



EXECUTIVE CHAMBERS
HONOLULU

LINDA LINGLE
GOVERNOR

November 25, 2005

The Honorable Calvin K.Y. Say, Speaker
and Members of the House of Representatives
Twenty-Third State Legislature
State Capitol, Room 431
Honolulu, Hawaii 96813

Dear Mr. Speaker and Members of the House:

For your information and consideration, I am transmitting herewith two (2) copies of the Department of Hawaiian Home Lands reporting requirements of Act 178, Section 166, SLH 2005. Pursuant to section 93-16, Hawaii Revised Statutes, I am also informing you that the report may be viewed electronically at <http://www.hawaii.gov/dhhl/act178166.pdf>.

Sincerely,

A handwritten signature in black ink, appearing to read "Linda Lingle".

LINDA LINGLE

Enclosures



EXECUTIVE CHAMBERS
HONOLULU

LINDA LINGLE
GOVERNOR

November 25, 2005

The Honorable Robert Bunda, President
and Members of the Senate
Twenty-Third State Legislature
State Capitol, Room 003
Honolulu, Hawaii 96813

Dear Mr. President and Members of the Senate:

For your information and consideration, I am transmitting herewith two (2) copies of the Department of Hawaiian Home Lands reporting requirements of Act 178, Section 166, SLH 2005. Pursuant to section 93-16, Hawaii Revised Statutes, I am also informing you that the report may be viewed electronically at <http://www.hawaii.gov/dhhl/act178166.pdf>

Sincerely,

LINDA LINGLE

Enclosures

STATE OF HAWAII

DEPARTMENT OF HAWAIIAN HOME LANDS

REPORT TO THE STATE LEGISLATURE ON SECTION 166 IN ACCORDANCE WITH THE
PROVISION OF ACT 178, RELATING TO THE STATE BUDGET, OF THE TWENTY-THIRD
LEGISLATURE OF THE STATE OF HAWAII, 2005

SUBMITTED TO THE TWENTY-THIRD
STATE LEGISLATURE, 2005

NOVEMBER 2005

REPORT REQUIREMENT OF ACT 178, SLH 2005
GENERAL APPROPRIATIONS ACT OF 2005

"SECTION 166. Provided that the trust fund appropriation included in this Act shall not bind the department of Hawaiian home lands to conform to the executive budget execution policies and allotment process for the expenditure of trust funds; provided further that the expenditure of trust funds shall be made consistent with the provisions of the Hawaiian Homes Commission Act of 1920 as amended; provided further that the Department of Hawaiian home lands shall submit a report to the legislature of all actual expenditure of trust funds for operating purposes for fiscal year 2005 and fiscal year 2006 (actual and projected); and provided further that this report shall include a breakdown of expenditures by cost element, a list of all positions funded by the trust fund (including position number, title, actual salary, and job description), and a listing of all contracts entered into (including the name of the contractor, amount of the contract, and purpose of the contract) to the legislature no later than August 15, 2005 and an updated report no later than twenty days prior to the convening of the 2006 legislative session."

- 1) Breakdown of expenditures by cost element for fiscal year 2005.

See attachment A

- 2) List of all positions funded by the trust fund (including position number, title, actual salary, and job description) as of fiscal year 2005.

See attachment B

- 3) Listing of all contracts entered into (including the name of the contractor, amount of the contract, and the purpose of the contract) for fiscal year 2005.

See attachment C

Department of Hawaiian Home Lands
Trust Fund Expenditures for Operating Purposes
Fiscal Year 2005

Hawaiian Home Operating Fund

	Budget	Expenditures	Outstanding Encumbrances	Actual vs. Budget
Personnel Costs	\$3,701,057	\$2,918,233	\$0	\$782,824
Other Costs	\$7,453,488	\$2,271,174	\$1,532,083	\$3,650,231
Total	<u>\$11,154,545</u>	<u>\$5,189,407</u>	<u>\$1,532,083</u>	<u>\$4,433,055</u>

Native Hawaiian Rehabilitation Fund

	Budget	Expenditures	Outstanding Encumbrances	Actual vs. Budget
Personnel Costs	\$0	\$0	\$0	\$0
Other Costs	\$1,935,000	\$348,500	\$803,292	\$783,208
Total	<u>\$1,935,000</u>	<u>\$348,500</u>	<u>\$803,292</u>	<u>\$783,208</u>

