Approved by the Executive Director CJ
November 19, 2009

FOR ACTION

SUBJECT: To Ratify the Audit of Banyan Street Manor for Fiscal Year 2009

I. FACTS

A. The auditors have performed the audit of the project for the fiscal year ending on June 30, 2009 in accordance with Government Auditing Standards and the provisions of OMB Circular A-133.

B. The auditors have indicated that detailed accounting records have not been maintained and certain prior-year records and supporting data were not available for the audit period.

C. The audit for fiscal year ending 2006 (transmitted in April 2009) recommended audit adjustments. New audit adjustments and supporting data, therefore, were not available for the Fiscal Year 2009 audit.

D. Because of the significance of the matters noted in the two previous paragraphs, the auditors did not express an opinion on the financial statements for the current fiscal year 2009.

II. DISCUSSION

A. Staff has consulted with the auditors and the principal accounting staff of the current management agent, EAH Inc., to ensure that the 2006 audit adjustments are fully incorporated into the future financial statements and that financial record keeping would meet the requirements for an auditor to express an opinion on the financial statements in the future. The accounting staff of EAH Inc. indicated that they maintain the financial records of approximately 35 similar projects and have not had any negative findings.

B. Audits are required sixty days after the end of the fiscal year, and although the auditors were able to prepare the financials by August 31, 2009, there was a delay in getting the management certifications.

C. In order to comply with HUD requirements, HPHA staff electronically uploaded the FY 2009 audit to the U.S. Department of Housing and Urban Development (HUD) on October 22, 2009, immediately after it became possible to do so after the FY 2007 and FY 2008 reports were filed electronically. Final copies of the fiscal year 2009 audit were received on October 27, 2009.

III. RECOMMENDATION

That the Board of Directors ratify the acceptance of the audited financial statement of the Banyan Street Manor for the fiscal year ending June 30, 2009.

Attachment: Audit Report for Banyan Street Manor for FY 2009

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

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

Approved by the Executive Director CT
November 19, 2009

FOR ACTION

SUBJECT: To Approve a Revision to the Hawaii Public Housing Authority's Section 8 Administrative Plan To Allow Single Persons to Hold One Bedroom Vouchers Only if Zero Bedroom Units Are Not Available

I. FACTS

A. The Hawaii Public Housing Agency (HPHA) must adopt a written administrative plan that establishes local policies for administration of the program in accordance with U.S. Department of Housing and Urban Development (HUD) requirements.

B. The administrative plan must be in accordance with HUD regulations and requirements. The administrative plan is a supporting document to the HPHA's Five Year Annual Plan and must be available for public review.

C. The HPHA must revise the administrative plan, if needed, to comply with HUD requirements and administer the program in accordance with the administrative plan.

D. Chapter 5 of the Section 8 Administrative Plan covers policies and procedures that relate to determination of family unit (voucher) size.

II. DISCUSSION

A. The proposed change to the Section 8 Housing Choice Voucher Program Administrative Plan is intended to make the Administrative Plan consistent with the Hawaii Administrative Rules and provides clearer guidance for the public and the staff.

B. Under the current administrative rules, the HPHA is able to issue 0-bedroom vouchers to single person families. The proposed change to the Section 8 Administrative Plan, Chapter 5, page 5-12 will make the plan consistent with that current practice. Single person families will be issued a voucher for a one-bedroom unit only if there are no studio units available in the area.

C. This change will allow the HPHA to continue to stretch its resources and still ensure that families are appropriately housed.

III. RECOMMENDATION

That the Hawaii Public Housing Authority approve the amendment to Chapter 5 of the Section 8 Administrative Plan to issue a 0-bedroom voucher to single person families and a 1-bedroom voucher only when there are no 0/studio bedroom dwellings available in the area.

Attachment: Chapter 5, pages 5-11 and 5-12

Prepared by: Norhana Schumacher, Acting Chief, Section 8 Subsidy Programs Branch NS.

PART II: SUBSIDY STANDARDS AND VOUCHER ISSUANCE

5-II.A. OVERVIEW

The PHA must establish subsidy standards that determine the number of bedrooms needed for families of different sizes and compositions. This part presents the policies that will be used to determine the family unit size (also known as the voucher size) a particular family should receive, and the policies that govern making exceptions to those standards. The PHA also must establish policies related to the issuance of the voucher, to the voucher term, and to any extensions or suspensions of that term.

5-II.B. DETERMINING FAMILY UNIT (VOUCHER) SIZE [24 CFR 982.402]

For each family, the PHA determines the appropriate number of bedrooms under the PHA subsidy standards and enters the family unit size on the voucher that is issued to the family. The family unit size does not dictate the size of unit the family must actually lease, nor does it determine who within a household will share a bedroom/sleeping room.

The following requirements apply when the PHA determines family unit size:

- The subsidy standards must provide for the smallest number of bedrooms needed to house a family without overcrowding.
- The subsidy standards must be consistent with space requirements under the housing quality standards.
- The subsidy standards must be applied consistently for all families of like size and composition.
- A child who is temporarily away from the home because of placement in foster care is considered a member of the family in determining the family unit size.
- A family that consists of a pregnant woman (with no other persons) must be treated as a two-person family.
- Any live-in aide (approved by the PHA to reside in the unit to care for a family member who is disabled or is at least 50 years of age) must be counted in determining the family unit size;

- Unless a live-in-aide resides with a family, the family unit size for any family consisting of a single person must be either a zero- or one-bedroom unit, as determined under the PHA subsidy standards.

  PHA Policy
  The PHA will assign one bedroom for each two persons within the household, except in the following circumstances:

  Persons of the opposite sex (other than spouses and/or significant other) will be allocated separate bedrooms.

  Live-in aides will be allocated a separate bedroom.

  ~~Single person families will be allocated one-bedroom.~~

  The PHS will reference the following chart in determining the appropriate voucher size for a family:

Voucher Size	Persons in Household (Minimum – Maximum)
0 Bedroom	1 – 1
1 Bedroom	~~1 – 2~~ 1* – 2
2 Bedrooms	2 – 4
3 Bedrooms	3 – 6
4 Bedrooms	4 – 8
5 Bedrooms	6 – 10

  *Single person families will be allocated a one-bedroom voucher only when there are no 0/studio bedroom dwellings available in the area.

ed and Approved by the Executive Director CT
November 19, 2009

FOR ACTION

SUBJECT: To Grant the Department of Hawaiian Home Lands (DHHL) a Right-of-Entry for the Construction of a Sewer Line through Waimanalo Homes, Lot 146, for its Kumuhau Subdivision

I. FACTS

A. The Department of Hawaiian Home Lands (DHHL) has requested a perpetual, non-exclusive sewer easement through Lot 146 at 41-555 Humuna Place, Waimanalo Homes (hereinafter "Lot 146"), to the existing sewer manhole in the Humuna Place cul-de-sac for DHHL's Kumuhau Residential Subdivision.

B. The DHHL-requested sewer easement (hereinafter "easement") is proposed to service the Kumuhau Residential Subdivision and the easement will be transferred to the City and County of Honolulu along with the subdivision's roads and sidewalks when the subdivision is completed.

C. In April 2007, the DHHL prepared an environmental assessment (EA) for their Kumuhau Subdivison which indicated that the wastewater would be handled by the Waimanalo Wastewater Treatment Plant. According to the City and County of Honolulu's Department of Environmental Services, the existing sewer lines in the area are sufficient to accommodate the additional flow from the subdivision and will not require any upgrades.

D. In June 2009, the DHHL amended the Supplemental EA for their Kumuhau Subdivison which includes the construction of the sewer line through Lot 146. The Supplemental EA addresses the environmental impacts on the Waimanalo Homes project and how these problems will be mitigated by the DHHL.

E. On May 18, 2006, a For Action to enter into an agreement with the DHHL was approved by the Board.

F. On April 16, 2008, a For Action to adopt Resolution No. 16 authorizing the disposition request and application for a sewer easement through Lot 146 at Waimanalo Homes was approved by the Board.

G. On June 18, 2009, a For Action to adopt the EA and the Supplemental EA prepared by the DHHL and to authorize the Executive Director to undertake all tasks necessary to undertake the intent and purposes of the For Action was passed.

H. On September 18, 2009, the Finding of No Significant Impact (FONSI) was published in the Honolulu Star-Bulletin. The U.S. Department of Housing and Urban Development (HUD) did not receive any objections during the fifteen day period for public comment.

I. On October 2, 2009, a copy of the Governor's Memorandum to Certify the Disposition to Grant an Easement, Request for Release of Funds and Certification (form HUD-7015.15), and the Affidavit of Publication were sent to the HUD-Honolulu. The HUD-Honolulu forwarded the documents to the HUD's Special Applications Center (SAC).

J. On October 20, 2009, SAC acknowledged that the Waimanalo Homes disposition application "has been forwarded to Management for final review".

K. On November 3, 2009, the DHHL requested a construction right-of-entry to allow the DHHL to proceed with the construction of the sewer line through Lot 146 for its Kumuhau Subdivision.

II. DISCUSSION

A. The construction of the sewer line does not directly benefit the project or the residents per the terms and conditions of the Annual Contributions Contract (ACC).

B. Proceeding with the construction without the HUD's approval of the disposition could violate the terms and conditions of the ACC and may possibly jeopardize the federal subsidy for the project.

C. In the event the HUD does approve the disposition application, the HUD may impose conditions to their approval. The conditions may unknowingly impact the circumstances of the easement.

D. The HUD Facilities Management Engineer has stated that the approval to grant the DHHL's request for a right-of-entry is outside the HUD's authority and the approval of the right-of-entry rests with the HPHA.

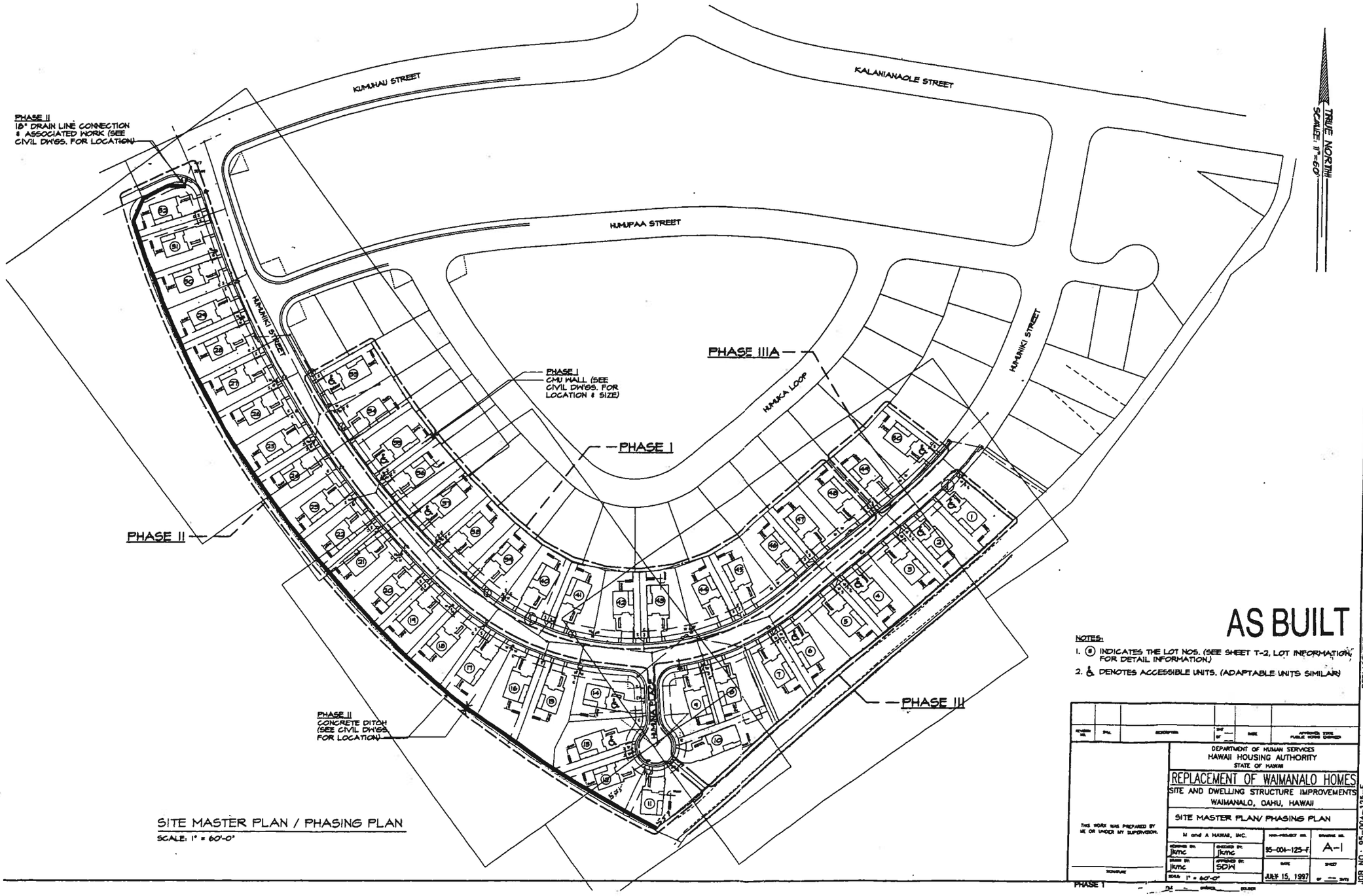
III. RECOMMENDATION

Staff recommends that the Board grant the Department of Hawaiian Homelands a right-of-entry to construct the sewer line for its Kumuhau Subdivision and to authorize the Executive Director to undertake all tasks necessary to undertake the intent and purposes of this For Action, subject to the HUD's approval of the disposition application. No construction shall commence until the HUD approves the disposition to grant an easement through Lot 146 at Waimanalo Homes.

