Reviewed and Approved by the Executive Director CT
September 18, 2008

FOR ACTION

SUBJECT: Approval to Enter into Lease Agreement with Department of Hawaiian Home Lands for Six Acres of Land in Waianae for Use as a Homeless Transitional Shelter for Families

I. FACTS

A. In response to the growing ranks of homeless that were forced to reside on Oahu's beaches, particularly beaches on the Leeward Coast, Governor Lingle issued an emergency proclamation on July 6, 2006, to provide relief and protect the health, safety, and welfare of Leeward Coast residents and homeless families living on Leeward Coast beaches.

B. The proclamation was followed by supplementary proclamations on July 17, 2006, September 8, 2006, July 3, 2007, and June 27, 2008, in order to provide enough time to complete shelter construction projects to provide a safe and healthy environment for the homeless, as they participate in programs and services to remedy their homeless situation.

C. The emergency proclamations provided the community and government with the opportunity to provide a rapid response effort to alleviate the health and safety issues of 2,534+ homeless individuals living on Leeward Coast beaches and parks, with approximately 1,384 of them children.

D. The Department of Hawaiian Home Lands (DHHL) responded to the critical need to find suitable sites for shelter construction in Waianae by offering a limited term use of a portion of the 89 acres that is being conveyed to them in a land exchange with the Federal Government.

E. The Governor's HEART Team through the Department of Accounting and General Services (DAGS) is developing a homeless transitional housing project called the Villages of Ma'ili on 6.23 acres of this parcel.

F. DAGS has contracted with Stanford Carr Development (i.e., SCD Ma'ili LLC) to construct the homeless transitional housing project.

G. The project consists of:

- Five two-story transitional housing buildings with 16 units each for a total of 80 units (studio and 2-bedroom – approx. 40,000 square feet).
- Community learning center building with administration offices for the service provider, adult classrooms, kitchen, dining room, and early education classrooms (approx. 13,500 square feet).
- Estimated total project is $14.7 million and completion is projected for October 2008.
- The DHHL Recommended Motion/Action and parcel map are attached.

II. DISCUSSION

A. The Hawaiian Homelands Commission has approved leasing the 6.23 acre project site to the Hawaii Public Housing Authority for a term of 10 years at no cost, with the option to extend based on mutual agreement. DHHL expects to receive all building improvements on site free and clear at the end of the lease term.

B. This project is an important part of addressing homelessness on the Leeward Coast and provides a critical step toward helping people achieve permanent housing.

C. The project provides the opportunity to deliver a full range of support services in comprehensive approach and at one location by creating its own village or community setting.

D. Action by the board is needed at this meeting to allow for the opening of the project to begin to receive residents in the October-November 2008 time frame.

III. RECOMMENDATION

That the HPHA Board of Directors approve the execution of a lease agreement by its Executive Director with the Department of Hawaiian Home Lands for the Villages of Ma'ili site consisting of about 6.23 acres of land for a period of ten years with the option to extend the term of the lease.

Prepared by: Russ K. Saito, Comptroller, Dept. of Accounting and General Services

Reviewed by: Sandra J. Miyoshi, Homeless Programs Branch Administrator

STATE OF HAWAII

DEPARTMENT OF HAWAIIAN HOME LANDS

July 22, 2008

To: Chairman and Members, Hawaiian Homes Commission

From: Linda Chinn, Administrator
Land Management Division

Subject: Issuance of General Lease, Hawaii Public Housing Authority, Waianae, Oahu

RECOMMENDED MOTION/ACTION

That the Hawaiian Homes Commission (HHC) grant its approval to the issuance of a ten (10) year general lease (GL) to the Hawaii Public Housing Authority (HPHA) for the Villages of Maili transitional and affordable housing project in Waianae, Oahu. The project shall include a separate functioning multi use mix of transitional housing, and community center to be constructed on six (6) acres of an 89-acre parcel identified as the former Voice of America site and situate at Waianae, Oahu, Tax Map Key no. (1) 8-7-10:007 (Por) (See Exhibit "A").

The issuance of the GL shall subject to the following conditions:

1. The term of the general lease shall commence upon the completion of the conveyance of the subject parcel from the State Department of Land and Natural Resources (DLNR) thru the United States General Services Administration (GSA) to DHHL;

2. The leased area is approximately 6 acres and shall be subject to a land survey and metes and bounds description of the parcel;

3. The initial term of the general lease shall be for ten (10) years. DHHL will evaluate and review the lease agreement with HPHA and determine if an extension is needed;

4. The annual rental for the general lease shall be gratis;

ITEM NO. D-2

5. The Department of the Attorney General shall review and approve the terms and conditions of the general lease document; and

6. The Chairman of the Hawaiian Homes Commission may set forth any additional terms and conditions which shall ensure and promote the purposes of the demised premises.

DISCUSSION

The Hawaii Public Housing Authority (HPHA) requests that they be issued a ten-(10) year general lease (GL) to plan, construct, and manage the "Villages of Maili", an 80 unit transitional housing project and community center for those who have graduated from the Leeward Coast shelters. This facility is primarily for native Hawaiian homeless families that are currently housed in the Leeward Coast Shelters. With all the other transitional housing facilities being developed on the Leeward Coast, it is possible that the facility will have served its purpose by the end of ten years. DHHL will evaluate and review if the lease needs to be extended at the end of the lease term.

The 89 acre parcel, known as the Voice of America site, is in the process of being transferred to the DHHL under a three-way land exchange agreement with the Department of Land and Natural Resources (DLNR) and the United States General Services Administration (GSA). The transfer is anticipated to be completed in September 2008. This project is being developed on a 6-acre portion of this parcel.

The Villages of Maili is part of Governor Lingle's emergency proclamation to assist with the current homeless predicament on the leeward coast. The project shall consist of a separate multi use mix of 80 transitional housing units, and a Community center that will house a pre-school, a learning center, and a kitchen/dining area. In addition to the state funding for the construction, Kamehameha Schools is contributing $2.5M for the construction of the learning center, and Office of Hawaiian Affairs will contribute funds for the programs and services for the adults and children. Both Queen Liliuokalani Children Center and Alu Like have agreed to participate with their current programs and services offered on the Leeward coast. The site will be managed under a contract with Catholic Charities.

Due to time constrain, the GSA has granted DLNR/DHHL a right-of-entry agreement to start site preparation and

construction work. The project is anticipated to be completed by September 2008.

In the 6-acre parcel, there will be a 15-bed facility home that is separate from the 80-unit transitional housing and community center. This facility is a receiving home facility for children that are separated from their parents and need to be assessed, matched, and housed for up to 45 days. State Department of Human Services (DHS), or its service provider Foster Family Programs, will operate this facility. This project is under construction and is set to be completed by the end of calendar year 2008. DHHL will have to negotiate another lease agreement with DHS and present it to the Hawaiian Homes Commission for approval.

Staff is recommending that rent be gratis due to the social benefits that this project will bring to the Leeward coast and statistic has supported that most of the families being helped in this transitional project are Hawaiians or part Hawaiians.

It is also agreed that at the end of the lease term, all building improvements on site will be reverted to DHHL free and clear. At the end of 10 years, the department will have a development with 80 housing units for its housing program.

AUTHORIZATION

Section 171 95, titled Disposition to government, governmental agencies, and public utilities, HRS, as amended, allows the department to lease to government agencies without public auction for terms up to, but not in excess of, 65 years at such rental and on such other terms and conditions as the commission may determine.

At this time, based on the department's current needs and priorities for homesteading, the site will not be required for immediate homesteading purposes.

RECOMMENDATION

Land Management Division requests approval of the motion as stated.

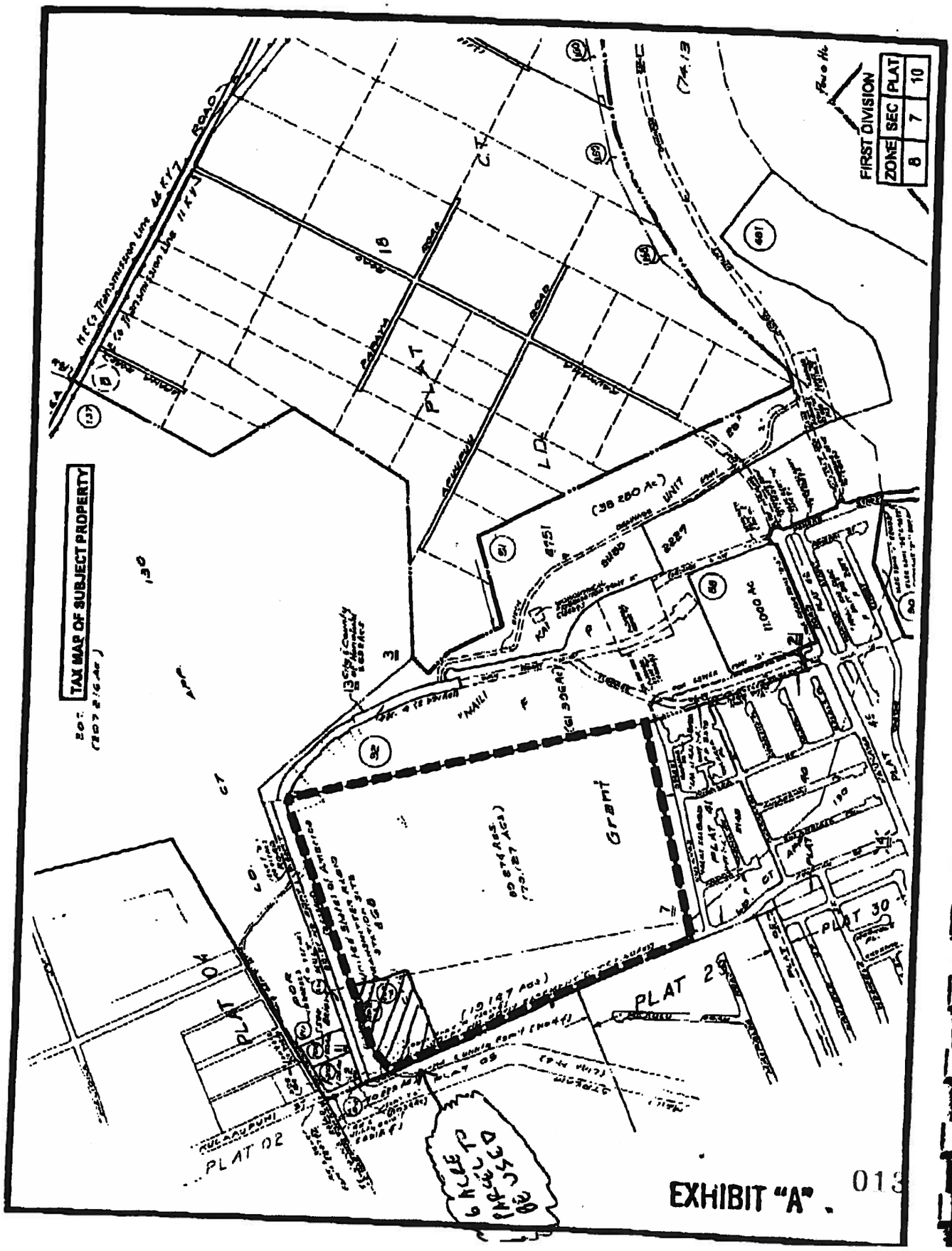


EXHIBIT "A"

013

Reviewed and Approved by the Executive Director CT
September 18, 2008

FOR ACTION

SUBJECT: Implementation of an Interim Policy for the Hawaii Public Housing Authority (HPHA) regarding the Violence Against Women Act (VAWA) of 2005

I. FACTS

On January 5, 2006, President Bush signed into law the Violence Against Women Act (VAWA) of 2005.

II. DISCUSSION

A. The purpose of the VAWA is to protect certain victims of criminal domestic violence, dating violence, sexual assault or stalking, as well as members of the victim's immediate families, from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim.

B. The HPHA must notify applicants and tenants of their rights under the VAWA. All information provided to the HPHA relating to the incidents of domestic violence must be retained in confidence.

C. At the time of application, an applicant will be granted a preference eligible status as a victim of domestic violence. An applicant may not be denied admission solely because an applicant is or has been a victim of domestic violence.

D. An incident of actual or threatened domestic violence, dating violence or stalking does not qualify as "good cause" for terminating assistance, tenancy or occupancy rights of a victim of such violence. The HPHA is explicitly permitted to bifurcate leases in order to evict or terminate assistance to a tenant who engages in violence against others, without evicting or terminating assistance to the remaining tenants who may or may not be the victims of this violence.

E. The HPHA may request certification in responding to an incident of actual or threatened domestic violence, dating violence or stalking that may affect a tenant's participation in the housing program. The HPHA may request that a resident complete, sign and submit within 14 business days of the request a HUD-approved certification form.

III. RECOMMENDATION

That the HPHA Board of Directors implement the interim policy regarding the Violence Against Women Act of 2005, which President Bush signed into law on January 5, 2006.

Attachment: Draft Administrative Memorandum

Prepared by: Allan Sagayaga, Program Specialist SF

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

LINDA LINGLE
GOVERNOR

CHAD K. TANIGUCHI
EXECUTIVE DIRECTOR

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

BARBARA E. ARASHIRO
EXECUTIVE ASSISTANT

IN REPLY PLEASE REFER TO:

ADMINISTRATIVE MEMORANDUM

PROJECTS NO.
September 18, 2008

To: All HPHA Branches, Sections, Support Offices, and Asset Management Projects

From: Chad K. Taniguchi, Executive Director

Subject: VIOLENCE AGAINST WOMEN ACT of 2005 (VAWA) Implementation of Interim Policy for the Public Housing Program

I. BACKGROUND

On January 5, 2006, President George Bush signed into law the Violence Against Women Act of 2005 (VAWA). While the U.S. Department of Housing and Urban Development (HUD) is developing proposed regulations, public housing agencies (PHAs) were informed that in the interim the statutory provisions were effective from the date the law was enacted. HUD has yet to issue final rules that would make conforming changes in existing regulations and provide guidance regarding the requirements of the law.

II. VAWA REQUIREMENTS

The purpose of the VAWA is to protect certain victims of criminal domestic violence, dating violence, sexual assault, or stalking – as well as members of the victim's immediate families – from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim.

HUD has instructed PHAs that *Certification of Domestic Violence, Dating Violence, or Stalking for use in Public Housing program, HUD form – 50066* may be used by PHAs administering the Public Housing Program. The form needs to be completed, signed and submitted within fourteen (14) business days from the date the individual certifies that he/she is a victim under and qualifies under the VAWA (domestic violence, dating violence, or stalking, and that the incident or incidences in question are bona fide incidences of such actual or threatened abuse).

The VAWA also requires that PHAs provide adequate notice and address issues of confidentiality as follows.

PHAs must notify applicants and tenants of their rights under VAWA, and the right of confidentiality. All information provided to a PHA relating to the incident(s) of domestic violence, including the fact that an individual is a victim of domestic violence, dating violence, or stalking, must be retained in confidence and neither entered into any shared database nor provided to a related entity, except to the extent that the disclosure is: (i) requested or consented by the individual in writing; (ii) required for use in an eviction proceeding or termination of assistance; or otherwise required by applicable law. The HUD-approved certification form provides notice to the tenant of the confidentiality of the form and the limits thereof.

III. DEFINITIONS: The following definitions were incorporated into the United States Housing Act and apply to VAWA.

Domestic Violence. *The term includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's act under the domestic or family violence laws of the jurisdiction.*

Dating *Violence: Violence committed by a person:*

1. *who is or has been in a social relationship of a romantic or intimate nature with the victim; and*
2. *Where the existence of such relationship shall determine based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; and (iii) the frequency of interaction between the persons involved in the relationship.*

Stalking*: to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or to place under surveillance with the intent to kill, injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to: (i) that person; (ii) a member of the immediate family of that person; or (iii) the spouse or intimate partner of that person.*

Immediate Family Member*: a spouse, parent, brother or sister, or child of the person, or an individual to whom that person stands in loco parentis (in place of*

a parent); or any other person living in the household of that person and related to that person by blood or marriage.