Department of Hawaiian Home Lands
Personnel Services FY 2005

Position No.	Position Title	Job Description	Budgeted	Actual
100438	HHL Development Officer	PROVIDES STAFF ADVICE & ASSISTANCE IN REVIEWING ENGINEERING, SURVEYING, & OTHER DEVELOPMENTAL WORK IN PLANNING, ORGANIZING & COORDINATING EFFORTS IN ACCELERATING DISTRIBUTION OF HAWAIIAN HOME LANDS TO WAIT LIST APPLICANTS & OTHER WORK RELATED SPECIAL PROJECTS.	74,554	72,483
100554	HHL Homestead Lease Assistant	PERFORM A VARIETY OF TASKS TO EFFECTUATE & FINALIZE DOCUMENTATION OF LEASE TRANSACTIONS BY HOMESTEAD LESSEES; PROVIDE FOR CLOSING AND EXECUTION OF LEASE DOCUMENTS FOR NEW AWARDS OF LEASES; SERVICE OAHU LESSEES; PARTICIPATE IN SPECIAL PROJECTS.	26,939	25,954
100574	HHL Data Processing Systems Analyst IV	ASSISTS IN PROVIDING TECHNICAL SUPPORT IN DEVELOPING AND IMPLEMENTING THE DEPARTMENT'S INFORMATION MANAGEMENT SYSTEMS TO PROVIDE FAST AND TIMELY INFORMATION & COMMUNICATION SERVICES FOR THE DEPT'S USE TO SERVICE THE NEEDS OF THE VARIOUS OFFICES IN SERVICING THE BENEFICIARIES & TO MEET ITS MISSION, STRATEGIC PLANS AND GOALS	39,336	0
100940	HHL Planner V	UNDERTAKE COMPREHENSIVE LAND USE PLANNING FOR GEOGRAPHIC AREAS (E.G. ISLANDWIDE, DEVELOPMENT TRACT, HOMESTEAD COMMUNITIES, SITE SPECIFIC) TO PROVIDE RECOMMENDATIONS TO THE CHAIRMAN AND HAWAIIAN HOME COMMISSIONS, TO SOLICIT BENEFICIARY AND PUBLIC INPUT; AND PERFORM OTHER PROFESSIONAL PLANNING WORK.	47,892	39,884
101073	HHL Engineer V	PROVIDE PROFESSIONAL CIVIL ENGINEERING SERVICES IN THE PLANNING, DESIGN, AND CONSTRUCTION OF ROADS; DRAINAGE, WASTE DISPOSAL, AND WATER SYSTEMS; OTHER UTILITIES, BUILDINGS AND STRUCTURES ON HAWAIIAN HOME LANDS	63,048	68,054
101609	Homestead Loan Collection Spec	UNDERTAKES COLLECTION ACTIVITIES FOR OUTSTANDING DEBTS OWED BY A HOMESTEADER INCLUDING COUNSELING DELINQUENT DEBTOR AND MAKING RECOMMENDATIONS FOR CANCELLATION OF HOMESTEAD LEASES FOR NON-COMPLIANCE WITH LOAN AGREEMENTS AND THE HAWAIIAN HOMES COMMISSION ACT, AS AMENDED.	36,360	0
101715	Homestead Development Coordinator	ASSISTS IN CONSTRUCTION INSPECTION AND MONITORING THE DEPARTMENT'S HOUSING CONSTRUCTION ; DEVELOPMENT PROGRAM AND RELATED CAPITAL IMPROVEMENT PROJECTS WITHIN THE HOMESTEAD AREA.	44,831	43,586
102353	Clerk Typist, HHL LDD	PROVIDES A VARIETY OF CLERICAL SERVICES TO THE HOUSING PROJECT BRANCH, LAND DEVELOPMENT DIV	23,953	15,702
102385	Special Asst, HHL-Housing	PROVIDES ADVICE AND ASSISTANCE TO THE HAWAIIAN HOMES COMMISSION AND THE CHAIRMAN AND STAFF OF THE DEPARTMENT IN DEVELOPING INNOVATIVE MEANS OF BUILDING AND DELIVERING HOUSING TO BENEFICIARIES OF THE HAWAIIAN HOMES LANDS TRUST.	73,496	71,600
102436	HHL Engineer V	PROVIDE PROFESSIONAL CIVIL ENGINEERING SERVICES IN THE PLANNING, DESIGN, AND CONSTRUCTION OF ROADS; DRAINAGE, WASTE DISPOSAL, AND WATER SYSTEMS; OTHER UTILITIES, BUILDINGS AND STRUCTURES ON HAWAIIAN HOME LANDS	65,568	0
102453	Homestead Land Development Specialist IV	PROVIDES FOR ARCHITECTURAL AND ENGINEERING DESIGN, LAYOUT, SURVEYING, AND OTHER WORK ESSENTIAL FOR THE CONSTRUCTION OF SUBDIVISIONS AND ON-SITE AND OFF-SITE IMPROVEMENTS AND FACILITIES IN DEVELOPING HAWAIIAN HOME LANDS STATEWIDE.	58,250	56,747
102454	Homestead Land Development Specialist IV	PROVIDES FOR ARCHITECTURAL AND ENGINEERING DESIGN, LAYOUT, SURVEYING, AND OTHER WORK ESSENTIAL FOR THE CONSTRUCTION OF SUBDIVISIONS AND ON-SITE AND OFF-SITE IMPROVEMENTS AND FACILITIES IN DEVELOPING HAWAIIAN HOME LANDS STATEWIDE.	56,040	54,597
102488	HHL Info & Community Relations Officer	REPRESENTS THE DEPT CHAIRMAN & EXECUTIVE STAFF IN MEDIA COMMUNICATION & CMTY PUBLIC RELATIONS	67,196	65,329
102503	Homestead Application Clerk II	PROCESS APPLICATIONS FOR HOMESTEAD LANDS WORKING ON A HIGHER LEVEL OF DIFFICULTY ON GENEALOGIES; CONDUCTS RESEARCH; AUDITS DATA TO ENSURE SUFFICIENT BLOOD QUANTUM	27,984	27,504
102937	HHL Clerk Typist II	PROVIDE A VARIETY OF CLERICAL SUPPORT SERVICES TO THE HOMESTEAD SERVICES DIVISION, APPLICATIONS BRANCH	22,151	19,698
102939	HHL Planner V	CONDUCT RESEARCH AND PLANNING STUDIES IN ONE OR MORE OF THE FOLLOWING AREAS: WATER RESOURCE PLANNING/WATER RESOURCE MANAGEMENT, COMPREHENSIVE LAND USE PLANNING, OR ENVIRONMENTAL PLANNING (INCLUDING PRESERVATION OF ARCHEOLOGICAL AND HISTORIC SITES); PREPARE PLANS FOR THE DEVELOPMENT OF A GEOGRAPHIC AREA	60,612	59,641
102941	HHL Engineer III	PROVIDE PROFESSIONAL CIVIL ENGINEERING SERVICES IN THE PLANNING, DESIGN, AND CONSTRUCTION OF ROADS; DRAINAGE, WASTE DISPOSAL, AND WATER SYSTEMS; OTHER UTILITIES, BUILDINGS AND STRUCTURES ON HAWAIIAN HOME LANDS	47,892	0