Attachment: Exhibit A - Site Plan

Prepared by: Mitchell H. Kawamura, Project Engineer

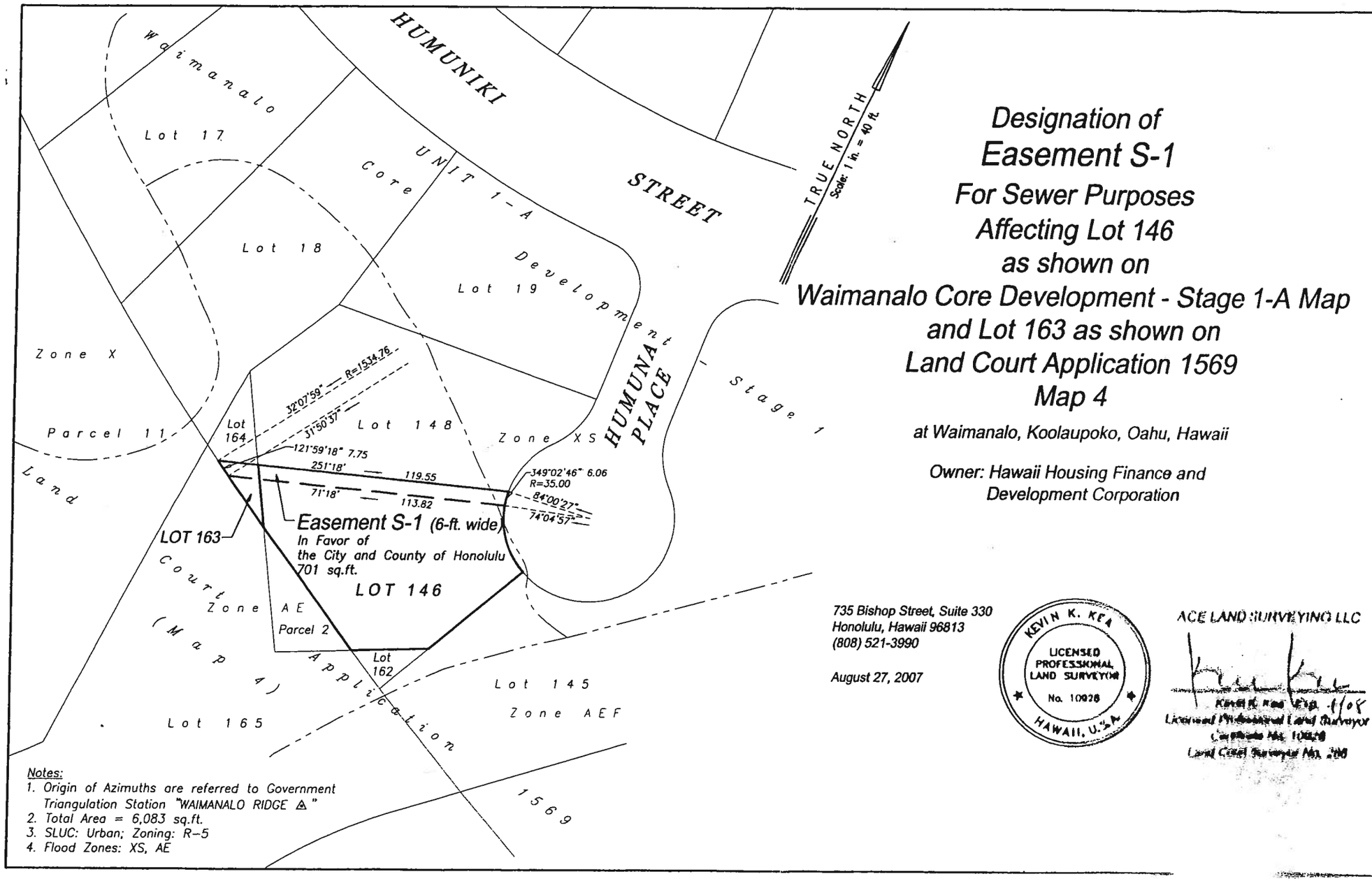
Reviewed by: Marcel A. Audant, Acting Construction Management Branch Chief



SITE MASTER PLAN / PHASING PLAN
SCALE: 1" = 60'-0"

EXHIBIT A

025



Notes:
1. Origin of Azimuths are referred to Government Triangulation Station "WAIMANALO RIDGE △"
2. Total Area = 6,083 sq.ft.
3. SLUC: Urban; Zoning: R-5
4. Flood Zones: XS, AE

Designation of Easement S-1 For Sewer Purposes Affecting Lot 146 as shown on Waimanalo Core Development - Stage 1-A Map and Lot 163 as shown on Land Court Application 1569 Map 4

at Waimanalo, Koolaupoko, Oahu, Hawaii

Owner: Hawaii Housing Finance and Development Corporation

735 Bishop Street, Suite 330
Honolulu, Hawaii 96813
(808) 521-3990

August 27, 2007

KEVIN K. KEA
LICENSED PROFESSIONAL LAND SURVEYOR
No. 10028
HAWAII, U.S.A.

ACE LAND SURVEYING LLC

Kevin K. Kea Exp. 4/08
Licensed Professional Land Surveyor
Certificate No. 10028
Land Court Surveyor No. 200

Tax Map Key: 4-1-023: 60 and 61

Approved by the Executive Director CT
November 19, 2009

FOR ACTION

SUBJECT: To Approve the Energy Services Agreement Subject to Approval of the Department of the Attorney General and the U.S. Department of Housing and Urban Development (HUD)

I. FACTS

A. On October 15, 2009, the Hawaii Public Housing Authority's (HPHA) Board of Directors accepted the investment grade audit completed by Ameresco, Inc. (Ameresco) and authorized the Executive Director to execute an engagement letter with Crews and Associates for financing of the energy services agreement.

B. The HPHA needs execute an agreement with Ameresco in order to proceed with the energy savings project.

II. DISCUSSION

A. The energy services agreement between the HPHA and Ameresco will be performed in 3 phases:

Phase I-Design and Construction Funding
During the Design and construction Funding Phase, Ameresco shall produce designs, specifications, and drawings needed to secure qualified subcontractors

Phase II-Construction
During the Construction Phase, Ameresco shall furnish all labor, materials and equipment and perform all work, including the installation of energy conservation measures agreed upon with the HPHA.

Phase III-Project Operations
During the Project Operation Phase, Ameresco shall perform energy management services including monitoring, reconciliation of bills, subsidy forms, site visits, training, and maintenance of major systems

B. The attached agreement is subject to approval by the Department of the Attorney General and the U.S. Department of Housing and Urban Development.

III. RECOMMENDATION

To Approve the Energy Services Agreement Subject to Approval of the Department of the Attorney General and the U.S. Department of Housing and Urban Development (HUD)

Prepared by: Chad K. Taniguchi, Executive Director CT

027

Property Management and Maintenance Services Branch
Report for the Month Ending October 31, 2009

GOAL: **Fix** units, **Fill** units (97% occupancy) and **Collect** rent (collect 97%).

A. Fix Units

At the end of October 2009, the agency had 357 vacant units that need repair. The Construction Management Section (CMS) is in charge of repairing 198 of the 357 units, leaving 159 vacancies for the AMP staff to repair, in addition to the monthly average of 45 vacancies.

Month	Move Ins	Move Outs	Rent Ready Pending Placement
October 2009	31	47	30
September 2009	57	45	35
August 2009	55	33	37

B. Fill Units

State Occupancy Report: October 2009

Occupancy					
Project	Total Available Units	Total Occupied Units	Occupancy Ratio	Total Vacant Units (includes rent ready)	Units Rent Ready
2201 Hauiki	46	45	97.83%	1	0
2202 Puahala Homes	128	122	**95.31%	*6	4
2204 Kawailehua	26	25	96.15%	1	0
2205 Kahale Mua	32	28	87.50%	4	0
2206 Lokahi	30	14	46.67%	16	0
2207 Ke Kumu Elua	26	11	42.31%	15	2
2401 Hale Po'ai	206	204	99.03%	2	0
2402 La'iola	108	107	99.07%	1	0
2403 Kamalu-Ho'olulu	221	220	99.55%	1	1
2404 Halia Hale	41	39	95.12%	2	1
Total	864	815	94.33%	49	8

- Puahala Homes includes *14 homeless units in addition to the 6 vacant units that are reflected as administrative hold. Total occupied unit count is based on State public housing units plus homeless units. **Occupancy rate without counting Homeless units as occupied is 84.38%.

- Kahale Mua has 4 vacant units, 2 are CMS units and 2 are other vacants to be completed by AMP.

- Lokahi is going to be modernized within one year. Currently 16 out of the 30 units are vacant and were unfilled to avoid having to relocate newly placed families. The Notice To Proceed will be issued shortly.

- Ke Kumu Elua - management has completed interior repairs on 8 units and is waiting for HPHA to procure interior painting and janitorial work to. Two other units have been referred to CMS because of earthquake damage.

Federal Occupancy Report: October 2009

Occupancy					
AMP	Total Available Units	Total Occupied Units	Occupancy Ratio	Total Vacant Units (includes rent ready)	Units Rent Ready
30 Aiea	362	359	99.17%	3	0
31 KVH	372	325	87.37%	47	0
32 MWH	363	355	97.80%	8	1
33 Kam/Kaahumanu	371	369	99.46%	2	1
34 Kalakaua	581	556	95.70%	25	1
35 Kalanihuia	584	544	93.15%	40	4
37 Hilo	301	274	91.03%	27	0
38 Kauai	319	310	97.18%	9	0
39 Maui	196	130	66.33%	66	1
40 KPT	738	703	95.26%	35	2
43 Kona	200	191	95.50%	9	5
44 Leeward Oahu	258	220	85.27%	38	3
45 Windward Oahu	225	222	98.67%	3	0
46 Kamuela	101	84	83.17%	17	2
49 Central Oahu	150	132	88.00%	18	2
50 Palolo	115	108	93.91%	7	0
Total	5,236	4882	93.24%	354	22

- AMP 31: Kalihi Valley Homes - Phase 4A, 22 units under modernization. Notice to Proceed issued with construction to begin October 26, 2009. Construction period is 12 months. 5 units with roof leaks to be repaired by CMS. 20 units to be repaired by AMP and Central Maintenance (CM).

- AMP 35: Kalanihuia - 43 Vacant units; 3 are deprogrammed, 4 are available and 36 to be renovated by AMP. Manager does not want the assistance of CMS or CM to complete these units.

- AMP 37:

  - Lanakila Homes - 8 vacant units being held for relocation for fair housing modifications. Pre-bid meeting scheduled for November 17, 2009. Sixty-four other units are vacant pending demolition. Six other units are rent ready and rent up is in progress. AMP is repairing the remaining 3 vacant units.

  - Pomaikai - 8 units vacant pending modernization. CMS is procuring design consultant.

  - Hale Aloha O Puna - 2 units vacant pending modernization. CMS procuring design consultant.

- AMP 39: Maui – Projected ready dates for the 55 units under modernization:

November 1, 2009	6
November 15, 2009	10
December 1, 2009	6
December 15, 2009	2
January 1, 2010	31

  11 units to be repaired by AMP see attached schedule of repair.

- AMP 40: Kuhio ParK Terrace – 24 CMS units due to roof leaks and sewer repairs.

- AMP 44: Leeward – 2 units were leased, of the 40 remaining vacants, 13 are assigned to CMS and 27 will be fixed by AMP. See vacant unit schedule.

- AMP 46: Kamuela – 6 units are being held for relocation due to site modernization. 11 Units to be fixed by AMP.

- AMP 49: Central Oahu – Of the 19 vacancies 12 are assigned to CMS. 7 vacants will be repaired by the AMP staff. See schedule.

- AMP 50: Palolo - Hazmat abatement needed for lead based paint and asbestos

- Applications: In order to meet the new goal of 50 applicants in the waitlist pool for every geographic area, the applications office sent out 270 contact letters in October 2009. 187 applicants responded to the contact letter. Of the 187 applicants, 98 were determined to be eligible and are currently being screened for placement. The remaining 89 were determined to be ineligible for the preference listed on the original application. For the 83 applicants who did not respond to the contact letter, their applications have been cancelled due to no response. Four offers of housing were refused in October 2009. Four families refused the apartment they were offered, after they were screened and all documentation and calculations were completed. Reasons for the refusals were due to the project location or due to lack of funds. Applicants who refuse the unit offers are cancelled and removed from all waiting lists.

C. Rent Collection October 2009

	Non Vacated Delinquencies			
AMP	Count of Families	30-90 Days	Count of Families	Over 90 Days
30 Aiea	48	18,222.38	3	1,773.00
31 KVH	46	18,811.26	12	20,112.92
32 MWH	26	14,815.99	6	12,545.99
33 Kam/Kaahumanu	27	12,252.53	11	32,278.93
34 Kalakaua	5	3,818.69	0	0.00
35 Kalanihuia	30	9,517.22	12	21,623.94
37 Hilo	24	7,001.88	12	9,596.85
38 Kauai	24	13,892.04	17	13,606.38
39 Maui	13	7,785.24	7	19,490.80
40 KPT	170	77,540.11	38	53,492.03
43 Kona	22	13,462.40	6	7,986.00
44 Leeward Oahu	57	27,290.23	49	84,793.34
45 Windward Oahu	26	18,178.94	13	16,412.80
46 Kamuela	24	12,467.63	16	35,658.32
49 Central Oahu	20	9,228.81	6	3,957.02
50 Palolo	8	5,440.00	7	12,927.41
Total	570	$ 269,725.35	215	$ 346,255.73

During the month of October 2009, there were 15 evictions and 32 families were referred for eviction. Of the 32 families referred for eviction, 26 families were referred for rent and 6 were for non-rent violations. (37 referred in September 2009, 27 referred in August 2009, 25 referred for eviction in July and 34 families were referred in June 2009)

AMP 46: Kamuela - Four families are scheduled for eviction hearings for rent on November 13, 2009 representing $1,521 in monthly rent. Two other tenants are on payment plans representing $823 in monthly rent. Six households represent $2,344 of the $$2,673 monthly delinquency

D. Goals

- Implement New Uniform House Rules – Draft complete
- Implement Tenant Monitor Program – Revision to ACOP required before implementation
- Update Maintenance Charge List – February 2010
- Update Maintenance Labor Rate – 30 day notice to be sent in December 2009 rent insert. Public hearings held for comment and implementation projected by March 2010.
- Update Property Management Manual – Draft complete.
- Implement general ledger reporting requirements – January 2010

E. Updates from previous Board Meetings

- See testimony follow up chart.
- See vacancy information in Section B.

F. Property Sales

- Sale of Wilikina Apartments –Comments on Purchase and Sale Agreement received from Attorney General's Office on November 2, 2009 and forwarded to HPHA's consultant for review.

- Sale of Banyan Street Manor – Letter of Intent executed. Purchase and Sale Agreement from buyer is being reviewed by HPHA and Attorney General's Office.

- Sale of Hana vacant parcel –Sales agreement (counter offer) which includes required contingencies because of the requirement that the sale must be approved by the legislature was transmitted to broker on October 12, 2009.