IV. HPHA Interim Policy

A. Application

At Application: (Initial and Final Eligibility review)

1. An applicant will be granted a preference eligible status as a victim of domestic violence, dating violence or stalking, with certification or documentation verifying current actual or threatening abuse. An applicant may not be denied admission solely because an applicant is or has been a victim of domestic violence, dating violence, or stalking, if he or she is otherwise qualified for admission.

2. In reviewing preference eligibility, staff must determine whether a report of negative suitability was a consequence of domestic violence against the applicant.

3. An applicant will not be denied admission if the unfavorable (negative report) screening factors of the applicant are related to acts of domestic violence, dating violence, or stalking against the applicant or any member of the family household. For example:
   a. If a negative report of performance in meeting lease obligations is related to domestic violence, dating violence, or stalking against the applicant or any member of the applicant's household, these shall not make the applicant ineligible for admission.

4. Verification of domestic violence, dating violence or stalking for preference status with:
   a. a federal, state, or local police records; or
   b. a court record that documents the incident;
   c. a statement certifying abuse, under penalty of perjury, from
      - a victim service-provider,
      - an attorney, or
      - a medical professional from whom the victim sought assistance; or
   d. a certification form approved by HUD, completed by applicant, signed and submitted within (14) days of the date requested.

B. TENANTS: Occupancy Lease Enforcement

1. The VAWA provides that criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be cause for termination of assistance, tenancy, or

occupancy rights, if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that abuse.

2. An incident of actual or threatened domestic violence, dating violence or stalking does not qualify as "good cause" for terminating assistance, tenancy or occupancy rights of a victim of such violence.

3. The HPHA is explicitly permitted to bifurcate a lease in order to evict or terminate assistance to a tenant who engages in violence against others, without evicting or terminating assistance to the remaining tenants who may or may not be the victims of this violence.
   a. This means that if the abuser is named as the head of household on the lease, the HPHA can "split" the lease and terminate the abuser's assistance only. The HPHA is then allowed to create a new lease with the remaining tenants.
   b. If the HPHA seeks to terminate the tenancy of a victim of domestic violence, dating violence, or stalking for lease violations unrelated to the domestic violence, dating violence, or stalking, HPHA may not hold the individual to a more demanding set of rules than you apply to tenants who are not victims of domestic violence, dating violence, or stalking.
   c. The HPHA will recommend that the victim seek assistance from local service providers of domestic violence.
   d. The HPHA will recommend that the victim contact police and obtain a temporary restraining order against the abuser.

C. TENANT'S RIGHTS

1. A tenant has the right to continue to remain in housing or receive housing assistance if the tenant is a victim of domestic violence, dating violence, sexual assault or stalking.

2. If the tenant feels they are a victim of domestic violence, dating violence, sexual assault or stalking, the tenant may disclose this information to the HPHA. The HPHA may request that the tenant certify in written form that the tenant is a victim of domestic violence, dating violence, sexual assault or stalking. The tenant shall provide the certification to the HPHA as requested.

D. CERTIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE OR STALKING

1. The HPHA may request certification in responding to an incident(s) of actual or threatened domestic violence, dating violence or stalking that may affect a tenant's participation in the housing program to request in

writing that an individual complete, sign and submit, within fourteen (14) business days of the request, a HUD-approved certification form. Using the HUD form, the individual would certify that he/she is a victim of domestic violence, dating violence, or stalking, and that the incident(s) in question are bona fide incidences of such actual or threatened abuse. The individual shall be asked to provide the name of the perpetrator on the HUD form.

2. In lieu of or in addition to the certification form, a tenant may provide: (1) local police or court record; (2) documentation signed and attested to by an employee, agent or volunteer of a victim service provider, an attorney or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking, or the effects of abuse, in which the professional attests under penalty of perjury (28 U.S.C. 1746) to the Professional's belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, dating violence or stalking has signed or attested to the documentation.

3. If the individual does not provide the form HUD-50066 or written certification that may be provided in lieu of the certification by the fourteenth (14th) business day or any extension of that date provided by the HPHA, none of the protections afforded to the victim of domestic violence, dating violence or stalking by section 607 of VAWA will apply. The HPHA would therefore be free to evict, or to terminate assistance, in the circumstances authorized by otherwise applicable law and lease provisions, without regard to the amendments made by Section 607.

4. The HPHA may accept certification beyond the 14th day, if the delay in submittal was for good cause.

E. CONFIDENTIAL INFORMATION

1. The HPHA must keep information confidential, including the individual's status as a victim of domestic violence, dating violence, or stalking. The HPHA may disclose the information if: the victim requests or consents to the disclosure in writing; the information is required for use in eviction proceedings related to whether the incident or incidents in questions qualify as a serious or repeated violation of the lease or criminal activity directly relating to domestic violence, dating violence, or stalking; or disclosure is otherwise required by law.

F. DEALING WITH INCIDENTS OR CLAIMS OF DOMESTIC VIOLENCE

1. The HPHA will encourage victims to seek professional assistance by referring them to the appropriate victim service providers.

2. If police are involved, staff should keep in contact with them. The HPHA should obtain a copy of police report for its files, and request that the perpetrator is issued a temporary restraining order.

3. Once a temporary restraining order is issued, and the victim has provided a certification of domestic violence, the HPHA may remove the abuser from the lease. The HPHA will make available to the victim the option to change existing unit entry locks at their cost, if desired.

4. In cases where the facts are unclear, staff may liberally apply VAWA procedures and then seek immediate consultation with the Property Management and Maintenance Services Branch.

5. The HPHA will issue a written "Trespass Warning Notice" when deemed appropriate. Staff shall cooperate and coordinate with police and on-site security, if any, to the issuance and enforcement of trespass notices.

6. The HPHA will keep written log of actions taken, including referrals to social service organizations, to police, or to other state agencies; to document efforts made to assist victims assisted under the VAWA.

7. The HPHA may issue a Notice of Violation to one of the tenants of a lease in order to evict, remove, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant.

8. Questions regarding the application of the VAWA will be addressed to the Department of the Attorney General via HPHA's Compliance Office. In situations where an imminent emergency threatens life or property, staff must contact the police for immediate assistance. Guidance on the VAWA is not an emergency and shall be addressed through the Compliance Office as stated above.

9. The HPHA is required to maintain confidential information in separate files and stored in a locked restricted access cabinet.

Attachments: Certification of Domestic Violence, Dating Violence, or Stalking
Form HUD – 50066
Statewide Directory of Domestic Violence Service Providers

Executive Director's Report
September 18, 2008

Highlights:

A. FY 2009 Budget – See Attachment #1
B. Special Teams
   - Vacant Units – See Attachment #2
C. Financial Management
D. Training
E. Resident Community Meetings at the AMPs
F. Legislative Update

H. **Reports -** (Letters indicate Exhibits attached)

1. Fix vacant units
   a. Vacant units for repair and renovation by contractors FY 09. (forthcoming)
   b. List of infrastructure, repair, and maintenance projects 7/1/07-12/31/09. State properties included. (forthcoming)

2. Fix elevators
   c. Elevator Repair Report.
   d. Elevator Modernization Report.

3. Monthly Property Management Report (see Exhibit e)
   - Low Income Housing Owned – Federal
   - Low Income Housing Owned – State
   - Section 8 Units – Rent Subsidy for Privately-Owned Housing
   - Monthly Occupancy Summary – Federal
   - Monthly Occupancy Summary – State
   - Number of Families Housed – Federal
   - Number of Families Housed - State
   - Public Housing Waiting List – Federal
   - Public Housing Waiting List – Section 8
   - Number of Transfers for Fiscal Year 2008 – Federal
   - Over Time Number of Transfers – Federal
   - Annual Evictions – Federal
   - Rents Uncollected - Fiscal Year 2008 and 2009 – Federal
   - Rents Uncollected Over Time – Federal
   - Maintenance Work Orders – PHAS - Federal
   - Work Order and Labor Ratio – Federal

   f. Property Management and Maintenance Services Branch Status Report – Monthly AMP Review Monitoring.
   g. Results of Eviction Referrals July 2007 – August 2008
   h. Eviction Board Members

4. Procurement
   i. List of contracts

5. Section 8 Subsidy Programs Branch
   j. Program Report

6. Personnel status
   k. Staffing report
   l. Staff vacancy report

7. Homeless Programs Branch – Exhibit m

FY 2009 Budget Goals and Performance Targets

Additions to the budget can be achieved as follows:		Target	As of 09/12
95 percent occupancy for all AMPs	=	$300,000	
95 percent rental collections for all AMPs	=	$600,000	
95 percent one-time write off of bad debts	=	$1,700,000	$418,943
Payment in Lieu of Taxes (PILOT) adjustment	=	$400,000	$504,518
State Family Legislative operating & utility subsidy	=	$1,100,000	
State Elderly Legislative operating & utility subsidy	=	$1,800,000	
Unanticipated adjustments			
Increase in HUD subsidy *			$1,597,938
Adjustment to Private Management Contract **			$112,633
Increase in operating expenses***			($345,224)
Goals and Performance Targets		$5,900,000	$2,288,808
Estimated budget deficit		($4,220,000)	($1,931,192)
Effect of achieving budget goals and performance targets on the budget.		$1,680,000	

* Several factors account for the increase.

1. AMP 37 (Hilo) subsidy incorrectly calculated too low due to faulty HUD SAGIS data.
2. Incorrect calculation resulting in overstating vacancy loss
3. Increase in HUD audit Add-On subsidy.
4. Increase in HUD allowed subsidy unit months.

These adjustments more than offset the additional 2% proration ($541,309) imposed by HUD.

5. HPHA notified on 09/10/2008 that HUD will change proration to 88.96% for CY2008 which translates into an additional $1,456,719 in federal subsidy.

** AMP 46 (Kamuela) contract cost was incorrectly expensed twice.

***Unanticipated increase in operating expenses

1. West Kauai appliances originally ordered in FY08 $165,542.
2. Elevator maintenance contract at $76,000.
3. Random drug testing of employees $11,000
4. Unanticipated increase in new MU 42 property management contract $92,712.

9/12/2008

Vacant Unit Completion Schedule
August 2008
28 Units

Project	Unit	Bedroom Size	Type	Comments
AMP 30 - Halawa (0)				
AMP 31 - KVH (3)				
Kalihi Valley Homes	37C	4	B	Team
	37D	4	B	Team
	37F	4	B	Team
AMP 32 & 33 - Mayor Wright Homes (3)				
Kaahumanu Homes	10F	2	C	AMP
	19F	2	B	AMP
Kam Homes	204	2	B	AMP
AMP 34 - Kalakaua (2)*				
Kalakaua	207	1	A	AMP
	208	1	A	AMP
AMP 35 - Punchbowl (0)				
AMP 37 - Hilo (1)				
Kauhale O'Hanakahi	A3302	3	B	AMP
AMP 38 - Kauai (3)				
Eleele Homes	1L	4	B	AMP
Kawailehua	G101	3	B	AMP
	H104	3	B	AMP
AMP 39 - Maui (11)				
Kahekili Terrace I	849A2	4	B	AMP
Kahekili Terrace II	49A4	1	B	AMP
	227A1	1	C	CMS
Makani Kai	10	3	B	CMS
	14	3	B	CMS
	42	3	B	CMS
	62	3	B	CMS
	82	3	B	AMP
	83	3	B	CMS

ATTACHMENT # 2

Vacant Unit Completion Schedule
August 2008
28 Units

Project	Unit	Bedroom Size	Type	Comments
AMP 39 (continued)				
Kahale Mua - Molokai (Federal)	24C	3	A	AMP
Kahale Mua - Molokai (State)	16A	2	A	AMP
AMP 40 - KPT (0)				
AMP 43 - Kona (0)				
AMP 44 - Leeward Oahu (0)				
AMP 45 - Windward Oahu (0)				
AMP 46 - North Hawaii (3)				
Noelani II	B203	3	A	AMP
	B204	3	A	AMP
Ke Kumu Elua (State)	C11	1	A	AMP
AMP 48 - Waipahu (0)				
AMP 49 - Wahiawa/Waialua (0)				
AMP 50 - Palolo (2)				
Palolo Valley Homes	8E	2	A	VIP
	16D	3	A	VIP
*Correction made from 8 units to 2 units				

ATTACHMENT # 2

Executive Director's Report
September 18, 2008

H. **Reports -** (Letters indicate Exhibits attached)

1. Fix vacant units

   a. Vacant units for repair and renovation by contractors FY 09. (forthcoming)

FORTHCOMING – To be distributed at the 9/18/08 meeting
(1 page)

EXHIBIT a

Executive Director's Report
September 18, 2008

H. **Reports -** (Letters indicate Exhibits attached)

1. Fix vacant units

b. List of infrastructure, repair, and maintenance projects 7/1/07-12/31/09. State properties included. (forthcoming)

FORTHCOMING – To be distributed at the 9/18/08 meeting
(3 pages)

EXHIBIT b

Executive Director's Report
September 18, 2008

H. **Reports -** (Letters indicate Exhibits attached)

1. Fix vacant units

b. List of infrastructure, repair, and maintenance projects 7/1/07-12/31/09. State properties included. (forthcoming)

FORTHCOMING – To be distributed at the 9/18/08 meeting
(3 pages)

EXHIBIT b

Executive Director's Report
September 18, 2008

H. **Reports -** (Letters indicate Exhibits attached)

1. Fix vacant units

b. List of infrastructure, repair, and maintenance projects 7/1/07-12/31/09. State properties included. (forthcoming)

FORTHCOMING – To be distributed at the 9/18/08 meeting
(3 pages)

EXHIBIT b

Elevator Repair Report: Hawaii Public Housing Authority Elevators reported as of 08/31/08

Name	Type	Elevator No.	Repair	No. and duration of Repairs to Elevator for month of August			No. and duration of Repairs to Elevator between 7/1/07 to 8/31/08			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		4	2		19	2	2			$ 101,222.00
		2		1	2		10	3	2			$ 64,727.85
		3					2					$ 550.00
Kuhio Park Terrace B	Family	4	Parts used to repair #5	Cannot be repaired.					1	06/29/07	Cannot be repaired.	
		5		5	1		6	1	2			$ 129,581.38
		6					40					
Paoakalani	Elderly	1					2					
		2					1		1			$ 17,038.90
Kalakaua Home	Elderly	1					12	1	1			
		2					4	1				$ 14,538.60
Ho`olulu Elderly	Elderly	1							1			$ 12,140.20
		2					1					
Kalanihuia	Elderly	1					12	1	1			$ 27,488.74
		2		1			14					
Kamalu Elderly	Elderly	1					5	2	1			$ 9,330.00
		2					3					
Makamae	Elderly	1					2		1			$ 2,722.51
		2										
Makua Alii	Elderly	1		1			7	2	1			
		2					2					
Punchbowl Homes	Elderly	1					8	2				$ 23,350.78
		2					6	1	1			
Banyan St Manor	Family	1		1			3					$ 2,722.51
Hale Poai	Elderly	1		1			3	2				
		2					2					
Halia Hale	Elderly	1					1					$ 3,323.02
Kulaokahua	Homeless	1					3					
Laiola	Elderly	1		1			1					
		2					4					
Pumehana	Elderly	1					6	2				$ 17,038.74
		2					3					
Salt Lake Apts	Family	1					2					$ 23,350.78
Wilikina Apts	Family	1					5	1				$ 3,323.02
		2					4					$ 17,038.90
Total		34		15	5	0	193	21	15			
											Total Cost for Repairs to date	$ 469,487.93