Department of Hawaiian Home Lands
Personnel Services FY 2005

102942	HHL Land Agent/Enforce Officer II	PROVIDE ENFORCEMENT SERVICES FOR THE DEPT BY INVESTIGATING COMPLAINTS FROM PUBLIC & OTHER GOVERNMENT AGENCIES DEALING WITH TRESPASSING & OTHER UNAUTHORIZED USES OF HAWAIIAN HOME LANDS; INITIATING ACTIONS TO EVICT TRESPASSERS & TO PREVENT UNAUTHORIZED USE OF NATIVE LANDS; & INVESTIGATE THEFT OF DEPT PROPERTY	51,811	50,372
102943	HHL General Laborer I	MAINTAIN AND UPKEEP EAST HAWAII DISTRICT OFFICE GROUNDS, BEACHES, PARKS, AND UNENCUMBERED LANDS	24,564	0
102944	HHL Legislative Analyst	DRAFTS BILLS AND RESOLUTIONS, ANALYZES LEGISLATIVE PROPOSALS AND TESTIMONY ON PROPOSED LEGISLATION, MONITOR LEGISLATIVE PROCESS	39,336	0
102945	HHL Planner V	APPLIES PROGRAM PLANNING, RESEARCH, ANALYSIS AND EVALUATION SKILLS TO THE DEPARTMENT'S PLANNING AND PROGRAM DEVELOPMENT ACTIVITIES, SPECIAL PROJECTS & PLANNING STUDIES TO BENEFIT NATIVE HAWAIIANS	51,816	50,717
102946	HHL Management Analyst IV	REVIEW, ANALYZE, AND EVALUATE PROGRAMS, POLICIES, PROCEDURES, SYSTEMS, PROCESSES & DEVELOP, ADVISE ON, & RECOMMEND IMPROVEMENTS IN SYSTEMS, POLICIES, PROCEDURES, PRACTICES, METHODS, & ORGANIZATIONAL STRUCTURE; PLAN & COORDINATE BUDGET FORMULATION, PRESENTATION, & EXECUTION; DEVELOP & IMPLEMENT PROCEDURES FOR RECORD MANAGEMENT; & CONDUCT SPACE PLANNING & UTILIZATION.	39,336	0
102948	HHL Clerk Typist II	PROVIDES A VARIETY OF CLERICAL AND TYPING SUPPORT SERVICES FOR THE OFFICE OF THE CHAIRMAN AND AS ASSIGNED, FOR OTHER DIVISIONS/OFFICES, PROJECTS OR PROGRAMS.	22,151	22,785
102949	Homestead Housing Specialist I	AS A TRAINEE, ASSISTS HOUSING DEVELOPMENT SPECIALISTS IN PLANNING & FINANCING HOUSING PROJECTS; CONTRACTING; COORDINATING & EXPEDITING HOME CONSTRUCTION; & WORKING WITH STATE, FEDERAL, COUNTY AND PRIVATE ORGANIZATIONS IN VARIOUS STAGES OF HOME BUILDING & FINANCING & COUNSELING PROSPECTIVE HOME BUYERS	47,250	25,313
102951	HHL Real Estate Development Specialist	ASSIST THE DEPARTMENT IN ACCOMPLISHING THE GOALS OF DEVELOPING NEW COMMUNITIES ON HAWAIIAN HOME LANDS IN AN EFFICIENT AND EXPEDIENT MANNER ESTABLISHING PROGRAM PRIORITIES AND POLICIES, PROCEDURES, AND PRACTICES TO EVALUATE & RECOMMEND DEVELOPMENT PROJECT PROPOSALS.	78,221	76,048
102952	HHL Genealogist	DETERMINE IF APPLICANT MEETS AGE AND BLOOD QUANTUM REQUIREMENTS FOR VERY DIFFICULT NATIVE HAWAIIAN QUALIFICATION (NHQ) CASES; REVIEW NHQ RECOMMENDATIONS OF OTHERS; CONDUCTS & INSTRUCTS STAFF IN RESEARCH FOR SUPPORT DOCUMENTATION	51,816	49,011
102953	HHL Finance and Development Specialist	ASSIST IN DEVELOPING NEW COMMUNITIES ON HAWAIIAN HOME LANDS EFFICIENTLY/EXPEDITELY WITH OUTSIDE RESOURCES THAT LEVERAGE DHHL'S FINITE FUNDS AND ENHANCING THE RETURN EARNED ON DHHL ASSETS NOT ENCUMBERED BY A HOMESTEAD LEASE	76,684	74,588
102954	HHL Grants Specialist	PLANS, ORGANIZES, DEVELOPS, AND IMPLEMENTS ACTIVITIES TO ASSIST ELIGIBLE GROUPS, INCLUDING THE DEPARTMENT, IN SECURING AND MANAGING GRANTS FOR PROJECTS THAT WILL BENEFIT NATIVE HAWAIIANS	42,576	0
102955	HHL Clerk Typist III	PROVIDES A VARIETY OF CLERICAL SERVICES TO THE MOLOKAI DISTRICT OFFICE, HOMESTEAD SVCS DIV	30,300	30,651
102956	HHL General Laborer I	PROVIDE A VARIETY OF LABORER, MAINTENANCE, GROUNDSKEEPING DUTIES FOR THE MOLOKAI DISTRICT OFFICE	24,564	0
102957	HHL Application Officer	DETERMINE IF APPLICANT MEETS AGE AND BLOOD QUANTUM REQUIREMENTS FOR MORE DIFFICULT NATIVE HAWAIIAN QUALIFICATION (NHQ) CASES OTHER APPLICATIONS CLERK UNABLE TO MAKE DETERMINATION ON; REVIEW NHQ RECOMMENDATIONS OF OTHERS, RESEARCH FOR OTHER SUPPORT DOCUMENTATION	36,364	35,829
102958	HHL Application Officer	DETERMINE IF APPLICANT MEETS AGE AND BLOOD QUANTUM REQUIREMENTS FOR MORE DIFFICULT NATIVE HAWAIIAN QUALIFICATION (NHQ) CASES OTHER APPLICATIONS CLERK UNABLE TO MAKE DETERMINATION ON; REVIEW NHQ RECOMMENDATIONS OF OTHERS, RESEARCH FOR OTHER SUPPORT DOCUMENTATION	36,360	0
102959	HHL Planner V	CONDUCT RESEARCH AND PLANNING STUDIES IN ONE OR MORE OF THE FOLLOWING AREAS: WATER RESOURCE PLANNING/WATER RESOURCE MANAGEMENT, COMPREHENSIVE LAND USE PLANNING, OR ENVIRONMENTAL PLANNING; PREPARE PLANS FOR THE DEVELOPMENT OF A GEOGRAPHIC AREA	44,292	0