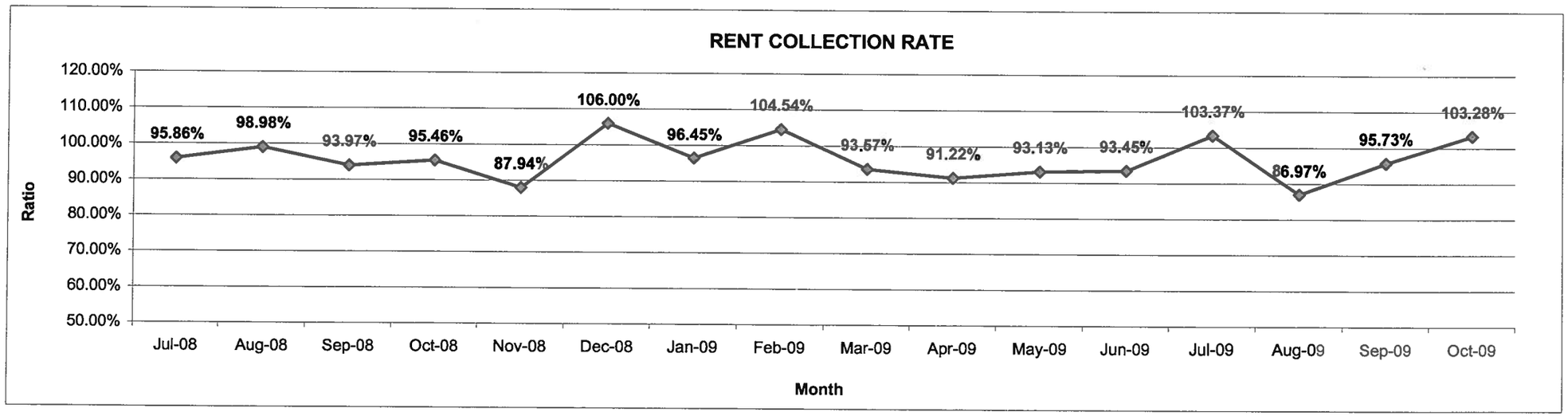
FEDERAL PUBLIC HOUSING

Rent Collection from July 2008 to October 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%

	Jul-09			Aug-09			Sep-09			Oct-09			Total 7/1/08 - 10/31/09		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	$ 112,436.50	$ 124,829.51	111.02%	$ 119,391.36	$ 108,916.51	91.23%	$ 119,402.26	$ 122,538.77	102.63%	$ 120,399.00	$ 132,027.26	109.66%	$ 2,011,477.67	$ 1,965,530.44	97.72%
Kauai	$ 72,695.00	$ 83,795.34	115.27%	$ 73,072.00	$ 64,423.31	88.16%	$ 73,104.00	$ 74,848.55	102.39%	$ 73,842.00	$ 76,756.23	103.95%	$ 1,267,601.00	$ 1,268,025.52	100.03%
Maui	$ 46,854.00	$ 46,508.59	99.26%	$ 45,267.00	$ 37,689.39	83.26%	$ 44,707.00	$ 39,587.84	88.55%	$ 42,396.00	$ 42,742.85	100.82%	$ 758,660.00	$ 692,173.55	91.24%
Oahu	$ 1,159,986.53	$ 1,183,747.09	102.05%	$ 1,144,388.66	$ 990,982.65	86.59%	$ 1,123,584.93	$ 1,065,700.18	94.85%	$ 1,119,356.06	$ 1,148,918.60	102.64%	$ 19,115,426.05	$ 18,353,121.83	96.01%
Total	$ 1,391,972.03	$ 1,438,880.53	103.37%	$ 1,382,119.02	$ 1,202,011.86	86.97%	$ 1,360,798.19	$ 1,302,675.34	95.73%	$ 1,355,993.06	$ 1,400,444.94	103.28%	$ 23,153,164.72	$ 22,278,851.34	96.22%



Federal LIPH
HPHA Island Overview Report
October 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	602	551	91.53%	51	7	7	7	2	1	1,437	112	3	2
Kauai	319	308	96.55%	11	0	1	0	0	0	177	58	0	0
Maui	196	130	66.33%	66	1	2	1	0	0	207	66	0	1
Oahu	4,119	3,879	94.17%	240	14	36	35	16	5	5,988	1,436	21	2
Total	**5,236**	**4,868**	**92.97%**	**368**	**22**	**46**	**43**	**18**	**6**	**7,652**	**1,642**	**24**	**5**

	Non Vacated Delinquencies***				Collection Rate 10/09		
Island	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	70	$ 32,931.91	34	$ 53,241.17	$ 120,399.00	$ 132,027.26	**109.66%**
Kauai	24	$ 13,892.04	17	$ 13,606.38	$ 73,842.00	$ 76,756.23	**103.95%**
Maui	13	$ 7,785.24	7	$ 19,490.80	$ 42,396.00	$ 42,742.85	**100.82%**
Oahu	463	$ 215,116.16	157	$ 259,917.38	$ 1,119,356.06	$ 1,148,918.60	**102.64%**
Total	**570**	**$ 269,725.35**	**215**	**$ 346,255.73**	**$ 1,355,993.06**	**$ 1,400,444.94**	**103.28%**

* Occupancy also counts Scheduled for Modernization Units.
** WL count does not sum up as applicants may apply on more than 1 listing.
*** Delinquencies and Collections reflect only Rents, Prepays and Payment Agreements (Bill Code 0001 and 0006).

Federal LIPH
HPHA Project Overview Report
October 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	359	99.17%	3	0	2	2	2	0	4469	0	19	0
31P-KVH	372	324	87.10%	48	0	6	5	2	1	4469	0	19	0
32P-MWH	363	355	97.80%	8	1	3	2	1	0	4469	0	19	0
33P-Kam/Kaamanu	371	369	99.46%	2	1	2	2	0	0	4469	0	19	0
34P-Kalakaua	581	556	95.70%	25	1	2	3	0	0	0	1392	0	1
35P-Kalanihuia	584	540	92.47%	44	4	8	4	1	2	4469	1392	19	1
37P-Hilo	301	278	92.36%	23	0	3	4	1	1	581	87	2	1
38P-Kauai	319	308	96.55%	11	0	1	0	0	0	177	58	0	0
39P-Maui	196	130	66.33%	66	1	2	1	0	0	207	66	0	1
40P-KPT	738	699	94.72%	39	2	7	11	6	0	4469	0	0	0
43P-Kona	200	189	94.50%	11	5	2	2	1	0	941	34	1	1
44P-Leeward Oahu	258	216	83.72%	42	3	4	3	2	2	2079	0	1	1
45P-Windward Oahu	225	222	98.67%	3	0	0	0	0	0	1471	0	0	0
46P-Kamuela	101	84	83.17%	17	2	2	1	0	0	941	34	0	1
49P-Central Oahu	150	131	87.33%	19	2	1	1	1	0	1175	173	1	1
50P-Palolo	115	108	93.91%	7	0	1	2	1	0	4469	0	0	0
Total	5,236	4,868	92.97%	368	22	46	43	18	6	7,652	1,642	24	5

	Non Vacated Delinquencies***				Collection Rate 10/09		
AMP	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
30P-Aiea	48	18,222.38	3	1,773.00	$ 145,299.00	139,062.90	95.71%
31P-KVH	46	18,811.26	12	20,112.92	$ 90,848.00	87,801.53	96.65%
32P-MWH	26	14,815.99	6	12,545.99	$ 101,270.96	101,482.02	100.21%
33P-Kam/Kaamanu	27	12,252.53	11	32,278.93	$ 91,240.37	98,018.53	107.43%
34P-Kalakaua	5	3,818.69	0	0.00	$ 128,931.18	158,732.60	123.11%
35P-Kalanihuia	30	9,517.22	12	21,623.94	$ 136,206.05	141,591.70	103.95%
37P-Hilo	24	7,001.88	12	9,596.85	$ 62,543.00	74,571.15	119.23%
38P-Kauai	24	13,892.04	17	13,606.38	$ 73,842.00	76,756.23	103.95%
39P-Maui	13	7,785.24	7	19,490.80	$ 42,396.00	42,742.85	100.82%
40P-KPT	170	77,540.11	38	53,492.03	$ 255,496.00	243,872.80	95.45%
43P-Kona	22	13,462.40	6	7,986.00	$ 40,229.00	42,395.50	105.39%
44P-Leeward Oahu	57	27,290.23	49	84,793.34	$ 36,949.00	37,478.67	101.43%
45P-Windward Oahu	26	18,178.94	13	16,412.80	$ 68,767.00	71,348.82	103.75%
46P-Kamuela	24	12,467.63	16	35,658.32	$ 17,627.00	15,060.61	85.44%
49P-Central Oahu	20	9,228.81	6	3,957.02	$ 42,963.00	44,152.73	102.77%
50P-Palolo	8	5,440.00	7	12,927.41	$ 21,385.50	25,376.30	118.66%
Total	570	$ 269,725.35	215	$ 346,255.73	$ 1,355,993.06	$ 1,400,444.94	103.28%

* Occupancy also counts Scheduled for Modernization Units.

** WL count does not sum up as applicants may apply on more than 1 listing.

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

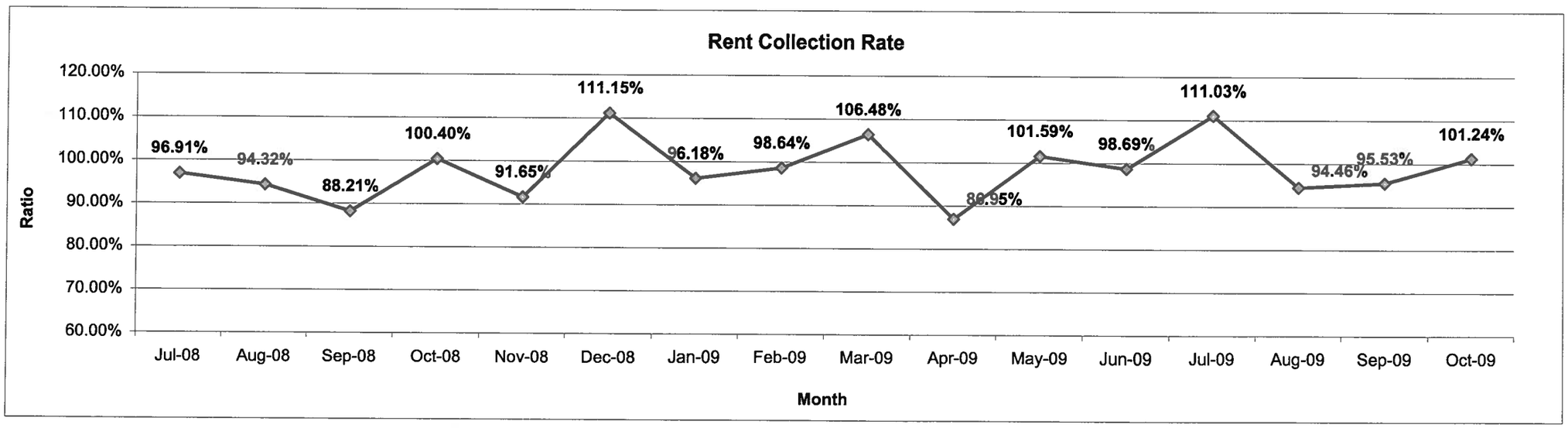
STATE PUBLIC HOUSING

Rent Collection from July 2008 to October 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%

	Jul-09			Aug-09			Sep-09			Oct-09			Total 7/1/08 - 10/31/09		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	$ 8,735.00	$ 10,126.00	115.92%	$ 8,258.00	$ 8,068.00	97.70%	$ 8,393.00	$ 8,211.00	97.83%	$ 8,335.00	$ 7,322.50	87.85%	$ 166,253.00	$ 148,398.10	89.26%
Kauai	$ 6,755.00	$ 5,955.63	88.17%	$ 6,442.00	$ 6,505.00	100.98%	$ 5,330.00	$ 4,510.00	84.62%	$ 5,335.00	$ 3,896.00	73.03%	$ 100,564.00	$ 92,809.70	92.29%
Maui	$ 4,806.00	$ 5,626.00	117.06%	$ 5,669.00	$ 4,471.00	78.87%	$ 5,669.00	$ 4,302.00	75.89%	$ 5,897.00	$ 4,221.00	71.58%	$ 75,695.00	$ 65,999.94	87.19%
Oahu	$ 226,464.00	$ 252,266.11	111.39%	$ 227,378.00	$ 214,966.10	94.54%	$ 226,964.00	$ 218,326.72	96.19%	$ 227,844.00	$ 235,042.29	103.16%	$ 3,516,406.00	$ 3,488,525.20	99.21%
Total	$ 246,760.00	$ 273,973.74	1 1.03%	$ 247,747.00	$ 234,010.10	94.46%	$ 246,356.00	$ 235,349.72	95.53%	$ 247,411.00	$ 250,481.79	101.24%	$ 3,858,918.00	$ 3,795,732.94	98.36%



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State LIPH
HPHA Island Overview Report
October 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	2	0	1	1	0	1,326	0	0	0
Kauai	26	25	96.15%	1	0	0	0	0	0	85	0	0	0
Maui	32	27	84.38%	5	0	0	0	0	0	47	0	0	0
Oahu	750	723	96.40%	27	6	1	7	1	0	5,158	509	1	5
Total	**864**	**800**	**92.59%**	**64**	**8**	**1**	**8**	**2**	**0**	**6,534**	**509**	**1**	**5**

	Non Vacated Delinquencies***				Collection Rate 10/09		
Island	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	9	$ 2,635.41	9	$ 17,452.17	$ 8,335.00	$ 7,322.50	**87.85%**
Kauai	5	$ 2,113.93	3	$ 1,088.46	$ 5,335.00	$ 3,896.00	**73.03%**
Maui	8	$ 1,977.00	17	$ 20,252.37	$ 5,897.00	$ 4,221.00	**71.58%**
Oahu	43	$ 25,464.50	63	$ 331,008.77	$ 227,844.00	$ 235,042.29	**103.16%**
Total	**65**	**$ 32,190.84**	**92**	**$ 369,801.77**	**$ 247,411.00**	**$ 250,481.79**	**101.24%**

