

Ava Goldman
Desiree Kihano
Jennifer Kishimori
Fetu Kolio
Kimberly Schreiber
June Talia

Michaels Development Corporation
Palolo Valley Homes resident
CatFriends
Mayor Wright Homes resident
Michaels Development Corporation
Kuhio Park Terrace resident

Proceedings:

Chairperson Thompson declared a quorum present.

The business of the Board proceeded with a motion entered by Director Aiona to approve the minutes of the Regular Board of Directors Meeting held on October 21, 2010 and it was seconded by Director Hosino.

Director Berthiaume stated on page six of the minutes states Director Beaver left at 12:37 p.m. but on page seven Director Beaver made a motion

The minutes were unanimously approved as amended.

Public Testimony:

Mr. Fetu Kolio, Mayor Wright Homes (MWH) resident, complained that the locks were changed to the Tenants Association community room and he was not given a key. He didn't understand why, because he is the President of the Tenants Association and he believed the previous Tenant Association president had the key to the association's community room. Mr. Kolio also stated that Director Hosino has been attending Tenant Association meetings and has been speaking with other Association Board members without his knowledge or invitation. He further stated that he believes these are retaliatory actions and that he is considering a class action lawsuit. Ms. Desiree Kihano, Palolo Valley Homes (PVH) resident, thanked the PVH manager for addressing the concerns of the residents. Ms. Kihano stated that every tenant Association Board has their issues but they learn how to work together. Other Tenant Associations feel that the MWH Tenant Association president is out for himself and doesn't include his board in meetings or decisions.

Ms. June Talia, Kuhio Park Terrace resident, supports and asked the Board to adopt Board resolution 33. This would provide the first steps of getting the redevelopment of KPT underway with Michael's Development. Ms. Talia showed the Board a section of rusted pipe that was removed as a result of a leak. With the redevelopment she believed that these old pipes would be replaced.

Mr. Augafa Ene, Mayor Wright Homes resident, stated he is a member of the Tenant Association and tenants from other projects should not speak for residents at MWH. MWH residents should

attend only their tenant association meetings and discuss their problems. Mr. Ene also stated he has a leak in his unit that has not been fixed and reported some time ago with no results.

For Action:

Motion: To Adopt Board Resolution No. 31, Expressing Appreciation to Mr. Henry Oliva, Deputy Director of the Department of Human Services.

Director Beaver moved and Director Dodson seconded.

Chairperson Thompson stated Designee Oliva will be missed and wished him the best of luck and that he has been an asset to the HPHA.

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

The motion was unanimously carried. Designee Oliva abstained.

Designee Oliva thanked the Board for the opportunity to serve alongside them and thanked the community.

Chairperson Thompson called a recess at 9:38 a.m. and reconvened at 9:41 a.m.

Chairperson Thompson deferred Decision Making item B.

Motion: To Approve the Appointment of Ms. Sylvia Wilmeth to the Oahu Eviction Board For a Two Year Term Expiring on November 31, 2012.

Director Beaver moved and Director Hosino seconded.

Chairperson Thompson asked that the appointment date be corrected to November 30, 2012.

The motion was unanimously carried.

Motion: To Adopt the Hawaii Public Housing Authority's Policy on Non-Violence in the Workplace.

Director Beaver moved and Director Dodson seconded.

Staff explained that the policy is being updated to reflect changes as the last update was in 1999. There are four updates that are being added to the policy: 1) prohibited behaviors in the workplace; 2) roles and responsibilities for employees, supervisors, branch chiefs, and administrators; 3) establishment of HPHA's threat management team; and 4) non-retaliation. Staff reported that all staff attends a mandatory annual training and must sign a document that they attended the training and that they understand the information presented.

The motion was unanimously carried.

Motion: To Authorize the Executive Director to Enter Into a Lease Agreement With Abandoned and Feral Cat Friends, aka CatFriends, For Use of Building J at 1002 North School Street, Honolulu.

Director Beaver moved and Director Ignacio seconded.

Staff reported that the CatFriends is currently working with the HPHA in assisting with spay and neuter efforts of feral cat colonies on not only the School Street campus but several of HPHA developments. CatFriends has agreed to offer low-cost spay and neuter services to public housing residents in consideration for the lease of building

The Board questioned staff on leasing procedures and it was explained. The Board inquired as to the funding sources of CatFriends and Ms. Jennifer Kishimori, Board President of CatFriends responded primarily through private donations and that the organization was all volunteers, there is no paid staff; and that the veterinarians who assist at the clinics provide their services at greatly reduced fees

She stated that CatFriends had spayed and neutered over 2,000 felines to date and that they work with feral colony caretakers in providing food and services on Oahu.

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

The motion was unanimously carried.