Department of Hawaiian Home Lands
Personnel Services FY 2005

102960	Special Assistant, HHL Claims	ADVISE THE CHAIRMAN OF THE HAWAIIAN HOMES COMMISSION IN RESPONDING TO CLAIMS FILED WITH THE HAWAIIAN HOME LANDS TRUST INDIVIDUAL CLAIMS REVIEW PANEL ESTABLISHED BY ACT 323, SLH 1991; TO WORK WITH LEGAL COUNSEL IN RESPONDING TO LAWSUITS FILED THAT ARE RELATED TO THE CLAIMS; AND TO ESTABLISH RULES, POLICIES AND PROCEDURES THAT PREVENT FUTURE CLAIMS FROM ARISING, ENHANCE THE EFFICIENCY OR EFFECTIVENESS OF THE HAWAIIAN HOME LANDS PROGRAM, OR IMPLEMENT THE HAWAIIAN HOMES COMMISSION ACT OF 1920, AS AMENDED (HHCA)	70,888	63,293
102961	HHL Land Management Administrator	SERVE AS THE LAND MANAGEMENT DIVISION ADMINISTRATOR IN CHARGE OF PLANNING, COORDINATING, DEVELOPING AND MANAGING HAWAIIAN HOME LANDS BY ASSESSING AND ACQUIRING HAWAIIAN HOME LANDS; PLANNING SHORT AND LONG TERM USES OF LANDS; MANAGING THE LANDS NOT ENCUMBERED BY HOMESTEADS, ENSURE THEIR PROPER USE AND PROTECTION; DEVELOP INCOME PRODUCTION FOR THE DEPARTMENT; PROPERLY DISPOSING OF LAND IN ACCORDANCE WITH THE HAWAIIAN HOMES COMMISSION ACT AND OTHER PERTINENT HAWAII LAWS	80,850	49,890
104165	HHL Delinquent Loan Assistant	DUTIES & RESPONSIBILITIES SURROUND THE COLLECTION OF DELINQUENT LOAN ACCOUNTS OF HOMESTEAD LESSEES AND COUNSELING THESE DELINQUENT BORROWERS	32,760	0
104166	HHL Delinquent Loan Assistant	DUTIES & RESPONSIBILITIES SURROUND THE COLLECTION OF DELINQUENT LOAN ACCOUNTS OF HOMESTEAD LESSEES AND COUNSELING THESE DELINQUENT BORROWERS	32,760	0
104353	HHL Clerk Typist III	PROVIDE A VARIETY OF CLERICAL SERVICES TO THE MOLOKAI DISTRICT OFFICE, HOMESTEAD SERVICES DIVISION	23,952	0
104354	HHL Clerk Typist II	PROVIDE A VARIETY OF CLERICAL SUPPORT SERVICES TO THE WEST HAWAII DISTRICT OFFICE	23,040	25,451
105800	HHL Land Agent IV	PERFORMS PROFESSIONAL WORK IN MANAGEMENT & DISPOSITION OF INCOME-PRODUCING LAND AND PROPERTIES; RESEARCHING & MAKING RECOMMENDATIONS ON REQUESTS FOR EASEMENTS, RIGHTS OF ENTRY, RIGHTS OF WAY ON ALL HAWAIIAN HOME LANDS; & VARIOUS OTHER ASPECTS RELATED TO LAND AND REAL PROPERTY MANAGEMENT	49,808	30,887
105934	Homestead Loan Serv Manager	SERVES AS MANAGER OF THE LOAN SERVICES BRANCH RESPONSIBLE FOR ASSISTING HOMESTEAD LESSEES APPLYING FOR LOANS & PLANS, ORGANIZES, ASSIGNS, REVIEWS, COORDINATES, DIRECTS AND REPORT ON ACTIVITIES OF THE LOAN SERVICES BRANCH	44,292	0
106110	HHL Clerk Typist III	PROVIDES A VARIETY OF CLERICAL SERVICES TO THE LAND MGMT BR, LAND MGMT DIV	23,952	7,975
106111	DHHL Policy & Program Analyst	EVALUATES POLICIES, PROGRAMS, PROJECTS, PROBLEMS AFFECTING THE DEPT AND FOR CARRYING OUT SPECIAL PROJECTS WITHIN THE DEPT.	75,000	34,451
106119	HHL Land Issues Officer	ADDRESSES & SETTLES LAND CONTROVERSIES RELATING TO THE HAWAIIAN HOMES LAND TRUST & ACTS AS THE DEPT'S REPRESENTATIVE TO RESOLVE TRUST ISSUES & ASSIST WITH PREPARING SURVEY MAPS FOR TRANSFER OF LANDS TO DHHL	60,612	12,424
106187	HHL Clerk Typist II	PROVIDE RECEPTIONIST SERVICES FOR THE DEPT AND A VARIETY OF CLERICAL SUPPORT SERVICES TO THE OFFICE OF THE CHAIRMAN	25,918	24,329
106190	HHL Clerk IV	PROVIDES A VARIETY OF CLERICAL SERVICES IN THE APPLICATIONS BRANCH OF THE HOMESTEAD SERVICES DIVISION INCLUDING MEETING & DEALING WITH APPLICANTS & GENERAL PUBLIC	34,070	33,124
106191	HHL Clerk IV	PROVIDES A VARIETY OF CLERICAL SERVICES IN THE APPLICATIONS BRANCH OF THE HOMESTEAD SERVICES DIVISION INCLUDING MEETING & DEALING WITH APPLICANTS & GENERAL PUBLIC	23,952	5,988
106408	HHL Equipment Operator III	OPERATES 755A BACKHOE/LOADER, DIESEL DUMP TRUCK WITH FACTORY RATE CAPACITY OF 14 TONS TO HAUL ROCK, GRAVEL, DIRT, AND FILL MATERIAL IN CONNECTION WITH ROAD CONSTRUCTION AND MAINTENANCE, FLOOD CONTROL, AND OTHER HOMESTEAD REQUIREMENT. OCCASIONALLY OPERATES GRADER TO GRADE ROAD SURFACES AND SHOULDERS, AND LEVEL LANDS. MAKES REPAIRS TO OVERHAULS EQUIPMENT AS DIRECTED. WEST HAWAII DISTRICT OFFICE	28,500	0
106410	HHL Program Budget Analyst I	AS A TRAINEE, ASSISTS THE PGM BUDGET ANALYST IV WITH POLICY ANALYSIS, LEGISLATIVE PROPOSALS & REPORTS; PROGRAM PLANNING & EVALUATION; BUDGET FORMULATION, PRESENTATION & EXECUTION; CONDUCT RESEARCH & STUDIES IN A VARIETY OF PROBLEMS & ISSUES	31,097	30,306
106411	HHL Land Agent/Enforce Officer II	PROVIDE ENFORCEMENT SERVICES FOR THE DEPT BY INVESTIGATING COMPLAINTS FROM PUBLIC & OTHER GOVERNMENT AGENCIES DEALING WITH TRESPASSING & OTHER UNAUTHORIZED USES OF HAWAIIAN HOME LANDS; INITIATING ACTIONS TO EVICT TRESPASSERS & TO PREVENT UNAUTHORIZED USE OF NATIVE LANDS; & INVESTIGATE THEFT OF DEPT PROPERTY	51,811	47,746