EXHIBIT C

Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 08/31/08

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		Design & Construction Cost	Funding Source	Design Start	Construction Start	Estimated Construction Completion
							Major	Minor					
Kuhio Park Terrace A	Family	1	1964	43	271	16	3		$627,266	To be funded w/ 2007 Elevator CIP	Sep-07	Jun-08	Oct-09
		2	1964	43					$627,266		Sep-07	Jun-08	Mar-10
		3	1981	26					$627,266		Sep-07	Jun-08	Apr-09
Kuhio Park Terrace B	Family	4	1964	43	298	16	3		$627,266	To be funded w/ 2007 Elevator CIP	Sep-07	Jun-08	Apr-09
		5	1964	43					$627,266		Sep-07	Jun-08	Oct-09
		6	1981	26					$627,266		Sep-07	Jun-08	Mar-10
Kalanihuia	Elderly	1	1968	39	151	15	2		$560,000	To be funded w/ 2007 Elevator CIP	Aug-08	Aug-09	Nov-09
		2	1968	39							Aug-08	Dec-09	Mar-10
Kalakaua Home	Elderly	1	1983	24	221	10	2		$700,000	To be funded w/ 2007 Elevator CIP	Aug-08	Feb-10	May-10
		2	1983	24							Aug-08	Jun-10	Sep-10
Wilikina Apts	Family	1	1977	30	119	9	2		$500,000	Project Funding	Aug-08	Nov-08	Jun-09
		2	1977	30							Aug-08	Nov-08	Jun-09
Paoakalani	Elderly	1	1970	37	151	17	2		$490,000	To be funded w/ 2007 Elevator CIP	Aug-08	Feb-10	May-10
		2	1970	37							Aug-08	Jun-10	Sep-10
Pumehana	Elderly	1	1972	35	139	21	2		$485,000	To be funded w/ 2007 Elevator CIP	Aug-08	Aug-09	Nov-09
		2	1972	35							Aug-08	Dec-09	Mar-10
Punchbowl Homes	Elderly	1	1961	46	144	7	2		$435,000	To be funded w/ 2007 Elevator CIP	Aug-08	Nov-10	Feb-11
		2	1961	46							Aug-08	Mar-11	Jun-11

EXHIBIT d 031

Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 08/31/08

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		Design & Construction Cost	Funding Source	Design Start	Construction Start	Estimated Construction Completion
							Major	Minor					
Makua Alii	Elderly	1	1967	40	211	20	2		$485,000	To be funded w/ 2007 Elevator CIP	Aug-08	Feb-10	May-10
		2	1967	40							Aug-08	Jun-10	Sep-10
Banyan St Manor	Family	1			55	3	1		$250,000	Project Funding	Aug-09	Oct-09	Aug-10
Salt Lake Apts	Family	1	1970	37	28	8	1		$220,000	To be funded w/ 2007 Elevator CIP	Aug-08	Feb-10	May-10
Makamae	Elderly	1	1971	36	124	4	2		$435,000	To be funded w/ 2007 Elevator CIP	Aug-08	Nov-10	Feb-11
		2	1971	36							Aug-08	Mar-11	Jun-11
Hale Poai	Elderly	1	1989	18	206	7	2		$320,000	To be funded w/ 2007 Elevator CIP	May-09	Oct-09	Mar-10
		2	1989	18							May-09	Dec-09	May-10
Halia Hale	Elderly	1	1995	12	41	5		1	$255,000	To be funded w/ 2007 Elevator CIP	May-09	Oct-10	Mar-11
Laiola	Elderly	1	1991	16	108	6	2		$220,000	To be funded w/ 2007 Elevator CIP	May-09	Dec-09	Feb-10
		2	1991	16							May-09	Mar-10	May-10
Kulaokahua	Homeless	1	1992	15	30	3		1	$60,000	Project Funding (Renovate for ADA compliance)	May-09	Oct-09	Mar-10
Ho`olulu Elderly	Elderly	1	1994	13	112	7		2	$245,000	To be funded w/ 2007 Elevator CIP	May-09	Oct-10	Mar-11
		2	1994	13							May-09	Dec-10	May-11
Kamalu Elderly	Elderly	1	1993	14	109	7		2	$240,000	To be funded w/ 2007 Elevator CIP	May-09	Oct-10	Mar-11
		2	1993	14							May-09	Dec-10	May-11
	TOTAL	34			2,518	181	28	6	$9,663,596				
	Average age of elevators			27									

EXHIBIT d

032

MONTHLY PROPERTY MANAGEMENT REPORT

MONTH ENDING AUGUST 31, 2008

CONTENTS

	Page
Low Income Housing Owned – FEDERAL	1
Low Income Housing Owned – STATE	2
Low Income Housing Owned – Section 8	3
Monthly Occupancy Summary -FEDERAL	4
Monthly Occupancy Summary - STATE	5
Number of Families Housed – FEDERAL	6
Number of Families Housed – STATE	7
Public Housing Waiting List –FEDERAL	8
Public Housing Waiting List –Section 8	9
Number of Transfers for Fiscal Year 2008 – FEDERAL	10
Number of Transfers Over Time – FEDERAL	11
Annual Evictions – FEDERAL	12
Rents Uncollected for Fiscal Year 2008 – FEDERAL	13
Rents Uncollected Over Time – FEDERAL	14
Maintenance Work Orders – PHAS Grades – FEDERAL	15
Work Order and Labor Ratio - FEDERAL	16

EXHIBIT C

HPHA - LOW INCOME HOUSING OWNED - FEDERAL

Reporting for the month of August 2008

HUD Project Number and Name	Original Total Units	Present Total Units	Present Total Families	BD0	BD1	BD2	BD3	BD4	BD5	BD5+
30P-Aiea	363	362	357	0	76	135	114	35	3	0
31P-KVH	400	373	306	0	59	60	134	118	29	0
32P-MWH	364	364	351	0	24	114	167	50	9	0
33P-Kam/Kaamanu	373	373	359	0	62	239	72	0	0	0
34P-Kalakaua	583	583	557	90	397	58	38	0	0	0
35P-Kalanihuia	587	586	511	266	243	60	18	0	0	0
37P-Hilo	444	397	260	74	76	110	140	44	0	0
38P-Kauai	321	320	300	62	98	40	91	30	0	0
39P-Maui	196	196	142	32	24	26	100	14	0	0
40P-KPT	748	747	706	0	68	351	242	79	8	0
43P-Kona	202	202	180	20	78	42	52	10	0	0
44P-Leeward Oahu	260	259	222	0	52	65	131	12	0	0
45P-Windward Oahu	235	235	206	0	21	95	101	18	0	0
46P-Kamuela	103	103	84	24	23	12	44	0	0	0
49P-Central Oahu	151	151	138	24	42	32	45	8	0	0
50P-Palolo	118	117	111	0	8	34	40	32	4	0
Grand Total	**5,448**	**5,368**	**4,800**	**592**	**1,351**	**1,473**	**1,529**	**450**	**53**	**0**

EXHIBIT e

HPHA - LOW INCOME HOUSING OWNED - STATE

Reporting for the month of August 2008

HUD Proj. No.	Project Name	Original Total Units	Present Total Units	Present Total Families	BD0	BD1	BD2	BD3	BD4	BD5	BD5+
2201	HAUIKI	46	46	44	0	0	20	16	10	0	0
2202	PUAHALA HOMES	128	114	94	0	14	58	28	14	14	0
2204	KAWAILEHUA	26	26	24	0	6	20	0	0	0	0
2205	KAHALE MUA	33	33	29	0	12	21	0	0	0	0
2206	LOKAHI	30	30	18	0	0	14	16	0	0	0
2207	KE KUMU ELUA	26	25	13	0	10	16	0	0	0	0
2401	HALE PO'AI	206	205	205	80	126	0	0	0	0	0
2402	LA'IOLA	109	107	102	61	48	0	0	0	0	0
2403	KAMALU-HO'OLULU	221	221	219	171	50	0	0	0	0	0
2404	HALIA HALE	41	41	40	32	9	0	0	0	0	0
	Grand Total	**866**	**848**	**788**	**344**	**275**	**149**	**60**	**24**	**14**	**0**

EXHIBIT e

Section 8 Units - Rent Subsidy for Privately-Owned Housing

Reporting for the month of August 2008

ZIP Code	State	Project Name	Auth'd Units	BD0	BD1	BD2	BD3	BD4	BD5	BD6
96701	HI	PEARL CITY	33	0	7	12	13	1	0	0
96706	HI	EWA BEACH	67	3	8	18	36	2	0	0
96712	HI	HALEIWA	5	0	1	2	2	0	0	0
96717	HI	HAUULA	17	4	5	3	4	1	0	0
96720	HI	HILO	1	0	1	0	0	0	0	0
96730	HI	KAAAWA	3	2	0	1	0	0	0	0
96731	HI	KAHUKU	5	0	0	0	3	2	0	0
96734	HI	KAILUA	32	10	8	14	0	0	0	0
96744	HI	KANEOHE	42	0	3	16	19	4	0	0
96749	HI	KEAAU	2	0	0	1	1	0	0	0
96760	HI	KURTISTOWN	1	0	1	0	0	0	0	0
96762	HI	LAIE	3	0	0	0	3	0	0	0
96767	HI	WAIPAHU	1	0	0	1	0	0	0	0
96771	HI	MOUNTAIN VIEW	1	0	0	0	1	0	0	0
96776	HI	PAAUILO	1	0	1	0	0	0	0	0
96778	HI	PAHOA	1	0	0	1	0	0	0	0
96782	HI	PEARLY CITY	32	1	4	13	13	1	0	0
96786	HI	WAHIAWA	93	4	24	35	23	7	0	0
96789	HI	MILILANI	54	0	5	31	16	2	0	0
96791	HI	WAIALUA	15	0	2	5	8	0	0	0
96792	HI	WAIANAE,	328	13	35	86	134	57	2	1
96795	HI	WAIMANALO,	13	0	3	3	5	2	0	0
96797	HI	WAIPAHU	163	0	13	90	52	7	1	0
96813	HI	HONOLULU	72	8	34	29	1	0	0	0
96814	HI	HONOLULU	42	3	23	16	0	0	0	0
96815	HI	HONOLULU	52	15	27	6	4	0	0	0
96816	HI	HONOLULU	232	1	31	101	53	42	4	0
96817	HI	HONOLULU	148	9	59	61	17	2	0	0
96818	HI	HONOLULU	40	3	4	21	12	0	0	0
96819	HI	HONOLULU	58	3	7	25	18	5	0	0
96821	HI	HONOLULU	3	1	0	0	1	0	1	0
96822	HI	HONOLULU	69	9	24	32	4	0	0	0
96826	HI	HONOLULU	111	23	44	42	2	0	0	0
96837	HI	HONOLULU	1	0	0	1	0	0	0	0
96839	HI	HONOLULU	1	0	0	0	1	0	0	0
Outgoing Port	Non HI	Non HI City	14	1	1	7	3	2	0	0
		Grand Total	**1,756**	**113**	**375**	**673**	**449**	**137**	**8**	**1**

EXHIBIT e

HPHA - Monthly Occupancy Summary - Federal

Reporting for the month of August 2008

AMP and Name	Present Total Units	Present Total Non DU	Available for Rent	Vacant at Month End	Occupied at Month End	Percent Occupied at Month End	Units Vacated During Month	Units Readied During Month	Units Leased During Month	Turn Around Time (Days)
30P-Aiea	363	2	361	4	357	98.89%	2	6	6	176
31P-KVH	373	1	328	22	306	93.29%	0	4	4	3,588
32P-MWH	364	1	358	7	351	98.04%	4	3	3	140
33P-Kam/Kaamanu	373	2	369	10	359	97.29%	2	5	5	388
34P-Kalakaua	583	3	568	11	557	98.06%	1	2	2	150
35P-Kalanihuia	587	4	557	46	511	91.74%	4	3	3	641
37P-Hilo	397	1	281	21	260	92.53%	1	3	3	1,347
38P-Kauai	321	2	313	13	300	95.85%	1	3	3	312
39P-Maui	196	0	196	54	142	72.45%	5	5	5	2,677
40P-KPT	748	4	738	32	706	95.66%	9	12	10	531
43P-Kona	202	2	200	20	180	90.00%	2	7	7	2,367
44P-Leeward Oahu	260	2	256	34	222	86.72%	0	0	0	0
45P-Windward Oahu	235	0	226	20	206	91.15%	0	2	2	2,097
46P-Kamuela	103	2	101	17	84	83.17%	1	3	4	2,884
49P-Central Oahu	151	1	151	13	138	91.39%	1	0	0	0
50P-Palolo	118	4	114	3	111	97.37%	0	0	0	0
	5,368	**31**	**5,117**	**327**	**4,790**	**93.61%**	**33**	**58**	**57**	**17,298**

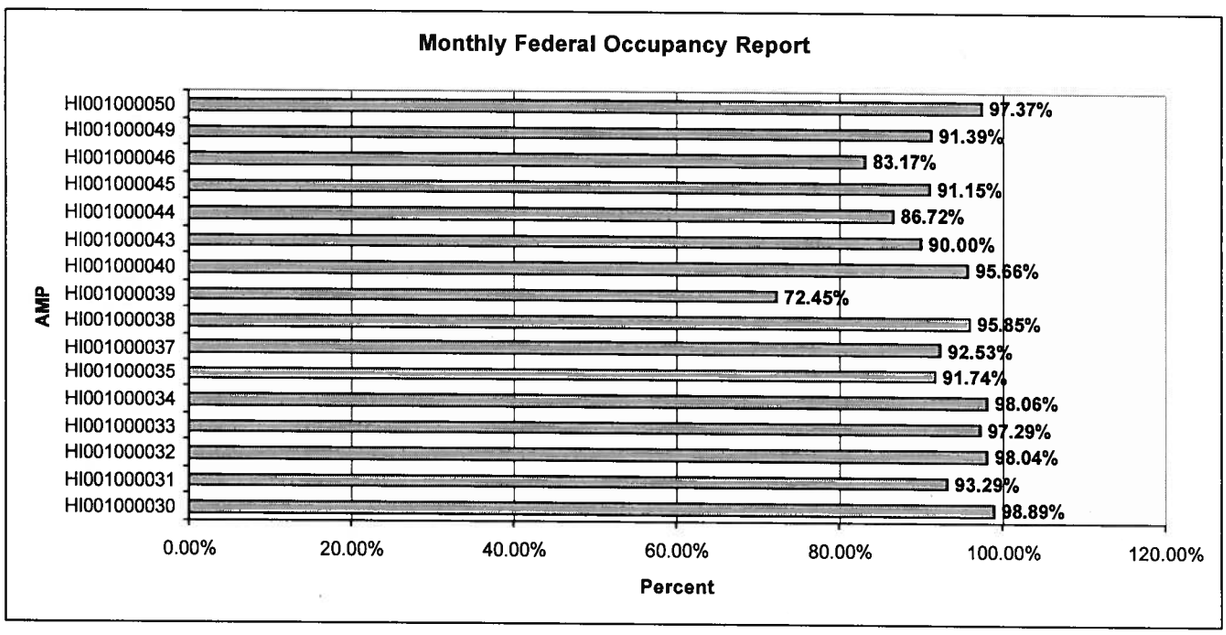


EXHIBIT e

HPHA - Monthly Occupancy Summary - State

Reporting for the month of August 2008

AMP and Name		Present Total Units	Present Total Non DU	Available for Rent	Vacant at Month End	Occupied at Month End	Percent Occupied at Month End	Units Vacated During Month	Units Readied During Month	Units Leased During Month	Turn Around Time (Days)
2201	HAUIKI	46	0	46	2	44	95.65%	0	2	2	1,240
2202	PUAHALA HOMES	128	0	128	34	94	73.44%	3	2	1	195
2204	KAWAILEHUA	26	0	26	2	24	92.31%	0	0	0	0
2205	KAHALE MUA	33	0	33	4	29	87.88%	0	1	1	186
2206	LOKAHI	30	0	30	12	18	60.00%	0	0	0	0
2207	KE KUMU ELUA	26	0	26	13	13	50.00%	0	0	0	0
2401	HALE PO'AI	206	0	206	1	205	99.51%		4	4	55
2402	LA'IOLA	109	0	109	7	102	93.58%	0	0	0	0
2403	KAMALU-HO'OLULU	221	0	221	2	219	99.10%	1	4	3	163
2404	HALIA HALE	41	0	41	1	40	97.56%		0	0	0
		848	**0**	**866**	**78**	**788**	**90.99%**	**4**	**13**	**11**	**1,839**