* Occupancy also counts Scheduled for Modernization Units.
** WL count does not sum up as applicants may apply on more than 1 listing.
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State LIPH
HPHA Project Overview Report
October 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	45	97.83%	1	0	0	1	0	0	5083	0	1	0
2202-Puahala Homes	128	108	84.38%	20	4	1	0	0	0	224	0	0	0
2204-Kawailehua	26	25	96.15%	1	0	0	0	0	0	85	0	0	0
2205-Kahale Mua	32	27	84.38%	5	0	0	0	0	0	47	0	0	0
2206-Lokahi	30	14	46.67%	16	0	0	1	1	0	706	0	0	0
2207-Ke Kumu Elua	26	11	42.31%	15	2	0	0	0	0	684	0	0	0
2401-Hale Po'ai	206	204	99.03%	2	0	0	3	1	0	0	318	0	3
2402-La'iola	108	107	99.07%	1	0	0	0	0	0	0	90	0	0
2403-Kamalu-Ho'olulu	221	220	99.55%	1	1	0	2	0	0	0	138	0	2
2404-Halia Hale	41	39	95.12%	2	1	0	1	0	0	0	138	0	0
Total	864	800	92.59%	64	8	1	8	2	0	6,534	509	1	5

	Non Vacated Delinquencies***				Collection Rate 10/09		
Island	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
2201-Hauiki	10	$ 8,229.50	17	$ 140,669.64	$ 19,787.00	21,642.61	109.38%
2202-Puahala Homes	24	$ 14,108.00	32	$ 184,918.21	$ 41,604.00	43,392.68	104.30%
2204-Kawailehua	5	$ 2,113.93	3	$ 1,088.46	$ 5,335.00	3,896.00	73.03%
2205-Kahale Mua	8	$ 1,977.00	17	$ 20,252.37	$ 5,897.00	4,221.00	71.58%
2206-Lokahi	4	$ 1,457.11	2	$ 12,591.50	$ 5,947.00	5,662.50	95.22%
2207-Ke Kumu Elua	5	$ 1,178.30	7	$ 4,860.67	$ 2,388.00	1,660.00	69.51%
2401-Hale Po'ai	0	$ -	5	$ 2,284.00	$ 57,906.00	63,823.00	110.22%
2402-La'iola	2	$ 376.00	7	$ 1,986.52	$ 33,540.00	31,795.00	94.80%
2403-Kamalu-Ho'olulu	4	$ 1,841.00	1	$ 4.40	$ 63,353.00	62,151.00	98.10%
2404-Halia Hale	3	$ 910.00	1	$ 1,146.00	$ 11,654.00	12,238.00	105.01%
Total	65	$ 32,190.84	92	$ 369,801.77	$ 247,411.00	$ 250,481.79	101.24%

* Occupancy also counts Scheduled for Modernization Units.
** WL count does not sum up as applicants may apply on more than 1 listing.
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FISCAL YEAR 2009-2010 UNIT TURNOVER REPORT AS OF OCTOBER 2009

VACANT UNITS as of 10/31/09	TOTAL REPAIRED AND OCCUPIED 10/09	TOTAL READY MOVE IN 10/09	TOTAL TO BE REPAIRED
397	59	40	357

Vacant Units as of 10/31/09	Current Vacant Units	Placements Oct-09	Rent Ready Units	Total Units Under Repair		Repair Nov-09	Repair Dec-09	Repair Jan-10	Future CMS	Future AMP
30 Aiea	3	3	0	3		2	1	0	0	0
31 KVH	47	6	0	47		5	5	5	27	5
32 MWH	8	2	1	7		2	0	0	5	0
33 Kamehameha/Kaahumanu	2	2	0	2		2	0	0	0	0
34 Kalakaua	25	3	1	24		4	4	3	13	0
35 Kalanihuia	41	4	4	37		2	2	4	0	29
37 Hilo	27	4	6	21		2	1	0	18	0
38 Kauai	9	0	0	9		1	2	2	4	0
39 Maui	66	1	1	65		2	2	3	55	3
40 KPT	35	11	2	33		4	4	1	24	0
43 Kona	9	2	5	4		2	0	0	2	0
44 Leeward Oahu	38	5	2	36		4	4	6	13	9
45 Windward Oahu	3	1	0	3		1	1	0	1	0
46 Kamuela	17	1	11	6		1	1	0	4	0
49 Central Oahu	18	1	1	17		3	2	0	12	0
50 Palolo	7	2	0	7		0	0	0	0	7
State Family	40	1	6	34		3	5	6	20	0
State Elderly	2	10	0	2		2	0	0	0	0
Total	397	59	40	357	=	42	+34	+30	+198	+53

CENTRAL MAINTENANCE VACANT UNIT REPORT
JULY 2009 - OCTOBER 2009

AMP	PROJECT	UNIT	NO. OF EMPLOYEE	DATE COMPLETED	BRIEF SCOPE OF WORK
31	Kalihi Valley Homes	14F	3	9/22/2009	**Painting**: Paint interior and exterior (including grafitti) of the entire unit also touch ups. **Janitorial:** took
					apart toilet seats, brackets etc., scrub and put back, wax and strip, remove fixture covers, scrub and
					hardwares plot back, clean ice box, toilet, sink (bathroom and kitchen), and shower. **Maintenance:** in-
					stall brackets, rods-make and install window screens, sliding screen, roller screen front, pending front
					screen lock ice box bracket, drill holes for brackets and install, install door knobs, cove base, door
					handle-gasket ice box make screen prime and screens, and intall alarm striker plate screen roller.
					Plumbing: remove p-trap and clean, put back new slip nuts with gaskets and tape up and downstairs.
		16F	4	10/8/2009	**Plumbing:** replace lavatory faucet (leaking). **Maintenance:** fabricate window screens, reinstall all light
					switch & electrical outlet covers, replace light bulbs as needed, install window molding, replace stove
					burners & drip pans replace ice box door gasket and replace cove base as needed repair screen door.
					Painting: remove all hardware from walls, prep and spot prime unit, paint entire unit, paint exterior, also
					prep and paint cabinets. **Janitorial:** clean windows-clean interior stairs, clean all bathroom hardware
					clean all light switch and electrical outlet covers, clean bathrooms, clean entire kitchen cabinets, clean
					bathrooms sweep, mop, strip and wax entire unit.
		25A	4	10/13/2009	**Painting**: touch up unit and paint kitchen cabinets. **Janitorial:** clean windows and frames, clean cabinets,
					bathrooms, sweep, strip and wax floor. **Maintenance:** replace screens-door and windows, window
					roller (2), lock-sash pin door stopper. **Plumbing:** replace laundry tray stem and handle, auger sink & tub,
					replace joint washen.
	Hauiki Homes	1668	7	10/05/2009	**Maintenance, Painting, Janitorial** and **Plumbing:** Prep walls, caulk holes as needed and paint entire
					unit paint front exterior, clean kitchen counter and cabinet, oven, all Jal window, toilet & bath, strip
					floor and wax, replace hose bibs, ballcock and flapper. Remove laundry trays faucet, pick up by
					pass valves, scope job pick up parts, remove old valve and install new valves. For maintenance, cut
					front screen door to fit, replace wire mesh and screen, change operation for jalousie with clips and
					rivet, jalousie frame, install ent locks (2), curtain rod bracket install plywood under kitchen with molding
					around.
	(In process)	29E			**Maintenance, Painting, Janitorial** and **Plumbing.**
34	Paoakalani	1028	9	7/2/2009	Truck driver and General Laborers were working on road paving,
					repair and paint ceiling, re-install bathroom hardwares, install
					floor tiles, light fixtures, replace and remove shower head, reset
					toilet, clean the entire unit, stripped and wax floor and cove base.

CENTRAL MAINTENANCE VACANT UNIT REPORT
JULY 2009 - OCTOBER 2009

AMP	PROJECT	UNIT	NO. OF EMPLOYEE	DATE COMPLETED	BRIEF SCOPE OF WORK
37	Lanakila Homes I	18C	6	7/9/2009	**Painting, Maintenance, Janitorial and Plumbing.**
	Lanakila Homes IV	26B	2	7/9/2009	**Painting, Maintenance, Janitorial and Plumbing.**
		28A	2	7/10/2009	**Painting, Maintenance, Janitorial and Plumbing.**
		29C	1	7/9/2009	**Painting, Maintenance, Janitorial and Plumbing.**
	Kauhale O'Hanakahi	A2204	2	7/10/2009	**Painting, Maintenance, Janitorial and Plumbing.**
		A4403	1	7/10/2009	**Painting, Maintenance, Janitorial and Plumbing.**
	Punahele Homes	124R	1	7/10/2009	**Painting, Maintenance, Janitorial and Plumbing.**
44	Maili I	18	18	8/03/2009	Clean, prep and paint entire units
	Maili II	1	1	8/18/2009	Vacant janitorial and painting, cleaning and remove rubbish in units
		5	5	7/20/2009	Vacant janitorial and painting, cleaning and remove rubbish in units
	Nanakuli Homes	4	5	7/30/2009	**Painting and Janitorial**
		22	3	7/30/2009	**Janitorial:** clean out bulky rubbish and painting entire unit
	(In process)	19			**Painting, Maintenance, Carpentry, Plumbing and Welding (Railings)**
	Waimaha-Sunflower	306	4	8/17/2009	Patch wall and paint vacant unit
		B125	3	10/16/2009	Patch wall and paint vacant unit
	Kau'iokalani	403	4	10/8/2009	Prep, prime, paint whole unit and cleaning
		703	4	9/23/2009	Prep, prime, paint whole unit and cleaning
		1001	3	9/16/2009	Prep, prime, paint whole unit and cleaning
Total Vacant Units		**24**	**(2 Units in process)**		**(22 Completed Units)**

Elevator Repair Report: Hawaii Public Housing Authority Elevators reported as of 11/2/09

Name	Type	Elevator No.	Repair	No. and duration of Repairs to Elevator for month of Oct			No. and duration of Repairs to Elevator between 7/1/07 to 10/31/09			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		5			41	4	2			$ 116,940.17
		2		3			59	7	2			$ 70,416.51
		3					3					$ 2,936.71
Kuhio Park Terrace B	Family	4	Parts used to repair #5	Cannot be repaired.					1	06/29/07	Cannot be repaired.	
		5		4			33	1	2			$ 141,465.94
		6					47					$ 9,132.64
Paoakalani	Elderly	1					11					$ 1,100.00
		2					1		1			$ 17,038.90
Kalakaua Home	Elderly	1					17	1	1			$ 137.50
		2					13	1				$ 14,538.60
Ho`olulu Elderly	Elderly	1							1			$ 12,140.20
		2					3					
Kalanihuia	Elderly	1		3			40	1	1			$ 27,763.75
		2		3			22					$ 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					$ 893.74
Makua Alii	Elderly	1					21	2	1			$ 137.50
		2		1			11					
Punchbowl Homes	Elderly	1					13	2				$ 23,350.78
		2		1			7	1	1			$ 275.00
Banyan St Manor	Family	1					5					$ 20,692.75
Hale Poai	Elderly	1					12	2				$ 206.00
		2		2			13					$ 329.80
Halia Hale	Elderly	1					4					$ 3,460.52
Kulaokahua	Homeless	1		1			11					$ 378.75
Laiola	Elderly	1					2					$ 412.00
		2					4					
Pumehana	Elderly	1		1			12	2				$ 17,726.24
		2		1			9					$ 240.63
Salt Lake Apts	Family	1					5					$ 23,350.78
Wilikina Apts	Family	1					8	1				$ 3,323.02
		2					10					$ 17,038.90
Total		34		25	0	0	454	27	15			
											Total Cost for Repairs to date	$ 538,029.84

Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 11/2/09

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	Nov-09	Nov-10
		2	1964	44							Sep-07	May-10	May-11
		3	1981	27					Parts for elevators 3 & 4 to be delivered on site on 11/18/09		Sep-07	Apr-09	May-10
Kuhio Park Terrace B	Family	4	1964	44	298	16	3				Sep-07	Apr-09	May-10
		5	1964	44							Sep-07	Nov-09	Nov-10
		6	1981	27							Sep-07	May-10	Jun-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
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
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
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
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
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
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

042

Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 11/2/09

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					
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
Salt Lake Apts	Family	1	1970	38	28	8	1		$450,000	To be funded w/ FY09 Elevator CIP			
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									

043

RESULTS OF EVICTION REFERRALS

	REFERRALS								
	TOTAL	REASON FOR REFERRAL		RESULT OF EVICTION REFERRAL					
		Rent	Other	Evict	Evict with Cond	10-day Cure	Dismiss	Continued	Completed
FY 2008	145	108	37	56	39	18	5	37	108

Fiscal Year 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	14	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

Fiscal Year 2010

	REFERRALS								
	TOTAL	REASON FOR REFERRAL		RESULT OF EVICTION REFERRAL					
MONTH		Rent	Other	Evict	Evict with Cond	10-day Cure	Dismiss	Continued	Completed
July 09	27	24	3	8	7	0	0	12	15
Aug 09	22	18	4	8	11	0	1	2	20
Sept 09	37	35	2	19	11	1	0	6	31
Oct 09	32	26	6	15	8	1	2	6	26
TOTALS	118	103	15	50	37	2	3	26	92

Total # of Cases Heard for the Month of October 2009: 32
(Oahu & Neighbor Island)

Decisions Rendered:	Rent Violations	Other Violations
Eviction	12	3
Evict w/cond	7	1
10-day cure	0	1
Dismissal	1	1
Continued	6	0
TOTAL	26	6

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

AMP 35 Punchbowl	$ 1,382.82
AMP 40 Kuhio Park Terrace	$ 9,346.68
AMP 43 Kealakehe(Kona)	$ 4,179.00
AMP 44 Waimaha Sunflower	$ 15,759.19
AMP 49 Wahiawa Terrace	$ 2,326.86
Total:	$ 32,994.55

Contract & Procurement Office
Monthly Status Report for October 2009

Solicitations Issued in October 2009:

Solicitation No.	Title	Due Date
RFI-HPB-2009-28	Continuum of Care Notice of Funding Availability for the Counties of Kauai, Maui, and Hawaii	October 15, 2009

Contracts Executed in October 2009:

Contract No.	Contractor & Project	Supp. Amount	Total Amount
ASO 09-02	Express Services International dba Express Employment Professionals Accounting Services to Assist the Fiscal Management Officer October 23, 2009 to October 22, 2010		$303,631.36
CMS 09-18	Architects Hawaii, Ltd. Design & Consulting Services for Re-Roofing, Exterior Painting, Exterior Repairs, Site Improvements and ADA Accessibility Compliance Kalakaua Homes (AMP 34) October 13, 2009 to October 12, 2011		$465,303.00
CMS 09-19	Heartwood Pacific LLC Construction Services for the Abatement and Interior Renovation of Bldgs. 1 to 15 and Related Site Work Lokahi (AMP 37) October 22, 2009 to October 21, 2010		$2,783,408.00
HPB 09-60	Hybrid International LLC Support and Maintenance Services of the Homeless Management Information System Supportive Housing Program November 1, 2009 to October 31, 2010		$27,520.00
HPB 09-34-SA01	Kahikolu Ohana Hale O Waianae Supportive Services under the State Homeless Stipend Program Kahikolu Ohana Hale O Waianae – Transitional Shelter November 1, 2009 to January 31, 2010	$122,655.00	$245,300.00
PMB 09-06	Housing Authority of the City of Bremerton Section 8 Performance Based Contract Administration November 1, 2009 to October 31, 2010		Est. $1,200,000.00

Section 8 Subsidy Programs Branch
Program Report
As of October 31, 2009

Federal Housing Choice Voucher (Section 8) Program

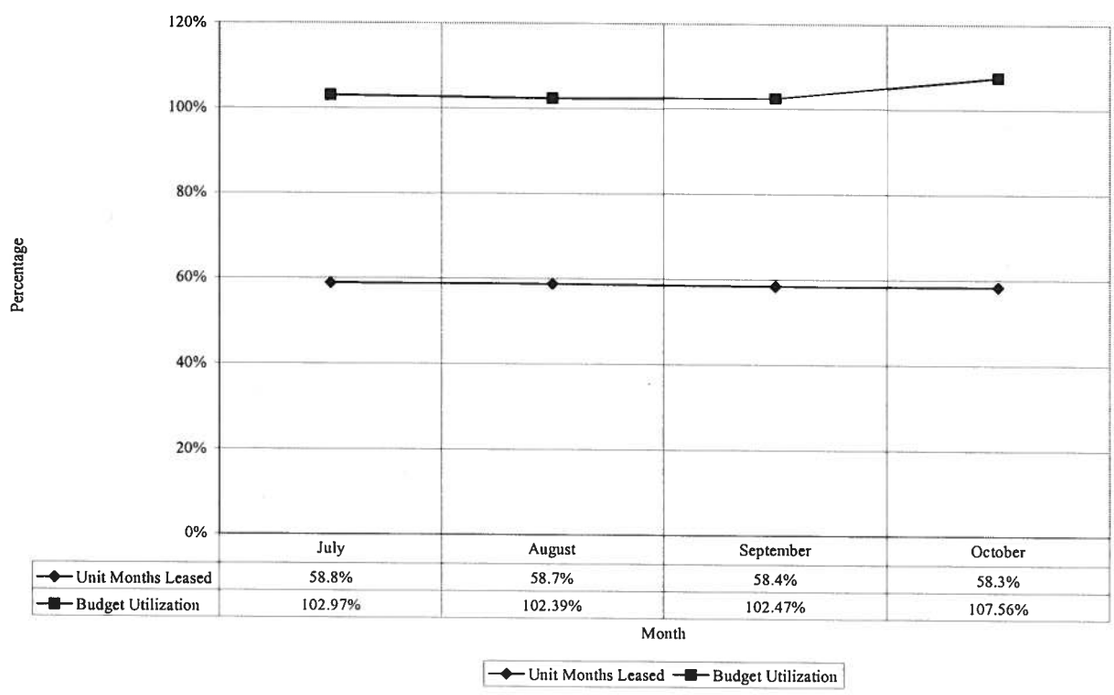
2010 Fiscal Year Report (Cumulative Trend)

- The Housing Assistance Payments (HAP) unadjusted average annual budget utilization is 107.56% of the total annual allocated budget of $18,741,816 or $1,561,818 per month.
- For FY 2010, unadjusted average monthly voucher lease up is 1,784or 58.30% of the total 3,058 baseline vouchers; 1,820 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.
- October 2009 subsidy payments show a 5% monthly increase in subsidy expenditures from the previous month due in part to an increase in rent adjustments and more transfers to new units.

Monthly Report (Monthly Snapshots)

Current average budget utilization is **107.56%.** HPHA should attain 15 points for Indicator 13 in SEMAP.

FY 2010 Section 8 Budget Utilization and Unit Months Leased



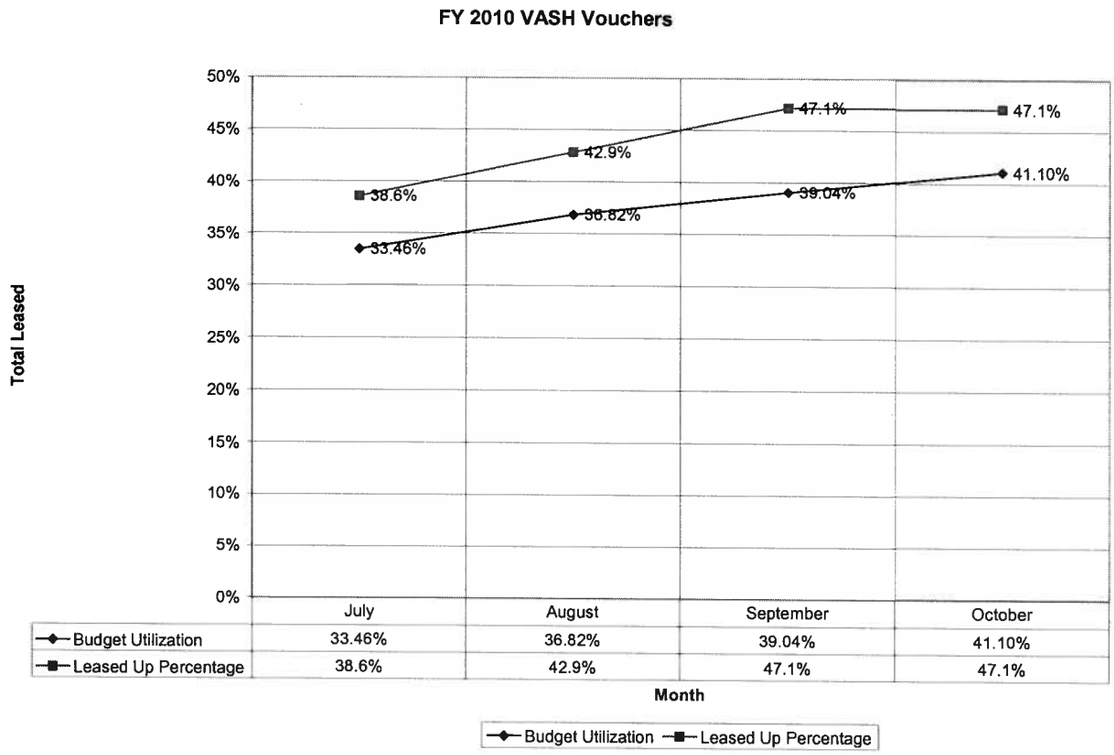
	July	August	September	October
Unit Months Leased	58.8%	58.7%	58.4%	58.3%
Budget Utilization	102.97%	102.39%	102.47%	107.56%

- The monthly average per unit cost subsidy is $954.00 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 October 2009 due to an effort to curb over-utilization of funds. The total FY 2010 of new HCV issuances is 0.
- The Department of Housing and Urban Development, Financial Management Center has allotted the HAP budget authority for CY 2009. As of 10/31/09 the branch is operating at 107.56% 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 was also awarded 35 additional VASH vouchers in August 2009.
- Eligible applicants under this program are referred to HPHA from the Department of Veteran Affairs.
- For the month of October 2009, a total of 44 vouchers were issued. To date, a total of 36 veteran families are leased up under VASH assistance.
- VASH voucher holders reside on Oahu, Maui and Kauai.

Monthly VASH Report (Monthly Snapshots)



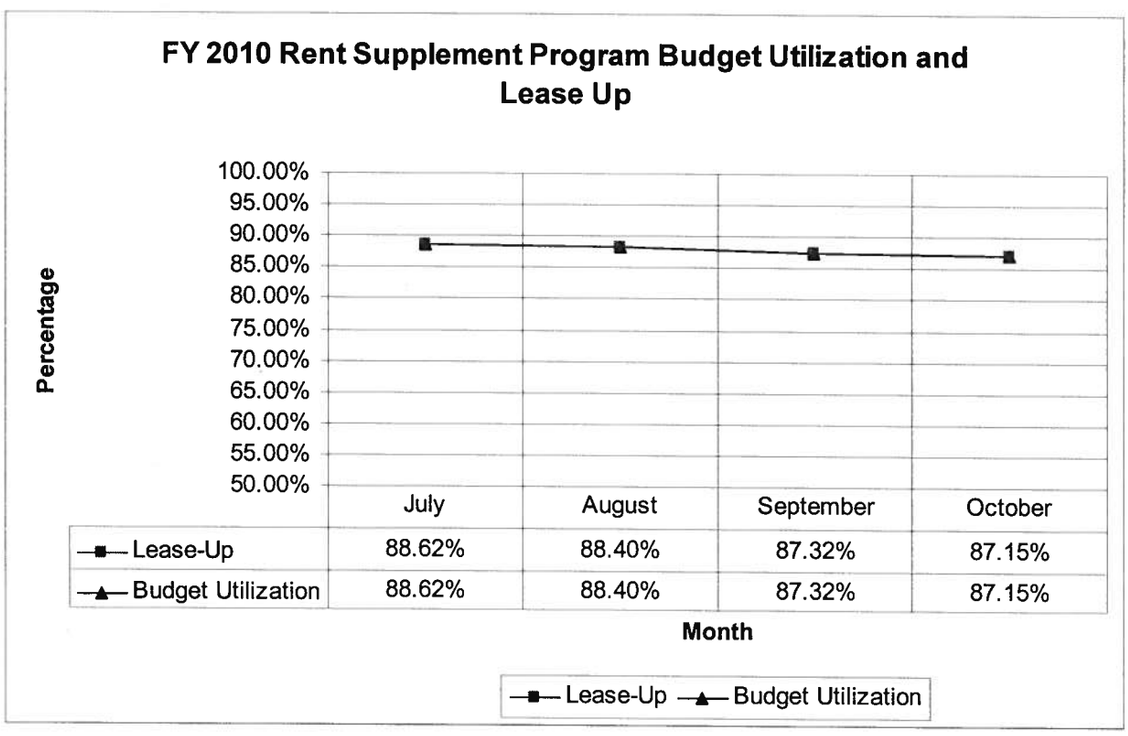
	July	August	September	October
Budget Utilization	33.46%	36.82%	39.04%	41.10%
Leased Up Percentage	38.6%	42.9%	47.1%	47.1%

State Rent Supplement Program

2010 Fiscal Year Report (Cumulative Trend)

- For FY 2010, unadjusted average monthly lease up is 342 families or 87.15% of the total 392 possible families when based on the average subsidy payments.
- The Rent Supplement unadjusted average annual budget utilization is 87.87% of the total annual allocated budget of $924,720 or $77,060 per month.
- The monthly average per unit cost subsidy is $196.00 per month. The amount reflects the difference between what the family pays towards rent and the maximum subsidy amount of $230.00 per month.
- October 2009 Rent Supplement Subsidy payments show a 0.9% monthly decrease from the previous month ($67,001 in September to $66,380 in October) because of a decrease in assistance per family. Per unit cost decreased to $196.00.
- 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)



	July	August	September	October
Lease-Up	88.62%	88.40%	87.32%	87.15%
Budget Utilization	88.62%	88.40%	87.32%	87.15%

HOMELESS PROGRAMS BRANCH
November 19, 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 September. October information is updated on November 15th. The wait list information is effective as of October 31, 2009, because of the internal deadline for Board items.

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

The number reflects those served during the month, hence transitions out of the shelter and new tenants are reflected which could produce a number in excess of the number of units/beds in the inventory.

Shelter Name(s)	Total Number of units	Total # of People Served	Wait List
*Weinberg Village Waimanalo (Waimanalo, Oahu) Family Shelter	30 units	0 singles 30 families **127 total indiv.**	(151 individuals) 42 families
*Nakolea (McCully, Oahu) Working singles	64 units	68 singles **68 total indiv.**	4 single
*Kulaokahua (Makiki, Oahu) Trans. shelter for single seniors	29 units	31 single **31 total indiv.**	42 singles
*Next Step Shelter (Kakaako, Oahu) Emergency shelter for singles & families	160 units	162 singles 24 families **251 total indiv.**	n/a
Puahala – H5 (Kalihi, Oahu) Transitional shelter for families	14 units	2 singles 12 families **51 total indiv.**	n/a
*Onelau'ena (Kalaeloa, Oahu) Emergency shelter for singles & families	56 units 4 dorms	19 singles 24 families **115 total indiv.**	274 singles 132 families
*Onemalu (Kalaeloa, Oahu) Transitional shelter for singles & families	46 units	15 singles 25 families **132 total indiv.**	126 singles 42 families
*Hale Ulu Pono (Kalaeloa, Oahu) Transitional shelter for singles w/mental illness	26 beds	27 singles **27 total indiv.**	35 singles
*Paiolu Kaiaulu (Leeward Oahu) Emergency shelter for singles & families	125 units	78 singles 57 families **310 total indiv.**	0
*Kumuhonua (Kalaeloa, Oahu) Transitional shelter for adults Currently taking applications	69 units	43 singles 0 families **43 total indiv.**	0
*Ulu Ke Kukui (Leeward Oahu) Transitional shelter for families Currently taking applications	80 units	0 singles 79 families **332 total indiv.**	0
Kawaihae (Big Island, Hawaii)	24 units	23 families	(66 individuals)