Department of Hawaiian Home Lands
Personnel Services FY 2005

106412	HHL Clerk Typist III	PROVIDE A VARIETY OF CLERICAL SERVICES TO THE INCOME PROPERTY BR, LAND MGMT DIV	30,278	29,497
106413	Property Development Agent	DEVELOPS & MARKETS HAWAIIAN HOME LANDS FOR COMMERCIAL, INDUSTRIAL, AND OTHER BUSINESS USES TO GENERATE INCOME FOR THE DEPT	60,606	58,923
106414	Property Development Agent	DEVELOPS & MARKETS HAWAIIAN HOME LANDS FOR COMMERCIAL, INDUSTRIAL, AND OTHER BUSINESS USES TO GENERATE INCOME FOR THE DEPT	56,045	54,599
106415	Appraisal/Technical Services Manager	SERVE AS TECHNICAL SERVICES BRANCH CHIEF IN LAND MANAGEMENT DIVISION, IN CONDUCTING LAND & REAL PROPERTY APPRAISALS AND REVIEW APPRAISALS MADE BY OTHERS; CONDUCTS SPECIAL STUDIES; DEVELOPS & MAINTAINS A COMPREHENSIVE INVENTORY OF DEPT LANDS & HOLDINGS; & RECORDS LAND TRANSACTIONS	53,880	0
106416	Property Development Manager	SERVE AS BRANCH CHIEF OF THE INCOME PROPERTY BRANCH, LAND MANAGEMENT DIVISION, IN DEVELOPING & MARKETING HAWAIIAN HOME LANDS FOR COMMERCIAL, INDUSTRIAL, AND OTHER BUSINESS USES TO GENERATE INCOME.	70,884	68,917
106417	HHL General Laborer I	PROVIDES A VARIETY OF UNSKILLED LABORER WORK, I.E., OPERATES ROTARY POWER MOWER, HAND TOOLS TO CUT AND TRIM GRASS AND TREES, JANITORIAL SERVICES IN MOLOKAI DISTRICT OFFICE, MAINTAINS PARK , PERFORMS PICK AND SHOVEL TASKS IN REPAIRING WATER SYSTEM, AND OPERATES VEHICLE TO GET TO AND FROM WORK SITES.	24,816	26,040
106418	HHL Equipment Operator III	OPERATES 755A BACKHOE/LOADER, DIESEL DUMP TRUCK WITH FACTORY RATE CAPACITY OF 14 TONS TO HAUL ROCK, GRAVEL, DIRT, AND FILL MATERIAL IN CONNECTION WITH ROAD CONSTRUCTION AND MAINTENANCE, FLOOD CONTROL, AND OTHER HOMESTEAD REQUIREMENT. OCCASIONALLY OPERATES GRADER TO GRADE ROAD SURFACES AND SHOULDERS, AND LEVEL LANDS. MAKES REPAIRS TO OVERHAULS EQUIPMENT AS DIRECTED.	28,500	0
106420	HHL Personnel Clerk III	PERFORMS A VARIETY OF CLERICAL SERVICES IN PERSONNEL MANAGEMENT AREAS, I.E., IN RECORDKEEPING, RECORD TRANSACTIONS, CLASSIFICATION, RECRUITMENT & PLACEMENT, WORKERS COMPENSATION, LABOR RELATIONS, SAFETY & HEALTH, & OTHER PERSONNEL MANAGEMENT SPECIALTY AREAS	23,045	24,221
106421	HHL Land Agent IV	PERFORMS THE FULL RANGE OF PROFESSIONAL LAND MANAGEMENT WORK INVOLVING ACQUISITION, DISPOSITION, & MANAGEMENT OF INCOME-PRODUCING LANDS AND PROPERTIES, AS WELL AS OTHER DEPT'L LANDS, IN ACCORDANCE WITH APPLICABLE PROVISIONS OF THE HAWAIIAN HOMES COMMISSION ACT & ADMINISTRATIVE RULES	49,808	24,436
106793	HHL Clerk Typist II	PROVIDES A VARIETY OF CLERICAL SERVICES TO THE APPLICATIONS BRANCH IN HOMESTEAD SERVICES DIVISION TO SERVICE APPLICANTS, GENERAL PUBLIC, AND NATIVE HAWAIIAN BENEFICIARIES	22,151	14,210
108403	HHL Land Development Administrator	ADMINISTERS THE LAND DEVELOPMENT DIVISION RESPONSIBLE FOR OVERSEEING ARCHITECTURAL AND ENGINEERING DESIGN & RELATED SERVICES; PLANNING, FINANCING, DESIGNING, & CONSTRUCTING AFFORDABLE HOUSING PROJECTS; PLANNING & DEVELOPING MASTER PLANNED COMMUNITIES; PLANNING, COORDINATING & DIRECTING OVERALL ACTIVITIES OF THE DIVISION	79,745	77,530
108405	HHL Equipment Operator II	ASSIST WITH PROJECTS REQUIRING HEAVY EQUIPMENT ON OAHU; PERFORM GENERAL LABORER AND GROUNDSKEEPER DUTIES ON DHHL LANDS AND PROPERTIES ON OAHU	28,788	29,489
110522	HHL Delinquent Loan Collection Asst	PERFORM COLLECTION ACTIVITIES ON DELINQUENT ACCOUNTS IN THE EAST HAWAII DISTRICT; COUNSEL DELINQUENT BORROWERS & ASSISTS THE HOMESTEAD ASSISTANT II & DISTRICT OFFICER SUPERVISOR AS REQUIRED	36,840	37,281
110645	HHL Applications Assistant	MANAGE GENEALOGY AUDITS FOR LEASE OFFERINGS AND ASSIST WITH DEVELOPING, MAINTAINING, IMPROVING THE AUTOMATED SYSTEMS IN BRANCH; REVIEW & PROCESS DIFFICULT & SPECIAL CASE GENEALOGIES;; REVIEW APPLICATIONS PROCESSED BY OTHER STAFF; TRAIN ON APPLICATIONS PROCESS, SPECIAL PROJECTS, & RESEARCH & RESOLVE APPLICATION DISCREPANCIES; SERVICE THE APPLICANTS & PERFORM OTHER RELATED DUTIES	26,940	486
110798	HHL Community Development Specialist	ASSIST IN SECURING, EVALUATING, AND MANAGING GRANTS FOR PROJECTS TO BENEFIT NATIVE HAWAIIANS; DRAFT BILLS AND RESOLUTIONS; ANALYZE LEGISLATIVE PROPOSALS; DRAFT TESTIMONY ON PROPOSED LEGISLATION; MONITOR LEGISLATION; DEVELOP AND IMPLEMENT INNOVATIVE PROGRAMS AND PROJECTS TO BENEFIT NATIVE HAWAIIANS	47,892	49,336
111524	HHL Homestead Lease Coordinator	COORDINATE AND PROCESS WORK ACTIVITIES FOR SURRENDERED AND CANCELLED LEASES; PROVIDE SUPPORT FOR HOMESTEAD EVICTIONS ON HAWAIIAN HOME LANDS; COORDINATE THE RELOCATION OF HOMESTEAD LESSEES	38,328	40,121

