal and state properties:
Federal AMPs June 2009 Collections:

	Collection Rate		
AMP	Charges	Collected	Ratio
30P-Aiea	$ 153,148.00	144,862.68	94.59%
31P-KVH	$ 105,897.00	92,774.07	87.61%
32P-MWH	$ 115,624.46	109,533.82	94.73%
33P-Kamehameha/Kaahumanu	$ 111,701.60	109,331.01	97.88%
34P-Kalakaua	$ 134,780.47	126,389.23	93.77%
35P-Kalanihuia	$ 137,262.43	134,679.87	98.12%
37P-Hilo	$ 59,638.50	58,780.98	98.56%
38P-Kauai	$ 82,065.00	75,445.23	91.93%
39P-Maui	$ 49,901.00	42,621.61	85.41%
40P-KPT	$ 256,018.00	241,434.02	94.30%
43P-Kona	$ 47,997.00	41,018.60	85.46%
44P-Leeward Oahu	$ 48,852.00	41,488.51	84.93%
45P-Windward Oahu	$ 83,338.00	75,878.22	91.05%
46P-Kamuela	$ 18,064.00	17,182.12	95.12%
49P-Central Oahu	$ 45,809.00	42,060.88	91.82%
50P-Palolo	$ 29,033.98	28,805.85	99.21%
	$ 1,479,130.44	$ 1,382,286.70	93.45%

State Properties June 2009 Rent Collections:

	Collection Rate		
Island	Charges	Collected	Ratio
2201-Hauiki	$ 20,169.00	18,315.34	90.81%
2202-Puahala Homes	$ 38,869.00	38,426.62	98.86%
2204-Kawailehua	$ 6,687.00	7,217.00	107.93%
2205-Kahale Mua	$ 4,806.00	4,752.00	98.88%
2206-Lokahi	$ 6,736.00	6,581.00	97.70%
2207-Ke Kumu Elua	$ 2,428.00	2,349.00	96.75%
2401-Hale Po'ai	$ 57,360.00	57,306.00	99.91%
2402-La'iola	$ 33,477.00	33,513.00	100.11%
2403-Kamalu-Ho'olulu	$ 61,701.00	60,421.00	97.93%
2404-Halia Hale	$ 12,072.00	12,225.00	101.27%
Total	$ 244,305.00	$ 241,105.96	98.69%

Please see chart below for the families referred for eviction since February 2009 and the amount owed as of June 2009. Eviction referrals submitted before February 2009 are not included in the chart below. During June 2009, the number of families 90 days delinquent decreased from 221 in May 2009 to 178 in June 2009. A decrease of 43 families over 90 days delinquent in rent. As of June 30, 2009, the amount owed by families over 90 days delinquent decreased from $730,746.47 to $540,356.31, a decrease of $190,390.16. The decrease is due to management collecting the delinquent balance or evicting the household. As you can see from the chart below, there is a dramatic decrease in the rent owed by families over 90 days delinquent from March 2009 compared to June 2009.

	Non-Vacated Delinquencies Balance as of June 2009			
AMP	Count of Families	Over 90 Days	Cumulative number of families referred for eviction in Feb. to June 2009	Cumulative dollar amount, cases referred for eviction Feb. to June 2009
30P-Aiea	3	1,712.76	2	2,808.36
31P-KVH	17	197,899.67	17	251,106.96
32P-MWH	4	16,016.61	5	15,562.02
33P-Kamehameha/ Kaahumanu	6	24,831.51	5	7,182.82
34P-Kalakaua	1	58.00	0	0.00
35P-Kalanihuia	12	45,426.76	3	8,696.60
37P-Hilo	5	7,446.70	3	8,116.70
38P-Kauai	13	11,774.93	4	8,181.80

	Non-Vacated Delinquencies Balance as of June 2009			
AMP	Count of Families	Over 90 Days	Cumulative number of Families referred for eviction in Feb. to June 2009	Cumulative dollar amount, cases referred for eviction Feb. to June 2009
39P-Maui	13	27,353.65	13	66,208.67
40P-KPT	22	21,681.91	24	37,441.65
43P-Kona	9	23,360.15	10	29,701.50
44P-Leeward Oahu	42	99,057.44	18	81,762.30
45P-Windward Oahu	8	15,953.14	7	13,305.91
46P-Kamuela	11	31,610.65	2	32,650.66
49P-Central Oahu	4	4,909.00	5	9,148.05
50P-Palolo	8	11,263.43	0	0.00
Cumulative Totals				
June 2009	**178**	**$540,356.31**	**118**	**$571,874.00**
May 2009	**221**	**$730,746.47**	**97**	**$517,507.17**
April 2009	**186**	**$ 744,012.12**	**90**	**$ 463,661.03**
March 2009	**320**	**$ 899,383.81**	**66**	**$ 351,277.13**

D. Goals

Eliminate Repeat Audit Findings – Resident Files

Public Housing Specialists I & II staff quarterly meetings began on May 28, 2009. The clerical staff brought up a list of items that needs to be addressed by PMMSB. The ongoing meetings will help to formulate procedural changes and updates. **Update to be sent to staff in July 2009 in response to concerns raised at the May 28, 2009 meeting.**

Increase Real Estate Assessment Center (REAC) Score

PMMSB will implement new REAC procedures for preventive and follow up maintenance measures. New programs and procedures will occur at the AMP and administrative level. We will be taking an agency approach to resolving the issues. The AMP staff, HUD and the AMP Monitors met and came up with several ways to approach the failing REAC scores. PMMSB reviewed all suggestions and a memo on new procedures was sent to AMPs in June 2009.

E. Updates

PMMSB is currently updating the House Rules that will be used for all HPHA properties.

The Tenant Monitor program will be implemented once the Hawaii Revised Statute requirements are met.

PMMSB and FMO will be setting up reporting requirements for AMPs to review and make corrections to the general ledger on a monthly basis. FMO will also be setting up a separate accounting of Resident Participation Funds.

PMMSB is planning a Resident Association Workshop to be held in October 2009.

PMMSB will continue AMP meetings twice a year. Meetings are currently being scheduled and should commence in August 2009.

F. Property Sales

1. Sale of Wilikina Apartments: Purchase and sale agreement sent to buyer. Buyer dropped out. Wilikina Board Meeting will be held July 16, 2009.
2. Sale of Banyan Street Manor: For Action will be presented at July 16, 2009 Board Meeting.
3. Sale of Hana vacant parcel: No new offers. Realtor recommends waiting for acceptable offer.

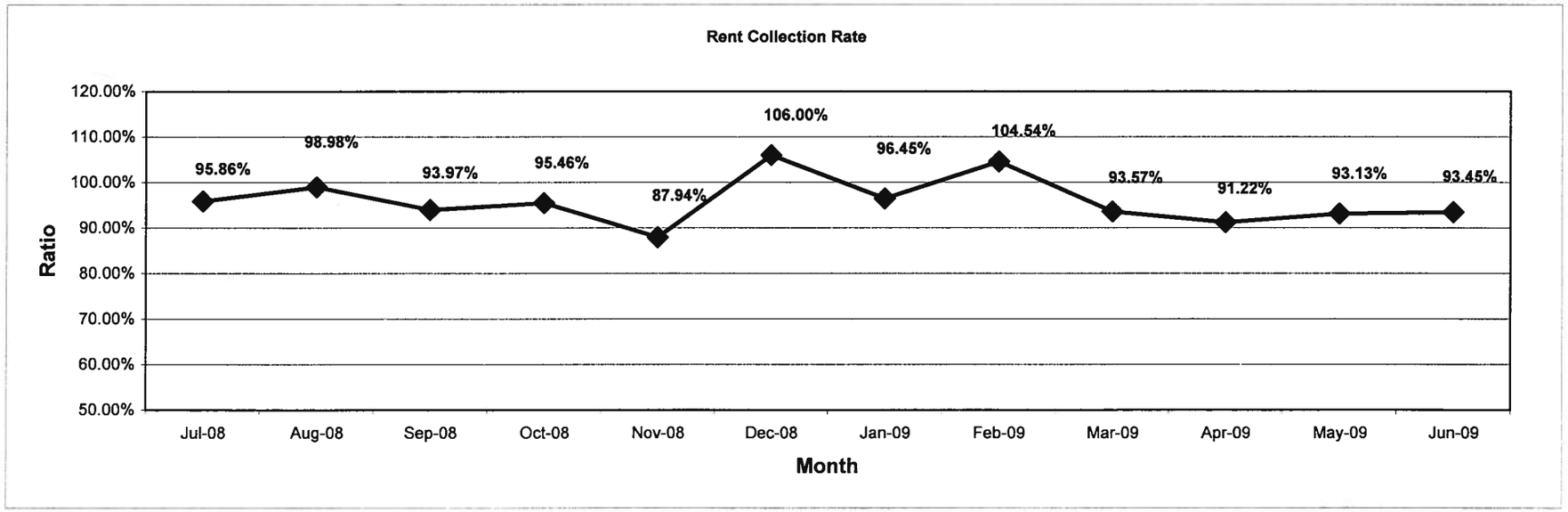
FEDERAL PUBLIC HOUSING

Rent Collection from 07/01/2008 to 6/30/2009

	Jul-08			Aug-08			Sep-08			Oct-08			Nov-08			Dec-08		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	$ 116,470.00	119,587.73	102.68%	$ 120,477.92	122,760.35	101.89%	$ 125,439.00	118,355.06	94.35%	$ 125,869.00	115,203.51	91.53%	$ 131,048.00	112,866.00	86.13%	$ 133,281.27	131,073.06	98.34%
Kauai	$ 79,207.00	75,806.25	95.71%	$ 79,485.00	75,502.50	94.99%	$ 75,965.00	86,866.07	114.35%	$ 78,673.00	80,746.73	102.64%	$ 79,849.00	73,720.23	92.32%	$ 80,041.00	93,170.62	116.40%
Maui	$ 51,024.00	43,783.00	85.81%	$ 49,455.00	45,634.62	92.28%	$ 48,272.00	44,387.54	91.95%	$ 46,012.00	46,125.48	100.25%	$ 47,977.00	39,874.31	83.11%	$ 46,632.00	46,921.77	100.62%
Oahu	$ 1,197,434.34	1,145,116.97	95.63%	$ 1,197,981.61	1,188,701.58	99.23%	$ 1,200,629.45	1,113,188.62	92.72%	$ 1,204,135.22	1,146,555.38	95.22%	$ 1,214,272.36	1,068,968.52	88.03%	$ 1,221,838.55	1,299,474.08	106.35%
Total	$ 1,444,135.34	$ 1,384,293.95	95.86%	$ 1,447,399.53	$ 1,432,599.05	98.98%	$ 1,450,305.45	$ 1,362,797.29	93.97%	$ 1,454,689.22	$ 1,388,631.10	95.46%	$ 1,473,146.36	$ 1,295,429.06	87.94%	$ 1,481,792.82	$ 1,570,639.53	106.00%

	Jan-09			Feb-09			Mar-09			Apr-09			May-09			Jun-09		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	$ 133,656.78	$ 115,217.46	86.20%	$ 132,995.09	$ 153,397.87	96.73%	$ 132,936.86	$ 128,036.71	96.31%	$ 131,367.63	$ 124,493.52	94.77%	$ 130,607.50	$ 119,245.42	91.30%	$ 125,699.50	$ 116,981.70	93.06%
Kauai	$ 83,368.00	$ 84,101.48	100.88%	$ 84,625.00	$ 83,524.26	88.16%	$ 85,116.00	$ 81,355.63	95.58%	$ 84,094.00	$ 80,050.21	95.19%	$ 82,400.00	$ 77,912.88	94.55%	$ 82,065.00	$ 75,445.23	91.93%
Maui	$ 47,501.00	$ 44,531.92	93.75%	$ 46,918.00	$ 42,249.03	75.04%	$ 46,955.00	$ 38,073.50	81.09%	$ 49,002.00	$ 49,710.83	101.45%	$ 49,787.00	$ 41,731.27	83.82%	$ 49,901.00	$ 42,621.61	85.41%
Oahu	$ 1,225,392.10	$ 1,193,203.47	97.37%	$ 1,220,303.61	$ 1,273,011.42	88.14%	$ 1,223,417.21	$ 1,145,321.53	93.62%	$ 1,220,886.98	$ 1,100,630.93	90.15%	$ 1,220,353.50	$ 1,142,362.65	93.61%	$ 1,221,464.94	$ 1,147,238.16	93.92%
Total	$ 1,489,917.88	$ 1,437,054.33	96.45%	$ 1,484,841.70	$ 1,552,182.58	104.54%	$ 1,488,425.07	$ 1,392,787.37	93.57%	$ 1,485,350.61	$ 1,354,885.49	91.22%	$ 1,483,148.00	$ 1,381,252.22	93.13%	$ 1,479,130.44	$ 1,382,286.70	93.45%

	Total		
	Charges	Collected	Ratio
Hawaii	$ 1,539,848.55	$ 1,477,218.39	95.93%
Kauai	$ 974,888.00	$ 968,202.09	99.31%
Maui	$ 579,436.00	$ 525,644.88	90.72%
Oahu	$ 14,568,109.87	$ 13,963,773.31	95.85%
Total	$ 17,662,282.42	$ 16,934,838.67	95.88%



Federal LIPH

HPHA Island Overview Report
June 2009

	Occupancy					Monthly Activity				Federal Waiting List*			
Island	Total Available Units	Total Occupied Units	Occupancy Ratio	Total Vacant Units (includes rent ready)	Units Rent Ready	Units Vacated (includes transfers)	Units Filled (includes transfers)	Transfers	Evictions	Families	Elderly	Transf. to LIPH-Family	Transf. to LIPH-Elderly
Hawaii	601	540	89.85%	61	12	9	18	4	3	1,562	149	3	5
Kauai	319	306	95.92%	13	2	3	1	0	0	124	46	0	1
Maui	196	139	70.92%	57	1	5	4	0	3	186	81	1	0
Oahu	4,121	3,886	94.30%	235	65	16	48	8	7	5,494	1,337	28	8
Total	5,237	4,871	93.01%	366	80	33	71	12	13	7,220	1,586	32	14

	Non Vacated Delinquencies**				Collection Rate		
Island	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	44	$ 23,730.87	25	$ 62,417.50	$ 125,699.50	$ 116,981.70	93.06%
Kauai	23	$ 10,831.00	13	$ 11,774.93	$ 82,065.00	$ 75,445.23	91.93%
Maui	15	$ 13,496.00	13	$ 27,353.65	$ 49,901.00	$ 42,621.61	85.41%
Oahu	220	$ 115,776.52	127	$ 438,810.23	$ 1,221,464.94	$ 1,147,238.16	93.92%
Total	302	$ 163,834.39	178	$ 540,356.31	$ 1,479,130.44	$ 1,382,286.70	93.45%

* - Please notice waitlist count does not sum up as applicants may apply on more than 1 listing.
**-Delinquencies and Collections reflect only Rents and Payment Agreements (Bill Code 0001 and 0006).
The collection charges reflect only the dwelling rental collections including prepays and Rent Payment Agreements. Excluded are Work Orders, Pet Fees, Monthly Pet Fees, Misc Charges, etc.
Collections Rate uses the same month for calculations. Example: 11-2008 charges are compared against 11-2008 collected.