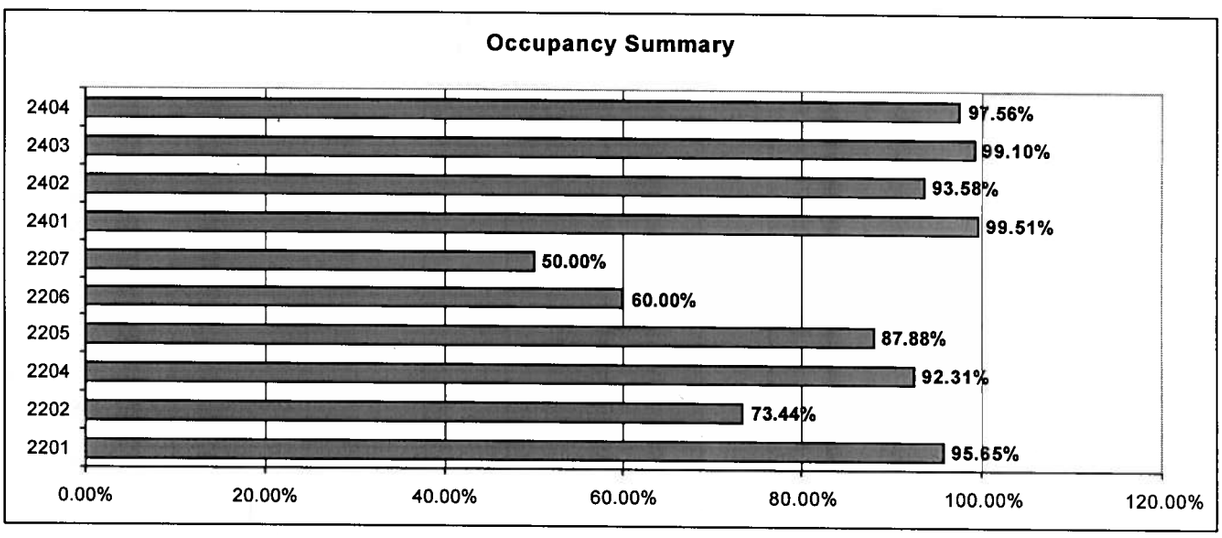


EXHIBIT e

HPHA - NUMBER OF FAMILIES HOUSED - FEDERAL

Reporting for the month of August 2008

* UNITS LEASED, INCLUDING TRANSFERS

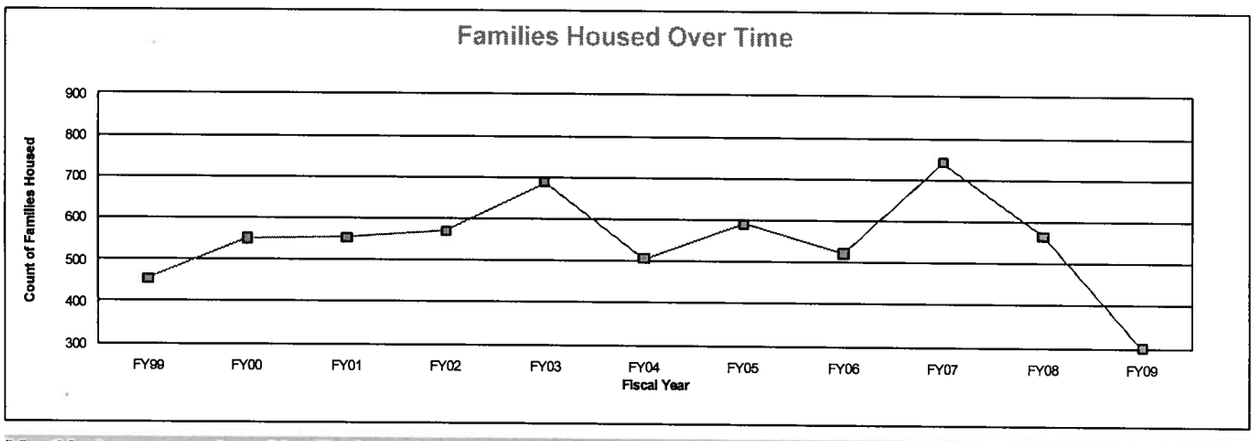
Average number of families housed over fiscal years 2000 to 2009

	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	Total
Total	551	553	570	688	507	590	522	742	566	148	**5,437**

* Average Over Time from FY00 to FY08 = 590 ** Average Over Time from FY00 to FY09 = 544

Monthly Average number of families housed over fiscal years 2000 to 2009 - Data normalized due to initial FY

FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09
46	46	48	57	42	49	44	62	47	66



Monthly Average number of families housed over year 2008 and 2009

	Aug07	Sep07	Oct07	Nov07	Dec07	Jan08	Feb08	Mar08	Apr08	May0	Jun08	Jul08	Aug08	Total
Total	41	43	44	41	29	54	46	39	47	75	53	74	57	**643**

*** Average YTD 2008 = 47 **** Average YTD 2009 = 66

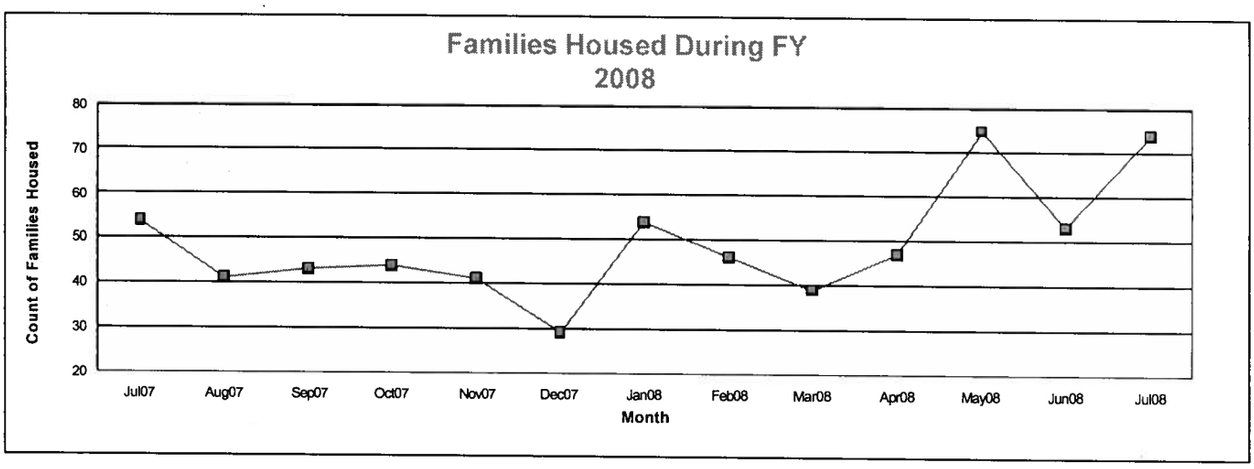


EXHIBIT e

HPHA - NUMBER OF FAMILIES HOUSED - STATE

Reporting for the month of August 2008

* Units leased, including transfers.

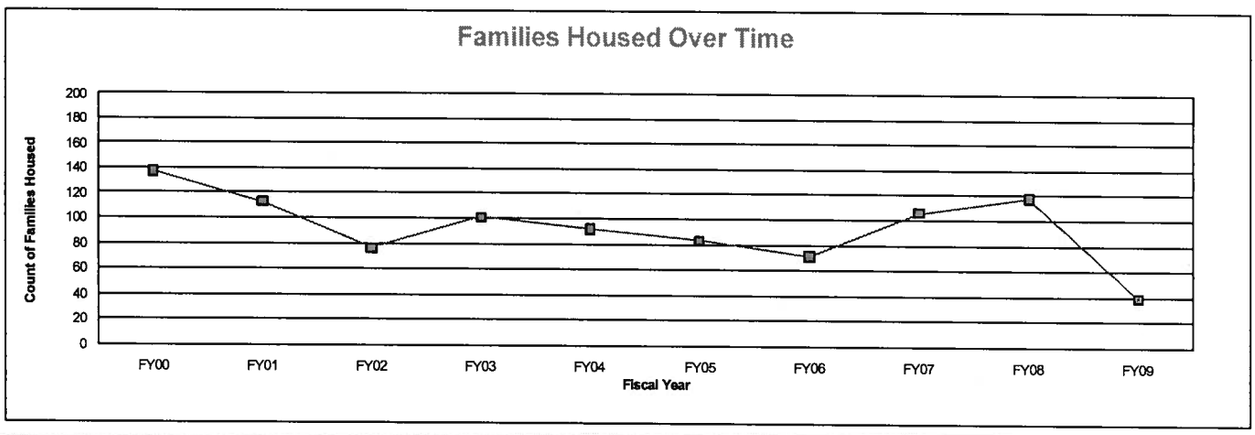
Average number of families housed over fiscal years 2000 to 2009

	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	Total
Total	137	113	76	101	92	83	71	106	118	39	**936**

* Average Over Time from FY00 to FY08 = 100 ** Average Over Time from FY00 to FY09 = 94

Monthly Average number of families housed over fiscal years 2000 to 2009 - Data normalized due to initial FY

FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY07	FY09
11	9	6	8	8	7	6	9	10	13



Monthly Average number of families housed over year 2008 and 2009

	Aug07	Sep07	Oct07	Nov07	Dec07	Jan08	Feb08	Mar08	Apr08	May0	Jun08	Jul08	Aug08	Total
Total	10	4	12	14	6	9	12	7	17	8	13	14	11	**137**

*** Average YTD 2008 = 10 **** Average YTD 2009 = 13

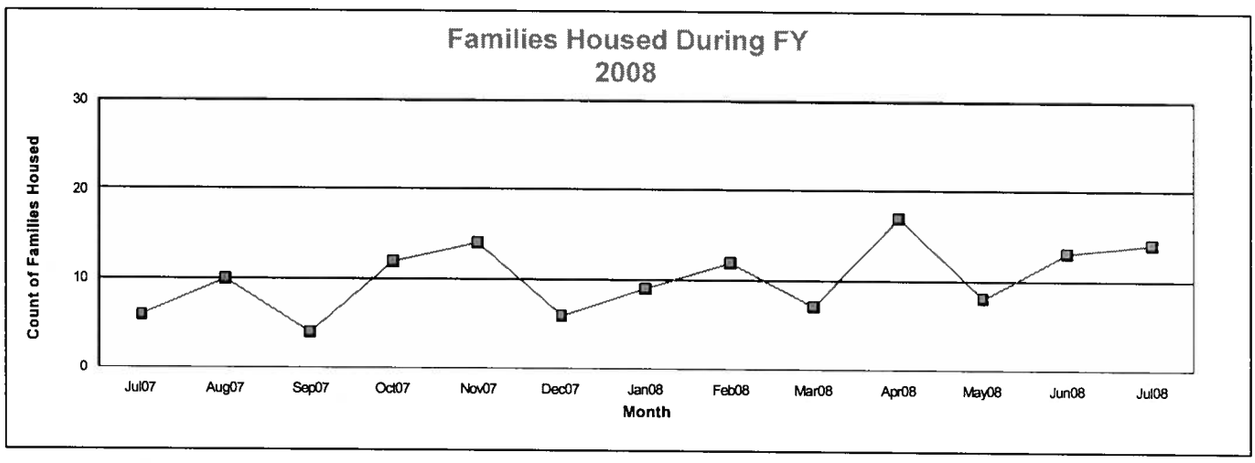


EXHIBIT e

HPHA - PUBLIC HOUSING WAITING LIST - Federal Listing - 08/31/2008

Reporting for the month of August 2008

A. WAITING LIST ACTIVITY	0BD	1BD	2BD	3BD	4BD	5BD	Total Applications	Total Applicants
Previous Applicants (a)	2,169	1,590	3,071	1,267	270	29	8,396	8,396
New Applicants (b)	4	4	11	2	1	1	23	23
Cancelled/Withdrawn Applicants	1	0	1	0	0	0	2	2
Denied Applicants	11	11	19	9	2	0	52	52
Housed Applicants	2	3	9	3	1	0	18	18
Pending Applicants (a) + (b)	**2,173**	**1,594**	**3,082**	**1,269**	**271**	**30**	**8,419**	**8,419**

Actual No. of Aplicants: 8,414

B. RACE AND ETHNICITY	0BD%	1BD%	2BD%	3BD%	4BD%	5BD%	Total	%	Avg. Inc.	Med. Inc.
White	25%	22%	13%	8%	6%	3%	1,411	17%	12,070.60	$9,458.00
African American	2%	3%	2%	1%	2%	0%	187	2%	13,129.41	$10,644.00
Native American	1%	2%	1%	1%	0%	0%	101	1%	11,921.08	$8,424.00
Asian or Pacific	72%	73%	84%	90%	92%	97%	6,715	80%	14,486.06	$11,456.00
Total	**100%**	**100%**	**100%**	**100%**	**100%**	**100%**	**8,414**	**100%**	**13,972.10**	**$10,800.00**
Hispanic	6%	6%	7%	6%	4%	7%	551	7%	13,349.51	$9,888.00
Non-Hispanic	94%	94%	93%	94%	96%	93%	7,863	93%	14,018.20	$10,889.00

C. APPLICANT AGES	0BD%	1BD%	2BD%	3BD%	4BD%	5BD%	Total	%	Avg. Inc.	Med. Inc.
62+ ("Elderly")*	46%	28%	7%	5%	6%	13%	1,715	20%	12,331.09	$9,648.00
50-61 (Near Elderly)*	27%	26%	14%	12%	11%	20%	1,599	19%	12,820.10	$9,936.00
25-49	25%	37%	63%	77%	80%	67%	4,263	51%	15,282.02	$12,276.00
20-24	2%	7%	15%	7%	3%	0%	713	9%	13,554.95	$11,167.00
18-19	0%	2%	2%	0%	0%	0%	95	1%	$9,997.46	$7,584.00
All Ages	**100%**	**100%**	**100%**	**100%**	**100%**	**100%**	**8,385**	**100%**	**13,972.10**	**$10,800.00**

* HUD Terms

** Please notice that difference of total WL on AGES table is caused by DOB not given.

EXHIBIT e

HPHA - PUBLIC HOUSING WAITING LIST -Section 8- 08/31/2008

Reporting for the month of August 2008

A. WAITING LIST ACTIVITY	0BD	1BD	2BD	3BD	4BD	5BD	Total Applications	Total Applicants
Previous Applicants (a)	1,454	615	1,210	571	157	30	4,037	4,038
New Applicants (b)	0	0	0	1	0	0	1	1
Cancelled/Withdrawn Applican	1	0	0	0	0	0	1	1
Denied Applicants	3	0	4	4	2	0	13	13
Housed Applicants	0	0	0	0	0	0	0	0
Pending Applicants (a) + (b)	**1,454**	**615**	**1,210**	**572**	**157**	**30**	**4,038**	**4,039**

Actual No. of Aplicants: 4,039

B. RACE AND ETHNICITY	0BD	1BD	2BD	3BD	4BD	5BD	Appn	Total	%	Avg. Inc.	Med. Inc.
White	29%	22%	12%	7%	2%	7%	743	743	18%	$6,968.27	$1,776.00
African American	3%	3%	2%	2%	1%	0%	96	96	2%	$7,896.35	$6,624.00
Native American	1%	1%	1%	1%	0%	0%	45	45	1%	$8,108.71	$6,780.00
Asian or Pacific	67%	74%	85%	90%	97%	93%	3,154	3,155	78%	$8,940.68	$5,424.00
Total	**100%**	**100%**	**100%**	**100%**	**100%**	**100%**	**4,038**	**4,039**	**100%**	**$8,549.46**	**$5,400.00**
Hispanic	10%	10%	8%	6%	5%	7%	354	354	9%	$7,832.46	$0.00
Non-Hispanic	90%	90%	92%	94%	95%	93%	3,684	3,685	91%	$8,617.94	$5,466.00