Department of Hawaiian Home Lands
Personnel Services FY 2005

111868	HHL Resource Management Specialist (Water)	COORDINATE, SUPPORT, NEGOTIATE, DOCUMENT, AND PROVIDE ALTERNATIVE COURSES OF ACTION IN WATER RIGHTS ACQUISITION, WATER RESOURCES MANAGEMENT & DEVELOPMENT	49,808	48,523
112587	Clerk Typist II	PROVIDES A VARIETY OF CLERICAL SUPPORT SERVICES TO THE FISCAL OFFICE	23,045	23,211
113157	HHL General Laborer I	PERFORMS A VARIETY OF UNSKILLED LABOR TASKS IN MAINTAINING GROUNDS, FACILITIES, AND PROPERTIES UNDER THE DEPT'S CONTROL ON THE ISLAND OF MOLOKAI	24,816	0
113159	HHL Compliance & Community Relation Officer	MONITORS COMPLIANCE WITH DEPT RULES, REGULATIONS; COORDINATES ENFORCEMENT ACTIVITIES; ASSIST IN RESPONDING TO & RESOLVING COMPLAINTS; DEVELOP & IMPLEMENT A COMMUNITY RELATIONS PROGRAM;	68,166	66,408
116377	HHL Accountant III	PROVIDE PROFESSIONAL ACCOUNTING SERVICES FOR THE DEPT'S FISCAL OFFICE	40,925	39,869
116671	HHL Mortgage Loan Specialist	DETERMINES LOAN APPLICANTS' ABILITY TO REPAY LOANS, RECOMMENDS APPROVAL/DISAPPROVAL OF LOAN APPLICATIONS; DOCUMENTS & OBTAINS EXECUTION OF LOAN AGREEMENTS; UNDERTAKE COLLECTION ACTIVITIES; & RECOMMEND CANCELLATION OF HOMESTEAD LEASES FOR NON-COMPLIANCE WITH LOAN AGREEMENTS	34,632	28,244
116927	HHL Secretary III	SERVES AS SECRETARY TO THE EXECUTIVE ASSISTANT, AND IS RESPONSIBLE FOR PROVIDING OTHER CLERICAL SERVICES IN THE OFFICE OF THE CHAIRMAN, TO INCLUDE SERVING AS SECRETARY TO THE COMMISSION WHEN NECESSARY AND ASSIGNED BY THE CHAIRMAN	41,467	28,048
117158	HHL Compliance Officer Asst	ASSIST IN MONITORING COMPLIANCE WITH DEPT RULES & REGULATIONS & IN COORDINATING ENFORCEMENT ACTIVITIES, RESPONDING TO & RESOLVING COMPLAINTS ; PROVIDING ASSISTANCE & ADVICE TO HAWAIIAN HOMES COMMISSION & DEPT STAFF ON LAWS, POLICIES, RULES, REGULATIONS PERTAINING TO HAWAIIAN HOME LANDS PROGRAMS	37,838	23,202
117165	HHL Land Agent/Enforce Officer II	RESPONDS TO & RESOLVES COMPLAINTS; COORDINATE ENFORCEMENT ACTIVITIES WITH OTHER APPROPRIATE AGENCIES (SHERIFF, POLICE, ETC) AS REQUIRED; & MONITORS & ENSURES COMPLIANCE WITH DEPT PROGRAMS RULES, REGULATIONS & POLICIES	36,360	15,150
117234	Homestead Services Administrative Assistant	ASSISTS THE HOMESTEAD SERVICES DIVISION ADMINISTRATOR WITH DAY-TO-DAY OPERATIONS; RESOLVE PROBLEMS & COMPLAINTS RELATING TO HOMESTEAD AREAS & HAWAIIAN HOME LANDS; STAFFING REQUIREMENTS; PERSONNEL ADMINISTRATION; STAFF DEVELOPMENT & UTILIZATION; BUDGETING; RECORDS & SPACE MANAGEMENT; STREAMLINING & IMPROVEMENT OF OPERATIONAL PROCEDURES; DRAFT LEGISLATION, PROPOSALS, MANUALS, POLICIES & PROCEDURES, ETC. RELATING TO HSD; PARTICIPATE IN SPECIAL PROJECTS; IN ABSENCE OF, ASSUME RESPONSIBILITIES OF ADMINISTRATOR	54,000	19,247
117266	Labor Compliance Specialist	CONDUCTS & INVESTIGATES EMPLOYER COMPLIANCE WITH WAGE, HOUR & RELATED LABOR LAWS; INVESTIGATE COMPLAINTS OF VIOLATIONS; ASSIST IN CONDUCTING HEARINGS; PERFORM RELATED DIVISION PROJECTS WORK	36,360	7,981
117344	HHL Personnel Mgmt Spclt IV	PERFORM & PROVIDE RESPONSIBLE, PROFESSIONAL SUPPORT SERVICES TO THE PERSONNEL STAFF OFFICE IN RECRUITMENT/SELECTION/PLACEMENT, POSITION CLASSIFICATION AND COMPENSATION, TRAINING & EMPLOYEE DEVELOPMENT, LABOR RELATIONS, OCCUPATIONAL SAFETY & HEALTH, WORKERS' COMPENSATION, PERSONNEL ADVISORY SERVICES TO DEPT OPERATIONS & ACTIVITIES & OTHER RELATED PERSONNEL MANAGEMENT AREAS	0	2,196
Base Salary			3,372,768	2,239,119.63
Fringe			1,349,104	895,648.00
Total Personnel Cost			4,721,872	3,134,767.63