Federal LIPH

HPHA Project Overview Report
June 2009

	Occupancy					Monthly Activity				Federal Waiting List*			
AMP	Total Available Units	Total Occupied Units	Occupancy Ratio	Total Vacant Units (includes rent ready)	Units Rent Ready	Units Vacated (includes transfers)	Units Filled (includes transfers)	Transfers	Evictions	Family	Elderly	Transf. to LIPH Family	Transf. to LIPH-Elderly
30P-Aiea	362	360	99.45%	2	0	0	3	0	1	4120	0	25	0
31P-KVH	372	312	83.87%	60	25	3	7	2	3	4120	0	25	0
32P-MWH	363	350	96.42%	13	1	0	4	1	0	4120	0	25	0
33P-Kam/Kaamanu	371	370	99.73%	1	0	1	2	0	0	4120	0	25	0
34P-Kalakaua	581	559	96.21%	22	0	1	6	0	0	0	1294	0	6
35P-Kalanihuia	585	553	94.53%	32	10	2	4	0	0	4120	1294	25	6
37P-Hilo	301	262	87.04%	39	9	6	10	2	0	762	120	4	4
38P-Kauai	319	306	95.92%	13	2	3	1	0	0	124	46	1	0
39P-Maui	196	139	70.92%	57	1	5	4	0	3	186	81	3	1
40P-KPT	740	699	94.46%	41	7	5	14	2	2	4120	0	25	0
43P-Kona	200	193	96.50%	7	1	3	8	2	3	935	40	4	2
44P-Leeward Oahu	258	215	83.33%	43	17	2	4	2	0	1828	0	7	0
45P-Windward Oahu	225	224	99.56%	1	1	0	2	0	0	1300	0	2	0
46P-Kamuela	100	85	85.00%	15	2	0	0	0	0	935	40	0	2
49P-Central Oahu	150	135	90.00%	15	4	2	2	1	1	1022	154	0	1
50P-Palolo	114	109	95.61%	5	0	0	0	0	0	4120	0	25	0
Total	5,237	4,871	93.01%	366	80	33	71	12	13	7220	1586	46	14

	Non Vacated Delinquencies**				Collection Rate		
AMP	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
30P-Aiea	6	2,014.00	3	1,712.76	$ 153,148.00	144,862.68	94.59%
31P-KVH	28	22,321.18	17	197,899.67	$ 105,897.00	92,774.07	87.61%
32P-MWH	14	7,334.91	4	16,016.61	$ 115,624.46	109,533.82	94.73%
33P-Kam/Kaamanu	14	8,371.73	6	24,831.51	$ 111,701.60	109,331.01	97.88%
34P-Kalakaua	4	2,129.00	1	58.00	$ 134,780.47	126,389.23	93.77%
35P-Kalanihuia	17	5,961.00	12	45,426.76	$ 137,262.43	134,679.87	98.12%
37P-Hilo	9	4,477.00	5	7,446.70	$ 59,638.50	58,780.98	98.56%
38P-Kauai	23	10,831.00	13	11,774.93	$ 82,065.00	75,445.23	91.93%
39P-Maui	15	13,496.00	13	27,353.65	$ 49,901.00	42,621.61	85.41%
40P-KPT	49	23,825.58	22	21,681.91	$ 256,018.00	241,434.02	94.30%
43P-Kona	21	11,141.00	9	23,360.15	$ 47,997.00	41,018.60	85.46%
44P-Leeward Oahu	49	20,262.51	42	99,057.44	$ 48,852.00	41,488.51	84.93%
45P-Windward Oahu	19	13,818.23	8	15,953.14	$ 83,338.00	75,878.22	91.05%
46P-Kamuela	14	8,112.87	11	31,610.65	$ 18,064.00	17,182.12	95.12%
49P-Central Oahu	12	4,490.38	4	4,909.00	$ 45,809.00	42,060.88	91.82%
50P-Palolo	8	5,248.00	8	11,263.43	$ 29,033.98	28,805.85	99.21%
	302	$ 163,834.39	178	$ 540,356.31	$ 1,479,130.44	$ 1,382,286.70	93.45%

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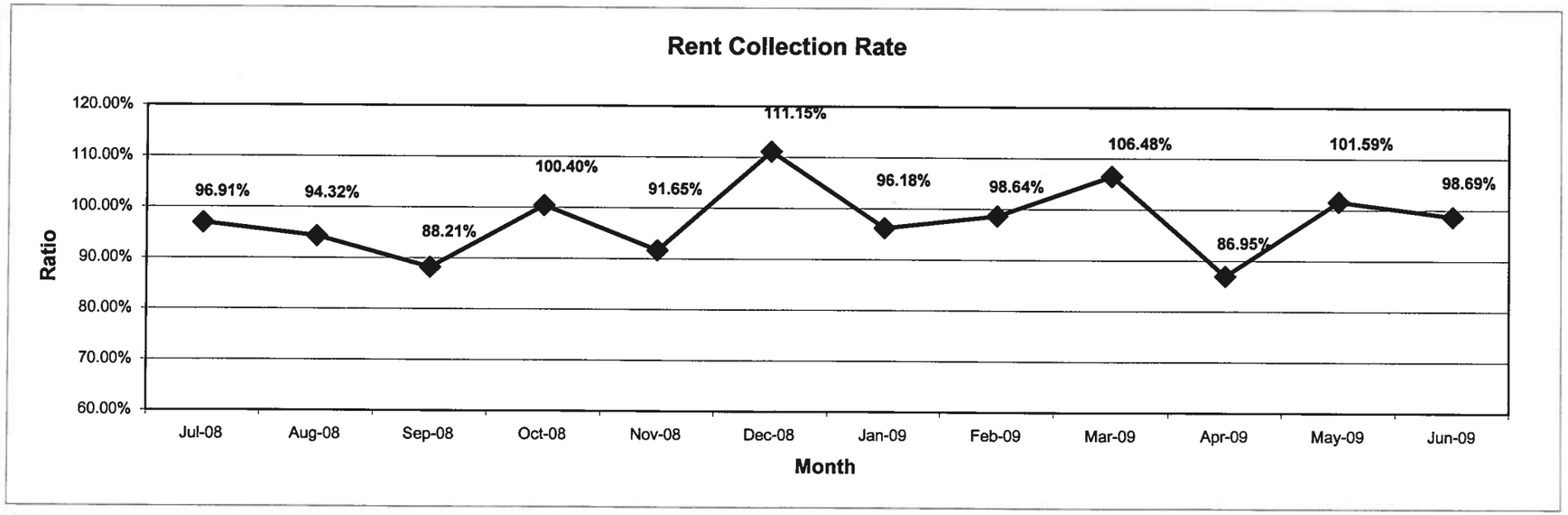
STATE PUBLIC HOUSING

Rent Collection from 07/01/2008 to 6/30/2009

	Jul-08			Aug-08			Sep-08			Oct-08			Nov-08			Dec-08		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	$ 11,693.00	$ 11,134.23	95.22%	$ 11,028.00	$ 8,885.00	80.57%	$ 10,906.00	$ 8,577.00	78.64%	$ 10,906.00	$ 9,454.00	86.69%	$ 11,223.00	$ 7,705.00	68.65%	$ 11,620.00	$ 9,200.00	79.17%
Kauai	$ 5,861.00	$ 5,247.05	89.52%	$ 6,313.00	$ 6,024.95	95.44%	$ 6,444.00	$ 5,153.00	79.97%	$ 6,279.00	$ 6,063.00	96.56%	$ 6,854.00	$ 5,551.00	80.99%	$ 6,859.00	$ 7,557.00	110.18%
Maui	$ 4,477.00	$ 3,571.00	79.76%	$ 4,508.00	$ 3,876.94	86.00%	$ 4,556.00	$ 4,686.00	102.85%	$ 4,380.00	$ 2,722.00	62.15%	$ 4,304.00	$ 2,955.00	68.66%	$ 4,203.00	$ 3,124.00	74.33%
Oahu	$ 210,603.00	$ 205,492.82	97.57%	$ 210,679.00	$ 200,544.75	95.19%	$ 213,530.00	$ 189,272.21	88.64%	$ 213,586.00	$ 217,855.10	102.00%	$ 214,258.00	$ 200,666.89	93.66%	$ 214,175.00	$ 243,383.29	113.64%
Total	$ 232,634.00	$ 225,445.10	96.91%	$ 232,528.00	$ 219,331.64	94.32%	$ 235,436.00	$ 207,688.21	88.21%	$ 235,151.00	$ 236,094.10	100.40%	$ 236,639.00	$ 216,877.89	91.65%	$ 236,857.00	$ 263,264.29	111.15%

	Jan-09			Feb-09			Mar-09			Apr-09			May-09			Jun-09		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	$ 11,429.00	$ 8,152.00	71.33%	$ 11,432.00	$ 12,855.98	101.97%	$ 11,266.00	$ 9,539.04	84.67%	$ 11,228.00	$ 9,921.35	88.36%	$ 10,637.00	$ 10,317.00	96.99%	$ 9,164.00	$ 8,930.00	97.45%
Kauai	$ 6,290.00	$ 5,416.00	86.10%	$ 6,334.00	$ 6,130.00	76.68%	$ 6,086.00	$ 6,270.07	103.02%	$ 6,102.00	$ 5,516.00	90.40%	$ 6,593.00	$ 5,798.00	87.94%	$ 6,687.00	$ 7,217.00	107.93%
Maui	$ 4,316.00	$ 4,139.00	95.90%	$ 4,409.00	$ 3,845.00	87.21%	$ 4,122.00	$ 4,470.00	108.44%	$ 4,766.00	$ 4,547.00	95.40%	$ 4,807.00	$ 4,692.00	97.61%	$ 4,806.00	$ 4,752.00	98.88%
Oahu	$ 218,982.00	$ 214,103.49	97.77%	$ 221,386.00	$ 217,408.54	84.84%	$ 221,295.00	$ 238,215.48	107.65%	$ 223,606.00	$ 193,663.83	86.61%	$ 222,008.00	$ 227,110.62	102.30%	$ 223,648.00	$ 220,206.96	98.46%
Total	$ 241,017.00	$ 231,810.49	96.18%	$ 243,561.00	$ 240,239.52	98.64%	$ 242,769.00	$ 258,494.59	106.48%	$ 245,702.00	$ 213,648.18	86.95%	$ 244,045.00	$ 247,917.62	101.59%	$ 244,305.00	$ 241,105.96	98.69%

	Total		
	Charges	Collected	Ratio
Hawaii	$ 132,532.00	$ 114,670.60	86.52%
Kauai	$ 76,702.00	$ 71,943.07	93.80%
Maui	$ 53,654.00	$ 47,379.94	88.31%
Oahu	$ 2,607,756.00	$ 2,567,923.98	98.47%
Total	$ 2,870,644.00	$ 2,801,917.59	97.61%



State LIPH

HPHA Island Overview Report

June 2009

	Occupancy					Monthly Activity				State Waiting List*			
Island	Total Available Units	Total Occupied Units	Occupancy Ratio	Total Vacant Units (includes rent ready)	Units Rent Ready	Units Vacated (includes transfers)	Units Filled (includes transfers)	Transfers	Evictions	Family	Elderly	Transf. to LIPH-Family	Transf. to LIPH-Elderly
Hawaii	56	25	44.64%	31	3	1	0	0	0	1,327	0	1	0
Kauai	26	26	100.00%	0	0	0	0	0	0	48	0	1	0
Maui	32	28	87.50%	4	1	0	0	0	0	38	0	0	0
Oahu	751	718	95.61%	33	8	4	13	5	0	4,728	508	4	9
Total	**865**	**797**	**92.14%**	**68**	**12**	**5**	**13**	**5**	**0**	**6,067**	**508**	**6**	**9**

	Non Vacated Delinquencies**				Collection Rate		
Island	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	5	$ 2,211.00	10	$ 16,329.17	$ 9,164.00	$ 8,930.00	**97.45%**
Kauai	3	$ 712.93	2	$ 1,348.46	$ 6,687.00	$ 7,217.00	**107.93%**
Maui	2	$ 804.00	17	$ 18,198.37	$ 4,806.00	$ 4,752.00	**98.88%**
Oahu	26	$ 16,615.65	65	$ 330,317.00	$ 223,648.00	$ 220,206.96	**98.46%**
Total	**36**	**$ 20,343.58**	**94**	**$ 366,193.00**	**$ 244,305.00**	**$ 241,105.96**	**98.69%**

* - Please notice waitlist count does not sum up as applicants may apply on more than 1 listing.

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

The collection charges reflect only the dwelling rental collections including prepays and Rent Payment Agreements. Excluded are Work Orders, Pet Fees, Monthly Pet Fees, Misc Charges, etc.

Collections Rate uses the same month for calculations. Example: 11-2008 charges are compared against 11-2008 collected.

State LIPH

HPHA Project Overview Report

June 2009

	Occupancy *					Monthly Activity				State Waiting List*			
Island	Total Available Units	Total Occupied Units	Occupancy Ratio	Total Vacant Units (includes rent ready)	Units Rent Ready	Units Vacated (includes transfers)	Units Filled (includes transfers)	Transfers	Evictions	Family	Elderly	Transf. to LIPH-Family	Transf. to LIPH-Elderly
2201-Hauiki	46	44	95.65%	2	0	0	0	0	0	4655	0	4	0
2202-Puahala Homes	128	108	84.38%	20	3	0	3	0	0	227	0	1	0
2204-Kawailehua	26	26	100.00%	0	0	0	0	0	0	48	0	1	0
2205-Kahale Mua	32	28	87.50%	4	1	0	0	0	0	38	0	0	0
2206-Lokahi	30	15	50.00%	15	0	1	0	0	0	733	0	0	0
2207-Ke Kumu Elua	26	10	38.46%	16	3	0	0	0	0	663	0	0	0
2401-Hale Po'ai	206	204	99.03%	2	0	1	4	1	0	0	317	0	3
2402-La'iola	109	105	96.33%	4	1	1	2	1	0	0	80	0	2
2403-Kamalu-Ho'olulu	221	218	98.64%	3	3	2	4	3	0	0	140	0	4
2404-Halia Hale	41	39	95.12%	2	1	0	0	0	0	0	140	0	0
Total	865	797	92.14%	68	12	5	13	5	0	6,067	508	6	9

	Non Vacated Delinquencies**				Collection Rate		
Island	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
2201-Hauiki	9	$ 8,283.00	19	$ 139,149.39	$ 20,169.00	18,315.34	**90.81%**
2202-Puahala Homes	15	$ 7,352.65	29	$ 186,481.96	$ 38,869.00	38,426.62	**98.86%**
2204-Kawailehua	3	$ 712.93	2	$ 1,348.46	$ 6,687.00	7,217.00	**107.93%**
2205-Kahale Mua	2	$ 804.00	17	$ 18,198.37	$ 4,806.00	4,752.00	**98.88%**
2206-Lokahi	1	$ 74.00	2	$ 12,591.50	$ 6,736.00	6,581.00	**97.70%**
2207-Ke Kumu Elua	4	$ 2,137.00	8	$ 3,737.67	$ 2,428.00	2,349.00	**96.75%**
2401-Hale Po'ai	0	$ -	5	$ 2,284.00	$ 57,360.00	57,306.00	**99.91%**
2402-La'iola	1	$ 598.00	8	$ 2,181.26	$ 33,477.00	33,513.00	**100.11%**
2403-Kamalu-Ho'olulu	0	$ -	3	$ 29.39	$ 61,701.00	60,421.00	**97.93%**
2404-Halia Hale	1	$ 382.00	1	$ 191.00	$ 12,072.00	12,225.00	**101.27%**
Total	36	$ 20,343.58	94	$ 366,193.00	$ 244,305.00	$ 241,105.96	98.69%

* - Please notice waitlist count does not sum up as applicants may apply on more than 1 listing.