C. APPLICANT AGES	0BD	1BD	2BD	3BD	4BD	5BD	Appn	Total	%	Avg. Inc.	Med. Inc.
62+ ("Elderly")**	16%	14%	5%	4%	4%	7%	383	383	10%	$8,556.79	$7,380.00
50-61 (Near Elderly)**	69%	53%	36%	35%	28%	33%	1,941	1,942	50%	$4,104.12	$0.00
25-49	15%	28%	49%	57%	68%	60%	1,371	1,371	36%	14,784.75	$12,000.00
20-24	0%	3%	9%	3%	0%	0%	145	145	4%	13,853.69	$11,400.00
18-19	0%	1%	1%	0%	0%	0%	13	13	0%	$9,800.38	$7,176.00
All Ages	**100%**	**100%**	**100%**	**100%**	**100%**	**100%**	**3,853**	**3,854**	**100%**	**$8,549.46**	**$5,400.00**

** HUD Terms

*** Please notice that difference of total WL on AGES table is caused by DOB not given.

EXHIBIT e

HPHA - NUMBER OF TRANSFERS FOR FISCAL YEAR 2008 - FEDERAL

Reporting for the month of August 2008

	8-07	9-07	10-07	11-07	12-07	1-08	2-08	3-08	4-08	5-08	6-08	7-08	8-08	Total
30P	0	1	1	0	2	1	1	1	1	3	2	1	2	16
31P	1	0	0	1	0	0	0	1	0	1	0	2	0	6
32P	0	0	2	0	0	1	1	0	0	2	0	0	0	6
33P	1	1	2	0	0	0	0	0	0	0	0	2	2	8
34P	0	0	1	0	0	1	1	0	0	0	1	0	0	4
35P	1	0	1	0	3	0	1	0	2	2	1	3	1	15
37P	0	1	0	1	0	3	1	2	4	3	1	0	1	17
38P	0	2	1	0	0	1	0	0	3	4	1	2	1	15
39P	0	1	0	0	0	0	0	0	0	0	0	0	1	2
40P	3	1	0	4	0	2	4	0	2	4	6	1	5	32
43P	0	1	0	12	0	8	4	3	0	0	0	2	2	32
44P	0	1	0	3	0	3	3	0	0	1	1	0	0	12
45P	0	1	1	0	0	0	0	0	0	1	0	0	0	3
46P	0	0	1	0	0	0	0	0	0	0	0	0	0	1
49P	0	0	0	0	1	1	0	0	1	0	1	0	0	4
50P	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Total	7	10	10	21	6	21	16	7	13	21	14	13	15	174

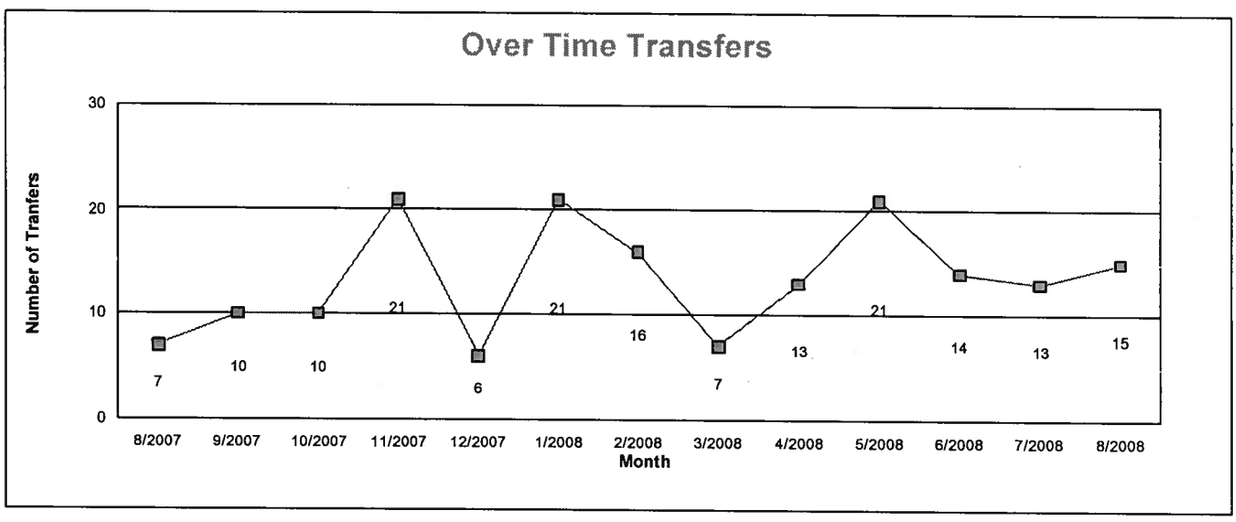


EXHIBIT e

HPHA - OVER TIME NUMBER OF TRANSFERS - FEDERAL

Reporting for the month of August 2008

	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	Total
30P	1	15	7	4	14	14	9	15	13	3	95
31P	1	0	29	3	9	53	15	47	6	2	165
32P	1	6	0	10	5	11	11	7	6	0	57
33P	2	3	13	2	4	11	11	14	4	4	68
34P	5	7	12	6	19	13	17	11	4	0	94
35P	1	3	8	2	11	3	6	20	13	4	71
37P	20	2	18	7	2	5	18	17	17	2	108
38P	4	5	3	2	8	5	8	11	12	3	61
39P	1	2	1	2	0	0	3	0	1	1	11
40P	3	12	15	21	24	25	25	38	29	8	200
43P	4	1	4	6	0	3	7	9	29	4	67
44P	13	4	4	5	22	18	7	18	14	1	106
45P	12	18	11	5	2	11	13	14	7	0	93
46P	0	3	2	3	2	2	2	3	1	0	18
49P	1	3	11	6	3	2	4	15	4	0	49
50P	3	4	5	3	10	2	3	5	2	0	37
Total	72	88	143	87	135	178	159	244	162	32	1,300

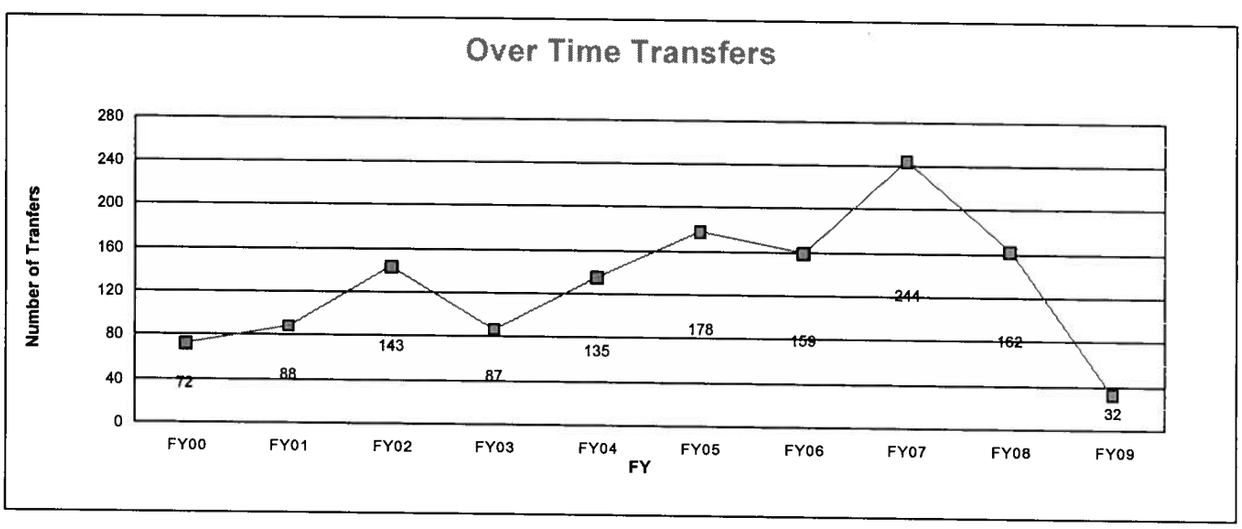
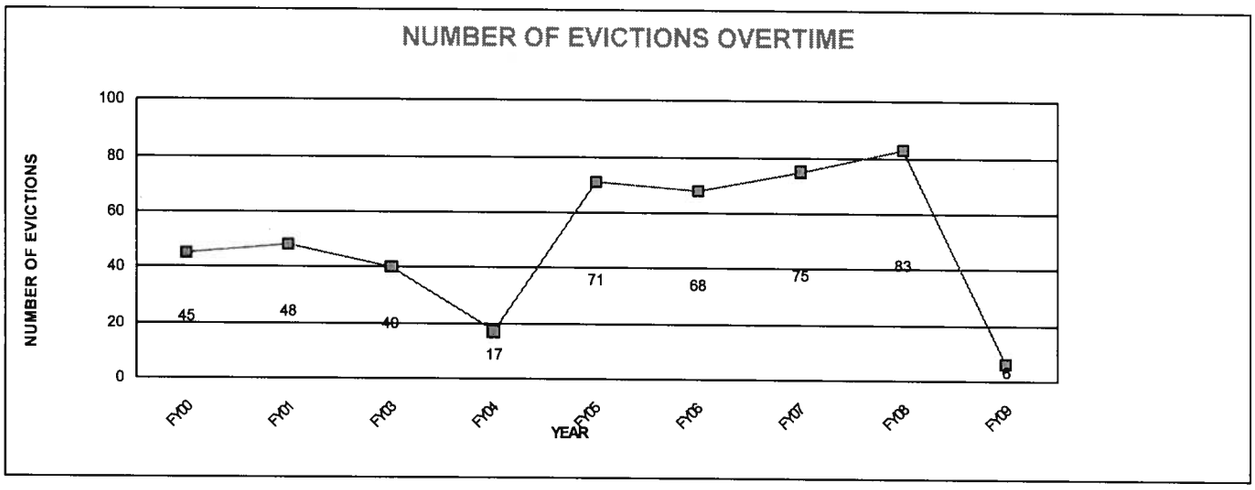


EXHIBIT e

HPHA - ANNUAL EVICTIONS - FEDERAL

Reporting for the month of August 2008

	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	TOTAL
EVICTED	45	48	32	40	17	71	66	75	83	6	483
IN EVICTION PROCESS	0	0	0	0	0	0	2	0	0	0	2
TOTAL	45	48	32	40	17	71	68	75	83	6	485



	JL07	AG07	SE07	OC07	NV07	JA08	MR08	AP08	MY08	JN08	JL08	AG08	TOTAL
EVICTED	8	5	8	11	5	11	1	10	5	10	4	2	80

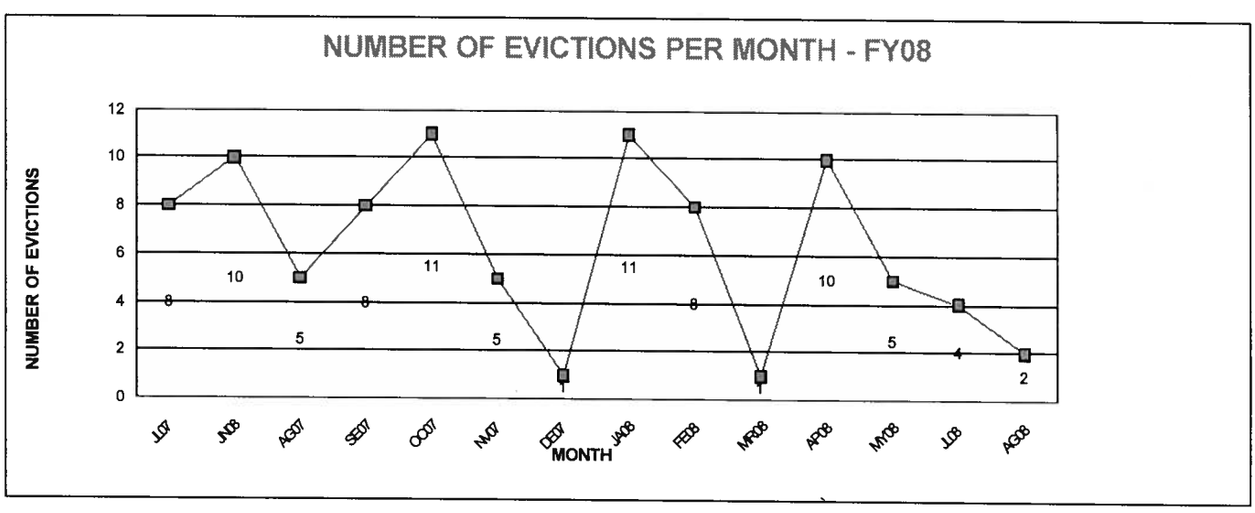


EXHIBIT e

HPHA - RENTS UNCOLLECTED - Fiscal Year 2008 and 2009 - FEDERAL

Reporting for the month of August 2008

* Report represents only Monthly Rent - Excluded Prepayments, Retro Payments, Back Charges, Beginning Balances, etc.

Fiscal Year	8/2007	9/2007	10/2007	11/2007	12/2007	1/2008	2/2008	3/2008	4/2008	5/2008	6/2008	7/2008	8/2008
Rent Roll	1,419,717.00	1,428,534.00	1,417,751.00	1,435,304.00	1,435,365.00	1,432,579.00	1,435,104.00	1,438,389.00	1,443,384.00	1,461,626.00	1,467,180.00	1,460,752.00	1,466,008.00
Negative Rents	19,709.00	19,257.00	18,840.00	19,920.00	19,161.00	19,484.00	19,044.00	19,440.00	19,512.00	21,268.00	19,848.00	21,524.00	20,868.00
(A) Total Gross Rent	$ 1,439,426.00	$ 1,447,791.00	$ 1,436,591.00	$ 1,455,224.00	$ 1,454,526.00	$ 1,452,063.00	$ 1,454,148.00	$ 1,457,829.00	$ 1,462,896.00	$ 1,482,894.00	$ 1,487,028.00	$ 1,482,276.00	$ 1,486,876.00
Uncollected Rent Current	26,058.93	29,047.83	30,244.11	32,601.60	36,132.73	41,989.39	45,887.31	51,150.40	56,487.36	71,057.92	82,612.70	108,080.48	180,935.39
Uncollected Rent Vacated	39,348.64	41,482.30	35,985.74	37,927.49	35,885.85	36,993.98	28,575.05	28,285.86	21,628.58	23,236.97	16,684.57	15,102.11	6,087.17
Collection Write-Offs	70,388.18	0.00	142,374.81	214,528.61	7.25	161,416.97	34.00	0.00	0.00	0.00	204,445.38	0.00	0.00
(B) Total Uncollected Rent	$ 135,795.75	$ 70,530.13	$ 208,604.66	$ 285,057.70	$ 72,025.83	$ 240,400.34	$ 74,496.36	$ 79,436.26	$ 78,115.94	$ 94,294.89	$ 303,742.65	$ 123,182.59	$ 187,022.56
PHAS Ratio (B/A)	9.43%	4.87%	14.52%	19.59%	4.95%	16.56%	5.12%	5.45%	5.34%	6.36%	20.43%	8.31%	12.58%
PHAS Standard	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%

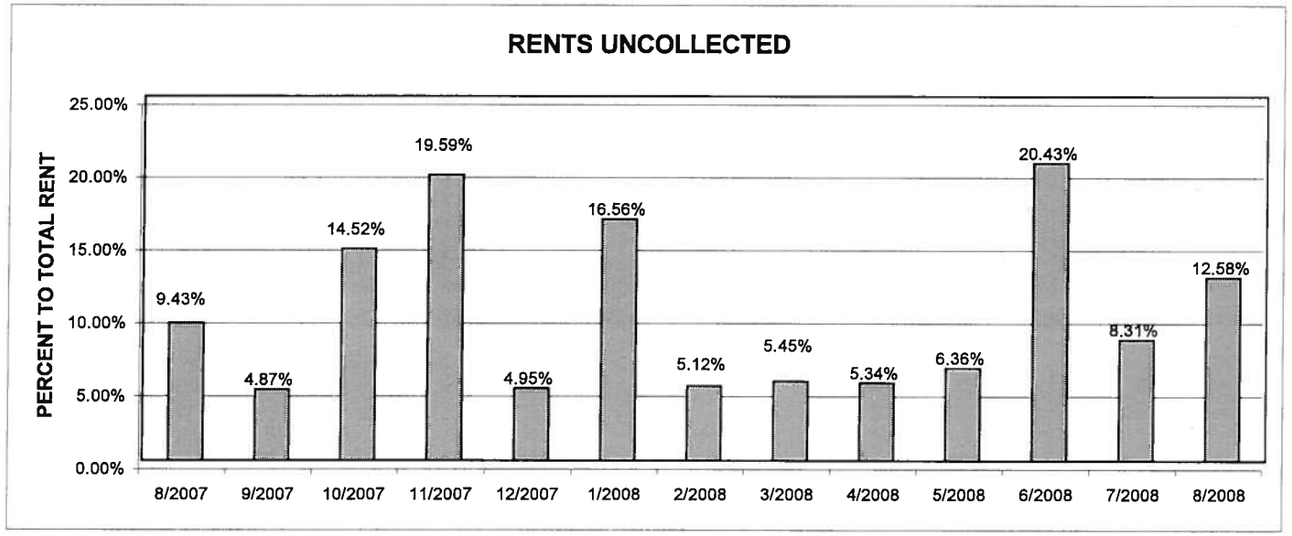


EXHIBIT e

046

HPHA - RENTS UNCOLLECTED - Over Time

Reporting for the month of August 2008

* Report represents only Monthly Rent - Excluded Prepayments, Retro Payments, Back Charges, Beginning Balances, etc.