Motion: To Adopt Board Resolution No. 33, To Authorize the Executive Director to Execute Any and All Contracts and Required Legal Documents Related to the Mixed Finance Redevelopment Project at Kuhio Park Terrace and Kuhio Homes.

Director Beaver moved and Director Ignacio seconded.

Staff reported that Reno & Cavanaugh, PLLC. (R & C) was issued a Notice to Proceed (NTP) Monday November 15th. This was critical as now the HPHA can begin working on the key documents and submissions required by HUD and the lenders. It was reported that in the September timeframe that the closing date for the KPT project was December 30, 2010; however the date has been adjusted and the deal must close no later than February 21, 2011.

Ms. Ava Goldman, Michael's Development Company, explained to the Board that there are three components of this deal that must be completed: 1) the bond issuance; 2) the equity; 3) and help from the HPHA.

Director Dodson questioned the approval from the Hawaii Housing Finance and Development Corporation (HHFDC). Staff reported that the HHFDC has a scheduled Board meeting on December 9, 2010, and that the approval of the bond issuance is on the agenda.

Chairperson Thompson asked how the HPHA is communicating with the residents. Ms. Goldman responded that Michaels Development Corporation has attended tenant association meeting since July 2010. She also reported that the residents will be touring the site on November 26, 2010.

Ms. Goldman introduced Ms. Kim Schreiber, of Interstate Realty Management (IRM); Staff reported the HPHA started discussions with Realty Laua regarding the continued management of the Resource Center, Kuhio Homes and the low-rises which comprise about 176 units, which the HPHA will be still responsible for after the redevelopment has started.

Staff reported that the HPHA will be conducting weekly meetings with Realty Laua on the redevelopment to keep them informed on what is taking place, as most questions of tenants will more than likely be directed to them first.

Chairperson Thompson asked if the resolution is passed, are the actions still subject to review by the Board. Staff responded that due to the turnaround requirement of the documents and that the Board meets only once a month it would be difficult for the Board to review all the actions and still meet the deadlines of HUD and the lenders. However, an alternative may be the convening of a Task Force for document review, yet again, it may create delays. Staff added the documents are reviewed by the Deputy Attorney's office and R & C. Director Dodson stated she feels that there are enough attorneys reviewing the documents that a Task Force does not have to be convened.

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

The motion was unanimously carried.

Chairperson Thompson called a recess at 10:21 a.m. and reconvened at 10:34 a.m.

Given some new faces on the staff, Chairperson asked Ms. Wise to introduce the staff to the Board.

Staff explained that the next three decision making motions are successive resolutions to enact the sale of Banyan Street Manor. The three resolutions contain verbiage specified by the U.S. Department of Housing and Urban Development (HUD) which enables the sale of Banyan Street Manor.

The first resolution ratifies all past actions of the Board concerning the sale and names the new owner entity.

The second resolution references the purchase and sale agreement and its date of execution

The third authorizes the executive director to execute all documents relative to the sale of the property.

Motion: To Adopt Resolution No. 34, to Ratify all Past Actions of the Hawaii Public Housing Authority (“HPHA”) and HPHA’s Executive Director Concerning the Sale of Banyan Street Manor Apartments to Banyan Housing LP.

Director Beaver moved and Director Dodson seconded.

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

The motion was unanimously carried.

Motion: To Adopt Resolution No. 35, to Authorize the Sale of Banyan Street Manor Apartments by the Hawaii Public Housing Authority to Banyan Housing LP Pursuant to the Purchase Agreement and Escrow Instructions dated January 28, 2010.

Director Beaver moved and Director Dodson seconded.

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

The motion was unanimously carried.

Motion: To Adopt Resolution No. 36, to Authorize the Hawaii Public Housing Authority’s Executive Director to Execute Any and All Contracts and Documents Related to the Sale of Banyan Street Manor Apartments.

Director Beaver moved and Director Dodson seconded.

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

The motion was unanimously carried.

Discussion:

Report from Board Task Force on Meetings with Volunteers/Community Groups on Renovations at Lanakila Homes, as requested during the September 2010 Regular Board meeting:

Director Ignacio reported she met with the Hawaii County Housing Department and a couple of contractors that were involved in the initial volunteer effort. There were two points she wished

to convey to the Board from these meetings. 1) The contractors did not agree with the repair estimates provided by the HPHA. They believed they could still perform the work as originally scoped. They cited they could leave the cabinets and not replace the doors, versus the HPHA scope called for replacing all cabinets thus reducing the costs. There is still interest in getting the six units renovated through community efforts. She also reported that nothing can happen if the funds are not available and the community believed the funds were set aside for this project. The second point was the condition of the property currently. It is unsightly, the fence is in need of repairs and has been vandalized numerous times and is overgrown with shrubs.

Staff reported that funds were not set aside. Staff supported the concept of community volunteer efforts and that they are a sign of an engaged community. This project may not be best suited for such an effort; however there will be future projects available.