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Project / Description	Project No.	Encumbrance	Contract #	Contractor	Scope of Contract
Hawaiian Home Lands Trust Fund (T902)					
Laiopua - Village 5	16003300	378,900	52931-01	Akinaka & Associates, Ltd	Laiopua Village Water Master Plan & Village 5 located in Kealakehe, Hawaii TMK: (3) 7-4-21:6-Parcel consisting of approximately 23.992 acres, shall be planned and design into 114 Residential lots.
Laiopua - Village 5	16003300	62,472	52931-02	Akinaka & Associates, Ltd	Laiopua Village Water Master Plan and Village 5 Supplemental Agreement 1 to include parcels TMK 7-4-08: 72 (200 acres) and TMK 7-4-08: 65 (150 acres)
Consuelo Subdivision, Waianae Valley	46002000	167,000	52932-01	Alcon & Associates	Professional planning, surveying and engineering services for the Consuelo Alger Foundation Waianae Parcel project consists of a development approximately twenty (20) residential lots with minimum lot of 5,000 square feet. (3.35 acres).
Consuelo Subdivision, Waianae Valley	46002000	105,770	52932-02	Alcon & Associates	Supplemental agreement No. 1--establish two project benchmarks @ minimum 300 feet away from project, weekly monitoring of benchmarks 32 weeks, grading plan, geotechnical monitoring and analysis.
Kula Residence Lots, Unit 2	20702200	49,000	49296-02	Austin, Tsutsumi & Assoc.	Kula Residence Lots, Unit No. 2--Department of the Army (DA) Permit, Section 401 Water Quality Certification, Coastal Zone Management Consistency Review and Stream Channel Alteration Permit.
Lanai Res. Lots-Phase 2	21002000	118,200	48056-05	Belt Collins Hawaii Ltd	Supplemental Agreement No. 5-- Lanai Residential Lots- Phase 2-- Develop alternatives for developing an additional 35 lots, Mass Grading Plan, Obtaining Subdivision approval from County, Drainage Analysis, Environmental Review [HUD formats (24 CFR 58)], and map to define additional easements.
Lanai Res. Lots-Phase 2	21002000	52,506	48056-06	Belt Collins Hawaii Ltd	Supplemental Agreement No. 6 Lanai Residence Lots Phase 2-- Geotechnical Monitoring Services.
Maui District Office	20105000	354,769	53105-01	Bernice Pauahi Bishop	Kamehameha Schools "KS" has Designed, Managed, and Constructed Until Completion, a Department of Hawaiian Home Lands' Maui District Office at TMK: (2)3-3-5:86 and 87, Paukukalo, Maui. This was implemented as one package along with the design and construction of a KS Preschool on the same parcel of land.
Keokea-Waiohuli	20705200	456,520	51812-06	Community Planning, Inc.	Planning and Design of on-and off-site Infrastructure Improvements for Approximately 80 Agricultural Lots and 420 Residential Lots in Kula, Maui.
Keokea-Waiohuli (4 phases)	20705200	179,157	51812-07	Community Planning, Inc.	Supplemental Agreement No. 2--Additional Geotechnical Investigation and Additional Archeological Assessment.
New Parcel-Feasibility Review & Planning	00001700	1,000,000	52948-02	Community Planning, Inc.	Identify Lands to be Used for the Undivided Interest Award Program and to Prepare Certain Minimum Preliminary Engineering Studies.
East Kapolei, Phase I	40203100	1,215,670	52859-02	Community Planning, Inc.	Planning, Surveying and Engineering Services for East Kapolei I, Kapolei, Oahu. The Project Will Consist of a Subdivision to Include Approximately 380 Single-family Lots, a 13 Acre Lot for Commercial Use, a 4 -acre Lots for Park Use and a 5-acre for Multi-family Residential Use.