Fiscal Year	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09
Rent Roll	$13,057,965.00	$12,797,751.00	$12,919,870.00	$13,654,918.00	$13,630,094.00	$14,155,089.00	$15,912,897.00	$17,225,524.00	4,394,636.00
Negative Rents	$4,790.59	$611.00	$2,366.84	$16,647.00	$1,886.24	$139,448.00	$203,929.00	$234,659.00	64,000.00
(A) Total Gross Rent	**$13,062,755.59**	**$12,798,362.00**	**$12,922,236.84**	**$13,671,565.00**	**$13,631,980.24**	**$14,294,537.00**	**$16,116,826.00**	**$17,460,183.00**	**$4,458,636.00**
Uncollected Rent Current	$2,638.15	$724.05	$6,337.74	$14,070.42	$31,235.00	$92,138.17	$172,060.97	$528,261.88	810,723.95
Uncollected Rent Vacated	$66,990.72	$151,579.07	$157,780.57	$202,913.42	$197,068.01	$274,416.04	$461,273.31	$392,631.44	24,787.28
Collection Write-Offs	$4,087.37	$560,552.63	$713,283.76	$363,633.87	$0.00	$380,464.84	$228,908.59	$845,673.96	$0.00
(B) Total Uncollected Rent	$ 73,716.24	$ 712,855.75	$ 877,402.07	$ 580,617.71	$ 228,303.01	$ 747,019.05	$ 862,242.87	$ 1,766,567.28	$ 835,511.23
PHAS Ratio (B/A)	**0.56%**	**5.57%**	**6.79%**	**4.25%**	**1.67%**	**5.23%**	**5.35%**	**10.12%**	**18.74%**
PHAS Standard	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%

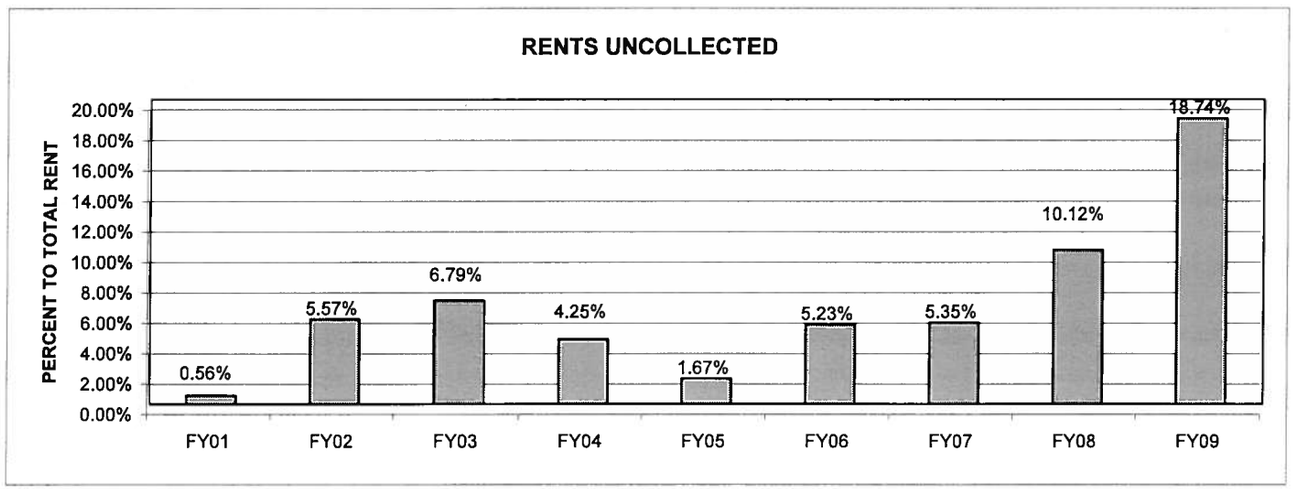


EXHIBIT e

047

HPHA MAINTENANCE WORK ORDERS - PHAS - From 08/01/2007 to 08/31/2008 - FEDERAL

Reporting for the month of August 2008

EMERGENCY WORK ORDERS

	8-07	9-07	10-07	11-07	12-07	1-08	2-08	3-08	4-08	5-08	6-08	7-08	8-08	Total
COMPLETED WITHIN 24 HOURS	306	285	232	223	284	369	389	280	138	104	96	129	198	**3,033**
COMPLETED OVER 24 HOURS	11	11	19	11	12	9	39	39	6	6	7	3	1	**174**
UNFINISHED	1	0	0	0	0	0	0	0	0	0	2	3	17	**23**
CANCELLED/CORRECTED	3	2	2	3	5	6	4	9	2	4	5	1	5	**51**
Total	**321**	**298**	**253**	**237**	**301**	**384**	**432**	**328**	**146**	**114**	**110**	**136**	**221**	**3,281**

Percent within 24 hours (PHAS): 93.23%

PHAS Grade A = 99% or Higher.

NON-EMERGENCY WORK ORDERS

	8-07	9-07	10-07	11-07	12-07	1-08	2-08	3-08	4-08	5-08	6-08	7-08	8-08	Total
COMPLETED WITHIN 30 DAYS	3,425	2,875	3,351	2,707	2,785	2,773	2,457	2,587	2,338	2,159	2,107	2,657	1,266	**33,487**
COMPLETED OVER 30 DAYS	157	73	69	96	222	212	197	151	132	33	14	19	4	**1,379**
UNFINISHED	38	30	24	33	95	92	77	133	113	89	157	528	991	**2,400**
CANCELLED/CORRECTED	55	50	61	70	113	85	92	101	50	44	50	47	29	**847**
Total	**3,675**	**3,028**	**3,505**	**2,906**	**3,215**	**3,162**	**2,823**	**2,972**	**2,633**	**2,325**	**2,328**	**3,251**	**2,290**	**38,113**

Average number of days per WO (PHAS): 10.59

PHAS Grade A = Average of 25 Days or Less.

EXHIBIT e

048

Work Order and Labor Ratio - Federal Only - from 7/1/2004 to 8/31/2008 - FEDERAL

Reporting for the month of August 2008

	FY05			FY06			FY07			FY08			FY09		
	Count of WO	Count of Workers	Ratio WO/ Worker	Count of WO	Count of Workers	Ratio WO/ Worker	Count of WO	Count of Workers	Ratio WO/ Worker	Count of WO	Count of Workers	Ratio WO/ Worker	Count of WO	Count of Workers	Ratio WO/ Worker
HI001000030	3,681	44	83.66	3,257	44	74.02	3,257	45	72.38	3,887	37	105.05	449	20	22.45
HI001000031	2,055	48	42.81	2,127	36	59.08	2,127	68	31.28	2,000	49	40.82	274	34	8.06
HI001000032	2,470	53	46.60	2,789	61	45.72	2,789	47	59.34	3,027	54	56.06	93	22	4.23
HI001000033	2,613	45	58.07	2,721	47	57.89	2,721	44	61.84	2,847	48	59.31	237	27	8.78
HI001000034	5,829	43	135.56	5,469	37	147.81	5,469	30	182.30	4,742	29	163.52	375	16	23.44
HI001000035	3,853	48	80.27	3,722	42	88.62	3,722	46	80.91	3,560	43	82.79	472	24	19.67
HI001000037	1,634	11	148.55	1,271	17	74.76	1,271	26	48.88	1,105	10	110.50	114	7	16.29
HI001000038	2,563	15	170.87	2,273	22	103.32	2,273	19	119.63	2,210	12	184.17	338	8	42.25
HI001000039	1,939	22	88.14	2,359	22	107.23	2,359	13	181.46	2,243	11	203.91	255	6	42.50
HI001000040	4,677	71	65.87	4,463	49	91.08	4,463	59	75.64	4,455	45	99.00	1,202	20	60.10
HI001000043	1,145	12	95.42	689	7	98.43	689	9	76.56	411	7	58.71	87	4	21.75
HI001000044	690	22	31.36	1,400	32	43.75	1,400	26	53.85	870	22	39.55	5	8	0.63
HI001000045	1,267	25	50.68	1,159	15	77.27	1,159	22	52.68	1,239	16	77.44	45	7	6.43
HI001000046	382	7	54.57	401	8	50.13	401	8	50.13	635	5	127.00	81	4	20.25
HI001000049	136	18	7.56	200	17	11.76	200	16	12.50	1,336	12	111.33	152	10	15.20
HI001000050	648	14	46.29	671	11	61.00	671	17	39.47	679	37	18.35	52	15	3.47
	37,374	**250**	**149.50**	**35,582**	**230**	**154.70**	**34,971**	**246**	**142.16**	**35,246**	**236**	**149.35**	**4,231**	**155**	**27.30**

EXHIBIT e

049

PROPERTY MANAGEMENT AND MAINTENANCE SERVICES BRANCH STATUS REPORT
Reporting for Month of August 2008

Attached is the Monthly AMP Review monitoring report form for the state managed properties. The Property Management and Maintenance Services Branch (PMMSB) is currently customizing the report for the privately managed properties according to the contracts. Managers not meeting their goals will be required to prepare and implement a corrective action plan. Staffing needs will be assessed (if short staffed) and assistance provided, as needed. If there is a performance problem, PMMSB will document it on the employee's Performance Appraisal Summary (PAS). If private management does not meet the requirements of their contract, a portion of the management fee will be withheld for every area where they fail to perform.

All AMP's will be monitored on a monthly basis under the following categories:

Grounds/Exterior
Common Areas
Maintenance Shop
Marketing
Office
Budget - Expenses and Income
Delinquencies
Security
Work Orders
Applications
Recertifications
Vacancies

Attachment

EXHIBIT f

Due Date: **15th of each month**

MONTHLY AMP REVIEW

Site: _____
Date: _____

Manager Present for Site Visit ☐ Yes ☐ No
Other staff present, specify _____ ☐ Yes ☐ No

GROUNDS/ EXTERIOR

Signage visible	☐ Yes	☐ No	Signage presentable	☐ Yes	☐ No
Parking lot clean	☐ Yes	☐ No	Gates/ fences presentable	☐ Yes	☐ No
Dumpsters presentable	☐ Yes	☐ No	Dumpster area free of debris	☐ Yes	☐ No
Lawn/Trees/Shrubs neat/green	☐ Yes	☐ No	Trees/Shrubs dead/missing	☐ Yes	☐ No
Building exterior clean	☐ Yes	☐ No	Building exterior damage	☐ Yes	☐ No
Roof concerns – describe below	☐ Yes	☐ No	Pavement in good cond.	☐ Yes	☐ No
			Presence of graffiti	☐ Yes	☐ No

COMMON AREAS

Laundry Room clean	☐ Yes	☐ No	Damage	☐ Yes	☐ No
Lights Operating	☐ Yes	☐ No	Machines Operating	☐ Yes	☐ No
Money collected recently	☐ Yes	☐ No	Community room presentable	☐ Yes	☐ No
Community room rules posted	☐ Yes	☐ No	Safety Guidelines Followed	☐ Yes	☐ No
Gates/Fences secured	☐ Yes	☐ No	Elevators operational	☐ Yes	☐ No
Elevators clean	☐ Yes	☐ No			

MAINTENANCE SHOP

Clean/ organized	☐ Yes	☐ No	Storage areas well maintained	☐ Yes	☐ No
Inventory organized	☐ Yes	☐ No	On-call closet stocked	☐ Yes	☐ No
P. M. schedule current	☐ Yes	☐ No	Doors and windows secured	☐ Yes	☐ No
Shop free of safety hazards	☐ Yes	☐ No	Safety equipment available **(Gloves, dust mask, goggles, etc)**	☐ Yes	☐ No

MARKETING

Vacant units "sparkled" ☐ Yes ☐ No
Resident Selection Plan posted or in Application Package ☐ Yes ☐ No

OFFICE

Presentable/organized	☐ Yes	☐ No	Staff appearance appropriate	☐ Yes	☐ No
Fair Housing a nd Employment material posted	☐ Yes	☐ No			

Expenses and Income

Petty Cash Reconciliation	☐ Yes	☐ No	Purchase Orders logged and filed	☐ Yes	☐ No
Number of invoices on hand _____			Age of oldest invoice on hand _____		
Open Payables Reviewed	☐ Yes	☐ No	Cash Flow: Income on Budget	☐ Yes	☐ No
Expenses on Budget	☐ Yes	☐ No			

If no, Explanation: _____

Review of **Delinquencies**: AMOUNT CHARGED _____ AMOUNT RECEIVED _____ GOAL% _____ ACTUAL% _____

Comments:

Number of accounts with rent balance more than 90 days _____ Number referred to hearings _____
Number of accounts with rent balance more than 60 days _____ Number referred to hearings _____

Police Reports and monthly crime stats reviewed with manager ☐ Yes ☐ No
Monthly crime stats/ police reports reviewed with Security Patrol Rep ☐ Yes ☐ No

If no, why not? _____

EXHIBIT R

Due Date: **15th of each month**

MONTHLY AMP REVIEW

WORK ORDERS

Emergency Work Order issues: _____

Work Order Log: Call residents with recent work orders to confirm completion and resident satisfaction.