Staff reported that the HPHA is sending a maintenance team to clean up and secure the site at the end of November.

The Board impressed upon staff the community dialogue must be preserved and it is important to keep the community informed of the efforts and plans for the community. Staff agreed and a project timeline will be prepared for either the January or February Board meeting regarding the plans for the Lanakila site.

The Board asked staff if photos were available and staff responded they will present at the next Board meeting.

Executive Director's Report:

Ms. Wise reported she attended the conference for the Counsel for Large Public Housing Authorities (CLPHA). She met Secretary Donovan and Assistant Secretary Sandra Henriquez.

Director Smith arrived at 10:50 a.m.

Motion: To Adopt Board Resolution No. 32, Expressing Appreciation to Ms. Linda Smith, Senior Policy Advisor to the Office of the Governor.

Director Beaver moved and Director Dodson seconded.

Chairperson Thompson stated that he enjoyed working with Director Smith. Director Smith has served on the Board for the betterment of the State and betterment of the people.

Director Smith stated the Board has made great decisions and continue to make these decisions to make great things happen. Director Smith reported the Office of the Governor has put together transition material and the materials include recommendations for the Governor Elect's team.

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

The motion was unanimously carried. Director Smith abstained.

Chairperson Thompson called a recess at 10:21 a.m. and reconvened at 10:34 a.m.

Executive Director's Report:

Staff reported that positions are starting to be filled, which is providing needed depth to the staff.

Staff reported on project efforts to restore hot water to units at Mayor Wright Homes (MWH) that did not have hot water. Three buildings required immediate upgrades and they are buildings 15, 17, and 18. Staff stated the HPHA had purchased the stock on hand locally of tankless water heaters and they were installed at building 15. The HPHA posted an electronic procurement for an additional ten tankless hot water heaters and the low bidder, Solaray was selected. The P.O. is currently being processed and installation will commence once the tankless water heaters arrive on Island. In the mean time, infrastructure for the tankless water heaters has already started.

Staff some of the highlights and accomplishments of the Executive Director's report.

Ms. Wise stated one of the potential risks is with the American Recovery and Reinvestment Act (ARRA) because of payroll. The HPHA needs to review the payroll and conduct field interviews. The interviews are not matching up with what was presented in payroll records. This is holding up payment to the contractors as the matter needs to be resolved prior to releasing the funds. Which given that the March 17, 2011 deadline is for 60% of funds spent this may have an impact on reaching that deadline.

Staff added that the other issue is certified payroll. The contractors are following the pay standards but are not certifying the documents and HUD will not release the funds without the certification.

Staff reported that the REAC inspections for the balance of the AMPs has been postponed twice and is currently scheduled for Dec 12-17th.

Motion: To go into executive session at 11:44 a.m. pursuant to sections to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to the Mayor Wright Homes.

Director Hosino moved and Director Aiona seconded.

The motion was unanimously carried.

The Board reconvened from Executive Session at 12:36 p.m.

Chairperson Thompson stated that Board discussed issues at Mayor Wright Homes.

Staff reported that the trash chute project at KPT has been delayed because an abandoned incinerator in trash chute collapsed. The flue was in the same building cavity as the chute, therefore stopping the trash chute work. This has also delayed the freight elevator repairs because the freight elevator is used to bring the trash bins down for disposal.

Staff reported that the Mayor Wright Homes roofing contractor submitted a change order for spall repairs equal to the roofing contract. Because the change order amount is almost equal to the original contract amount the HPHA will be bidding out the work for the spall repair.

Staff reported that the CFP 719 and 720 funds are on hold because the Governor has delegated her authority to the executive director to sign for the environmental review but HUD has stated they are not sure if the Governor has authority to delegate that to the executive director. The issue is with the Attorney General's office.

The Board reviewed the Hearing, Information Technology, and Personnel report with no questions.

Motion: To go into executive session at 1:32 p.m. pursuant to sections to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to the Update on the Disposition of the Vacant Parcel Located at 2890 Hana Highway, Hana Maui.(TMK 1-3-9:009-000).

Director Beaver moved and Director Ignacio seconded.

The motion was unanimously carried.

The Board reconvened from Executive Session at 12:46 p.m.

Chairperson Thompson stated that Board discussed the disposition on the Hana property.

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

Director Beaver, moved to adjourn and Director Ignacio seconded.

The meeting adjourned at 1:47 p.m.

The motion was unanimously carried.

MINUTES CERTIFICATION

Minutes Prepared by:



Taryn Chikamori
Secretary to the Board/Recording Secretary

DEC 16 2010

Date

Approved by the HPHA Board of Directors at their Regular Meeting on
December 16, 2010



Matilda Yoshioka
Director/Board Secretary

DEC 16 2010

Date