Transitional for families		**107 total indiv.**	13 families
Maililand (Waianae, Oahu) Transitional for families	44 units	35 families **140 total indiv.**	(46 individuals) 13 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	21 singles 2 families **26 total indiv.**	0
Honolulu Family Center (Oahu) Emergency for singles & Families	14 beds	1 single 3 families **10 total indiv.**	511 singles 114 families
Windward Family Center (Kailua, Oahu) Emergency for singles & families	14 beds	2 family **9 total**	159 singles 38 families
Gregory House (Honolulu, Oahu) Transitional for singles w/HIV	11 beds	10 singles **10 total indiv.**	52 singles
Community Residential Prog.(Waipahu, Oahu) Transitional for singles	13 beds	10 singles **10 total indiv.**	52 singles
TLP Young Men's Keeaumoku (Honolulu, Oahu) Transitional for young men	4 units	6 single **6 total indiv.**	0
TLP Young Men's Maka'aloa (Ewa Beach, Oahu) Transitional for young men	4 units	5 single **5 total indiv.**	0
TLP Young Women Apaa (Ewa Beach, Oahu) Transitional for young women	6 units	4 single **4 total indiv.**	0
Loliana (Honolulu, Oahu) Transitional for families	43 units	45 families **166 total indiv.**	5 families
Vancouver House (Honolulu, Oahu) Transitional for students with or without families	33 units	35 families **108 total indiv.**	9 families
IHS Ka'aahi Street (Honolulu, Oahu) Emergency for women & children	190 beds	160 singles 21 families **224 total indiv.**	0
IHS Sumner Street (Honolulu, Oahu) Emergency for men	200 beds	225 singles **225 total indiv.**	0
Kahikolu Ohana Hale O Waianae (Oahu) Transitional for singles & families	2 dorms & 72 units	8 singles 33 families **141 total indiv.**	0
Mana'olana (Lihue, Kauai) Emergency for families/singles	20 beds	77 singles 8 families **114 total indiv.**	0
Mana'olana (Lihue, Kauai) Transitional for families/singles	13 units	6 singles 2 families **12 total indiv.**	0
Komohana Group Home (Lihue, Kauai)	6 beds	4 singles **4 total indiv.**	0

Transitional for singles			
Lihue Court (Lihue, Kauai) Transitional for families	24 units	6 families **20 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	61 singles 54 families **261 total indiv.**	115 singles 25 families
Na Hale O Wainee Resource Center (Lahaina, Maui) Emergency/Transitional for singles & families	72 units	54 singles 30 families **150 total indiv.**	10 singles 1 families
Safe Haven (Honolulu, Oahu) Transitional for singles w/mental illness	25 units	26 singles **26 total indiv.**	20 singles
Beyond Shelter (Hilo, Hawaii) Transitional for singles & families	8 units	7 families **36 total indiv.**	2 families
Kiheipua Emergency Shelter (Hilo, Hawaii) Emergency for singles & families	72 beds	16 singles 14 families **60 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 **5 total indiv.**	2 families
Lighthouse Outreach Center (Waipahu, Oahu) Emergency for singles & families	100 beds	56 singles 41 families **191 total indiv.**	n/a
Veteran's in Progress (Kalaeloa, Oahu) Transitional for veterans	98 beds	102 singles **102 total indiv.**	0
Bridge to Success (Domestic Violence)(Oahu) Transitional for woman & children	8 units	13 singles 1 family **13 total indiv.**	4 families
Family House (Domestic Violence)(Oahu) Transitional for women & children	15 units	2 single 5 families **15 total indiv.**	2 families
Ohana Ola O Kahumana (Waianae, Oahu) Transitional for families	48 units	52 families **194 total indiv.**	35 families
TOTAL	**1209 Units 779 Beds 6 Dorms**	**1331 singles 671 families 3909 total indiv**	**1677 singles 482 families**

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

1. Second quarter payment requests are being processed for all 32 State stipend, outreach and grant program contracts for the first quarter of the new contract year.

2. A supplemental homeless stipend contract for Kahikolu was executed for three more months, effective November 2009 through January 2010. Hawaii Housing Finance and Development Corporation also executed a one year lease with Kahikolu.

3. The Office of Hawaiian Affairs has allocated $500,000 to assist families at Ulu Ke Kukui with employment and self sufficiency programs as well as infant-parent, Early Head Start and Head Start preschool classes on site. The funds have been transferred to HPHA into a trust fund for inclusion in the Homeless shelter contract with Alternative Structures International.

4. Department of Human Services (DHS) Director Lillian Koller met with the Homeless Programs staff to discuss ways in which DHS can support Homeless Programs through the reduction in force without loss of any federal funds and while still providing all of the services under contract for the homeless.

C. Federal Programs

1. Five Year Consolidated Plan for 2010 to 2014 – The first draft of the Five Year Consolidated Plan has been completed and is now available for a 30-day public comment period. The Plan is available at HPHA, Bldg. H. The Five Year Consolidated Plan will be submitted to the federal Housing and Urban Development (HUD) by December 1, 2009, for approval by January 15, 2010.

2. The Homeless Programs Branch is preparing an application for the Continuum of Care Notice of Funding Availability. HUD has posted the competitive grant opportunity which must be submitted electronically by November 23, 2009. HPHA will apply on behalf of the rural counties, which if successful, will result in $l.3 million in program funding.

3. In response to the State Reduction in Force, Homeless Programs is working with the Homeless Management Information System (HMIS) consultant to out source various components of the maintenance of HMIS in order to keep the State within compliance of HUD's data system requirements. The City and County of Honolulu's and the State's HUD funding for Emergency Shelter Grant, Supportive Housing Program, Shelter Plus Care, and Homelessness Prevention and Rapid Re-housing ($16 million) is contingent on a functioning HMIS wherein all of HUD's data requirements are being met. The City and County of Honolulu will also be contracting with HPHA's HMIS consultant to support their data functions.

4. Due to HUD's expressed concerns about Community Planning and Development funding being designated to HPHA, the Governor has named DHS as the designated entity to receive the homeless ARRA funds. Hence, the DHS director has initiated the transfer of the functions of the Homeless Programs Branch to DHS which is an ongoing planning process that will take place over the next two months.

5. Judy Ishida completed the required initial online report to HUD on the homeless ARRA funding (Homelessness Prevention and Rapid Re-housing) within the HUD deadline.

D. Other Projects

1. Renovation work at Nakolea which consists of bathroom and sewer line repairs has commenced with trenching for new sewer and water lines. CC Engineering and Construction, Inc. has been contracted to do the work. A consultant contract has also been approved for MKE Associated to do an assessment to determine if the crack in the building at Nakolea is structural or if it can be repaired.

2. Working with the HMIS consultant to complete the new field of data elements required to implement record keeping for the stimulus funds under the American Revitalization and Recovery Act (ARRA). The new program went online on September 1.

3. Continuing to work with the University of Hawaii Center on the Family to complete the HMIS data analysis for FY 2009. The draft of the report has been completed and was sent to the printers.

4. The Resort Group is pulling together estimates for the planning and construction of a playground for the Kalaeloa shelters for a presentation to their Board.

5. Drafting a memorandum of agreement with Kapaalana Traveling Preschool for the construction of two yurts at Kalaeloa to support employment training and pre school services for the families at Onemalu and Onelauena.

HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES
As of November 4, 2009

Pos. No.	CS EX TA	Funding Source	Type of Pos. P/T	Authorized Position Title	SR	Status
OFFICE OF THE EXECUTIVE DIRECTOR						
102005	EX	N	T	Executive Director	SRNA	Position in recruitment.
118550	EX	N	T	Chief Financial Management Advisor	SRNA	Position in continuous recruitment.
FISCAL MANAGEMENT OFFICE						
41041	CS	N	P	Fiscal Officer I	SR26	Per DHRD memo unable to recruit as of 7/15/09
41253	CS	N	P	Secretary I	SR14	Per DHRD memo unable to recruit as of 7/15/09
98903K	CS	N	P	Office Assistant III	SR08	Per DHRD memo unable to recruit as of 7/15/09
ACCOUNTING SECTION						
41252	CS	N	P	Accountant IV	SR22	Per DHRD memo unable to recruit as of 7/15/09.
46278	CS	N	P	Accountant II	SR18	Per DHRD memo unable to recruit as of 7/15/09
FMO - BUDGET STAFF						
100923	EX	N	P	Budget Resources Specialist	SRNA	Pending reivew for recrutiment.
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	Start date 10/16/09.
117689	EX	N	T	Housing Contract Specialist	SRNA	Interviews completed; pending start date.
100882	EX	N	T	Contracts & Procurement Officer	SRNA	Continuous recruitment.
CONSTRUCTION MANAGEMENT BRANCH						
25649	CS	N	P	State Housing Dev Administrator	EM07	Pending recommendation
2800	CS	W	P	Secretary II	SR14	Per DHRD memo unable to recruit as of 7/15/09
CONSTRUCTION MANAGEMENT SECTION						
8774	CS	N	P	Engineer VI	SR28	Per DHRD memo unable to recruit as of 07/15/09.
5857	CS	N	P	Office Assistant III	SR14	Per DHRD memo unable to recruit as of 7/15/09.
48707	CS	N	T	Office Assistant III	SR08	Per DHRD memo unable to recruit as of 7/15/09.
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	Pending approval to fill.
CONSTRUCTION MGMT UNIT 2						
102676	CS	W	T	Engineer (Building) IV	SRNA	Pending approval to fill.
DEVELOPMENT SUPPORT SECTION						
100886	EX	W	T	Housing Development Specialist I	SRNA	State funded unable to fill.
HOMELESS PROGRAM BRANCH						
103022	EX	A	T	Homeless Program Specialist	SRNA	Pending approval to fill.
118943	EX	A	T	Homeless Program Coordinator	SRNA	Employee hired as Housing Contract Specialist effective 10/16/09.
INFORMATION TECHNOLOGY OFFICE						
106429	CS	N	T	Information Technology Specialist IV	SRNA	Per DHRD memo unable to recruit as of 7/15/09.

054

HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES
As of November 4, 2009

Pos. No.	CS EX TA	Funding Source	Type of Pos. P/T	Authorized Position Title	SR	Status
PERSONNEL OFFICE						
6627	CS	N	P	Personnel Clerk IV	SR11	Per DHRD memo unable to recruit as of 7/15/09
PLANNING AND EVALUATION OFFICE						
107934	EX	N	T	Housing Planner	SRNA	Per DHRD memo unable to recruit as of 7/15/09.
98902K	EX	N	P	Office Assistant III	SR08	No action; cost savings.
PROPERTY MANAGEMENT AND MAINTENANCE SERVICES BRANCH						
8751	CS	N	P	Public Hsg Mgr VI	SR26	Per DHRD memo unable to recruit as of 7/15/09.
96904K	EX	N	T	Hsg Maintenance Manager	SR26	No action; cost savings.
6182	CS	N	P	Secretary III	SR16	Per DHRD memo unable to recruit as of 7/15/09
PMMSB-APPLICATION SERVICES UNIT						
117850	CS	N	T	Public Hsg Spclt II	SR18	Per DHRD memo unable to recruit as of 7/15/09
ASSET MANAGEMENT PROJECT 30 (MU 1)						
6307	CS	N	P	Public Housing supervisor IV	SR22	Per DHRD memo unable to recruit as of 7/15/09
6171	CS	N	P	Account Clerk II	SR08	Per DHRD memo unable to recruit as of 7/15/09
43507	CS	N	P	Office Assistant III	SRO8	Employee retired as of 10/31/09.
6791	CS	N	P	General Laborer II	BC03	Per DHRD memo unable to recruit as of 7/15/09
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	Per DHRD memo unable to recruit as of 7/15/09
30242	CS	N	P	Office Assistant III	SR08	Per DHRD memo unable to recruit as of 7/15/09
10879	CS	N	P	Building Maint. Worker I	BC09	Per DHRD memo unable to recruit as of 7/15/09
4939	CS	N	P	General Laborer II	BC03	Per DHRD memo unable to recruit as of 7/15/09
101119	TA	N	T	General Laborer I	BC02	Pending start date.
101137	TA	N	T	Janitor II	BC02	Pending start date.
ASSET MANAGEMENT PROJECT 32/33 (MU 3)						
5035	CS	N	P	Public Housing Supvr IV	SR22	Per DHRD memo unable to recruit as of 7/15/09
6788	CS	N	P	Truck Driver	BC06	Per DHRD memo unable to recruit as of 7/15/09
9619	CS	N	P	Secretary I	SR12	Per DHRD memo unable to recruit as of 7/15/09
46195	CS	N	P	Social Service Asst IV	SR11	Per DHRD memo unable to recruit as of 7/15/09
101126	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
ASSET MANAGEMENT PROJECT 34 (MU 4)						
6693	CS	N	P	Public Hsg Spvr IV	SR22	Per DHRD memo unable to recruit as of 7/15/09
23696	CS	N	P	Public Hsg Spclt II	SR18	Per DHRD memo unable to recruit as of 7/15/09
8842	CS	N	P	Painter I	BC09	Per DHRD memo unable to recruit as of 7/15/09
101127	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
6565	CS	N	P	General Laborer I	BC02	Per DHRD memo unable to recruit as of 7/15/09
ASSET MANAGEMENT PROJECT 35 (MU 5)						
41258	CS	N	P	Bldg. Maint. Wkr II	WS09	Per DHRD memo unable to recruit as of 7/15/09
23574	CS	N	P	Bldg. Maint Wkr I	BC09	Per DHRD memo unable to recruit as of 7/15/09
23698	CS	W	P	Public Hsg Spclt I	SR16	Per DHRD memo unable to recruit as of 7/15/09
41666	CS	N	P	Public Hsg Spclt II	SR18	Per DHRD memo unable to recruit as of 7/15/09
101115	TA	N	T	General Laborer I	SRNA	No action; cost savings.
ASSET MANAGEMENT PROJECT 37 (MU 7)						
15721	CS	N	P	Building Maint Worker I	BC09	Per DHRD memo unable to recruit as of 7/15/09
ASSET MANAGEMENT PROJECT 38 (MU 8)						
41349	CS	N	P	Public Housing Supervisor IV	SR22	Per DHRD memo unable to recruit as of 7/15/09
119285	CS	N	T	Public Housing Supervisor III	SR20	Per DHRD memo unable to recruit as of 7/15/09
119260	CS	N	P	Public Housing Specialist II	SR18	Per DHRD memo unable to recruit as of 7/15/09