Acceptable _____ # Unacceptable_____ Number of outstanding work orders: _____

Comments: _____

Charging for damages ☐ Yes ☐ No Emergencies Abated within 24 hours ☐ Yes ☐ No

APPLICATIONS/RECERTS

# of applications approved _____ # of applications pending _____ Total # of applications _____

Applications checked for accuracy ☐ Yes ☐ No List: _____

Recertification's processed timely ☐ Yes ☐ No TOTAL # COMPLETED _____ TOTAL OVER DUE _____

If no list reason _____

Re-certs checked for accuracy _____

VACANCY ANALYSIS

Confirm Move-ins ☐ Yes ☐ No Confirm Move-outs ☐ Yes ☐ No

Confirm Vacants ☐ Yes ☐ No Confirm Notices ☐ Yes ☐ No

Occupancy % _____

FILES

Attached are completed file audit forms for units (minimum of 3)

Files audited (unit/name) _____/_____, _____/_____, _____/_____

Applicant files audited: _____/_____, _____/_____, _____/_____

VACANT UNITS

Vacant units inspected: _____, _____, _____, _____, _____, _____, _____

Date unit vacant: ⇓_____, ⇓_____, ⇓_____, ⇓_____, ⇓_____, ⇓_____, ⇓_____

Vacant unit's condition matches condition stated on Vacancy Analysis ☐ Yes ☐ No

Do the vacant units match the List of Vacant Units from EMPHASYS? ☐ Yes ☐ No

Have any units been vacant for more than 20 days ☐ Yes ☐ No

If yes, please identify and explain: _____

Problem Areas: _____

Solution: _____

Completed file audit forms for at least 3 units, Vacancy Report and Vacancy Status Report from Emphasys must be attached. **For any item with an unfavorable answer, notes must be written above or attached.**

Pictures Attached ☐ Yes ☐ No ☐ N/A

List of other attachments: _____

Reviewed with Manager ☐ Yes ☐ No

Manager's Initials _____ Date _____

_____ _____

Supervisor's Signature Date

EXHIBIT f

RESULTS OF EVICTION REFERRALS

July 2007 – August 2008

	REFERRALS								
	TOTAL	REASON FOR REFERRAL		RESULT OF EVICTION REFERRAL					
MONTH		Rent	Other	Evict	Evict with Cond	10-day Cure	Dismiss	Continued	Completed
July 07	21	11	10	9	3	2	0	7	14
Aug 07	12	7	5	2	5	2	1	2	10
Sept 07	13	7	6	6	1	0	0	6	7
Oct 07	13	5	8	6	3	2	0	2	11
Nov 07	21	15	6	12	3	1	1	4	17
Dec 07	3	2	1	1	0	1	1	0	3
Jan 08	10	10	0	5	3	0	0	2	8
Feb 08	10	9	1	3	2	1	0	4	6
Mar 08	7	6	1	2	1	1	0	3	4
Apr 08	30	27	3	9	13	0	1	7	23
May 08	14	11	3	4	6	0	0	4	10
June 08	12	9	3	6	2	0	1	3	9
July 08	0	0	0	0	0	0	0	0	0
Aug 08	13	9	4	5	2	0	1	5	8
TOTALS	179	128	51	70	44	10	6	49	130

EXHIBIT g

EVICTION BOARDS
HAWAII PUBLIC HOUSING AUTHORITY
2008

OAHU EVICTION BOARD (10)

Board A
Radiant Chase
Darren Gionson*
Douglas Kaya
Moses Lum Hoy

Board B
Jane Moana Gray*
Earl Mente
Joyce Nakamura

Board C
Wayne Fujikane
Solomon Kuresa*
Sylvianne Young

HILO (4)
George DeMello*
James DeMello
Eleanor Garcia*
Jane Moana Gray*

KAUAI (4)

Jane Moana Gray*
Arde Long-Yamashita*
Gary Mackler
Ludvina Kealoha Takahashi

MAUI (5)
Thelma Akita-Kealoha
Jane Moana Gray*
Robert Hill
Yolanda Jetnil*
Mark Nishino

KONA (4)
Wayne Gocke
Jane Moana Gray*
Ross Oue
Hannah Wilson*

*Resident Board Members

Quorum – Pursuant to Chapter 356D-93(b), Hawaii Revised Statutes, 3 Board members, 1 of which must be a resident member, constitutes a quorum.

Eviction Board member Jane Moana Gray is currently appointed to the Oahu, Hilo, Kona Maui and Kauai eviction boards. She has and will continue to travel to the neighbor islands whenever a quorum is necessary.

EXHIBIT h

Contract & Procurement Office
Monthly Status Report for August 2008

Solicitations Issued in August 2008

Solicitation No.	Project	Deadline
RFI-HPB-2008-19	Rapid Re-Housing Family Demonstration Project	September 2, 2008
Job No. 08-030-110-F	Trash Chute Replacement at Kuhio Park Terrace	September 18, 2008

Contracts Executed in August 2008

Contract No.	Contractor & Project	Amount
CMS 08-36	Kone, Inc. Modernization to 6 elevators at KPT August 11, 2008 to August 10, 2010	$3,763,596.12
HPS 07-15 SA01	Gregory House Program, dba Ho`omana`olana Stipend Program August 1, 2008 to July 31, 2009	$120,000.00
HPS 07-16 SA01	Alternative Structures International Stipend Program August 1, 2008 to July 31, 2009	$603,200.00
HPS 07-17 SA02	Office for Social Ministry Stipend Program August 1, 2008 to July 31, 2009	$591,400.00
HPS 07-19 SA01	Institute for Human Services Stipend Program August 1, 2008 to July 31, 2009	$1,900,000.00
HPS 07-20 SA02	Catholic Charities Hawaii Stipend Program August 1, 2008 to July 31, 2009	$482,400.00
HPS 07-21 SA01	Kauai Economic Opportunity Stipend Program August 1, 2008 to July 31, 2009	$100,000.00
HPS 07-22 SA01	Housing Solutions, Inc. Stipend Program August 1, 2008 to July 31, 2009	$840,000.00
HPS 07-23 SA01	Mental Health Kokua Stipend Program August 1, 2008 to July 31, 2009	$142,500.00
HPS 07-24 SA02	Salvation Army Outreach Program August 1, 2008 to July 31, 2009	$340,000.00
HPS 07-26 SA01	Office for Social Ministry Outreach Program August 1, 2008 to July 31, 2009	$750,000.00
HPS 07-28 SA01	Waianae District Comprehensive Health and Hospital Board, Inc. dba Waianae Coast Comprehensive Health Center Outreach Program August 1, 2008 to July 31, 2009	$91,902.00
HPS 07-29 SA01	United States Veterans Initiative Stipend Program August 1, 2008 to July 31, 2009	$2,150,000.00
HPS 07-30 SA01	Kalihi-Palama Health Center Outreach Program August 1, 2008 to July 31, 2009	$450,000.00
HPS 07-31 SA01	Faith Against Drugs, Inc. Stipend Program August 1, 2008 to July 31, 2009	$136,800.00
HPS 07-36 SA01	Maui Economic Concerns of the Community Stipend Program August 1, 2008 to July 31, 2009	$1,611,600.00

EXHIBIT 1

HPS 07-38 SA01	Hale Kipa, Inc. Stipend Program August 1, 2008 to July 31, 2009	$36,481.00
HPS 07-39 SA01	Waikiki Health Center Outreach Program August 1, 2008 to July 31, 2009	$400,000.00
HPS 07-40 SA01	Steadfast Housing Development Corporation Stipend Program August 1, 2008 to July 31, 2009	$75,000.00
HPS 07-42 SA01	Family Promise of Hawaii Stipend Program August 1, 2008 to July 31, 2009	$80,000.00
HPS 07-43 SA01	Women In Need Stipend Program August 1, 2008 to July 31, 2009	$36,000.00
HPS 07-45 SA01	Family Life Center Outreach Program August 1, 2008 to July 31, 2009	$77,000.00
HPS 07-47 SA01	Family Life Center Stipend Program August 1, 2008 to July 31, 2009	$77,000.00
HPS 07-49 SA01	River of Life Mission Stipend Program August 1, 2008 to July 31, 2009	$403,325.00
HPS 07-56 SA01	Salvation Army State Homeless Emergency Grants August 1, 2008 to July 31, 2009	$345,000.00
HPS 08-01 SA01	Women In Need Stipend Program August 1, 2008 to July 31, 2009	$50,400.00
HPS 08-19	Institute for Human Service Shelter Plus Care August 1, 2008 to July 31, 2009	$74,500.00
HPS 08-20	Office for Social Ministry State Homeless Emergency Grants August 1, 2008 to July 31, 2009	$180,000.00
HPS 08-21	Maui Economic Concerns of the Community Emergency Shelter Grant July 1, 2008 to June 30, 2009	$48,200.00
HPS 08-22	Office for Social Ministry Stipend Program August 1, 2008 to July 31, 2009	$12,000.00
PMB 03-17 SA04	Hawaii Affordable Properties, Inc. Property Management and Maintenance services at AMP 49 August 1, 2008 to August 31, 2008	$16,636.00
PMB 03-19 SA03	Hawaii Affordable Properties, Inc. Property Management and Maintenance services at AMP 42 August 1, 2008 to August 31, 2008	$30,165.00
PMB 03-18 SA03	Hawaii Affordable Properties, Inc. Property Management and Maintenance services at AMP 48 August 1, 2008 to August 31, 2008	$21,023.00
PMB 08-18	Pacific Appliance Group, Inc. Electric and gas ranges September 1, 2008 to June 30, 2009	$593,246.45
PMB 08-19	Sears Hawaii Contract Sales 15.0 c.f. and 18.0 c.f. refrigerators September 1, 2008 to June 30, 2009	$636,787.19

Delegation of Procurement Authority

Effective, August 19, 2008, the following persons have the authority to procure the following services:

Barbara E. Arashiro, Executive Assistant
Procurements issued under Chapter 103D, HRS
Procurements issued under Chapter 103F, HRS
Requests to the State Procurement Office

Rick T. Sogawa, Acting Procurement Officer
Procurements issued under Chapter 103F, HRS
Procurements issued under Chapter 103D, HRS, no greater than $50,000.00
Requests to the State Procurement Office

Gary M. Ito, Purchasing Technician
Procurements issued under Chapter 103D, HRS, no greater than $50,000.00

EXHIBIT I

Section 8 Subsidy Programs Branch
Program Report

As of August 31, 2008

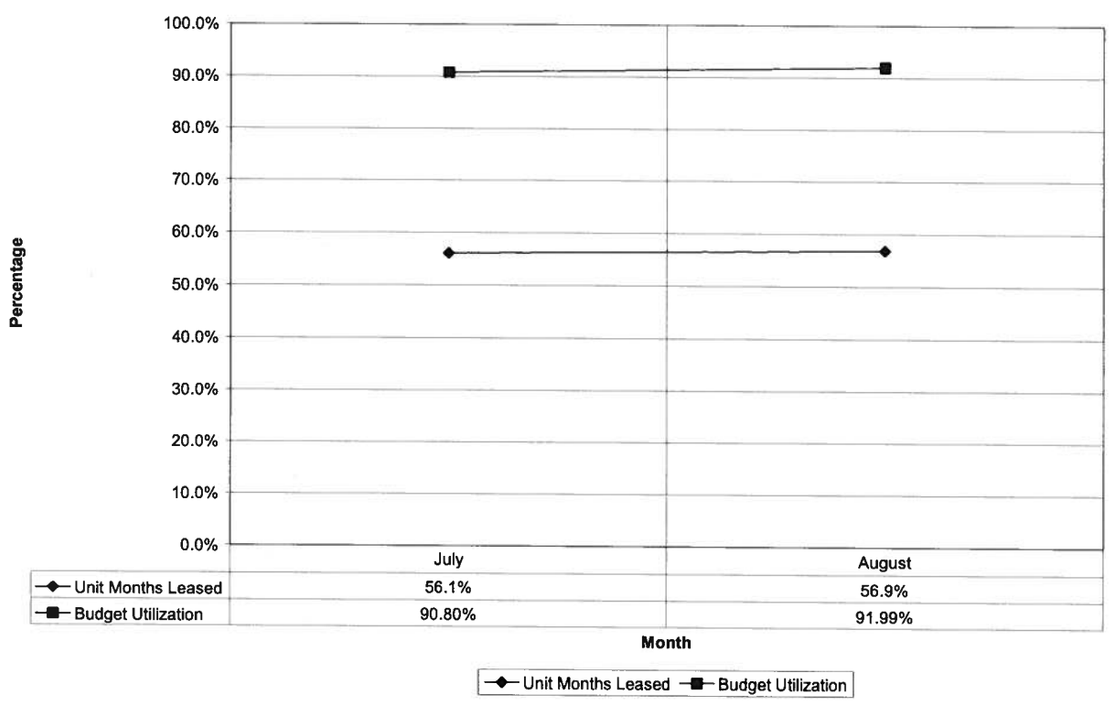
Federal Housing Choice Voucher (Section 8) Program

2009 Fiscal Year Report (Cumulative Trend)

- For FY 2009, unadjusted average monthly voucher lease up is 1,739 or 56.9% of the total 3,058 baseline vouchers.
- The Housing Assistance Payments (HAP) unadjusted average annual budget utilization is 91.99% of the total annual allocated budget of $18,994,788 or $1,582,899 per month.
- The monthly average per unit cost subsidy is $934.00 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.
- August 2008 subsidy payments show a 1.19% monthly increase in subsidy expenditures from the previous month.
- The values for past months may not be the same as reported in the past reports due to retroactive adjustments in lease up and subsidy payments.

Monthly Report (Monthly Snapshots)

FY 2009 Section 8 Budget Utilization and Unit Months Leased



	July	August
Unit Months Leased	56.1%	56.9%
Budget Utilization	90.80%	91.99%

EXHIBIT J

State Rent Supplement Program

2009 Fiscal Year Report (Cumulative Trend)

- For FY 2009, unadjusted average monthly lease up is 392 families or 115.85% of the total 338 possible families when based on the average subsidy payments.
- The Rent Supplement unadjusted average annual budget utilization is 115.42% of the total annual allocated budget of $794,691 or $66,224 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.
- August 2008 Rent Supplement Subsidy payments show a 1.44% monthly decrease in from the previous month.
- The values for past months may not be the same as reported in the past reports due to retroactive adjustments in lease up and subsidy payments.

Monthly Report (Monthly Snapshots)

