

**HAWAII PUBLIC HOUSING AUTHORITY  
NOTICE OF MEETING  
REGULAR BOARD OF DIRECTORS MEETING  
1002 North School Street, Building E  
Honolulu, Hawaii 96817**

**February 16, 2012  
9:00 a.m.**

**AGENDA**

**I. CALL TO ORDER/ROLL CALL**

**II. APPROVAL OF MINUTES**

- A. Regular Meeting Minutes, January 19, 2012 (*Page 1-2*)
- B. Executive Session Minutes, January 19, 2012

**III. PUBLIC TESTIMONY**

Public testimony on any agenda item shall be taken at this time. Pursuant to section 92-3, Hawaii Revised Statutes, and section 17-2000-18, Hawaii Administrative Rules, the Board may limit public testimony to three minutes.

**IV. FOR ACTION**

- A. Motion: To Recognize the Kuhio Park Terrace (KPT) Towers I, LLC Resident Association (*Pages 3-5*)
- B. Motion: To Reappoint Ms. Arde Long-Yamashita to the Hawaii Public Housing Authority's ("HPHA") Kauai Eviction Board, Mr. Robert Hill to the HPHA Maui Eviction Board and Mr. Keith Biho to the HPHA Hilo Eviction Board for a Two-Year Term Expiring on February 28, 2014 (*Pages 6-16*)
- C. Motion: To Accept the HPHA's Single Audit Testing on Internal Controls and Compliance for Fiscal Year July 1, 2010 Ending June 30, 2011 and to Authorize the Executive Director to Submit the Single Audit to the U.S. Department of Housing and Urban Development (*Pages 17-45*)
- D. Motion: To Authorize the Executive Director to Reevaluate the Remaining Phases of Construction at Lanakila Homes and to Proceed with the Most Appropriate Course of Action (*Pages 46-51*)

- E. Motion: To Adopt Revisions to the HPHA's Policy on Request for Reasonable Accommodations and Modifications Subject to Consultation with the Hawaii Government Employees Association and the United Public Workers Union **(Pages 52-63)**
- F. Motion: To Adopt Proposed Changes to the HPHA's Admissions and Continued Occupancy Policy for Federally Assisted Public Housing Regarding its Language Access Policy **(Pages 64-72)**

**V. REPORTS**

- A. Board Task Force Reports: None
- B. Executive Director's Report: **(Pages 73-122)**

Accomplishments for the Month of January 2012 Related to Public Housing; Section 8 Subsidy Programs; Construction Management Branch; Compliance Office; Planning & Evaluation Office: media inquiries, legislative; Fiscal Management Office; Contracts & Procurement; Information Technology Office; Personnel; and Hearing Office.

Planned Activities for Month of February/March 2012 Related to Pilot Programs for Non-Smoking in Public Housing, Resident Manager, Resident ID's, Tenant Training, and Tutoring for Public Housing Students; Month-to-Month Lease for Public Housing Residents; HPHA Reorganization/Restructuring; 'I Have A Dream Hawaii Housing' Campaign; Security Measures at Mayor Wright Homes; and Ongoing HPHA Operations.

**VI. FOR DISCUSSION/INFORMATION**

- A. For Information: *Kolio, et al v. State of Hawaii, Hawaii Public Housing Authority Denise Wise in Her Official Capacity As Executive Director (Civil Case No. CV11-00266 and Civil No. 11-1-0795) (Page 123)*

The Board may go into executive session pursuant 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 *Kolio, et al v. State of Hawaii, Hawaii Public Housing Authority; Denise Wise In Her Official Capacity As Executive Director (Civil Case No. CV11-00266 and Civil No. 11-1-0795)*

- B. For Information: Board Training by the National Center for Housing Management on the Fair Housing Act/Section 504 and ADA Regulations **(Pages 124-125)**

The Board may go into executive session pursuant 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.

- C. For Discussion: Strategic Vision and Goals for the Hawaii Public Housing Authority (*Pages 126*)

If any person requires special needs (i.e., large print, taped materials, sign language interpreter, etc.) please call Ms. Taryn Chikamori at (808) 832-4690 by close of business two days prior to the meeting date. Meals will be served to the Board and support staff as an integral part of the meeting.