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

The collection charges reflect only the dwelling rental collections including prepays and Rent Payment Agreements. Excluded are Work Orders, Pet Fees, Monthly Pet Fees, Misc Charges, etc.

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Elevator Repair Report: Hawaii Public Housing Authority Elevators reported as of 7/1/09

Name	Type	Elevator No.	Repair	No. and duration of Repairs to Elevator for month of June			No. and duration of Repairs to Elevator between 7/1/07 to 6/30/09			Start Date	Date or Estimated Completion of Major Repair	Total Repair Cost as of Report Date
				Less than one day	2 to 7 days	More than 7 days	Less than one day	2 to 7 days	More than 7 days			
Kuhio Park Terrace A	Family	1			1		32	4	2			$ 116,060.93
		2		1	1		44	5	2			$ 70,238.12
		3					2					$ 2,612.56
Kuhio Park Terrace B	Family	4	Parts used to repair #5	Cannot be repaired.					1	06/29/07	Cannot be repaired.	
		5					25	1	2			$ 139,618.87
		6					47					$ 8,937.25
Paoakalani	Elderly	1		2			8					$ 1,100.00
		2					1		1			$ 17,038.90
Kalakaua Home	Elderly	1					16	1	1			
		2					12	1				$ 14,538.60
Ho`olulu Elderly	Elderly	1							1			$ 12,140.20
		2					3					
Kalanihuia	Elderly	1		1			35	1	1			$ 27,763.75
		2					20					$ 275.00
Kamalu Elderly	Elderly	1					6	2	1			$ 9,467.50
		2					4					$ 137.50
Makamae	Elderly	1					5		1			$ 2,722.51
		2					2					
Makua Alii	Elderly	1		1			17	2	1			$ 137.50
		2					10					
Punchbowl Homes	Elderly	1		1			12	2				$ 23,350.78
		2					7	1	1			$ 137.50
Banyan St Manor	Family	1					5					$ 20,692.75
Hale Poai	Elderly	1		1			12	2				$ 206.00
		2					8					$ 329.80
Halia Hale	Elderly	1		2			4					$ 3,323.02
Kulaokahua	Homeless	1		1			10					$ 378.75
Laiola	Elderly	1					1					$ 412.00
		2					4					
Pumehana	Elderly	1					9	2				$ 17,726.24
		2					9					$ 240.63
Salt Lake Apts	Family	1					4					$ 23,350.78
Wilikina Apts	Family	1					7	1				$ 3,323.02
		2		1			9					$ 17,038.90
Total		34		11	2	0	390	25	15			
											Total Cost for Repairs to date	$ 533,299.36

Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 7/1/09

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					
Kuhio Park Terrace A	Family	1	1964	44	271	16	3		$4,152,919	Six elevators funded w/ FY08 Elevator CIP	Sep-07	Oct-09	Nov-10
		2	1964	44					Notice to proceed date 3/19/09 for six elevators		Sep-07	May-10	May-11
		3	1981	27							Sep-07	Apr-09	Apr-10
Kuhio Park Terrace B	Family	4	1964	44	298	16	3				Sep-07	Apr-09	Apr-10
		5	1964	44							Sep-07	Oct-09	Nov-10
		6	1981	27							Sep-07	May-10	May-11
Kalanihuia	Elderly	1	1968	40	151	15	2		$900,000	To be funded w/ FY09 Elevator CIP	Aug-08	Mar-10	Aug-10
		2	1968	40							Aug-08	Aug-10	Dec-10
Kalakaua Home	Elderly	1	1983	25	221	10	2		$900,000	To be funded w/ FY09 Elevator CIP	Aug-08	Jul-12	Sep-12
		2	1983	25							Aug-08	Oct-12	Dec-12
Punchbowl Homes	Elderly	1	1961	47	144	7	2		$700,000	To be funded w/ FY09 Elevator CIP	Aug-08	Dec-10	Apr-11
		2	1961	47							Aug-08	Apr-11	Jul-11
Paoakalani	Elderly	1	1970	38	151	17	2		$780,000	To be funded w/ FY09 Elevator CIP	Aug-08	Aug-11	Dec-11
		2	1970	38							Aug-08	Dec-11	Apr-12
Pumehana	Elderly	1	1972	36	139	21	2		$760,000	To be funded w/ FY09 Elevator CIP	Aug-08	Mar-10	Aug-10
		2	1972	36							Aug-08	Aug-10	Dec-10
Makua Alii	Elderly	1	1967	41	211	20	2		$900,000	To be funded w/ FY09 Elevator CIP	Aug-08	Aug-11	Dec-11
		2	1967	41							Aug-08	Dec-11	Apr-12
Salt Lake Apts	Family	1	1970	38	28	8	1		$450,000	To be funded w/ FY09 Elevator CIP	Aug-08	Apr-12	Jul-12

Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 7/1/09

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					
Makamae	Elderly	1	1971	37	124	4	2		$350,000	To be funded w/ FY09 Elevator CIP	Aug-08	Jul-12	Sep-12
		2	1971	37							Aug-08	Oct-12	Dec-12
Wilikina Apts	Family	1	1977	31	119	9	2		$700,000	To be funded w/ Wilikina Funds	Aug-08	Apr-12	Aug-12
		2	1977	31							Aug-08	Aug-12	Nov-12
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	34			2,518	181	23	10	$11,932,919				
	Average age of elevators			31									

54

RESULTS OF EVICTION REFERRALS

July 2007 – June 2009

	REFERRALS								
	TOTAL	REASON FOR REFERRAL		RESULT OF EVICTION REFERRAL					
MONTH		Rent	Other	Evict	Evict with Cond	10-day Cure	Dismiss	Continued	Completed
Aug 07	12	7	5	2	5	2	1	2	10
Sept 07	13	7	6	6	1	0	0	6	7
Oct 07	13	5	8	6	3	2	0	2	11
Nov 07	21	15	6	12	3	1	1	4	17
Dec 07	3	2	1	1	0	1	1	0	3
Jan 08	10	10	0	5	3	0	0	2	8
Feb 08	10	9	1	3	2	1	0	4	6
Mar 08	7	6	1	2	1	1	0	3	4
Apr 08	30	27	3	9	13	0	1	7	23
May 08	14	11	3	4	6	0	0	4	10
June 08	12	9	3	6	2	0	1	3	9
July 08	0	0	0	0	0	0	0	0	0
Aug 08	13	9	4	5	2	0	1	5	8
Sept 08	14	12	2	4	2	1	3	4	10
Oct 08	22	15	7	5	7	0	2	8	14
Nov 08	14	10	4	9	2	0	1	2	12
Dec 08	11	10	1	7	2	0	0	2	9
Jan 09	5	4	1	3	0	1	0	1	4
Feb 09	39	32	7	16	13	0	0	10	29
March 09	31	27	4	12	11	3	0	5	26
Apr 09	31	29	2	12	9	0	0	8	23
May 09	22	18	4	7	6	0	4	5	17
June 09	30	28	2	12	9	0	0	9	21
TOTALS	377	302	75	150	102	13	16	96	281

Total # of Cases Heard for the Month of June 2009: 30
(Oahu & Neighbor Island)

Decisions Rendered:	Rent Violations	Other Violations
Eviction	10	2
Evict w/cond	9	0
10-day cure	0	0
Dismissal	0	0
Continued	9	0
TOTAL	28	2

Delinquent balances for rent cases ordered evicted for month of June 2009:

AMP 33	Kamehameha Homes	$ 2,662.00
AMP 35	Makamae	$ 3,753.40
AMP 39	Maui Management	$ 12,138.54
AMP 40	Kuhio Park Terrace	$ 2,607.66
AMP 44	Waimaha/Sunflower	$ 8,630.00
AMP 49	Kupuna Home O Waialua	$ 777.00
Total:		$ 30,568.60

RESULTS OF EVICTION REFERRALS

July 1, 2008 – June 30, 2009

	REFERRALS								
	TOTAL	REASON FOR REFERRAL		RESULT OF EVICTION REFERRAL					
MONTH		Rent	Other	Evict	Evict with Cond	10-day Cure	Dismiss	Continued	Completed
July 08	0	0	0	0	0	0	0	0	0
Aug 08	13	9	4	5	2	0	1	5	8
Sept 08	14	12	2	4	2	1	3	4	10
Oct 08	22	15	7	5	7	0	2	8	14
Nov 08	14	10	4	9	2	0	1	2	12
Dec 08	11	10	1	7	2	0	0	2	9
Jan 09	5	4	1	3	0	1	0	1	4
Feb 09	39	32	7	16	13	0	0	10	29
March 09	31	27	4	12	11	3	0	5	26
Apr 09	31	29	2	12	9	0	0	8	23
May 09	22	18	4	7	6	0	4	5	17
June 09	30	28	2	12	9	0	0	9	21
TOTALS	232	194	38	94	63	5	11	59	173

Total # of Cases Heard from July 1, 2008 – June 30, 2009: 232
(Oahu & Neighbor Island)

Decisions Rendered: Rent and Other Violations

Eviction	94
Evict w/cond	63
10-day cure	5
Dismissal	11
Continued	59
TOTAL	173

Section 8 Subsidy Programs Branch
Program Report
As of June 30, 2009

Federal Housing Choice Voucher (Section 8) Program

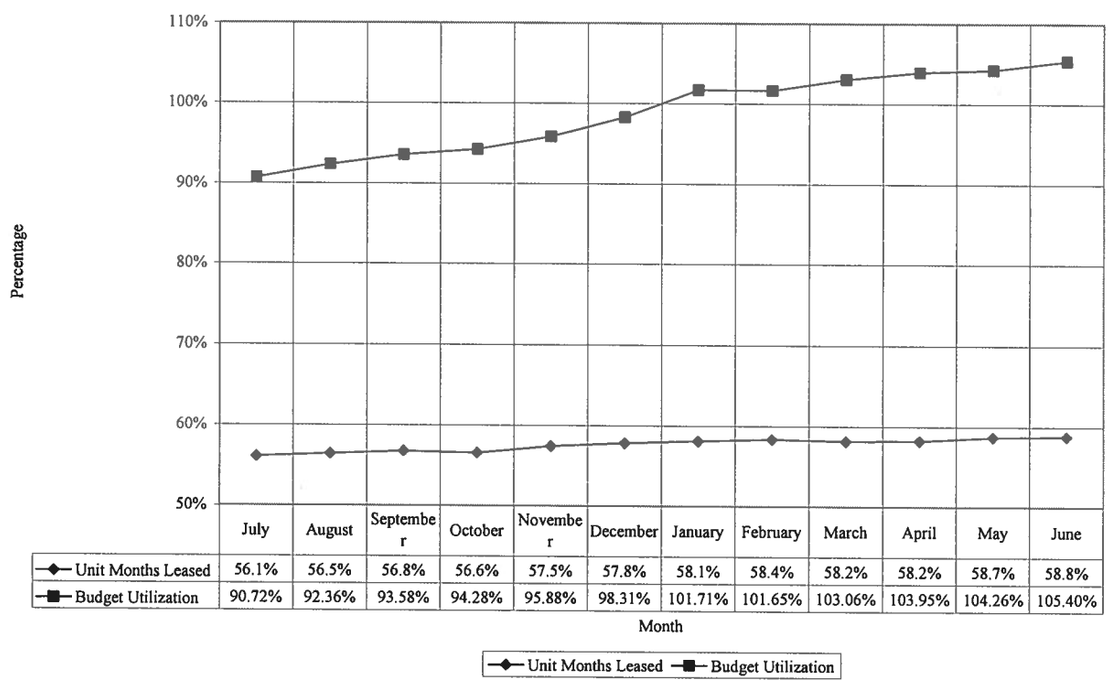
2009 Fiscal Year Report (Cumulative Trend)

- The Housing Assistance Payments (HAP) unadjusted average annual budget utilization is 98.76% of the total annual allocated budget of $18,741,816 or $1,561,818 per month.
- For FY 2009, unadjusted average monthly voucher lease up is 1,799 or 58.80% of the total 3,058 baseline vouchers; 1,826 participants were assisted during the month. Administrative fees are earned for each participant that leased up on the first of the month. The low number of vouchers utilized is because of high rents in Hawaii. Therefore, it is unlikely Hawaii will ever utilize all vouchers because the limiting factor is the funding provided.
- June 2009 subsidy payments show a 1.1% monthly increase in subsidy expenditures from the previous month due in part to an increase in rents and voucher holders' success in securing rental contracts.

Monthly Report (Monthly Snapshots)

Current average budget utilization is **98.76%.** HPHA's goal is 95% to attain 15 points for Indicator 13 in SEMAP.

FY 2009 Section 8 Budget Utilization and Unit Months Leased



	July	August	September	October	November	December	January	February	March	April	May	June
Unit Months Leased	56.1%	56.5%	56.8%	56.6%	57.5%	57.8%	58.1%	58.4%	58.2%	58.2%	58.7%	58.8%
Budget Utilization	90.72%	92.36%	93.58%	94.28%	95.88%	98.31%	101.71%	101.65%	103.06%	103.95%	104.26%	105.40%

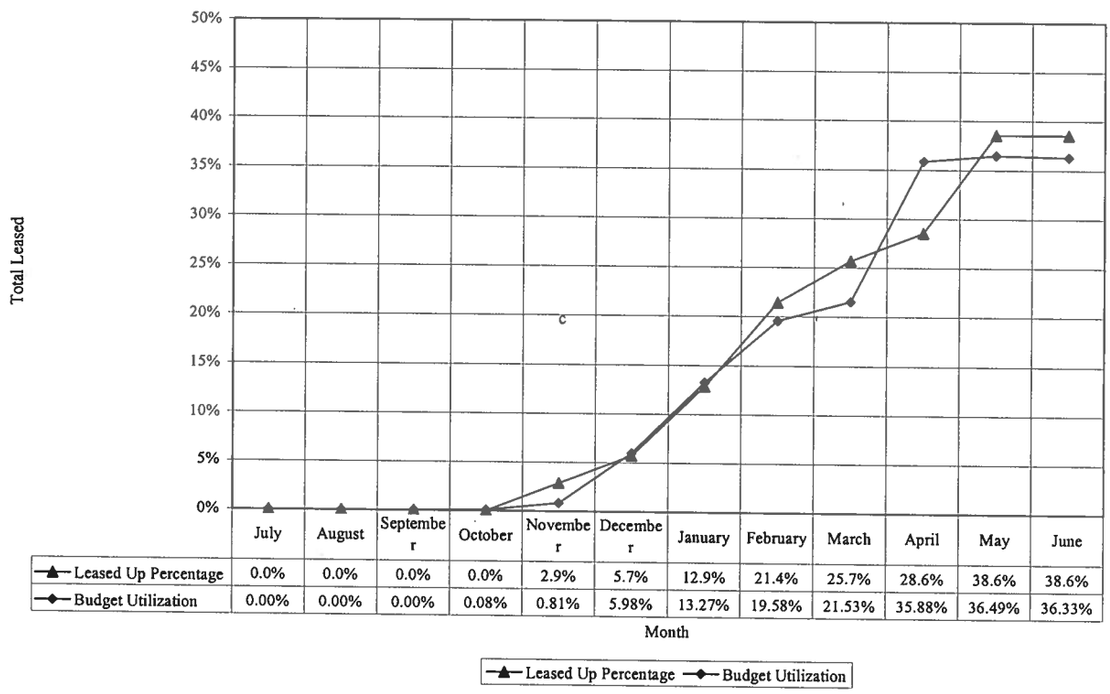
- The monthly average per unit cost subsidy is $874.00 per month. The amount reflects the difference between what the family pays towards rent and the approved payment standard. Payment standards vary among bedroom sizes.
- No new Housing Choice Vouchers were issued for June 2009 due to an effort to curb over-utilization of funds. The total FY 2009 of new HCV issuances remains at 164.
- The Department of Housing and Urban Development, Financial Management Center has allotted the HAP budget authority for CY 2009. As of 6/30/09 the branch is operating at 103.38% of the budget authority. The branch will concentrate its efforts in bringing this rate down to between 95% and 98% to ensure that the program is sustainable by the allotted amount. The branch will closely monitor the attrition rate, suspend voucher issuance, and to limit new placements. The branch has begun to administer all incoming portable vouchers effective May 14, 2009.