FY 2009 Rent Supplement Program Budget Utilization and Lease Up

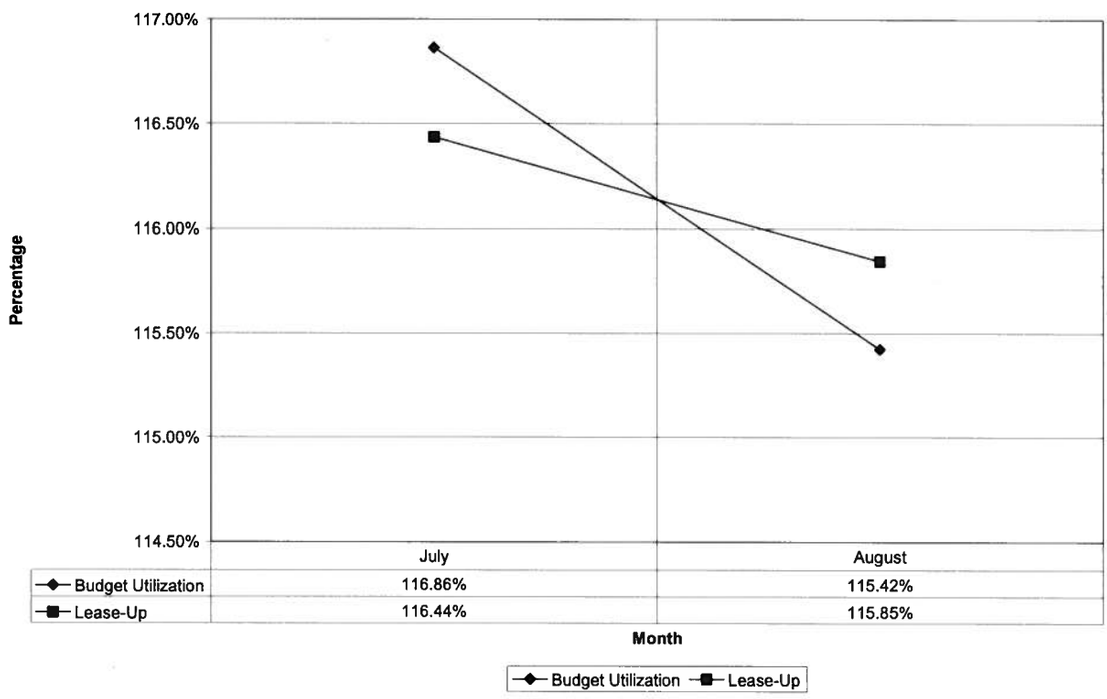


EXHIBIT J

DEPARTMENT OF HUMAN SERVICES
HAWAII PUBLIC HOUSING AUTHORITY (HPHA)
STAFFING REPORT
As of September 8, 2008

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%	1	0
		5	3	8	7	1	12.50%	1	0
Planning and Evaluation Office		1	2	3	1	2	66.67%	0	2
		1	2	3	1	2	66.67%	0	2
Compliance Office		1	3	4	3	1	25.00%	0	1
		1	3	4	3	1	25.00%	0	1
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	2	1	33.33%	1	0
		1	2	3	2	1	33.33%	1	0
Fiscal Management Office	FM Office	4	0	4	2	2	50.00%	2	0
	Acctg Sec	10	0	10	5	5	50.00%	1	4
	Pay & Disb	4	0	4	4	0	0.00%	0	0
	Budget	1	1	2	1	1	50.00%	1	0
	Asset Mgt	1	0	1	0	1	100.00%	0	1
		20	1	21	12	9	42.86%	2	7
Information Technology		1	5	6	3	3	50.00%	1	2
		1	5	6	3	3	50.00%	1	2
Personnel Office		4	1	5	3	2	40.00%	1	1
		4	1	5	3	2	40.00%	1	1
Procurement Office		5	4	9	5	4	44.44%	1	3
		5	4	9	5	4	44.44%	1	3
Construction Mgt. Branch		2	0	2	1	1	50.00%	0	1
	CMS	3	0	3	2	1	33.33%	0	1
	CMS I	2	7	9	5	4	44.44%	0	4
	CMS 2	4	3	7	6	1	14.29%	1	0
	DSS	1	2	3	2	1	33.33%	0	1
		12	12	24	16	8	33.33%	1	7
Homeless Branch	Homeless	1	10	11	10	1	9.09%	1	0
		1	10	11	10	1	9.09%	1	0
Section 8 Branch	Sec 8 Office	2	0	2	2	0	0.00%	0	0
	Insp Unit	1	7	8	6	2	25.00%	1	1
	Rent Sub Sec 1	14	0	14	10	4	28.57%	2	2
	Rent Sub Sec 2	13	0	13	6	7	53.85%	1	6
		30	7	37	24	13	35.14%	4	9
Property Management & Maint. Services Branch	PMMSB	3	2	5	1	4	80.00%	1	3
	MGT SEC	2	0	2	2	0	0.00%	0	0
	APP	7	0	7	5	2	28.57%	0	2
	RSS	3	8	11	7	4	36.36%	0	4
	PMCS	2	5	7	4	3	42.86%	0	3
	CMSS	23	0	23	18	5	21.74%	0	5
	OAHU 1	25	0	25	22	3	12.00%	3	0
	OAHU 2	28	0	28	22	6	21.43%	1	5
	OAHU 3	35	0	35	31	4	11.43%	1	3
	OAHU 4	27	0	27	21	6	22.22%	2	4
	OAHU 5	30	0	30	23	7	23.33%	1	6
	HAWAII 7	16	0	16	14	2	12.50%	2	0
	KAUAI 8	10	0	10	8	2	20.00%	2	0
	MAUI 9	13	0	13	10	3	23.08%	2	1
		224	15	239	188	51	21.34%	15	36
TOTAL		**305**	**67**	**372**	**275**	**97**	**26.08%**	**28**	**69**

EXHIBIT K

HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES
As of September 8, 2008

Pos. No.	CS EX TA	Funding Source	Type of Pos. P/T	Authorized Position Title	SR	Status
OFFICE OF THE EXECUTIVE DIRECTOR						
118550	EX	N	T	Chief Financial Management Advisor	SRNA	Start date 10/1/08.
COMPLIANCE OFFICE						
41041	CS	W	P	Secretary I	SR12	No action; cost savings.
FISCAL MANAGEMENT OFFICE						
41041	CS	N	P	Fiscal Management Officer	SR26	Pending start date.
41253	CS	N	P	Secretary II	SR14	No action; cost savings.
ACCOUNTING SECTION						
41252	CS	N	P	Accountant IV	SR22	No action; cost savings.
42097	CS	N	P	Account Clerk III	SR11	Receive eliglbe list from DHS; pending interview date.
46278	CS	W	P	Accountant II	SR18	Unable to fill; state funded.
22265	CS	W	P	Account Clerk III	SR11	Unable to fill; state funded.
111496	CS	N	P	Accountant III	SR20	No action; cost savings.
ASSET MANAGEMENT STAFF						
96908K	T	N	P	Office Assistant III	SR10	No action; cost savings.
HEARINGS OFFICE						
103012	T	N	EX	Hsg Hearings Officer	SRNA	Continuous recruitment.
HOUSING INFORMATION OFFICE						
102041	EX	W	T	Housing Information Officer	SRNA	No action; cost savings.
BUDGET STAFF						
41267	CS	N	P	Program Budget Analyst IV	SR22	Pending eligible listing from DHRD.
PROCUREMENT OFFICE						
117691	EX	N	T	Contract Specialist	SRNA	No action; cost savings.
100882	EX	W	T	Contracts & Procurement Officer	SRNA	HPHA staff temporarily assigned.
31664	CS	W	P	Procurement & Supply Specialist II	SR20	No action; cost savings.
96903K	CS	N	P	Office Assistant II	SR10	No action; cost savings.
CONSTRUCTION MGMT BRANCH						
2800	CS	W	P	Secretary II	SR14	No action; cost savings.
102205	SH	N	T	Student Helper II	NA	No action; cost savings.

EXHIBIT 1

061

HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES
As of September 8, 2008

Pos. No.	CS EX TA	Funding Source	Type of Pos. P/T	Authorized Position Title	SR	Status
		CONSTRUCTION MGMT SECTION				
5857	CS	N	P	Secretary II	SR14	No action; cost savings.
			CONSTRUCTION MGMT UNIT 1			
103024	EX	N	T	Contract Administrator	SRNA	No action; cost savings.
100439	EX	W	T	Housing Warranty & Inspection Asst.	SRNA	State funded unable to fill.
100202	EX	W	T	Project Engineer	SRNA	State funded unable to fill.
102383	EX	N	T	Project Engineer	SR26	No action; cost savings.
			CONSTRUCTION MGMT UNIT 2			
102676	EX	W	T	Engineer (Building) IV	SRNA	State funded unable to fill.
			DEVELOPMENT SUPPORT SECTION			
100886	EX	W	T	Housing Development Specialist I	SRNA	State funded unable to fill.
	HOMELESS PROGRAM BRANCH (HPB)					
	INFORMATION TECHNOLOGY OFFICE					
51820	CS	N	T	Office Assistant III	SR08	No action cost savings.
100388	EX	N	T	HPHA Systems Analyst	99	No action cost savings.
106429	EX	N	T	HPHA Systems Analyst	99	No action cost savings.
	PERSONNEL OFFICE					
30111	CS	N	P	Personnel Management Specialist IV	SR22	Interview completed did not recommend to hire.
51784	CS	N	T	Office Assistant III	SR08	No action; cost savings.
	PLANNING AND EVALUATION OFFICE					
102034	EX	N	P	Housing Planner (Supervisor)	SRNA	No action; cost savings.
98902K	EX	N	P	Office Assistant III	SR 10	No action; cost savings.
	PROPERTY MANAGEMENT AND MAINTENANCE SERVICES BRANCH					
101072	CS	N	T	Public Hsg Mgr VII	SRNA	Continuous recruitment.
96904K	EX	N	T	Hsg Maintenance Manager	SR26	No action; cost savings.
96905K	CS	N	T	Secretary II	SR14	No action; cost savings.
32210	CS	W	P	Office Assistant III	SR08	No action; cost savings.
		CENTRAL MAINTENANCE SERVICES				
6787	CS	N	P	Heavy Truck Driver	BC07	Received eligible list from DHS; pending interview date.
5968	CS	N	P	Welder I	BC10	No action; cost savings.
5647	CS	A	P	Office Assistant IV	SR10	State funded unable to fill.

EXHIBIT 062

HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES
As of September 8, 2008

Pos. No.	CS EX TA	Funding Source	Type of Pos. P/T	Authorized Position Title	SR	Status
28374	CS	N	P	Office Assistant III	SR08	Pending 89-day appt. start date.
8756	CS	N	P	Bldg Maint Wkr I	BC09	No action; cost savings.
PMMSB-MS-APPLICATION SERVICES UNIT						
9648	CS	N	P	Public Hsg Spclt II	SR18	No action; cost savings.
41255	CS	N	P	Public Hsg Spclt II	SR18	Received eligible list from DHS;pending interview date.
		Asset Management Project 30 (MU 1)				
5636	CS	N	P	Public Housing Spclt II	SR18	No action; cost savings.
6171	CS	N	P	Account Clerk II	SR08	No action; cost savings.
6791	CS	N	P	General Laborer II	BC03	No action; cost savings.
105749	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
		Asset Management Project 31 (MU 2)				
5855	CS	W	P	Secretary I	SR12	Stated funded unable to recruit.
11626	CS	N	P	Building Maintenance Worker II	WS09	Internal Vacancy Announcment 9/9/08 - 9/19/08.
10879	CS	N	P	Building Maint. Worker I	BC09	No action; cost savings.
4939	CS	N	P	General Laborer II	BC03	No action; cost savings.
32407	CS	N	P	General Laborer I	BC02	No action; cost savings.
6642	CS	N	P	Truck Driver	BC06	No action; cost savings.
105752	TA	N	T	Janitor II	BC02	No action; cost savings.
101119	TA	N	T	General Laborer I	BC02	No action; cost savings.
105748	TA	N	T	Social Services Aide I	SRNA	No action; cost savings.
		Asset Management Project 33 (MU 3)				
6286	CS	N	P	Public Housing Specialist II	SR18	Pending eligible listing from DHRD.
46195	CS	N	P	Social Service Asst IV	SR11	Pending request to fill from PMMSB.
8834	CS	N	P	Bldg Maint Wkr I	BCO9	No Action; cost savings.
10541	CS	N	P	Bldg Maint Wkr I	BC09	No action; cost savings.
101126	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
		Asset Management Project 34 (MU4)				
6693	CS	W	P	Public Hsg Spvr IV	SR22	State funded unable to fill.
23696	CS	W	P	Public Hsg Spclt II	SR18	State funded unable to fill.
6728	CS	N	P	Building Maint Wkr I	BC09	Pending recommendation to hire.
6792	CS	W	P	Building Maint. Helper	BC05	State funded unable to fill.
8842	CS	N	P	Painter I	BC09	Pending Internal Vacancy Announcement.
12703	CS	N	P	General Laborer II	BC03	No action; cost savings.
101127	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.

EXHIBIT 1

063

HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES
As of September 8, 2008

Pos. No.	CS EX TA	Funding Source	Type of Pos. P/T	Authorized Position Title	SR	Status
		Asset Management Project 35 (MU 5)				
9204	CS	N	P	Public Hsg. Supr IV	SR22	Pending request for approval to fill from PMMSB.
5640	CS	N	P	Bldg. Maint Wkr I	BC09	No action; cost savings.
10886	CS	N	P	Bldg. Maint Wkr I	BC09	No action; cost savings.
43948	CS	N	P	General Laborer II	BC03	No action; cost savings.
15486	CS	N	P	General Laborer I	BC02	No action; cost savings.
23698	CS	W	P	Public Hsg Spclt I	SR16	State funded unable to fill.
8846	CS	N	P	Buldiing Maint. Worker I	BC09	No action; cost savings.
101115	TA	N	T	General Laborer I	SRNA	No action; cost savings.
		Asset Management Project 37 (MU 7)				
6931	CS	N	P	Bldg. Maint. Supervisor	F109	Pending Internval Vacancy Announcment.
8719	CS	N	P	Secretary I	SR12	Recruitment cancelled.
101112	TA	N	T	General Laborer I	SRNA	No action; cost savings.
101136	TA	N	T	Clerk I	SRNA	Pending recommendation to hire.
101123	TA	N	T	Social Services Aide I	SRNA	Pending recommendation to hire.
		Asset Management Project 38 (MU 8)				
8830	CS	N	P	Secretary I	SR12	Pending request for approval to fill from PMMSB.
18794	CS	N	P	Social Svc Asst IV	SR11	Pending recommendation.
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)				
23050	CS	N	P	Public Hsg Spvr III	SR20	No action; cost savings.
6352	CS	N	P	Secretary I	SR12	No action; cost savings.
4938	CS	N	P	Bldg. Maint. Wkr I	BC09	Pending request to fill from PMMSB.
46343	CS	N	P	Public Hsg Spclt II	SR18	Receive eligible list from DHS; pending interview date.
101121	TA	N	T	General Laborer I	SRNA	No action; cost savings.
101122	TA	N	T	General Laborer I	SRNA	No action; cost savings.
101134	TA	N	T	Clerk I	SR04	No action; cost savings.
105750	TA	N	T	General Laborer I	SRNA	No action; cost savings.
		PRIVATE MANAGEMENT CONTRACTS SECTION (PMCS)				
102048	EX	W	P	Property Management Specialist	SR22	No action; cost savings.
42096	CS	W	P	Secretary I	SR12	State funded unable to fill.
102048	EX	W	P	Property Management Specialist	SRNA	No action; cost savings.
		RESIDENT SERVICES SECTION				

EXHIBIT I

064

HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES
As of September 8, 2008

Pos. No.	CS EX TA	Funding Source	Type of Pos. P/T	Authorized Position Title	SR	Status
41254	CS	N	T	Secretary I	SR12	No action; cost savings.
51818	CS	N	P	Office Assistant III	SR08	Recommendation; pending start date.
103036	EX	N	T	Resident Services Pgm Specialist	99	No action; cost savings.
111874	EX	N	T	Resident Services Pgm Specialist	99	No action; cost savings.
103043	TA	N	T	Social Service Aide I	SR05	No action; cost savings.
	SECTION 8 - INSPECTION UNIT					
101214	EX	N	T	Lead Housing Inspector	99	No action; cost savings.
100572	EX	N	T	Housing Inspector	SRNA	No action; cost savings.
101130	TA	N	T	Office Assistant II	SR04	No action; cost savings.
		RENT SUBSIDY SECTION 1				
29009	CS	N	P	Office Assistant III	SR08	No action; cost savings.
23029	CS	N	P	Public Hsg Spclt II	SR18	No action; cost savings.
28657	CS	A	P	Public Hsg Spclt II	SR18	No action; cost savings.
46983	CS	A	P	Public Hsg Spclt II	SR18	No action; cost savings.
14977	CS	N	P	Office Assistant III	SR08	No action; cost savings.
		RENT SUBSIDY SECTION 2				
28654	CS	N	T	Office Assistant III	SR08	No action; cost savings.
35416	CS	N	T	Public Hsg Spclt II	SR18	No action; cost savings.
23103	CS	A	P	Public Hsg Spclt II	SR18	No action; cost savings.
111465	CS	N	T	Public Hsg Spclt II	SR18	No action; cost savings.
111467	CS	N	T	Public Hsg Spclt II	SR18	No action; cost savings.
111468	CS	N	T	Public Hsg Spclt II	SR18	No action; cost savings.
111469	CS	N	T	Public Hsg Spclt II	SR18	No action; cost savings.
101132	TA	N	T	Office Assistant II	SRNA	No action; cost savings.

EXHIBIT 1

065

HOMELESS PROGRAMS BRANCH
MONTHLY REPORT
SEPTEMBER 5, 2008

On August 20, 2008, Kahikolu Ohana Hale O Waianae held their official grand opening, hosting more than 250 guests for the grand opening festivities followed by lunch. The new facility offers 42 emergency beds, 24 studios and 24 two-bedroom shelter units, and 24 affordable rental units.

On August 28, 2008, Governor Lingle visited the 14 families in transitional units at Puahala.

Alternative Structures International has committed to becoming the property manager and service provider for Villages of Maili. They have also consented to be the primary contractor of childcare/early education services at the site. The first units should be completed in mid October.

Renovations to Building 36 at Kalaeloa continue. HCAP will be the service provider for the project which has been named Kumuhonua (returning life back to the land). The shelter will open in late October or early November and serve couples, singles and adult families (no child under 14 years).

EXHIBIT m