055

HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES
As of November 4, 2009

Pos. No.	CS EX TA	Funding Source	Type of Pos. P/T	Authorized Position Title	SR	Status
8756	CS	N	P	Bldg Maint Wkr I	BC09	Per DHRD memo unable to recruit as of 7/15/09
17576	CS	N	P	Bldg Maint Wkr I	BC09	Per DHRD memo unable to recruit as of 7/15/09
10541	CS	N	P	Bldg Maint Helper	BC05	Per DHRD memo unable to recruit as of 7/15/09
43948	CS	N	P	General Laborer II	BC03	Per DHRD memo unable to recruit as of 7/15/09
102241	TA	N	T	General Laborer I	SRNA	No action; cost savings.
102242	TA	N	T	General Laborer I	SRNA	No action; cost savings.
ASSET MANAGEMENT PROJECT 39 (MU 9)						
6352	CS	N	P	Secretary I	SR12	Per DHRD memo unable to recruit as of 7/15/09
4938	CS	N	P	Bldg. Maint. Wkr I	BC09	Per DHRD memo unable to recruit as of 7/15/09
101121	TA	N	T	General Laborer I	SRNA	Pending start date.
101122	TA	N	T	General Laborer I	SRNA	No action; cost savings.
101134	TA	N	T	Office Assistant I	SR04	Pending start date.
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.
117841	EX	N	T	Property Management Specialist	SRNA	No action; cost savings.
107932	EX	N	T	Property Management Coordinator I	SRNA	No action; cost savings.
RESIDENT SERVICES SECTION						
100892	EX	N	T	Tenant Services Manager	SRNA	No action; cost savings.
41254	CS	N	T	Secretary I	SR12	No action; cost savings.
103036	EX	N	T	Resident Services Pgm Specialist	SRNA	No action; cost savings.
105632	EX	N	T	Resident Services Pgm Specialist	SRNA	Continuous Recruitment.
103030	EX	N	T	Program Speclist & Tenant Services	SRNA	No action; cost savings.
111874	EX	N	T	Resident Services Pgm Specialist	SRNA	No action; cost savings.
103043	TA	N	T	Office Assistant I	SRNA	No action; cost savings.
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	Per DHRD memo unable to recruit as of 7/15/09
27584	CS	N	P	Office Assistant III	SR08	No action; cost savings.
RENT SUBSIDY PROGRAMS BRANCH (S8S)						
41280	CS	N	P	Public Hsg Supervisor V	SR24	Per DHRD memo unable to recruit as of 7/15/09
RENT SUBSIDYSECTION 1						
29009	CS	N	P	Office Assistant III	SR08	Per DHRD memo unable to recruit as of 7/15/09
9647	CS	N	P	Public Hsg Spclt II	SR18	Per DHRD memo unable to recruit as of 7/15/09
RENT SUBSIDY SECTION 2						
111419	CS	N	P	Office Assistant IV	SR10	Per DHRD memo unable to recruit as of 7/15/09.
35416	CS	N	T	Public Hsg Spclt II	SR18	Per DHRD memo unable to recruit as of 7/15/09
10306	CS	N	P	Office Assistant III	SR08	Employee resigned 10/06/09
101132	TA	N	T	Office Assistant I	SRNA	No action; cost savings.

056

DEPARTMENT OF HUMAN SERVICES
HAWAII PUBLIC HOUSING AUTHORITY
As of November 4, 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	7	1	12.50%	2	0
		5	3	8	7	1	12.50%	2	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		0	3	3	3	0	0.00%	0	0
		0	3	3	3	0	0.00%	0	0
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	1	3	75.00%	0	2
	Acctg Sec	8	0	8	6	2	25.00%	0	1
	Pay & Disb	4	0	4	4	0	0.00%	0	0
	Budget	1	1	2	1	1	50.00%	0	1
	Asset Mgt	1	0	1	0	1	100.00%	0	1
		18	1	19	12	7	36.84%	0	7
Information Technology		1	3	4	3	1	25.00%	0	1
		1	3	4	3	1	25.00%	0	1
Personnel Office		3	1	4	3	1	25.00%	0	1
		3	1	4	3	1	25.00%	0	1
Procurement Office		4	3	7	5	2	28.57%	2	0
		4	3	7	5	2	28.57%	2	0
Construction Mgt. Branch		2	0	2	0	2	100.00%	1	1
	CMS	3	0	3	0	3	100.00%	0	3
	CMS I	2	7	9	6	3	33.33%	0	3
	CMS 2	5	2	7	6	1	14.29%	0	1
	DSS	1	2	3	2	1	33.33%	0	1
		13	11	24	14	10	41.67%	1	9
Homeless Branch	Homeless	1	8	9	7	2	22.22%	0	2
		1	8	9	7	2	22.22%	0	2
Section 8 Branch	Sec 8 Office	2	0	2	1	1	50.00%	0	1
	Insp Unit	5	2	7	4	3	42.86%	0	3
	Rent Sub Sec 1	10	0	10	7	3	30.00%	0	3
	Rent Sub Sec 2	8	0	8	5	3	37.50%	0	3
		25	2	27	17	10	37.04%	0	10
Property Management & Maint. Services Branch	PMMSB	1	2	3	1	2	66.67%	0	2
	MGT SEC	2	0	2	1	1	50.00%	0	1
	APP	7	0	7	6	1	14.29%	0	1
	RSS	2	8	10	4	6	60.00%	1	5
	PMCS	0	5	5	2	3	60.00%	0	3
	CMSS	19	0	19	19	0	0.00%	0	0
	Puuwai Momi - AMP 30	23	0	23	19	4	17.39%	0	4
	Kalihi Valley - AMP 31	25	0	25	21	4	16.00%	0	4
	Mayor Wright - AMP 32/33	32	0	32	28	4	12.50%	0	4
	Kalakaua - AMP 34	27	0	27	23	4	14.81%	0	4
	Kalanihuia - AMP 35	26	0	26	22	4	15.38%	0	4
	Hilo - AMP 37	14	0	14	13	1	7.14%	0	1
	Kauai - AMP 38	16	0	16	9	7	43.75%	0	7
	Maui - AMP 39	12	0	12	10	2	16.67%	0	2
		206	15	221	178	43	19.46%	1	42
TOTAL		**278**	**56**	**334**	**254**	**80**	**23.95%**	**6**	**75**

Approved by the Executive Director CT

November 19, 2009

FOR INFORMATION

SUBJECT: Proposed Amendment of the Application and Continued Occupancy Policy (ACOP), and Status of Jane Doe v. HPHA, et al., HCRC No. RE-0-0838; HUD No. 09-09-1203-8

I. FACTS

A. In 2005, the Hawai`i legislature amended Haw. Rev. Stat. 515-3, Discrimination in Real Property Transactions, by adding the two classifications of "gender identity or expression", and "sexual orientation".

B. More recently, in 2008, in accordance with the Violence Against Women Act (VAWA), 42 U.S.C. § 1432d, the U.S. Department of Housing and Urban Development (HUD) enacted 24 Code of Federal Regulations (C.F.R.) § 5.2005(a), which states that "[a]n incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed as a serious or repeated lease violation by the victim or threatened victim of the domestic violence, dating violence, or stalking, or as good cause to terminate the tenancy, occupancy rights, or assistance of the victim. Admission to the program shall not be denied on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking, if the applicant otherwise qualifies for assistance or admission . . . ."

C. The HPHA's ACOP fair housing policy currently prescribes that the HPHA ". . . shall not discriminate because of race, color, sex religion, marital status, creed national or ethnic origin, age, familial status, handicap or disability or HIV infection . . . ."

II. DISCUSSION

A. Review of the HPHA's ACOP fair housing policy reveals that the list of categories against whom discrimination is prohibited does not contain gender identity or expression, or sexual orientation, or victims of domestic violence, dating violence, or stalking. To comply with the State of Hawai`i's Discrimination in Real Property Transactions statute and HUD's VAWA regulation the HPHA will seek approval of the Board of Directors of the HPHA to change its ACOP fair housing policy at a future meeting.

B. In the above referenced case of Jane Doe v. HPHA, a tenant brought a claim against the HPHA and two successive private property managers.

C. Staff recommends that the Board of Directors enter into executive session to obtain information regarding the status of Jane Doe v. HPHA, et al., HCRC No. RE-0-0838; HUD No. 09-09-1203-8.

Prepared by: Steven Chang, Chief Compliance Officer SKC

Approved by the Executive Director ____

November 19, 2009

FOR INFORMATION

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Prepared by: Steven Chang, Chief Compliance Officer ____

Approved by the Executive Director CT

FOR DISCUSSION

SUBJECT: Hawaii Public Housing Authority Requesting Approval from the Department of the Attorney General to Hire Outside Counsel for the Mixed Income Redevelopment at Kuhio Park Terrace/Kuhio Homes and the Master Development Agreement with Michaels Development Company

I. FACTS

A. On April 1, 2009, the Contract and Procurement Office issued a two-step Request for Proposals, RFP OED-2009-15, for a mixed income/mixed finance redevelopment project at Kuhio Park Terrace and Kuhio Homes. The Step 1: Qualifications were due no later than May 1, 2009. Step 2: Technical Submissions were due on July 13, 2009

B. On August 4, 2009, the evaluation committee conducted oral presentations from each interested offeror. The HPHA requested best and final offers from each interested offeror with a due date of August 11, 2009.

C. The HPHA Board of Directors approved the selection of the Michaels Development Company as the developer for the Kuhio Park Terrace and Kuhio Homes mixed income redevelopment project. Michaels Development Company has over thirty five years of experience in all aspects of housing development, from conception through construction completion, ownership and operation.

D. The HPHA has been working with Michaels to negotiate a master development agreement for the redevelopment at Kuhio Park Terrace

E. Pursuant to §28-8.3(a)(22), HRS, the HPHA is required to obtain approval from the Attorney General (AG) to hire legal counsel outside the AG's office.

II. DISCUSSION

A. The HPHA intends to obtain approval from the Attorney General to hire legal counsel outside of the Department to review the master development agreement between the HPHA and Michaels Development.

B. The financial plan for the redevelopment consists of Tax Exempt Bonds, Federal and State Low Income Housing Tax Credits, Private Mortgages supported by Project-Based Section 8 vouchers, and HPHA's Capital Funds and services range from demolition and construction, to supportive services. To that end, the HPHA will hire legal counsel and financial consultants with specialized experience in reviewing these types of financial transactions.

Prepared by: Chad K. Taniguchi, Executive Director CT

Approved by the Executive Director CT
November 19, 2009

FOR INFORMATION

SUBJECT: State Requirement for the Hawaii Public Housing Authority (HPHA) to Deposit Federal Capital American Recovery and Reinvestment Act Funds into an Account Under Control of the State

I. FACTS

1. On March 19, 2009, the HPHA's Board of Directors Approved Board Resolution No. 15 ratifying the capital fund amendment which provided the HPHA $16,245,443.00 for capital improvement activities. The funds can be used for activities that are currently eligible under the Capital Fund program regulations.

2. The following are highlights from the Economic Stimulus Bill that apply to the Federal Capital Fund program:
   a. Funds may not be used for operating or rental assistance activities;
   b. Funds shall serve as supplemental funds and shall not supplant other sources of funds.
   c. PHAs have 1 year to obligate 100% of the funds or be subject to recapture.
   d. PHAs must expend 60% of the funds within 2 years or the unobligated balance will be recaptured.
   e. PHAs must expend 100% of the funds within 3 years or the unobligated balance will be recaptured.
   f. The HUD Secretary has directed that state procurement laws shall not apply to these funds.

II. DISCUSSION

1. Under the Terms and Conditions that Constitutes Part A of the Consolidated Annual Contributions Contract with the U.S. Department of Housing and Urban Development (HUD). Section 9, Depository Agreement and General Fund, requires that HPHA deposit and invest all funds in accordance with the General Depository Agreement and specifies the purposes for which the funds may be withdrawn from the General Fund account. HUD has indicated that the taking of the ARRA Capital Funds from the General Fund account to be deposited into the single State account is a violation of the Annual Contributions Contract.

2. Per request from the Governor's Office, "in order for the State of Hawaii to comply, and ensure the Governor of the State can meet her legal obligations, federal funds provided through ARRA are being deposited into the State Treasury and will be tracked and monitored through the Department of Accounting and General Services (DAGS). Funds can continue to be obligated thru eLOCCS to be deposited into HPHA's account within the State Treasury. DAGs will be responsible for processing the checks and making payment to the vendor."

3. HPHA will be meeting with Russ Saito, Comptroller to ensure that HPHA does not violate the terms of the Annual Contributions Contract and that DAGS is able to meet the 3-day turnaround time for payments to vendors.

Prepared by: Mark Buflo, Budget

Reviewed and Approved by the Executive Director C1
November 19, 2009

FOR INFORMATION

SUBJECT: Update of Section 8 Management Assessment Program (SEMAP) Certification for the Hawaii Public Housing Authority

I. FACTS

A. SEMAP is a management assessment system used by the U.S. Department of Housing and Urban Development (HUD) to annually measure the performance of all housing agencies (HAs) that administer the Section 8 tenant-based rental assistance program.

B. SEMAP sets forth fourteen (14) indicators to measure program performance and enables HUD to ensure program integrity and accountability by identifying HA management capabilities and deficiencies, and by improving risk assessment to effectively target monitoring and program assistance. HAs can use the SEMAP performance analysis to assess their own program operations.

C. The SEMAP score and overall performance rating identifies housing agencies as high performer, standard, or troubled and identifies and requires corrective actions for SEMAP deficiencies, and imposes sanctions for troubled performers.

Less than 60% = Troubled Performer Rating
60%-89% = Standard Performer Rating
90% plus = High Performer Rating

D. The HPHA Section 8 Management Assessment Program Certification submission for FY ending June 30, 2009, was 120/145=83%, Standard Performer Rating.

E. HUD's final review of HPHA 2009 SEMAP certification was approved on October 26, 2009.

II. DISCUSSION

A. See attached letter. The HPHA is taking the following steps to address the Section 8 SEMAP performance Indicator 1, Selection from the Wait List.

- Indicator 1, Selection from the Wait List – Selection of tenants placed into the system was correctly done up to February 2009 when the Emphasys system failed to re-sequence the current waitlist possibly due to lack of hardware/software capability. Since placement into the Section 8 program is a priority, selection from the waitlist was taken from the different preference categories because the list could not be re-sequenced.

  To receive maximum points, HPHA must score at least 98% of samples showing that admissions into the program were made in accordance with preference policies and the order of selection. With the assistance of the Emphasys vendor, the Section 8 wait list was successfully re-sequenced on June 17, 2009. The Emphasys vendor also assured HPHA that with the implementation of the Elite Emphasys system in December 2009, the re-sequencing problem should not reoccur.

HPHA will generate a manual waitlist outside of the Emphasys system as a backup to avoid facing this problem in the future. We anticipate full points for 2010 SEMAP.