HAWAII PUBLIC HOUSING AUTHORITY  
MINUTES OF THE REGULAR MEETING  
HELD AT 1002 NORTH SCHOOL STREET, BUILDING E,  
HONOLULU, HAWAII 96817  
ON THURSDAY, JANUARY 19, 2012  
IN THE COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority met for their Regular Board Meeting at 1002 North School Street, on Thursday, January 19, 2012 at 9:29 a.m.

The meeting was called to order by Chairperson David Gierlach and on roll call, those present were as follows:

**PRESENT:** Director David Gierlach, Chairperson  
Director Matilda Yoshioka, Vice-Chair  
Director Jason Espero, Secretary  
Director Roger K. Godfrey  
Director Desiree Kihano  
Director Patricia McManaman  
Director Debbie Shimizu  
Director Travis O. Thompson  
Director Trevor Tokishi  
Director George Yokoyama  
  
Executive Director, Hakim Ouansafi  
Deputy Attorney General, Jennifer Sugita  
Deputy Attorney General, Nalani Wilson-Ku  
Deputy Attorney General, John Wong

**STAFF PRESENT:** Clarence Allen, Acting CFMA  
Nicholas Birck, Chief Planner  
Rick Sogawa, Contracts and Procurement Officer  
Stephanie Fo, Property Management & Maintenance Services  
Branch Chief, Acting Section 8 Chief  
Becky Choi, State Housing Development Administrator  
Shirley Befitel, Personnel Supervisor  
Joanna Renken, Acting Public Housing Supervisor  
Earl Nakaya, Program Specialist  
Diane Johns, Program Specialist  
Maria Oh, Program Specialist  
Kiriko Oishi, Compliance Specialist  
Rosalinda Churma, Construction Management Branch  
Mitchell Kawamura, Project Engineer  
Deidra Ahakuelo-Kepa, Recording Secretary

**OTHERS:** Nancy Schroedn, HPHA Public Housing Resident  
Bob Loren, HPHA Public Housing Resident  
Ene Augafa, Mayor Wright Homes Tenant  
Ans Jacopec, Mayor Wright Homes Tenant  
David Moakley, Ameresco  
Wilcox Choy, KMH LLC  
Robert Stubbs, Neighborhood Board 14  
Representative Rida Cabanilla, House of Representative  
Ira Calkins, Inner-Governmental Research  
Ryan Okahara, U.S. Department of Housing & Urban Development  
Stephanie Stone, U.S. Department of Housing & Urban Development  
Michael Flores, U.S. Department of Housing & Urban Development  
Lora Han, U.S. Department of Housing & Urban Development  
Kimberly Nash, U.S. Department of Housing & Urban Development  
Susan Lee Hurd, U.S. Department of Housing & Urban Development  
Mike Voss, U.S. Department of Housing & Urban Development

**Proceedings:**

Chairperson Gierlach declared a quorum present.

Mr. Clarence Allen, Acting CFMA requested to move to Agenda Item IV(A) since the KMH auditor, Mr. Wils Choy needed to leave shortly due to a prior commitment.

Chairperson Gierlach requested the Board defer the approval of the Minutes, address Agenda Item IV(A) out of order, and asked for the indulgence of the audience members who intended to give testimony.

**For Action:**

**Director Yoshioka moved,**

**To Accept the Hawaii Public Housing Authority's Audited Financial Statements for the Period July 1, 2010 to June 30, 2011 and to Authorize the Executive Director to Submit the Audit to the U.S. Department of Housing and Urban Development**

Mr. Wils Choy, partner of KMH, explained that KMH was contracted to perform an audit of HPHA's financial statements and a single audit of federal funds. As required by the Department of Accounting and General Services (DAGS), KMH issued a draft financial statement in December 2011. The single audit is still ongoing, and the deadline is March 2012, but it should be completed by February 2012.

Director Thompson stated that the Finance Task Force met with Mr. Choy via teleconference, reviewed the audit in detail, and is satisfied with the results of the audit. Director Thompson extended his appreciation to Mr. Choy and his auditors for their efforts.