Federal Housing Choice Voucher (Section 8) Program
Veterans Affairs Supportive Housing (VASH)

- HPHA was awarded 70 Veterans Affairs Supportive Housing (VASH) Vouchers to assist Veterans with housing assistance. HPHA has also applied for an additional 35 VASH vouchers.
- Eligible applicants under this program are referred to HPHA from the Department of Veteran Affairs.
- For the month of June 2009, a total of 32 vouchers were issued. To date, a total of 27 veteran families are leased up under VASH assistance.
- VASH voucher holders reside on Oahu, Maui and Kauai.

Monthly VASH Report (Monthly Snapshots)

FY 2009 VASH Vouchers



	July	August	September	October	November	December	January	February	March	April	May	June
Leased Up Percentage	0.0%	0.0%	0.0%	0.0%	2.9%	5.7%	12.9%	21.4%	25.7%	28.6%	38.6%	38.6%
Budget Utilization	0.00%	0.00%	0.00%	0.08%	0.81%	5.98%	13.27%	19.58%	21.53%	35.88%	36.49%	36.33%

Federal Housing Choice Voucher (Section 8) Program
Quarterly Update of Section 8 Management Assessment Program (SEMAP)

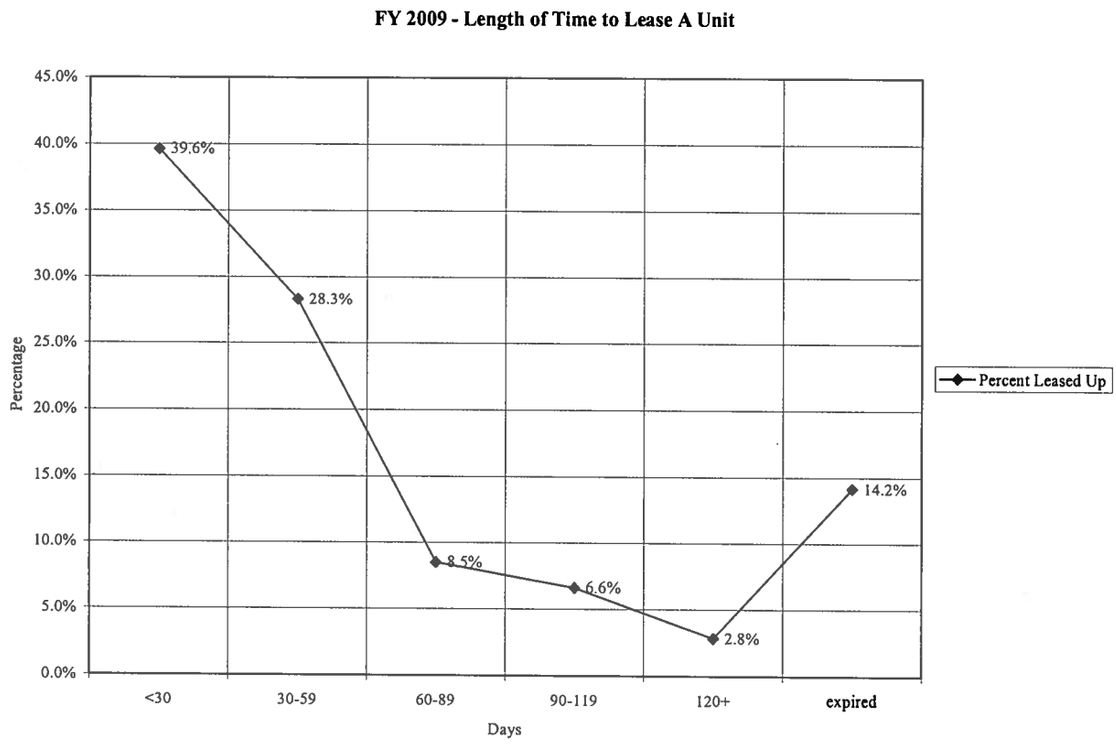
The United States Department of Housing and Urban Development (HUD) established the Section 8 Management Assessment Program (SEMAP) to assess performance and delivery of the Section 8 Rental Assistance Program. SEMAP consists of 15 measurement indicators. Hawaii Public Housing Authority's (HPHA) performance for each indicator through December 31, 2008 and respective strategies to achieve maximum points are itemized below.

	Indicator	Requirement	Max Score	07-08 Score	08-09 Antici-pated Score	Status
1	Wait List Selection (>98% = 15)	Wait List Selection Policies & procedures in place and being followed	15	15	15	Applicants are pulled from the Waiting List in compliance with the Hawaii Administrative Rules Chapter 15-185.
2	Reasonable Rent (>98% = 20; 80-97% = 15)	Procedure in place and being followed to document that rents are comparable to other units in census tract at initial lease up and annual recertification	20	15	15	HPHA's rent comparable data base is updated on a real time basis and reasonable rent is done during lease-up and re-certification. Random audits will be performed to ensure full compliance: 90% of files containing no errors. EmPHAsys (ECS) Elite contains a rent comparable module to assist the Housing Quality Standards (HQS) Inspectors when making this determination and improving on this indicator.
3	Adjusted Income (>90% = 20; 80-89% = 15)	Rent computations to determine adjusted income being done accurately	20	15	15	Rent computations are formulated via ECS and backed up by manual calculations. This procedure is automated. Section 8 recipients' (S8R) file audits (10%) are conducted to ensure accuracy of the calculation. Current accuracy rate is at 81%, however, the full quarter has not been reviewed as there is a time lag of two months to review tenant files. The Branch continues to address file errors and corrective actions.
4	Utility Allowance	Maintain and utilize current utility allowance rates (for each county)	5	5	5	All utility allowance schedules have been made current.
5	Housing Quality Standards (HQS) Control	Perform management inspection on 10% of units as quality control.	5	5	5	All the required inspections have not been completed, however for each month, 2% of initial inspections are reviewed.
6	HQS Enforcement	Enforce that landlords correct any emergency situations found during HQS inspections within 24 hours, non-emergency within 30 days	10	0	10	An extremely small percentage of the units have life threatening deficiencies reported during the HQS inspections. The Housing Inspectors immediately call to inform the landlord of all the deficiencies (life threatening and non-life threatening). Furthermore, a copy of the report and corrective actions required is mailed shortly thereafter. The inspectors schedule a follow-up inspection to ensure compliance. The HQS clerk contacts the owner/landlord for any deficiencies that have not been corrected within 15 days to check if corrections have been made or not. If corrections are not made after 30 days, the housing assistance payment (HAP) will be abated.
7	Expand Housing Opportunities	Encourage landlord participation in low poverty areas to participate through outreach strategies	5	5	5	HPHA and the City & County of Honolulu co-sponsored a Landlord Outreach Seminar on May 29, 2009. This seminar is for current and prospective landlords, property managers and service providers.

	Indicator	Requirement	Max Score	07-08 Score	08-09 Antici-pated Score	Status
8	Fair Market Rent (FMR) Limit & Payment Standards	At least 98% of gross rents are less than or equal to current FMR or Payment Standard	5	5	5	HUD has issued a 2009 FMR update and HPHA has updated the payment standard equivalent to approximately 95% of the FMR. Exception is that for studio units, 100% of the FMR will be used to assist the elderly and disabled households. The intent is to assist families with overcoming high rent barriers.
9	Annual Re-examinations (<5% = 10; 5-10% = 5)	Complete annual recertification on time / less than 5% overdue	10	10	10	PIH Information Center (PIC) SEMAP indicator shows 100% of number of families reported to be in compliance with annual re-certifications completed timely.
10	Tenant Rent Calculations	Calculations are done correctly / error rate of less than 2%	5	5	0	Monthly quality control (QC) will determine whether tenant rent calculations are within the 2% error rate report.
11	Pre-contract HQS (<2%)	98% of units must pass HQS inspection before lease signed	5	5	5	QC audits will indicate whether a unit passed inspection before HAP payments are made.
12	Annual HQS Inspection	Each unit must be inspected annually / error rate of less than 2%	10	10	10	PIC Ad Hoc reports will determine whether unit inspected was completed within 12 months. QC audits will back up data.
13	Lease Up (>98% = 20; 95-97% = 15)	Maximize lease up and utilization of Section 8 budget allocation.	20	0	20	As of 06/30/2009: **Adjusted Voucher Lease-Up Analysis**: Mainstream (175 / 175 or 100%) Section 8 (2,883 / 1,624 or 56.3%) VASH (70/27 or 39.0%) **Lease-Up (3,128/1,826 or 58.4%)** Maintenance strategies • Decrease payment standard to 90% of FMR. This will decrease PUC, therefore balancing the over-utilization rate • Monitor attrition rate and limit lease-ups to maintain 95% to 98% lease-up rate • Administer incoming portable vouchers to recoup 80% of porting PHAs administrative fees
14	FSS (Oahu) (>80% & 30% escrow = 10; 60-79% & 30% escrow = 8; >80% & <30% escrow, or <60% & >30% escrow = 5; 60-79% & <60% escrow = 3)	Maximize enrollment up to budget allocation	10	8	8	The Family Self Sufficiency (FSS) coordinator has been receiving newly leased up referrals to increase the FSS program participants. It is anticipated to have 86 families under contract. There are 78 families under contract as of June 30, 2009.
			145	103	128	
15	Deconcentration Bonus (Oahu)	Utilize Section 8 Vouchers to deconcentrate urban areas of poverty	5	5	5	PIC information not available. Points will be determined at the end of the FY 2009.
TOTAL SCORE PLUS BONUS POINTS			**150**	**108**	**133**	

Housing Choice Voucher (HCV) Lease Up Success

A majority of voucher holders continue to successfully find units within the initial 60 day period as the softening of the rental market makes the HCV program more attractive to owner/landlords.



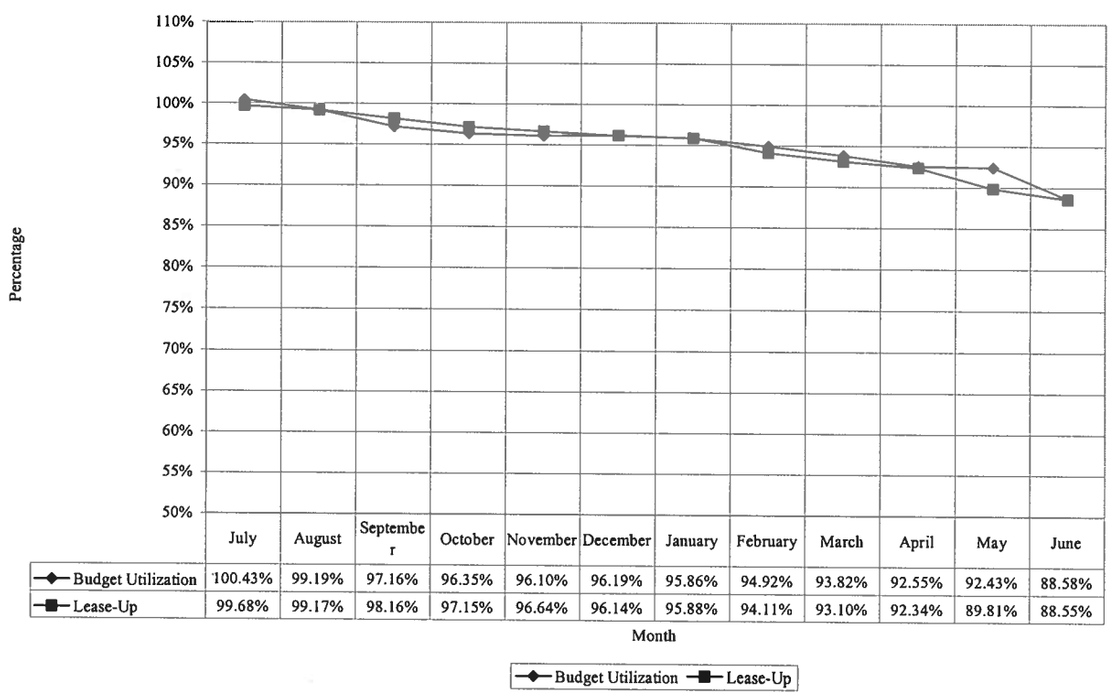
State Rent Supplement Program

2009 Fiscal Year Report (Cumulative Trend)

- For FY 2009, unadjusted average monthly lease up is 350 families or 88.58% of the total 395 possible families when based on the average subsidy payments.
- The Rent Supplement unadjusted average annual budget utilization is 95.30% of the total annual allocated budget of $924,720 or $77,060 per month.
- The monthly average per unit cost subsidy is $195.00 per month. The amount reflects the difference between what the family pays towards rent and the maximum subsidy amount of $230.00 per month.
- June 2009 Rent Supplement Subsidy payments show a 4.2% monthly decrease from the previous month ($71,227 in May to $68,263 in June) because of a decrease in the number of families on assistance. Per unit cost decreased from $201 to $195 which is attributed to a decrease in subsidy payments.
- The values for previous reports may not be the same as the current report due to retroactive adjustments in lease up and subsidy payments.

Monthly Report (Monthly Snapshots)

FY 2009 Rent Supplement Program Budget Utilization and Lease Up



	July	August	September	October	November	December	January	February	March	April	May	June
Budget Utilization	100.43%	99.19%	97.16%	96.35%	96.10%	96.19%	95.86%	94.92%	93.82%	92.55%	92.43%	88.58%
Lease-Up	99.68%	99.17%	98.16%	97.15%	96.64%	96.14%	95.88%	94.11%	93.10%	92.34%	89.81%	88.55%

HOMELESS PROGRAMS BRANCH
July 16, 2009

I. ACCOMPLISHMENTS

A. Shelter Occupancy Report
Information from this report is updated weekly and available on line at www.homeless.hpha.hawaii.gov This report identifies the number of people served in March. April information is updated on May 15th. The wait list information is effective as of April 30, 2009, because of the internal deadline for Board items.

The shelters with an asterisk are leased or owned by HPHA.