Attachment: Letter from HUD

Prepared by: Norhana Schumacher, Acting Chief, Section 8 Subsidy Programs Branch NJ

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RECEIVED

U.S. Department of Housing and Urban Development

Hawaii State Office
500 Ala Moana Boulevard, Suite 3A
Honolulu, Hawaii 96813
http://www.hud.gov

October 26, 2009

Mr. Chad Taniguchi
Executive Director
Hawaii Public Housing Authority
P.O. Box 17907
1002 N. School St.
Honolulu, HI 96817

Dear Mr. Taniguchi:

Thank you for completing your Section 8 Management Assessment Program (SEMAP) certification for fiscal year end June 30, 2009, for the Hawaii Public Housing Authority. We appreciate your time and attention to the SEMAP assessment process. SEMAP enables HUD to better manage the Section 8 tenant-based program by identifying PHA capabilities and deficiencies related to the administration of the Section 8 program. As a result, HUD will be able to provide more effective program assistance to PHAs.

The HPHA's final SEMAP score for fiscal year ended 6/30/2009 is 83. The following are your scores on each indicator:

Indicators

1	Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))	0
2	Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)	15
3	Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)	15
4	Utility Allowance Schedule (24 CFR 982.517)	5
5	HQS Quality Control (24 CFR 982.405(b))	5
6	HQS Enforcement (24 CFR 982.404)	10
7	Expanding Housing Opportunities	5
8	Payment Standards (24 CFR 982.503)	5
9	Timely Annual Reexaminations (24 CFR 5.617)	10
10	Correct Tenant Rent Calculations (24 CFR 982, Subpart K)	5
11	Pre-Contract HQS Inspections (24 CFR 982.305)	5
12	Annual HQS Inspections (24 CFR 982.405(a))	10
13	Lease-Up	20
14	Family Self-Sufficiency (24 CFR 984.105 and 984.305)	10
15	Deconcentration Bonus	0

Your overall performance rating is Standard.

We have recorded that your PHA has been rated zero on one of the performance indicators. For each zero rating on the performance indicators, you must send to our office a Corrective Action Plan (CAP) showing the goals and strategies as well as dates to correct the deficiencies. CAP must be submitted within 45 days of this letter.

If you disagree with any of the scores, you may submit a letter of appeal to our office within 30 days upon receipt of this letter.

Thank you for your cooperation with the SEMAP process. If you have any questions, you may contact Bill Sabalburo at (808) 522-8175, extension 238.

Sincerely,

Michael S. Flores
Director
Office of Public Housing

Approved by the Executive Director
November 19, 2009

FOR INFORMATION

SUBJECT: Congressional Appropriations for the Hawaii Public Housing Authority to Conduct Renovations at Federal Public Housing Sites

A. The U.S. Department of Housing and Urban Development Appropriations Act, 2009 (Public Law 111-8) provided Economic Development Initiative (EDI) funds for specified projects nationwide. A number of public, private and non-profit organizations in Hawaii, including the Hawaii Public Housing Authority (HPHA), were named to receive EDI funds.

B. While these funds are designated only for the specified recipient and project, they are distributed by the U.S. Department of Housing and Urban Development (HUD) in the form of grants, requiring an application process. Grant applications must be submitted before December 31, 2009.

C. HPHA will apply for the two EDI grants designated for it:

1. $380,000 "for code enforcement and renovation of abandoned housing units to provide 22 housing units for low income individuals in Honolulu." These funds will be used to renovate vacant units at Kalihi Valley Homes.

2. $475,000 "for the Lanakila Homes Low Income Housing Complex design and renovation." These funds will be used for work at Lanakila Homes in Hilo.

Attachments: Exhibit A, Notification Letter Grant Number B-09-SP-HI-0254
Exhibit B, Notification Letter Grant Number B-09-SP-HI-0255

Prepared by: Alan Sarhan, Planner

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

'09 MAY 28 A7:41

MAY 18 2009

RECEIVED
HAWAII PUBLIC
HOUSING AUTHORITY

Mr. Marcel A. Audant
Acting Chief
Construction Management Branch
Hawaii Public Housing Authority
1002 North School Street
Honolulu, HI 96817

Dear Mr. Audant:

The Department of Housing and Urban Development Appropriations Act, 2009 (P.L. 111-8) (the Act), signed into law by President Obama on March 11, 2009, provided the Department of Housing and Urban Development (the Department) with Economic Development Initiative (EDI) funds for certain special projects specified in the Committee Print of the Committee on Appropriations U.S. House of Representatives on P.L. 111-8 (Legislative Text and Explanatory Statements) March 2009. The following project was specified in the Committee Print of the Committee on Appropriations U.S. House of Representatives to receive grant funding in the listed amount:

Project Description:	Hawaii Public Housing Authority, HI for code enforcement and renovation of abandoned housing units to provide 22 housing units for low income individuals in Honolulu
Grant Amount:	$380,000
Grant Number:	B-09-SP-HI-0254

All materials necessary to apply for the grant listed above are enclosed. In order to access these grant funds, an application must be completed and returned to the Department as explained in the Application Kit. Upon receipt of your completed application, the Department will review it for consistency with the intent of Congress and notify you regarding any questions about the application.

Environmental Review Requirements

Under the environmental review requirements for this grant, you may not take any actions nor commit any HUD or any non-HUD funds that would cause actions that are choice-limiting among reasonable alternatives or would produce an adverse environmental impact, before HUD has approved the environmental certification of compliance and the request for release of funds. Therefore, you are encouraged to commence the environmental review process for your project soon as possible. Please carefully review the detailed information on these environmental requirements provided in Attachment IV of the Application Kit before proceeding with your application or with any project related activities.

ATTATCHMENT A
PAGE 1

operations. The language is intended to ensure that EDI grant recipients use the funds solely for construction or other "hard cost" activities as specified in the authorization for the use of your grant funds in the Committee Print of the Committee on Appropriations U.S. House of Representatives and in the above project description.

The Application Kit directions require that you prepare a simple, line item project budget that identifies only the use of the EDI funds. Please keep the above administrative and operational cost limitations established by Congress in mind as you prepare the project budget.

Limitations on the Use of Funds for Projects Involving Eminent Domain

The Act also provides that no funds made available under the Act may be used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a public use. For purposes of this provision, public use shall not be construed to include economic development that primarily benefits private entities.

Submission of Applications

EDI grant applicants may submit their application electronically through the federal government's grants.gov website. While applicants will also retain the option of submitting their FY2009 grant application in paper form, the Department strongly encourages applicants to submit their applications electronically.

Instructions for submitting your FY2009 EDI grant application electronically are included in Attachment I of this Application Kit. All questions regarding the electronic submission of your application should be directed to the Department's Office of Departmental Grants Management and Oversight, at (202) 402-2206. Instructions for submitting a paper application are included in Attachment II of this Application Kit.

If you or your staff have any questions regarding the Application Kit or your grant in general, please contact, Joanne Omega, Congressional Grants Division, at (202) 402-4661, or by fax at (202) 708-7543, or by e-mail at Joanne.Omega@hud.gov.

I look forward to assisting you in the successful implementation of your project.

Sincerely,

Nelson R. Bregón
General Deputy Assistant Secretary

Enclosure

ATTACHMENT A
Page 2

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

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OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

RECEIVED
HAWAII PUBLIC
HOUSING AUTHORITY

MAY 18 2009

Mr. Marcel A. Audant
Acting Chief
Construction Management Branch
Hawaii Public Housing Authority
1002 North School Street
Honolulu, HI 96817

Dear Mr. Audant:

The Department of Housing and Urban Development Appropriations Act, 2009 (P.L. 111-8) (the Act), signed into law by President Obama on March 11, 2009, provided the Department of Housing and Urban Development (the Department) with Economic Development Initiative (EDI) funds for certain special projects specified in the Committee Print of the Committee on Appropriations U.S. House of Representatives on P.L. 111-8 (Legislative Text and Explanatory Statements) March 2009. The following project was specified in the Committee Print of the Committee on Appropriations U.S. House of Representatives to receive grant funding in the listed amount:

Project Description:	Hawaii Public Housing Authority, HI for the Lanakila Homes Low Income Housing Complex design and renovation
Grant Amount:	$475,000
Grant Number:	B-09-SP-HI-0255

All materials necessary to apply for the grant listed above are enclosed. In order to access these grant funds, an application must be completed and returned to the Department as explained in the Application Kit. Upon receipt of your completed application, the Department will review it for consistency with the intent of Congress and notify you regarding any questions about the application.

Environmental Review Requirements

Under the environmental review requirements for this grant, you may not take any actions nor commit any HUD or any non-HUD funds that would cause actions that are choice-limiting among reasonable alternatives or would produce an adverse environmental impact, before HUD has approved the environmental certification of compliance and the request for release of funds. Therefore, you are encouraged to commence the environmental review process for your project soon as possible. Please carefully review the detailed information on these environmental requirements provided in Attachment IV of the Application Kit before proceeding with your application or with any project activities.

ATTACHMENT B
page 1

Limitations on the Use of Funds for Projects Involving Eminent Domain

The Act also provides that no funds made available under the Act may be used to support any Federal, State, or local projects that seek to use the power of eminent domain, unless eminent domain is employed only for a public use. For purposes of this provision, public use shall not be construed to include economic development that primarily benefits private entities.

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If you or your staff have any questions regarding the Application Kit or your grant in general, please contact, Joanne Omega, Congressional Grants Division, at (202) 402-4661, or by fax at (202) 708-7543, or by e-mail at Joanne.Omega@hud.gov.

I look forward to assisting you in the successful implementation of your project.

Sincerely,

Nelson R. Bregón
General Deputy Assistant Secretary

Enclosure

ATTACHMENT B
Page 2

Approved by the Executive Director CT

FOR INFORMATION

SUBJECT: Update on the Hawaii Public Housing Authority's (HPHA) Furlough Calendar and the State's Reduction in Force

I. FACTS

A. On October 20, 2009, the Hawaii Government Employees Association (HGEA) members ratified a new two-year contract which called for two (2) furlough days per month for the next 20 months for state employees, effective October 23, 2009. To minimize the impact on the public, most State offices will close all or portions of their operations on two specified Fridays per month.

B The HPHA has an approved furlough calendar that is different from other Executive Branches which was based on HPHA's operational needs. (See attached State of Hawaii Furlough Plan and Schedule).

C. As the United Public Workers did not agree to the furloughs, Bargaining Unit 1 employees (i.e., maintenance personnel) are not part of the agency's furlough schedule, and are required to report to work. The HPHA's Maintenance Supervisors will continue to work on furlough Fridays to provide supervision throughout the day. (Information on the UPW settlement is updated as of 11/10/09.)

D. The HGEA was notified that the Maintenance Supervisor's furlough schedule will be revised to ensure proper supervision of the maintenance staff and that the supervisor would furlough the following Monday or Tuesday. See attached letter to HGEA.

E. In addition to the furloughs, the HPHA will be impacted by the reduction in force. As of November 5, 2009, HPHA will have thirty (30) RIF employees placed in our agency; 20 are from DHS and 10 are from other departments. Placements are tagged for Central Offices, Property Management Branch, Construction Branch and Section 8 Branch.

F. The HPHA will also have 7 employees who will be bumped and/or laid off as a result of the reduction in force as follows:

Section 8 Branch	2 staff bumped and laid off
Homeless Programs	3 staff laid off; 1 staff placed at HPHA
Fiscal Management	1 staff bumped and laid off
AMP 30	1 staff bumped and laid off

II. DISCUSSION

A. The HPHA has yet to determine the financial impact of the placements into the agency's budget. It is estimated that the new placements into the agency will total approximately $1.5 million annually. The Personnel Office and Budget Office are working on the cost analysis to determine the effect on the HPHA's budget.

B. All managers/supervisors have been notified of the expected placements. Each office is coordinating logistics of the transfer with Personnel and IT Office.

Prepared by: Shirley Befitel, Personnel Office SB

LINDA LINGLE
GOVERNOR

CHAD K. TANIGUCHI
EXECUTIVE DIRECTOR

BARBARA E. ARASHIRO
EXECUTIVE ASSISTANT

STATE OF HAWAII
DEPARTMENT OF HUMAN SERVICES
HAWAII PUBLIC HOUSING AUTHORITY
1002 NORTH SCHOOL STREET
POST OFFICE BOX 17907
HONOLULU, HAWAII 96817

IN REPLY PLEASE REFER TO:
09:09-43

October 29, 2009

Mr. Randy Perreira, Executive Director
Hawaii Government Employees Association
888 Mililani Street, Suite 601
Honolulu, Hawaii 96813

Dear Mr. Perreira:

This is to inform you that the Department of Human Services is modifying its furlough plan to reflect Hawaii Public Housing Authority (HPHA) Bargaining Unit (BU) 2 employees' deviation from the furlough days identified on the enclosure identified as Attachment C. The schedule change will be in effect from October 30, 2009 through June 30, 2010.

Whereas the existing furlough schedule requires HPHA employees to observe furlough days on the identified Fridays, BU 2 employees shall observe furlough days on the Mondays following currently designated Friday furlough days. In the event that the Mondays following designated Friday furlough days fall in a different month, furlough days shall be observed on alternate days within the same month, with the approval of the Executive Director. The remaining furlough day shall be observed on days approved by employees' supervisors.

Modification is necessary to ensure proper supervision of Bargaining Unit 1 employees, who are not covered by the HPHA's furlough schedule. The Bargaining Unit 1 employees will be supervised by their Public Housing Supervisors on days where the BU 2 maintenance supervisors observe furlough days.

Should you need further assistance, please contact Ms. Shirley Befitel, HPHA Personnel Office, at 832-1864. Thank you for your understanding regarding this matter.

Sincerely,

Chad K. Taniguchi
Executive Director

Enclosure

c: DHS Personnel
HPHA Personnel

ATTACHMENT C

Furlough Calendar for: Hawaii Public Housing Authority *

October 2009						
Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Holiday: None

November 2009						
Su	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Holiday: November 11 & 26
Veterans' Day & Thanksgiving

December 2009						
Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Holiday: December 25
Christmas

January 2010						
Su	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	28	29	28	29	30
31						

Holiday: January 1 & 18
New Year's Day & Dr. Martin Luther King, Jr. Day

February 2010						
Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Holiday: February 15
President's Day

March 2010						
Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Holiday: March 26
Prince Jonah Kuhio Kalanianaole Day

April 2010						
Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Holiday: April 2
Good Friday

May 2010						
Su	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Holiday: May 31
Memorial Day

June 2010						
Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Holiday: June 11
King Kamehameha I Day

= Furlough day when office will be closed
= State Holiday

* Internally manage the 1 remaining furlough day on a branch by branch basis