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Kapolei Village 8	42004000	13,955,728	53021-01	Dick Pacific Construction CC	Kapolei Village 8 Subdivision, TMK 9-1-6: 76 88 and Por 108-1 Infrastructure Construction, Mass Grading, Roadway, Sewer System, Water System, Storm Drain, Landscape and Irrigation.
Makuu-Mauka Res. & Ag. Lots (4-5 phases)	18202100	597,407	51999-02	Engineers Surveyors HI	Planning, Surveying and Engineering Services for Makuu Residential and Agricultural Lots, Makuu, Puna, Hawaii. The Project Will Consist of Approximately 361 Residential Lots, 13 Agriculturally Lots and One Park Site.
Rock Fall Mitigation	40203100	345,000	52669-01	Geolabs, Inc	Provide Construction Support Services and Professional Engineering and Geotechnical Engineering Services during the Construction Phase of the Rockfall Protection at Kalawahine Streamside Subdivision Project which Includes Construction Inspection and Construction Management Services.
Lanai Res. Lots-Phase 1	21001000	1,068,024	51088-02	Goodfellow Bros., Inc	Lanai Residence Lots, Phase 1--Extra Labor Cost Escalation
Lanai Res. Lots-Phase 1	21001000	53,400	51088-03	Goodfellow Bros., Inc	Lanai Residence Lots, Phase 1--Contingency
Kekaha Res. Subdivision	50200100	2,101,034	53334-01	Goodfellow Bros., Inc	Infrastructure Construction for 49 single-family Residential Lots at Kekaha, Kauai.
Lanai Res. Lots-Phase 1	21001000	63,500	50106-02	KFC Airport, Inc	Monitoring and Observation of Site Work Construction for the Lanai Residence Lots Project: Plan Review and Pre-construction Services; Partnering Workshop, Project Control, Construction Monitoring, Request for Information, Change Order, Substantial Completion, Final Inspection, Warranty and Post Construction Services.
Kapolei Village 8	42004000	950,600	53433-02	Kometani, James, Inc	Implement a Real Estate Sales and Marketing Plans: Mail-outs, Informational Meeting, Applicant Pre-qualification Process, Applicant Tracking, Prioritization, Lots Selection, Sales Contract, Loan Processing, and Closing
Lalamilo Res. Subdivision-Phase 1 (RFP)	17000200	328,595	51876-03	Menehune Development	Additional Planning Services Required for Lalamilo Residential Lots at Waimea, Lalamilo, Hawaii (TMK (3) 6-6-01:10,12-17,54 & 57--Secondary Access Road, Stream Culvert, Kawaihae Road Improvement and Traffic Study to Complete Design.
DHHL HNL Office Relocation / New office Design	00000100	715,000	52938-02	Next Design LLC	Design and Development of a site and structure TMK 1.191.16:16: 108 (Por), Kapolei City--Office facility includes landscaping, parking, courtyard and activity area and other amenities as required to support the proposed office building and multi-purpose structures.
Kapolei Village 8	42004000	577,560	52937-01	Project Management Plus	Kapolei Village 8- Construction Management--Reconstruction Phase: Review & Comment on State's Construction Documents, Schedule, Conduct pre-construction Conference, Obtain Permits, Obtain Certificates of Insurance. Construction Phase: Review Contractor Schedule, Review Contractor's Monthly Application for Payment, Document Construction Progress Report, Coordinate Final Inspection and Obtaining Letters of Final Inspections from the City
Rock Fall Mitigation-Kalawahine Streamside Sub.	40203100	969,325	52577-01	Prometheus Construction	Construction of Approximately 1,300 Lineal Feet of Rockfall Impact Barrier, Removal of Boulders, Installing Chain Link Fence, Installing Erosion Control Matting, and Other Work Appurtenant to.
Rock Fall Mitigation-Kalawahine Streamside Sub.	40203100	150,000	52577-02	Prometheus Construction	Contingency
Waianae/Pokai Bay 3-Developer	40202100	24,999	52742-01	PSC Consultants. LLC	Level I Rockfall Survey by Visual Observation

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Laiopua - Village 4 inc. park	16003100	681,609	52578-01	Sato & Associates, Inc	Provide Planning, Designing, Surveying and Engineering Services to Assist the Department of Hawaiian Home Lands (DHHL) in developing La'ioepua Village 4 as a Residential Subdivision with a Boat Parking Lot and a Proposed Neighborhood Park. Located in Kealahou, Hawaii TMK (3) 7-4-21:10 and 12
Waiohuli Scattered Lots	27002000	4,198,713	53070-01	TMC General Contracting	Design, labor, materials to construct 20 houses in Waiohuli Residence Lots, Kula, Maui.
East Hawaii Scattered Lots	100010	99,000	40735-06	Towill, R.M. Corporation	Supplement #5 - Civil Engineering and Surveying Services, Design, Infrastructure Improvements for 66 Residential Lots in Pi'ihonua and Kaumana on island of Hawaii. Includes drywell planning, revise construction plans and subdivision maps and geotechnical services.
Makuu-Mauka Res. & Ag. Lots (4-5 phases)	18202200	681,000	52848-01; 02	Water Resources	Construction of an Exploratory Well for the Makuu Offsite Water System P 2, Halona, Puna, Island of Hawaii.
Kaumana (Hawaii Scattered Lots)	12005000	1,156,354	48553-05/06	Willlocks Construction	Amendment # 3 --\$650,370 & # 4--\$505,984 Change Order Pi'ihonua Area and Kaumana Area, infrastructure construction for 49 single family residential lots.
Kawaihae Water Tanks (construct waterlines/pumps)	10706000	1,297,278	52862-01	Willlocks Construction	Kawaihae 1.0 Million Gallon Tank, Phase I--Construct Access Road, Tank Site Mass Grading, Water System, Water Line, Storm Drainage System, and Erosion Control
Kawaihae Water Tanks (construct waterlines/pumps)	10706000	130,000	52862-02	Willlocks Construction	Contingency
Nanakuli Res Lots- Ulei St.	40103100	42,303	48770-03	Wilson Okamoto & Assoc.	<u>Rockfall Analysis & Design Report</u> -1. Conduct a Topographic Survey 2. Perform a Geological Reconnaissance of the Hill Slopes 3. Revise the Construction Plans for Including the Mitigation of Rock Fall Hazards. <u>Preliminary Engineering Report (PER)</u> 1. Research and Review Document for Water and Wastewater Facilities. 2. PER for Compliance w/ U.S. Dept. of Ag. Bulletin 1780-2 & Bulletin 1780-03. <u>National Pollutants Discharge Elimination System (NPDES) & Construction Stormwater Notice of Intent</u>
Waiehu Kou 4	20404100	11,633,823	52773-01	WK3LLC	Acquisition of a 35.64 Acre Parcel in Waiehu, Maui. Design and Construction of 96 single-family Residential Lots. Design, Construction, and Sale of 96 Houses.
Waiehu Kou 3	204032	294,000	49536-03	WK3LLC	Supplement # 4 - Offsite highway improvements along Kahekili Highway in front of Waiehu Kou 2 subdivision to improve access to Waiehu Kou Phase 3 and 4 subdivisions.
Kapolei Village 8	42004000	966,046	52987-01	Yamasato, Fujiwara, Higa	Architectural Services for Kapolei Village 8 for Approximately 326 Single Family Homes-A. <u>Conceptual Design</u> --5 House Models Layout, Outline Specification and Conceptual Sites Plan B. <u>Design Development</u> - Construction Cost Estimate, Obtain C&C Review and Comments, Construction Document, Request for Proposals, and Construction Bidding C. <u>Construction Administration</u>
Total HHL Trust Fund Contracts (T902)		47,220,262			

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Hawaiian Home Operating Fund (T915)					
DHHL HNL Office Relocation / New office Design	00000100	885,000	52938-01	Next Design LLC	Design and Development of a site and structure TMK 1.191.16:16: 108 (Por), Kapolei City--Office facility includes landscaping, parking, courtyard and activity area and other amenities as required to support the proposed office building and multi-purpose structures.
Total HH Operating Fund Contracts (T915)		<u>885,000</u>			