Shelter Name(s)	Total Number of units	Total # of People Served	Wait List
*Weinberg Village Waimanalo (Waimanalo, Oahu) Family Shelter	30 units	29 families **124 total indiv.**	193 singles 52 families
*Nakolea (McCully, Oahu) Working singles	64 units	65 singles **65 total indiv.**	0 single
*Kulaokahua (Makiki, Oahu) Trans. shelter for single seniors	29 units	37 single **37 total indiv.**	29 singles
*Next Step Shelter (Kakaako, Oahu) Emergency shelter for singles & families	160 units	152 singles 17 families **212 total indiv.**	n/a
Puahala – H5 (Kalihi, Oahu) Transitional shelter for families	14 units	13 families **49 total indiv.**	n/a
*Onelau'ena (Kalaeloa, Oahu) Emergency shelter for singles & families	56 units 4 dorms	39 singles 39 families **190 total indiv.**	187 singles 81 families
*Onemalu (Kalaeloa, Oahu) Transitional shelter for singles & families	46 units	14 singles 30 families **156 total indiv.**	140 singles 47 families
*Hale Ulu Pono (Kalaeloa, Oahu) Transitional shelter for singles w/mental illness	28 units	26 singles **26 total indiv.**	11 singles
*Paiolu Kaiaulu (Leeward Oahu) Emergency shelter for singles & families	125 units	56 singles 52 families **248 total indiv.**	0
*Kumuhonua (Kalaeloa, Oahu) Transitional shelter for adults Currently taking applications	69 units	27 singles 0 families **27 total indiv.**	0
*Ulu Ke Kukui (Leeward Oahu) Transitional shelter for families Currently taking applications	80 units	4 singles 68 families **289 total indiv.**	0
Kawaihae (Big Island, Hawaii) Transitional for families	24 units	24 families **110 total indiv.**	25 singles 7 families
Maililand (Waianae, Oahu) Transitional for families	44 units	2 singles 41 families **168 total indiv.**	81 singles 22 families
Shelter Name(s)	**Total Number of units**	**Total # of People Served**	**Wait List**
Hawaii Island Home for Recovery (formerly) Faith Against Drugs (Hilo, Hawaii) Transitional for singles	19 units	19 singles **19 total indiv.**	16 singles
Ho'olanani (Kahului, Maui) Emergency for singles & families	18 beds	26 singles 1 families **29 total indiv.**	0

Honolulu Family Center (Oahu) Emergency for singles & Families	14 beds	0 single 5 families **15 total indiv.**	454 singles 109 families
Windward Family Center (Kailua, Oahu) Emergency for singles & families	14 beds	1 family **4 total**	155 singles 37 families
Gregory House (Honolulu, Oahu) Transitional for singles w/HIV	11 beds	9 singles **9 total indiv.**	52 singles 5 families
Waipahu House (Waipahu,Oahu) Transitional for singles	13 beds	15 singles **15 total indiv.**	52 singles 5 families
TLP Young Men's Keeaumoku (Honolulu, Oahu) Transitional for young men	4 units	3 single **3 total indiv.**	0
TLP Young Men's Maka'aloa (Ewa Beach, Oahu) Transitional for young men	4 units	4 single **4 total indiv.**	0
TLP Young Women Apaa (Ewa Beach, Oahu) Transitional for young women	6 units	3 single **3 total indiv.**	0
Loliana (Honolulu, Oahu) Transitional for families	43 units	45 families **163 total indiv.**	10 families
Vancouver House (Honolulu, Oahu) Transitional for students with or without families	33 units	34 families **103 total indiv.**	19 families
IHS Ka'aahi Street (Honolulu, Oahu) Emergency for women & children	190 beds	143 singles 29 families **231 total indiv.**	0
IHS Sumner Street (Honolulu, Oahu) Emergency for men	200 beds	382 singles **382 total indiv.**	0
Kahikolu Ohana Hale O Waianae (Oahu) Transitional for singles & families	2 dorms & 72 units	8 singles 29 families **124 total indiv.**	0
Mana'olana (Lihue, Kauai) Emergency for families/singles	20 beds	57 singles 2 families **63 total indiv.**	0
Mana'olana (Lihue, Kauai) Transitional for families/singles	13 units	3 singles 4 families **12 total indiv.**	0
Komohana Group Home (Lihue, Kauai) Transitional for singles	6 beds	3 singles **3 total indiv.**	0
Lihue Court (Lihue, Kauai) Transitional for families	24 units	7 families **27 total indiv.**	0
Shelter Name(s)	**Total Number of units**	**Total # of People Served**	**Wait List**
Ka Hale A Ke Ola Homeless Resource Ctr. (Wailuku, Maui) Emergency/Transitional for singles & families	72 units	69 singles 53 families **260 total indiv.**	153 singles 36 families
Na Hale O Wainee Resource Center (Lahaina, Maui) Emergency/Transitional for singles & families	72 units	58 singles 28 families **147 total indiv.**	18 singles 4 families
Safe Haven (Honolulu, Oahu) Transitional for singles w/mental illness	25 units	29 singles **29 total indiv.**	20 singles
Beyond Shelter (Hilo, Hawaii) Transitional for singles & families	8 units	8 families **33 total indiv.**	2 families

Kiheipua Emergency Shelter (Hilo, Hawaii) Emergency for singles & families	72 beds	13 singles 6 families **34 total indiv.**	2 singles 3 families
Wilder House (Hilo, Hawaii) Transitional for families	1 unit	1 family **9 total indiv.**	0
Kuleana House (Hilo, Hawaii) Transitional for families	1 unit	1 family **4 total indiv.**	2 families
Lighthouse Outreach Center (Waipahu, Oahu) Emergency for singles & families	100 beds	81 singles 61 families **282 total indiv.**	n/a
Veteran's in Progress (Kalaeloa, Oahu) Transitional for veterans	98 beds	99 singles **99 total indiv.**	0
Bridge to Success (Domestic Violence)(Oahu) Transitional for woman & children	8 units	9 singles 1 family **11 total indiv.**	7 families
Family House (Domestic Violence)(Oahu) Transitional for women & children	15 units	0 single 7 families **17 total indiv.**	0
Ohana Ola O Kahumana (Waianae, Oahu) Transitional for families	48 units	52 families **194 total indiv.**	35 families
TOTAL	**1217 Units** **756 Beds** **6 Dorms**	**1455 singles** **688 families** **4029 total indiv.**	**1588 singles** **483 families**

B. State Programs Administration – (Stipend, Outreach and Grants Program)

1. Contracts are being prepared for the FY 2010 contract year.

2. The Governor has signed the State Budget which provides Homeless Programs with $14,107,491 in State funds, nearly what was requested by the Governor with the exception of losing one staff position and the funding for that position.

3. The State's FY 2010 Budget Execution Policy allocates the funds in each program budget in four equal quarterly installments. However, HPHA has requested permission from the Governor to allocate 90% of the annual budget for Homeless Programs in the first quarter in order to accommodate encumbrance of annual contracts for homeless services. With the loss of one staff person and the potential for additional loss of employees and/or furloughs, the work and accompanying cost of quarterly contracts would be devastating to the work load and the budget at Homeless Programs.

C. Federal Programs

1. Five Year Consolidated Plan – Continued working with the three rural counties to produce a draft of the new Five Year Consolidated Plan for the years 2010 to 2014. The plan is for use of Department of Housing and Urban Development (HUD) funds provided through Housing Opportunities for Persons with AIDS (HOPWA) and Emergency Shelter Grant (ESG) Programs over the next five years. The first draft must be completed by Sept. 2009, for a 30-day public comment period. The Consolidated Plan will be submitted to HUD by Dec. 1, 2009, for approval by Jan. 15, 2010.

2. HUD has approved the 2009 Annual Consolidated Action Plan.

3. Federal ESG and HOPWA– contracts have been executed for the period July 1, 2009 to June 30, 2010. HUD will let the contracts continue, but the HUD attorneys are still working on the final decision on whether future ESG and HOPWA funds may be contracted to a PHA.

4. Homeless Prevention Rapid Re-housing Program – HUD has approved the award of HPRP funds to HPHA, in spite of reservations about the eligibility of PHAs to receive the funds.

5. Request for Information is being prepared for funding proposals to be included in the 2009 competitive Continuum of Care Notice of Funding Availability which HUD will post in mid June.

6. Homeless Programs is currently preparing the specifications for enhancement to the Homeless Management Information System (HMIS) to accommodate the federal reporting requirements for ARRA funds awarded to the City and State. The City ARRA funds allocation will pay for the contract with the HPHA consultant who will design the new data fields required by HUD for ARRA data collection.

7. The State's Homeless Programs staff has been invited to present a best practice at the HUD annual advanced data users consortium in Arlington, Virginia in late July. HUD will pay for the travel and meals for Carlos Peraro to do a presentation on the State's innovation of using HMIS to do the State-wide point-in-time count of the homeless in January, 2009. Stephanie On of the City Office of Community Services collaborated with Carlos to effectuate the count for Honolulu, so she will accompany Carlos as a co-presenter.

D. Other Projects

1. HPHA Homeless Programs is currently working on a contract with a consultant that will determine the extent of remediation needed for a crack in the upper portion of the building at the Nakolea homeless shelter.

2. The Dept. of Human Services (DHS) has funding for the Kalaeloa shuttle service to transport homeless residents to the Kapolei Transit Station. Nearly 1000 people reside in the shelters at Kalaeloa, and public transit is key to employment, medical care, continuing education, job training, and child care. DHS wants to transfer the funds to HPHA so as to facilitate a contract for shuttle services to link the homeless at Kalaeloa to transportation to attain self sufficiency. Homeless Programs is working on a procurement exemption and contract to facilitate the shuttle service.

HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES

July 6, 2009

Pos. No.	CS EX TA	Funding Source	Type of Pos. P/T	Authorized Position Title	SR	Status
OFFICE OF THE EXECUTIVE DIRECTOR						
19104	CS	N	P	Secretary IV	SR16	Internal applicant started 7/1/09
COMPLIANCE OFFICE						
103020	EX	N	T	Chief Compliance Officer	SRNA	Pending start date.
42104	CS	W	P	Secretary I	SR12	No action; cost savings.
FISCAL MANAGEMENT OFFICE						
118550	EX	N	T	Chief Financial Management Advisor	SRNA	Continuous recruitment until filled.
41253	CS	N	P	Secretary II	SR14	Position description in review at DHS Office.
98903K	CS	N	P	Office Assistant III	SR08	No action; cost savings.
ACCOUNTING SECTION						
41252	CS	N	P	Accountant IV	SR22	Interviews scheduled for 7/10/09 and 7/13/09.
46278	CS	N	P	Accountant II	SR18	Position description in review at DHS Office.
22265	CS	W	P	Account Clerk III	SR11	Unable to fill; state funded.
5854	CS	W	P	Accountant II	SR28	Unable to fill; state funded.
ASSET MANAGEMENT OFFICE						
96908K	T	N	P	Office Assistant III	SR10	No action; cost savings.
HOUSING INFORMATION OFFICE						
102041	EX	W	T	Housing Information Officer	SRNA	No action; cost savings.
PROCUREMENT OFFICE						
117691	EX	N	T	Contract Specialist	SRNA	Continuous recruitment
117689	EX	N	T	Housing Contract Specialist	SRNA	Employee resigned 6/30/09; recruitment 7/5/09.
100882	EX	N	T	Contracts & Procurement Officer	SRNA	Continuous recruitment.
31664	CS	W	P	Procurement & Supply Specialist II	SR20	No action; cost savings.
CONSTRUCTION MANAGEMENT BRANCH						
25649	CS	N	P	State Housing Dev Administrator	EM07	Pending eligible listing from DHS/DHRD.
2800	CS	W	P	Secretary II	SR14	No action; cost savings.
102205	SH	N	T	Student Helper II	NA	No action; cost savings.
CONSTRUCTION MANAGEMENT SECTION						
5857	CS	N	P	Secretary II	SR14	Position description in review at DHS Office.
48707	CS	N	T	Office Assistant III	SR08	89 day appointment.
CONSTRUCTION MGMT UNIT 1						
105633	EX	W	T	Housing Warranty & Inspection Supr.	SRNA	State funded unable to fill.
100439	EX	W	T	Housing Warranty & Inspection Asst.	SRNA	State funded unable to fill.
100202	EX	W	T	Project Engineer	SRNA	State funded unable to fill.
CONSTRUCTION MGMT UNIT 2						
102676	EX	W	T	Engineer (Building) IV	SRNA	State funded unable to fill.
DEVELOPMENT SUPPORT SECTION						
100886	EX	W	T	Housing Development Specialist I	SRNA	State funded unable to fill.
HOMELESS PROGRAM BRANCH						
103011	EX	A	P	Homeless Program Specialist	SRNA	No action; cost savings.
INFORMATION TECHNOLOGY OFFICE						
51820	CS	N	T	Office Assistant III	SR08	No action cost savings.
100388	EX	N	T	HPHA Systems Analyst	SRNA	No action cost savings.
106429	EX	N	T	HPHA Systems Analyst	SRNA	No action cost savings.
PERSONNEL OFFICE						
6627	CS	N	P	Personnel Clerk IV	SRII	Employee retired 6/30/09; pending recruitment.
51784	CS	N	T	Office Assistant III	SR08	No action; cost savings.
PLANNING AND EVALUATION OFFICE						
107934	EX	N	T	Housing Planner	SRNA	No action; cost savings.
98902K	EX	N	P	Office Assistant III	SR08	No action; cost savings.
PROPERTY MANAGEMENT AND MAINTENANCE SERVICES BRANCH						

67

HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES
July 6, 2009

Pos. No.	CS EX TA	Funding Source	Type of Pos. P/T	Authorized Position Title	SR	Status
8751	CS	N	P	Public Hsg Mgr VI	SR26	Open competitive recruitment on 7/5/09.
96904K	EX	N	T	Hsg Maintenance Manager	SR26	No action; cost savings.
6182	CS	N	P	Secretary III	SR16	Employee promoted to OED Secretary 7/1/09.
32210	CS	W	P	Office Assistant III	SR08	No action; cost savings.
CENTRAL MAINTENANCE SERVICES						
5968	CS	N	P	Welder I	BC10	No action; cost savings.
5647	CS	A	P	Office Assistant IV	SR10	State funded unable to fill.
PMMSB-APPLICATION SERVICES UNIT						
117850	CS	N	T	Public Hsg Spclt II	SR18	Pending elgible listing from DHS.
ASSET MANAGEMENT PROJECT 30 (MU 1)						
2802	CS	N	P	Public Housing Supervisor V	SR24	Interview completed; pending recommendation.
5636	CS	N	P	Public Housing Spclt II	SR18	No action; cost savings.
6171	CS	N	P	Account Clerk II	SR08	No action; cost savings.
6791	CS	N	P	General Laborer II	BC03	No action; cost savings.
4940	CS	N	P	General Laborer I	BC02	No action; cost savings.
105749	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
105756	TA	N	T	General Laborer I	SRNA	No action; cost savings.
ASSET MANAGEMENT PROJECT 31 (MU 2)						
5855	CS	W	P	Secretary I	SR12	Stated funded unable to recruit.
30242	CS	N	P	Office Assistant III	SR08	Interview completed; no recommendation. Request another list.
11626	CS	N	P	Building Maintenance Worker II	WS09	Employee will start 7/6/09.
10376	CS	N	P	Building Maintenance Worker I	BC09	Employee promoted to BMW Ii at current AMP.
10879	CS	N	P	Building Maint. Worker I	BC09	No action; cost savings.
4939	CS	N	P	General Laborer II	BC03	No action; cost savings.
32407	CS	N	P	General Laborer I	BC02	No action; cost savings.
6642	CS	N	P	Truck Driver	BC06	No action; cost savings.
101119	TA	N	T	General Laborer I	BC02	Applicant declined.
101135	TA	N	T	Office Assistant I	SRNA	No action; cost savings.
101137	TA	N	T	Janitor II	BC02	Pending recommendation.
101128	TA	N	T	Social Services Aide I	SRNA	No action; cost savings.
ASSET MANAGEMENT PROJECT 32/33 (MU 3)						
5035	CS	N	P	Public Housing Supvr IV	SR22	Open competitive recruitment 7/5/09.
9619	CS	N	P	Secretary I	SR12	Recommendation made; pending hire date.
6286	CS	N	P	Public Housing Specialist II	SR18	No action; cost savings.
46195	CS	N	P	Social Service Asst IV	SR11	Pending request to fill from supervisor.
8834	CS	N	P	Bldg Maint Wkr I	BCO9	No action; cost savings.
101126	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
ASSET MANAGEMENT PROJECT 34 (MU 4)						
6693	CS	W	P	Public Hsg Spvr IV	SR22	State funded unable to fill.
23696	CS	W	P	Public Hsg Spclt II	SR18	State funded unable to fill.
6792	CS	W	P	Building Maint. Helper	BC05	State funded unable to fill.
8842	CS	N	P	Painter I	BC09	Pending start date.
101127	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
6565	CS	N	P	General Laborer I	BC02	Recommendation made; pending start date.
ASSET MANAGEMENT PROJECT 35 (MU 5)						
41258	CS	N	P	Bldg. Maint. Wkr II	WS09	Pending eligible listing from DHS/DHRD.
23574	CS	N	P	Bldg. Maint Wkr I	BC09	Interviews scheduled for 7/15/09 and 7/16/09.
5640	CS	N	P	Bldg. Maint Wkr I	BC09	No action; cost savings.
10866	CS	N	P	Bldg. Maint Wkr I	BC09	No action; cost savings.
15486	CS	N	P	General Laborer I	BC02	No action; cost savings.
23698	CS	W	P	Public Hsg Spclt I	SR16	State funded unable to fill.
41666	CS	N	P	Public Hsg Spclt II	SR18	IVA posted 7/6/09; closed 7/16/09.
8846	CS	N	P	Bldg. Maint. Wkr I	BC09	No action; cost savings.
101115	TA	N	T	General Laborer I	SRNA	No action; cost savings.
ASSET MANAGEMENT PROJECT 37 (MU 7)						

68

HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES
July 6, 2009

Pos. No.	CS EX TA	Funding Source	Type of Pos. P/T	Authorized Position Title	SR	Status
8719	CS	N	P	Secretary I	SR12	No action; cost savings.
15721	CS	N	P	Building Maint Worker I	BC09	Interviews completed; non selection.
ASSET MANAGEMENT PROJECT 38 (MU 8)						
41349	CS	N	P	Public Housing Supervisor IV	SR20	Pending eligible listing from DHS.
119285	CS	N	T	Public Housing Specialist III	SR 19	Position description in review at DHS Office.
119260	CS	N	P	Public Housing Specialist II	SR18	Pending eligible listing from DHS.
8756	CS	N	P	Bldg Maint Wkr I	BC09	Pending eligible listing from DHS.
17576	CS	N	P	Bldg Maint Wkr I	BC09	Pending eligible listing from DHS.
10541	CS	N	P	Bldg Maint Helper	BC05	Pending eligible listing from DHS.
43948	CS	N	P	General Laborer II	BC03	89day hire recommended; pending start date.
102241	TA	N	T	General Laborer I	SRNA	Pending start date.
102242	TA	N	T	General Laborer I	SRNA	Continuous recruitment
ASSET MANAGEMENT PROJECT 39 (MU 9)						
23050	CS	N	P	Public Hsg Spvr IV	SR20	No action; cost savings.
6352	CS	N	P	Secretary I	SR12	Recommendation made; pending start date.
4938	CS	N	P	Bldg. Maint. Wkr I	BC09	Interviews schedule for 7/15/09.
101121	TA	N	T	General Laborer I	SRNA	No action; cost savings.
101122	TA	N	T	General Laborer I	SRNA	No action; cost savings.
101134	TA	N	T	Clerk I	SR04	No action; cost savings.
105750	TA	N	T	General Laborer I	SRNA	No action; cost savings.
PRIVATE MANAGEMENT CONTRACTS SECTION (PMCS)						
102048	EX	W	P	Property Management Specialist	SR22	No action; cost savings.
42096	CS	W	P	Secretary I	SR12	State funded unable to fill.
RESIDENT SERVICES SECTION						
41254	CS	N	T	Secretary I	SR12	No action; cost savings.
51818	CS	N	T	Office Assistant III	SR08	No action; cost savings.
103036	EX	N	T	Resident Services Pgm Specialist	SRNA	No action; cost savings.
111874	EX	N	T	Resident Services Pgm Specialist	SRNA	No action; cost savings.
103043	TA	N	T	Social Service Aide I	SR05	Pending recommendation.
SECTION 8 - INSPECTION UNIT						
101214	EX	N	T	Lead Housing Inspector	SRNA	No action; cost savings.
119190	CS	N	T	Housing Quality Standards Inspector II	SR15	No action; cost savings.
119199	CS	N	T	Housing Quality Standards Inspector II	SR15	No action; cost savings.
101130	TA	N	T	Office Assistant II	SR04	No action; cost savings.
RENT SUBSIDY PROGRAMS BRANCH (S8S)						
41280	CS	N	P	Public Hsg Supervisor V	SR24	Pending eligible list.
RENT SUBSIDYSECTION 1						
40643	CS	N	T	Office Assistant IV	SR10	Pending recruitment.
29009	CS	N	P	Office Assistant III	SR08	No action; cost savings.
28657	CS	A	P	Public Hsg Spclt II	SR18	No action; cost savings.
46983	CS	A	P	Public Hsg Spclt II	SR18	No action; cost savings.
14977	CS	N	P	Office Assistant III	SR08	No action; cost savings.
RENT SUBSIDY SECTION 2						
111419	CS	N	P	Office Assistant IV	SR10	Employee retired 6/30/09.
35416	CS	N	T	Public Hsg Spclt II	SR18	No action; cost savings.
23103	CS	A	P	Public Hsg Spclt II	SR18	No action; cost savings.
28967	CS	N	P	Public Hsg Spclt I	SR18	Pending start date.
111465	CS	N	T	Public Hsg Spclt II	SR18	No action; cost savings.
111467	CS	N	T	Public Hsg Spclt II	SR18	No action; cost savings.
111468	CS	N	T	Public Hsg Spclt II	SR18	No action; cost savings.
111469	CS	N	T	Public Hsg Spclt II	SR18	No action; cost savings.
101132	TA	N	T	Office Assistant II	SRNA	Applicant Declined

DEPARTMENT OF HUMAN SERVICES
HAWAII PUBLIC HOUSING AUTHORITY (HPHA)
STAFFING REPORT
As of July 6, 2009

Branch	Section	Total Full Time Positions Civil Svc	Exempt	Total	Occupied	Vacant	% Vacant	Active Recruitment Yes	No
Office of the Executive Director		5	3	8	8	0	0.00%	0	0
		5	3	8	8	0	0.00%	0	0
Planning and Evaluation Office		1	2	3	1	2	66.67%	0	2
		1	2	3	1	2	66.67%	0	2
Compliance Office		1	3	4	2	2	50.00%	0	2
		1	3	4	2	2	50.00%	0	2
Housing Information Office		0	2	2	1	1	50.00%	0	1
		0	2	2	1	1	50.00%	0	1
Hearings Office		1	2	3	3	0	0.00%	0	0
		1	2	3	3	0	0.00%	0	0
Fiscal Management Office	FM Office	4	0	4	2	2	50.00%	1	1
	Acctg Sec	10	0	10	6	4	40.00%	2	2
	Pay & Disb	4	0	4	4	0	0.00%	0	0
	Budget	1	1	2	2	0	0.00%	0	0
	Asset Mgt	1	0	1	0	1	100.00%	0	1
		20	1	21	14	7	33.33%	3	4
Information Technology		1	5	6	3	3	50.00%	0	3
		1	5	6	3	3	50.00%	0	3
Personnel Office		4	1	5	3	2	40.00%	0	2
		4	1	5	3	2	40.00%	0	2
Procurement Office		5	4	9	5	4	44.44%	2	2
		5	4	9	5	4	44.44%	2	2
Construction Mgt. Branch		2	0	2	0	2	100.00%	1	1
	CMS	3	0	3	1	2	66.67%	2	0
	CMS I	2	7	9	7	2	22.22%	0	2
	CMS 2	5	3	8	6	2	25.00%	0	2
	DSS	1	2	3	2	1	33.33%	0	1
		13	12	25	16	9	36.00%	3	6
Homeless Branch	Homeless	1	10	11	10	1	9.09%	0	1
		1	10	11	10	1	9.09%	0	1
Section 8 Branch	Sec 8 Office	2	0	2	1	1	50.00%	1	0
	Insp Unit	1	7	8	5	3	37.50%	0	3
	Rent Sub Sec 1	15	0	15	10	5	33.33%	0	5
	Rent Sub Sec 2	13	0	13	5	8	61.54%	0	8
		31	7	38	21	17	44.74%	1	16
Property Management & Maint. Services Branch	PMMSB	3	1	4	1	3	75.00%	1	2
	MGT SEC	2	0	2	1	1	50.00%	1	0
	APP	7	0	7	6	1	14.29%	0	1
	RSS	3	8	11	7	4	36.36%	0	4
	PMCS	1	4	5	3	2	40.00%	0	2
	CMSS	21	0	21	19	2	9.52%	0	2
	Puuwai Momi - AMP 30	25	0	25	21	4	16.00%	0	4
	Kalihi Valley - AMP 31	28	0	28	21	7	25.00%	2	5
	Mayor Wright - AMP 32/33	34	0	34	29	5	14.71%	2	3
	Kalakaua - AMP 34	28	0	28	25	3	10.71%	0	3
	Kalanihuia - AMP 35	29	0	29	22	7	24.14%	3	4
	Hilo - AMP 37	15	0	15	13	2	13.33%	1	1
	Kauai - AMP 38	16	0	16	9	7	43.75%	7	0
	Maui - AMP 39	13	0	13	10	3	23.08%	2	1
		225	13	238	187	51	21.43%	19	32
TOTAL		**308**	**65**	**373**	**274**	**99**	**26.54%**	**28**	**71**

HAWAII PUBLIC HOUSING AUTHORITY (HPHA)
Employment Opportunities as of July 6, 2009

Branch/Office	Type of Appt.	Position No.	Title
Fiscal Management Office	Exempt	118550	Chief Financial Mgt. Advisor
Fiscal Management Office	Civil Service	111496	Secretary II
Fiscal Management Office	Civil Service	41252	Accountant IV
Fiscal Management Office	Civil Service	46278	Accountant III
Procurement Office	Exempt	100882	Procurement Officer
Procurement Office	Exempt	117691	Contract Specialist
Procurement Office	Exempt	117689	Housing Contract Specialist
Construction Branch	Civil Service	25649	State Housing Administrator
Construction Branch	Civil Service	5857	Office Assistant IV
Construction Branch	Civil Service	48707	Office Assistant III
Property Mgt. and Maint. Services Branch	Civil Service	8751	Public Housing Supervisor VI
Property Mgt. and Maint. Services Branch	Civil Service	6182	Secretary III
AMP 30	Civil Service	6307	Public Housing Supr. IV
AMP 31	Civil Service	30242	Office Assistant III
AMP 32/33	Civil Service	5035	Public Housing Supervisor IV
AMP 35	Civil Service	41258	Bldg. Maint. Worker II
AMP 35	Civil Service	23574	Bldg. Maint. Worker I
AMP 37	Civil Service	15721	Bldg. Maint. Worker I
AMP 38	Civil Service	41349	Public Housing Supr.
AMP 38	Civil Service	96905K	Public Housing Specialist III
AMP 38	Civil Service	119260	Public Housing Specialist II
AMP 38	Civil Service	8756	Bldg. Maint. Worker I
AMP 38	Civil Service	17576	Bldg. Maint. Worker I
AMP 38	Civil Service	10541	Bldg. Maint. Helper
AMP 38	Civil Service	43948	General Laborer I
AMP 39	Civil Service	6352	Secretary I
AMP 39	Civil Service	4938	Bldg. Maint. Worker I
Section 8 Branch	Civil Service	41280	Public Housing Supr. (Branch Chief)

EQUAL HOUSING OPPORTUNITY

Approved by the Executive Director C7
July 16, 2009

FOR INFORMATION

SUBJECT: Report on Request from Oceanic Time Warner Cable and the Proposed Termination of Cable Services Due to Security Concerns

I. FACTS

A. In March 1999, the Housing and Community Development Corporation of Hawaii (HCDCH) granted Oceanic Time Warner Cable (Oceanic) a non-exclusive easement for the installation, maintenance, repair, replacement and removal of all equipment to provide cable and telecommunication services.

B. On June 29, 2009 HPHA received a letter dated June 26, 2009 from Oceanic advising that cable television service to the residents of Kuhio Park Terrace may be terminated to protect the health and safety of its employees.

C. The June 29th letter states that Oceanic employees have risked serious bodily injury and have faced numerous other problems while servicing KPT for the past several years. Incidents such as employees being urinated and spit upon by residents on upper floors, threats of bodily harm, harassment and thousands of dollars in repair costs due to vandalism are described in the letter.

II. DISCUSSION

A. Copies of the letter were issued to Property Management and Maintenance Services Branch (PMMSB), Asset Management Project (AMP) 40 Management and the Department of the Attorney General. In addition, the letter has been displayed in the management office for public view.

B. PMMSB staff met with Mr. Robert Faleafine, AMP 40 Manager, on July 10, 2009 to review and develop a plan to address the issues and concerns detailed in the letter. During the meeting, the following issues were discussed:

- The communication between Oceanic and management needs to be opened up to address concerns timely.
- Any instances of bodily threats are taken very seriously and will be handled appropriately by management.
- Security cameras are being installed for the purpose of the fire alarm system but may also help to deter potential vandalism to the cable equipment. Although the cameras are not specifically located to view the equipment, when reports of vandalism are received, the tapes can be viewed to see the traffic flow in the lobby area to help investigate the matter.
- In volatile situations, such as the disconnection of cable service, Management Assistant staff will be made available to escort Oceanic employees during the process. Management has provided similar service to other vendors, when requested in the past. (e.g., Rent to Own)

C. As part of the comprehensive plan, management will be conducting resident meetings for each of the buildings to notify residents cable

July 16, 2009 and Building B resident meeting is scheduled for July 21, 2009. Management will ask for residents cooperation and responsibility to report any observed lease violations or criminal acts.

D. The private management agent reported that they have not received any complaints regarding concerns of bodily injury from Oceanic. The management has been aware of vandalism to the cable equipment. Management Assistants do patrol each floor of the buildings as part of their rounds daily.

D. A meeting with PMMSB, Management and Oceanic is tentatively scheduled for July 20, 2009 to review the specific concerns and work collaboratively on an action plan to prevent the termination of cable services to residents at AMP 40.

Attachments: Attachment A – Oceanic Letter
Attachment B – Non-Exclusive Easement Agreement

Prepared by: Glori Inafuku, Housing Compliance and Evaluation Specialist _____

Reviewed by: Stephanie L. Fo, Acting Property Management and Maintenance Services Branch Chief SF

200 Akamainui Street
Mililani, Hawaii 96789-3999
Tel 808-625-2100
Fax 808-625-5888

June 26, 2009

OCEANIC
TIME WARNER
CABLE

'09 JUN 29 A10:38

Mr. Chad Taniguchi
Executive Director
Hawaii Public Housing Authority
Department of Human Services
State of Hawaii
P.O. Box 17907
Honolulu, Hawaii 96817

Re: Cable Television Service to Kuhio Park Terrace

Dear Mr. Taniguchi,

This letter is to inform the Hawaii Public Housing Authority of serious and long-standing problems experienced by Oceanic Time Warner Cable in connection with the provision of cable television service to the residents of Kuhio Park Terrace. If these problems are not immediately addressed, Oceanic regrets that, in order to protect the health and safety of its employees and avoid further damage to its system, it will have no choice but to remove its system from Kuhio Park Terrace and terminate cable television service to its residents.

As the Authority is aware, Oceanic currently provides cable television service to the residents of Kuhio Park Terrace through a non-exclusive easement agreement dated March 10, 1999 by and between Oceanic and the Authority's predecessor in interest, the Housing and Community Development Corporation. A copy of the easement is enclosed for your convenience. The non-exclusive easement provides, in part, that Oceanic has a non-exclusive easement to install, maintain, repair, replace and remove a cable television system at Kuhio Park Terrace, and that Oceanic shall contract directly with the residents desiring cable television service. The easement further provides that all portions of the cable system installed by Oceanic at Kuhio Park Terrace shall remain the sole property of Oceanic, and that Oceanic shall have the right to remove the cable system in the event Oceanic agrees to relinquish its easement and Oceanic restores the common elements to their previous condition, reasonable wear and tear excepted.

Oceanic's employees have risked serious bodily injury and have faced numerous other problems while servicing Kuhio Park Terrace over the past several years. On numerous occasions, for example, metal chairs, bottles, canned goods and other objects have been thrown from the upper floors of the complex towards Oceanic employees, and at least several Oceanic employees have reported being urinated and spit

upon by residents on upper floors. Oceanic's employees have also been threatened with bodily harm and assaulted by residents on numerous occasions while working on the premises. In at least one incident, an Oceanic employee had to come to the aid of another employee when a resident was threatening to throw him over a balcony because of a disconnection. Oceanic employees are regularly harassed and threatened while conducting repairs, disconnections and service audits, and have also reported that they must work in teams while at Kuhio Park Terrace, with one or more employees watching for thrown objects and potential other threats, while the other employees perform the work.

Oceanic's system at Kuhio Park Terrace has also been repeatedly and maliciously vandalized and damaged, resulting in thousands of dollars in repair costs. In 2006, for example, Oceanic paid nearly $20,000 to repair its system after it was vandalized, and the problems have since escalated. Oceanic has been repeatedly required to repair equipment cabinets that have been broken into and damaged, cut and pulled cables, broken conduits, and remove wiring altered by residents attempting to obtain free services. In several instances, vandalism by residents has resulted in extensive outages to other portions of the system. In an attempt to mitigate these problems, Oceanic installed stronger, stainless steel equipment cabinets on the property; however, even these cabinets have been vandalized and the tampering continues.

In a related problem, Oceanic has also faced difficulty in providing service to residents and repairing its system due to damage and vandalism to the common areas of Kuhio Park Terrace. In a recent incident, for example, a fire burned and damaged conduits containing portions of Oceanic's system that serves approximately 6 units on the 4th floor of one of the buildings. As Oceanic has previously informed the Authority, Oceanic is unable to repair its system and restore service until the conduits (which are not part of Oceanic's system) are repaired or replaced by the Authority at its expense, and Oceanic is notified of the repair or replacement.

In virtually all of these instances of vandalism, it is impossible to determine the specific individual(s) who are responsible. The repeated and malicious damage to Oceanic's system not only causes economic loss to Oceanic, but much more importantly, creates an unnecessary and higher risk of harm to Oceanic employees who must repeatedly repair the extensive damage and unauthorized tampering of Oceanic's system.

Given the foregoing, Oceanic requests that the Hawaii Public Housing Authority commit to diligently developing a plan, acceptable to Oceanic, that will protect Oceanic employees and prevent further damage to Oceanic's system. Oceanic expects that such a plan, at a minimum, would include comprehensive and effective security

protection for all Oceanic employees on the premises, measures to protect Oceanic equipment, and information to residents regarding the ongoing problems and its consequences. Should the Authority fail to timely develop such a plan, or should the problems continue despite the implementation of such a plan, Oceanic reserves the right to terminate service to subscribers at Kuhio Park Terrace and remove its system from the property. In conjunction with the plan, Oceanic is also willing to offer the Hawaii Public Housing Authority a bulk cable television agreement (at a discounted bulk rate paid by the Housing Authority) at Kuhio Park Terrace, which would likely reduce the need for Oceanic employees to enter the property and reduce the damage to Oceanic's system.

Given the ongoing and substantial risks to Oceanic employees, and the seriousness and the history of the problems at Kuhio Park Terrace, Oceanic respectfully requests a response to the foregoing within 30 days of the date of this letter. If the Authority fails to provide a satisfactory response, Oceanic regrets that it will have no choice but to give notice that it will terminate service to subscribers at Kuhio Park Terrace and remove its system from the premises, and that it will reserve all rights with respect to this matter.

Thank you for your attention and anticipated cooperation regarding the foregoing.

Sincerely,

Norman Santos
Vice-President of Operations
Oceanic Time Warner Cable

Enclosure

cc: Mr. Clyde Sonobe, Administrator
Cable Television Division (w/ Encl.)

NON-EXCLUSIVE EASEMENT AGREEMENT

THIS NON-EXCLUSIVE EASEMENT AGREEMENT ("Agreement") made this 10th day of March, 1999 by and between the Housing and Community Development Corporation of Hawaii, (hereinafter referred to as the "Owner") and Oceanic Cable (hereinafter referred to as the "Oceanic"),

WITN E S S E TH:

WHEREAS, Oceanic desires to offer its cable television and telecommunication services to the tenants of the building known as Kuhio Park Terrace (Building B) and located at 1545 Linapuni Street, Honolulu, Hawaii 96819 (hereinafter referred to as the "Project") and the Owner desires to make such services available to the tenants;

WHEREAS, the Owner has agreed to grant Oceanic a non-exclusive easement for the purposes described below;

NOW, THEREFORE, for good consideration had and received and the covenants contained herein, the parties agree as follows:

1. Grant. Owner shall give, grant and convey unto Oceanic, its successors and permitted assigns, a non-exclusive easement for the installation, maintenance, repair, replacement and removal of all equipment and appurtenances for the provision of cable and telecommunication services (hereinafter referred to as the "Cable System") to the Project tenants, over, upon, through and under the land and improvements of the Project subject to the terms and conditions of this Agreement. This easement shall be irrevocable for as long as the Owner shall utilize the land and improvement for residential purposes.

2. Cable Television and Telecommunication Services. In consideration of said grant of easement, Oceanic hereby agrees that:

a. Oceanic shall contract directly with the tenants within the Project desiring cable television and telecommunication services;

b. Oceanic shall make arrangements for access to the unit directly with the tenant contracting for cable television and/or telecommunication services;

c. The Owner shall not be liable nor responsible for the collection of any payment for cable television and/or telecommunication services contracted for by the tenants, unless otherwise agreed in writing;

d. The Owner shall not be liable nor responsible for the cable television and/or telecommunication services or its functioning;

e. Oceanic shall utilize methods least invasive to the land, Project and tenants when installing, repairing and maintaining any wiring, conduits, raceways or equipment. Oceanic shall, to the greatest extent practicable, conceal new wiring in existing conduits or raceways. In the event existing conduits or raceways are not adequate, new conduits and raceways shall be concealed. In cases where new conduits or raceways cannot be concealed, Oceanic shall obtain Owner's written consent prior to proceeding with installation. Any new equipment shall be concealed in existing locations or Oceanic shall obtain Owner's prior written consent for installation in new locations;

f. Oceanic shall indemnify and hold the Owner harmless for any and all damages arising out of the installation, maintenance, operation, repair, replacement and removal of the Cable System, or failure to properly maintain and operate the cable system or other conduct whatsoever by Oceanic;

g. Oceanic shall indemnify and hold the Owner harmless from any claims, actions, and suits asserted by any person and arising from the Cable System or provision of cable television and/or telecommunication services by Oceanic;

h. Oceanic understands that this non-exclusive easement is for the installation, maintenance, repair, replacement and removal of all equipment and appurtenances for the provision of cable and telecommunications services to the tenants of the Project only. Any equipment which will provide services to other than Project tenants is prohibited under this Agreement.

3. Maintenance and Ownership of Equipment. The Owner understands and agrees that:

a. All portions of the Cable System installed by Oceanic shall remain the sole property of Oceanic and shall not constitute a fixture of any building(s) or improvement to the land. The Owner shall have no right, title or interest and hereby waives and relinquishes any possible claims of right, title or interest to any portion of the Cable System, including, but not limited to, any conduits or duct which Oceanic may have installed as part of the Cable System. The Owner hereby

agrees that Oceanic shall have the right to remove the Cable System in the event Oceanic agrees to relinquish its easement and Oceanic shall restore the common elements to its previous condition, reasonable wear and tear excepted;

b. Oceanic shall be solely responsible for the maintenance, repair, replacement, improvement and removal of all or any portion of the Cable System installed by Oceanic;

c. Oceanic, in its sole discretion, shall determine the type and grade of cable television and telecommunication system appropriate for the Project;

d. Oceanic may demonstrate and sell cable television and telecommunication services to the tenants.

4. Non-Exclusiveness. Oceanic agrees and acknowledges that nothing in this Agreement shall neither prohibit nor limit Owner from granting non-exclusive easements to other persons or entities in the easement area whether or not for similar uses as contemplated under this Agreement.

5. Termination. Except as otherwise provided herein, this Agreement may be terminated, without any penalty or further liability upon thirty (30) days written notice by Owner for Oceanic's failure to cure or commence curing a material default under the terms of this Agreement.

6. Representation and Warrant. The Owner hereby represents and warrants that the undersigned(s) are duly authorized to enter into this Agreement on behalf of the Owner and bind said Owner to the terms contained herein.

7. Amendment; Modification. No amendment or modification of this Agreement or any Exhibit attached hereto shall be effective unless incorporated in a written instrument executed by all parties.

8. Assignment of Non-Exclusive Agreement. Oceanic shall not assign any interest in this grant of easement to any person or firm without the prior written consent of the Owner, and any assignment made without such prior written consent shall be null and void. No assignment shall, under any circumstances, relieve Oceanic of its obligations under this grant of easement.

IN WITNESS WHEREOF, the parties hereto have executed this instrument on the day and year first above written.

HOUSING AND COMMUNITY DEVELOPMENT
CORPORATION OF HAWAII

By: _____
Its Executive Director

"Owner"

OCEANIC CABLE

By _____
Its VICE PRESIDENT - OPERATIONS

"Oceanic Cable"

APPROVED AS TO FORM

_____
Deputy Attorney General

NON-EXCLUSIVE EASEMENT AGREEMENT

THIS NON-EXCLUSIVE EASEMENT AGREEMENT ("Agreement") made this 10th day of March, 1999 by and between the Housing and Community Development Corporation of Hawaii, (hereinafter referred to as the "Owner") and Oceanic Cable (hereinafter referred to as the "Oceanic"),

WITNESSETH:

WHEREAS, Oceanic desires to offer its cable television and telecommunication services to the tenants of the building known as Kuhio Park Terrace (Building A) and located at 1475 Linapuni Street, Honolulu, Hawaii 96819 (hereinafter referred to as the "Project") and the Owner desires to make such services available to the tenants;

WHEREAS, the Owner has agreed to grant Oceanic a non-exclusive easement for the purposes described below;

NOW, THEREFORE, for good consideration had and received and the covenants contained herein, the parties agree as follows:

1. Grant. Owner shall give, grant and convey unto Oceanic, its successors and permitted assigns, a non-exclusive easement for the installation, maintenance, repair, replacement and removal of all equipment and appurtenances for the provision of cable and telecommunication services (hereinafter referred to as the "Cable System") to the Project tenants, over, upon, through and under the land and improvements of the Project subject to the terms and conditions of this Agreement. This easement shall be irrevocable for as long as the Owner shall utilize the land and improvement for residential purposes.

2. Cable Television and Telecommunication Services. In consideration of said grant of easement, Oceanic hereby agrees that:

a. Oceanic shall contract directly with the tenants within the Project desiring cable television and telecommunication services;

b. Oceanic shall make arrangements for access to the unit directly with the tenant contracting for cable television and/or telecommunication services;

c. The Owner shall not be liable nor responsible for the collection of any payment for cable television and/or telecommunication services contracted for by the tenants, unless otherwise agreed in writing;

d. The Owner shall not be liable nor responsible for the cable television and/or telecommunication services or its functioning;

e. Oceanic shall utilize methods least invasive to the land, Project and tenants when installing, repairing and maintaining any wiring, conduits, raceways or equipment. Oceanic shall, to the greatest extent practicable, conceal new wiring in existing conduits or raceways. In the event existing conduits or raceways are not adequate, new conduits and raceways shall be concealed. In cases where new conduits or raceways cannot be concealed, Oceanic shall obtain Owner's written consent prior to proceeding with installation. Any new equipment shall be concealed in existing locations or Oceanic shall obtain Owner's prior written consent for installation in new locations;

f. Oceanic shall indemnify and hold the Owner harmless for any and all damages arising out of the installation, maintenance, operation, repair, replacement and removal of the Cable System, or failure to properly maintain and operate the cable system or other conduct whatsoever by Oceanic;

g. Oceanic shall indemnify and hold the Owner harmless from any claims, actions, and suits asserted by any person and arising from the Cable System or provision of cable television and/or telecommunication services by Oceanic;

h. Oceanic understands that this non-exclusive easement is for the installation, maintenance, repair, replacement and removal of all equipment and appurtenances for the provision of cable and telecommunications services to the tenants of the Project only. Any equipment which will provide services to other than Project tenants is prohibited under this Agreement.

3. Maintenance and Ownership of Equipment. The Owner understands and agrees that:

a. All portions of the Cable System installed by Oceanic shall remain the sole property of Oceanic and shall not constitute a fixture of any building(s) or improvement to the land. The Owner shall have no right, title or interest and hereby waives and relinquishes any possible claims of right, title or interest to any portion of the Cable System, including, but not limited to, any conduits or duct which Oceanic may have installed as part of the Cable System. The Owner hereby

agrees that Oceanic shall have the right to remove the Cable System in the event Oceanic agrees to relinquish its easement and Oceanic shall restore the common elements to its previous condition, reasonable wear and tear excepted;

b. Oceanic shall be solely responsible for the maintenance, repair, replacement, improvement and removal of all or any portion of the Cable System installed by Oceanic;

c. Oceanic, in its sole discretion, shall determine the type and grade of cable television and telecommunication system appropriate for the Project;

d. Oceanic may demonstrate and sell cable television and telecommunication services to the tenants.

4. Non-Exclusiveness. Oceanic agrees and acknowledges that nothing in this Agreement shall neither prohibit nor limit Owner from granting non-exclusive easements to other persons or entities in the easement area whether or not for similar uses as contemplated under this Agreement.

5. Termination. Except as otherwise provided herein, this Agreement may be terminated, without any penalty or further liability upon thirty (30) days written notice by Owner for Oceanic's failure to cure or commence curing a material default under the terms of this Agreement.

6. Representation and Warrant. The Owner hereby represents and warrants that the undersigned(s) are duly authorized to enter into this Agreement on behalf of the Owner and bind said Owner to the terms contained herein.

7. Amendment; Modification. No amendment or modification of this Agreement or any Exhibit attached hereto shall be effective unless incorporated in a written instrument executed by all parties.

8. Assignment of Non-Exclusive Agreement. Oceanic shall not assign any interest in this grant of easement to any person or firm without the prior written consent of the Owner, and any assignment made without such prior written consent shall be null and void. No assignment shall, under any circumstances, relieve Oceanic of its obligations under this grant of easement.

IN WITNESS WHEREOF, the parties hereto have executed this instrument on the day and year first above written.

HOUSING AND COMMUNITY DEVELOPMENT CORPORATION OF HAWAII

By: _____
Its Executive Director

"Owner"

OCEANIC CABLE

By: _____
Its Vice President - Operations

"Oceanic Cable"

APPROVED AS TO FORM

_____
Deputy Attorney General

Approved by the Executive Director____
July 16, 2009

FOR INFORMATION

SUBJECT: Update on Transition to State Management at Asset Management Project (AMP) 38 on Kauai and Recent Monitoring Findings by the U.S. Department of Housing and Urban Development (HUD)

I. FACTS

A. At the March 19, 2009 meeting of the Hawaii Public Housing Authority's (HPHA) Board of Directors approved the transition to State management at AMP 38 upon the private management contract expiration on June 30, 2009.

B. The Property Management and Maintenance Services Branch (PMMSB) prepared to transition the management from Management Inc. (MInc.) to the State's Manager, Ms. Sandra Kouchi. On June 30, 2009, MInc. was not represented by any management staff and left two employees to submit the records, keys and fixed asset inventory to the HPHA.

II. DISCUSSION

A. During a HUD visit on June 24, 2009, Ms. Glori Inafuku met with staff to prepare for the upcoming turnover of the West Kauai on June 30, 2009. HUD inspected each exigent health and safety (EH&S) deficiency noted during the inspection and visited every project site to monitor conditions. HUD verified that two smoke detector deficiencies were corrected but also found additional exigent health & safety deficiencies.

B. Subsequent monitoring visits have documented that MInc. has not performed satisfactorily and numerous deficiencies have been found since the turnover. The list is increasing as more information is uncovered during daily operations. Examples of deficiencies include:

1. Repairs to the deficiencies cited by HUD on June 24, 2009 were still not completed at the time of turnover. Management, Inc. contracted a vendor, who admitted they did not look at the job prior to providing the $2,000 repair estimate, and the employee assigned to the job had also been a MInc. maintenance employee. The work was not in progress when the State took over, so the purchase order was cancelled and HPHA state maintenance staff has since completed the repairs.

2. Two tenant files were noted as missing—one of the files was requested by PMMSB for review due to allegations that the MInc. Manager had illegally moved his sister (who was not on the HPHA waiting list) into a vacant unit. The other missing file was that of the tenant who had just vacated the same unit into which the manager's sister allegedly moved. Investigation is ongoing.

3. Two 8/1/09 recertifications were overdue at the turnover without any explanation or reasons for the delay documented. A review of the tenant files indicates that 100% of the case records have deficiencies. (such as incomplete recertifications, missing signatures, lack of verifications and documentation for rent calculations).

4. The inventory was not certified by the manager at the time of the turnover. The equipment inventory is still being verified as many items still need to be located and verified if in good working order. New equipment purchases during the contract term were not properly documented on the inventory report as it did not reflect the serial numbers, PO #, purchase price, etc. No materials inventory was provided.

5. The tenant transfer list did not have the proper documentation to note the purpose of the tenant transfer request and approval dates.

7. There were no pending work orders (unusual) or complaint logs maintained by the project.

8. During the HUD visit on June 24, 2009, the manager could not produce any of the 78 Kekaha Annual Unit Inspection (AUI) documents for HUD. The MInc. manager, Scott Cabral, said he sent it directly to HPHA in Honolulu. HPHA Honolulu did not receive any of the AUI inspection documents for Kekaha.

9. On June 30, 2009 HPHA staff found the 78 Kekaha Annual Unit Inspections stacked in a file cabinet drawer in Mr. Cabral's (MInc.'s Manager) office. According to MInc. staff on June 30, 2009 the MInc. Manager and several maintenance staff conducted the inspections, but it was noted that there were only 2 inspectors for all units, buildings and site inspections. HUD requires the names of all those involved in the inspections for accuracy. The log submitted by MInc. stated that all 78 Kekaha unit inspections were conducted on one day, October 6, 2008, (which would be highly unusual).

10. HPHA staff has found discrepancies on invoices that require further research as the documentation is not available to justify the expenses.

C. The HPHA Personnel office has assisted in the reorganization and recruitment for the new state employee administrative and maintenance positions. An HPHA maintenance worker has been assigned to work directly out of the Kekaha office and the HPHA manager, Sandra Kouchi, has been working out of the office during staggered hours. It is anticipated that the Deputy Manager position will be on board in August, 2009.

D. AMP 38 has held resident meetings from July 9, 2009 – July 13, 2009 at each of the West Kauai sites. The AMP Management staff have introduced themselves to residents and been "welcomed back." The procedures for work orders, re-certifications, laundry room and community usage and organizing a resident association has been reviewed with residents. The overall response has been encouraging.

E. In spite of the discrepancies found during the monitoring visits, AMP Manager Sandra Kouchi has indicated that they will be able to address all the issues and move forward. Outstanding issues that need to be resolved include the purchase or lease of vehicles and equipment.

Prepared by: Glori Inafuku, Housing Compliance and Evaluation Specialist GI

Reviewed by: Stephanie L. Fo, Property Management and Maintenance Services Branch Chief SF

Approved by the Executive Director CT
July 16, 2009

FOR INFORMATION

SUBJECT: Update on the Office of the Legislative Auditor's Financial and Management Audit of the HPHA's Maintenance Contracts, and Management of Asset Management Project 30 (Aiea) and Asset Management Project 44 (Waianae)

I. BACKGROUND

A. The 2009 Legislature passed two Concurrent Resolutions, SCR 31 and HCR 94, calling for the Legislative Auditor to conduct audits of HPHA and report findings and recommendations to the 2010 Legislature.

B. The two resolutions focus on different aspects of HPHA's operations. See attached Attachments A and B.

II. DISCUSSION

A. The Auditor has assigned 3 staff to conduct the audit and HPHA has assigned the Planner as the contact person for the Auditor's Office.

B. An initial document request list was sent to HPHA (see Attachment 3). Some of the documents have been provided and staff are in the process of determining whether the rest of the documents exist and how long it will take to produce them.

C. There will be an introductory meeting of the Auditor staff and key HPHA staff on July 17, 2009.

Attachment A: Senate Concurrent Resolution 31
Attachment B: House Concurrent Resolution 94
Attachment C: Legislative Auditor Initial Document Request List

Prepared by: Alan Sarhan, HPHA Planner AS

THE SENATE
TWENTY-FIFTH LEGISLATURE, 2009
STATE OF HAWAII

S.C.R. NO. 31 S.D. 2 H.D. 1

SENATE CONCURRENT RESOLUTION

REQUESTING THE AUDITOR TO CONDUCT A MANAGEMENT AND FINANCIAL AUDIT OF THE HAWAII PUBLIC HOUSING AUTHORITY'S MAINTENANCE CONTRACTS.

WHEREAS, in December 2008, federal and state class action lawsuits were filed on behalf of residents of two of the Hawaii Public Housing Authority's largest and oldest public housing properties; and

WHEREAS, numerous problems and safety concerns were cited by residents, including but not limited to:

(1) Disabled or missing fire alarms;

(2) Corroded garbage chutes, which are inoperable and backed up with rubbish;

(3) Pest infestations;

(4) Elevators in a continual state of disrepair affecting the mobility of residents; and

(5) Lack of compliance with the federal Americans with Disabilities Act regarding accessibility for residents who have mobility problems;

and

WHEREAS, many of these problems are long-standing and extend to other facilities operated by the Hawaii Public Housing Authority; and

WHEREAS, the State has an obligation and duty to provide public housing facilities that are properly maintained to ensure the safety and well-being of facility residents; and

WHEREAS, while the Hawaii Public Housing Authority has embarked on a "turnaround plan" to address the backlog of repair and maintenance problems at public housing facilities throughout the State, just correcting current deficiencies will not necessarily lead to improved ongoing maintenance; and

WHEREAS, that ongoing maintenance and the larger day-to-day management of every facility fall in the scope of responsibilities of the Hawaii Public Housing Authority; and

WHEREAS, the Authority has contracted out the management of its facilities to private vendors for as much as $3 million a year but the ultimate responsibility for performance on those contracts rests in the hands of the Hawaii Public Housing Authority; now, therefore,

BE IT RESOLVED by the Senate of the Twenty-fifth Legislature of the State of Hawaii, Regular Session of 2009, the House of Representatives concurring, that the Auditor is requested to conduct a management and financial audit of the Hawaii Public Housing Authority's maintenance contracts and the management of those contracts and to investigate reports of disrepair, noncompliance with the Americans with Disabilities Act, and other concerns of residents, and that the Auditor take into account the newly implemented United States Department of Housing and Urban Development Deficiency Report Checklist when reviewing Hawaii Public Housing Authority; and

BE IT FURTHER RESOLVED that the Auditor prioritize the audit efforts, focusing first on those contracts and facilities representing such characteristics as high contract dollar value, large volume of complaints, contract terms not strong enough to protect the State's interests, serious lack of internal controls, and any other screening approaches deemed appropriate by the Auditor to scope the audit into a manageable size; and

BE IT FURTHER RESOLVED that the Auditor is requested to report findings and recommendations to the Legislature, including any necessary legislation, not later than 20 days prior to the convening of the Regular Session of 2010; and

BE IT FURTHER RESOLVED that certified copies of this Concurrent Resolution be transmitted to the Governor, the Director of Human Services, the Director of the Hawaii Public Housing Authority, and the Auditor.

HOUSE OF REPRESENTATIVES
TWENTY-FIFTH LEGISLATURE, 2009
STATE OF HAWAII

H.C.R. NO. 94 H.D. 1 S.D. 1

HOUSE CONCURRENT RESOLUTION

REQUESTING THE AUDITOR TO CONDUCT A REVIEW OF THE PERFORMANCE OF THE MANAGEMENT OF THE PUUWAI MOMI AND WEST OAHU ASSET MANAGEMENT PROJECTS (KNOWN AS AMP 30 AND AMP 44) TO COMPARE THE PERFORMANCE OF STATE OPERATED AND PRIVATELY OPERATED PUBLIC HOUSING PROPERTIES; AND TO DETERMINE THE RELATIVE CONTRIBUTIONS OF FUNDING LEVELS, MISMANAGEMENT, AND TENANT AND VISITOR ACTIONS TO THE FAILURE TO MEET PERFORMANCE STANDARDS FOR THESE PROPERTIES.

WHEREAS, in December 2008, federal and state class action law suits were filed on behalf of residents of two of the Hawaii Public Housing Authority's largest and oldest public housing properties; and

WHEREAS, numerous problems and safety concerns were cited by residents, including but not limited to:

(1) Disabled or missing fire alarms;

(2) Corroded garbage chutes, which are inoperable and backed up with rubbish;

(3) Pest infestations;

(4) Elevators in a continual state of disrepair affecting the mobility of residents; and

(5) Lack of compliance with the federal Americans with Disabilities Act regarding accessibility for residents who have mobility problems; and

WHEREAS, many of these problems are long-standing; and

WHEREAS, management of public housing properties is performed by Hawaii Public Housing Authority staff in some locations and by private companies under contract at other locations; and

WHEREAS, the Hawaii Public Housing Authority is extensively audited and monitored by the federal Department of Housing and Urban Development; and

WHEREAS, the year 2008 inspections by the Department of Housing and Urban Development revealed that four asset management projects failed to meet federal requirements for physical condition of the projects, including two managed by

private contractors and two managed by Hawaii Public Housing Authority staff; and

WHEREAS, the Authority has instituted a new maintenance program at Palolo Housing and Kuhio Park Terrace, and Kuhio Park Terrace contracts are currently being reviewed and reissued; and

WHEREAS, the State has an obligation and duty to provide public housing facilities that are properly maintained to ensure the safety and well-being of facility residents; and

WHEREAS, while the Hawaii Public Housing Authority has embarked on a "turnaround plan" to address the backlog of repair and maintenance problems at public housing facilities throughout the State, correcting current deficiencies will not necessarily lead to improved ongoing maintenance; now, therefore,

BE IT RESOLVED by the Senate of the Twenty-fifth Legislature of the State of Hawaii, Regular Session of 2009, the House of Representatives concurring, that the Auditor is requested to conduct a review of the performance of the management of the Puuwai Momi and West Oahu asset management projects (known as AMP 30 and AMP 44) to compare the performance of state operated and privately operated public housing properties; and to determine the relative contributions of funding levels, mismanagement, and tenant and visitor actions to the failure to meet performance standards for these properties; and

BE IT FURTHER RESOLVED that, in addition, the Auditor is requested to undertake a broader review of the process by which the Authority currently evaluates management and maintenance contracts; and

BE IT FURTHER RESOLVED that during the review, the Auditor is requested to remain cognizant of the status of the federal and state class action law suits filed in December 2008; and

BE IT FURTHER RESOLVED that the Auditor is requested to report findings and recommendations to the Legislature, including any necessary legislation, not later than twenty days prior to the convening of the Regular Session of 2010; and

BE IT FURTHER RESOLVED that certified copies of this Concurrent Resolution be transmitted to the Governor, the Director of Human Services, the Director of the Hawaii Public Housing Authority, and the Auditor.

Hawai'i Public Housing Authority
Management and Financial Audit
Document Request listing

	Document Description	**HPHA**	**Comments**
I.	**General Information**		
	a. Organization chart, if different from budget		
	b. Telephone/email listing for key personnel		
	c. Details on any significant changes in personnel FY07-FY09		
II.	**Governing Rules**		
	a. Policies & procedures manuals specific to compliance with federal public housing authority and section 8 guidelines		
	b. Policies & procedures manuals specific to procurement, expenditures, community repairs & maintenance, contract management and fiscal office (including any directives, memos, etc), as applicable		
	c. Documentation on specific exemptions from HRS		
	d. Documentation on significant changes in policies and procedures (FY07-FY09)		
	e. HPHA bylaws, house rules, and tenant association rules, as applicable		
III.	**Management contracts**		
	a. All operating & management contracts for housing, for FY07-FY09 (segregate repairs & maintenance contracts, as applicable)		
	b. Contact information for all contractors including relevant contact person		
	c. Copies of required reporting of contractors for their respective sites		
IV.	**Other Items**		
	a. Summary of litigation for FY07-FY09		
	b. List of investigations/reports by compliance office or any other division within the HPHA including results and follow up on recommendations		
	c. Records related to public auction of any goods seized due to failure to pay the authority or abandoned property		

	d. HPHA "turnaround plans" with respect to the various properties		
	e. Copies of letters of complaint from residents at the HPHA facilities for FY07-FY09		
	f. Details on housing communities segregated by site to include inventory, occupancy, facility contact (i.e. manager on site or other individual knowledgeable of daily operations)		
V.	**Financial Information**		
	a. Audited financial statements		
	b. Management letters provided by auditors		
	c. Annual budget, with supporting worksheets, and comparisons to actual		
	d. Accounts receivable aging, segregated by housing communities		
	e. Schedule of delinquent accounts written off by HPHA		
	f. Federal grants, listed by year, amount, and purpose for FY07-09		
	g. Cost details on backlog of construction, renovation, R&M projects		
VI.	**Other Reporting**		
	a. Reports to the Legislature and/or Governor – FY07-FY09		
	b. Annual report for FY07-09		
	c. Required federal report filings for HUD, grant management and others, as applicable FY07-09		
	d. Strategic plan, yearly action plans, and follow up reports for FY07-FY09		
	e. Yearly Activity Plan for FY07-FY09		
VII.	**Board of Directors info and meetings; other meetings**		
	a. Board members, terms, contact information		
	b. Meeting minutes and packets for FY07-FY09		
	c. List of meeting dates for various housing communities including agendas and minutes, as applicable		
VIII.	**Procurement/Expenditure Information**		
	a. Listings of procurement by type (Competitive Sealed Bidding, Competitive Sealed Proposals, professional services, Sole source, small purchase, emergency, etc)		
	b. Delegation of procurement authority as it applies to FY07 – FY09		