Director Yoshioka asked how HPHA was progressing when compared to past audits.

Mr. Choy responded that on a preliminary basis, the agency continues to have challenges and there has not been much improvement in the accounting core function of the agency. For the past year, KHM has been correcting journal entries, finding inaccurate internal financial statements and certain unrecorded transactions, such as the sale of Banyan. Mr. Choy expects that this audit will show the same results as last year, and that HPHA has not improved.

Director Tokishi asked how many man hours were expended to perform a single audit. Mr. Choy responded approximately 800 to 1,000 hours, and that more hours are spent as KMH cannot rely on HPHA's internal controls. Mr. Choy explained that HPHA has two types of funds - governmental funds and proprietary funds. The proprietary fund has more requirements and is more demanding than governmental funds. HPHA has 17 funds, nine of which are proprietary and that's where the agency has more challenges.

Director Godfrey asked if the HPHA has adequate staff to address the problems.

Mr. Choy responded that they are not hired to evaluate staffing, however in the last five or six years, there has not been significant improvement in the accounting and reporting areas. He mentioned that the Accountants and Account Clerks have different responsibilities, and HPHA is lacking higher level accountants.

Director Godfrey requested that the Executive Director provide more support for Acting CFMA Clarence Allen's department.

Mr. Hakim Ouansafi, Executive Director explained that HPHA is already in the process of identifying the deficiencies and weaknesses and filling the appropriate positions.

Director Yokoyama asked what happened to HPHA's accounting in the past five years.

Director Yoshioka responded that HPHA suffered staff turnovers and hiring freezes.

Mr. Ira Calkins requested to address the Board of Directors. Director Gierlach responded that he would have that opportunity during the public testimony.

**The motion was unanimously carried.**

Director Gierlach stated that he had a request from a Board member to add Representative Rida Cabanilla to the Agenda since she was in the audience, and to also to take her out of the order with the Board's approval.

**Director Thompson moved:**

**To add Representative Rida Cabanilla to the Agenda,**

**The motion was unanimously carried.**

Representative Cabanilla stated that she came today to meet the Board of Directors, and that this is her fourth year as Chair of the Housing Committee.

Director Yoshioka stated that she saw a bill requiring drug testing for public housing applicants.

Representative Cabanilla responded that the bill should be passed. As HPHA and legislators are accountable to the taxpayers, and it costs a lot of money to repair the units, she believes that only the best qualified people should live in public housing.

Director McManaman mentioned that the bill may have constitutional problems. On behalf of DHS, she is not in support of the bill as there are substantial 4<sup>th</sup> amendment issues, and the Department of the Attorney General should be consulted.

Representative Cabanilla mentioned that there would be a public hearing for comment and that this proposal has been adopted by other States. She further explained that legislators bring bills for discussion at the request of the public.

Director Thompson proposed a brief recess so that the Board could meet with Representative Cabanilla.

**Chairperson Gierlach called for a recess at 9:50 a.m. and reconvened at 9:56 a.m.**

Chairperson Gierlach stated that he was advised by the Deputy Attorney General to have the Board re-vote on Action Item IV A, after receiving Public Testimony on this item.

The business of the Board proceeded with the approval of the Regular Board Meeting Minutes of December 15, 2011. Director Thompson moved to approve the "corrected copy" of the minutes that were handed out at the meeting today to replace the minutes in the Board packet:

**The minutes were unanimously approved.**

The approval of the Executive Session Minutes of December 15, 2011 was deferred until later in the meeting.

### **Public Testimony**

Mr. Ene Augafa, Mayor Wright Homes tenant testified that he would like the Acting Manager to continue as the Manager because she is doing a good job. He stated that she works with tenants and she knows what she's doing. He also testified that there is a concern about the security guards, as they seem to not know what's going on every time there is an incident and police are called. He stated that monies being used for the security could be better spent on other services.

Mr. Jacopec, Mayor Wright Homes tenant testified that he has been trying to get new playground equipment at Mayor Wright Homes. He worked with the Tenant Association, and submitted

photos and letters however it seems as though nothing is being done. He stated that someone mentioned at one of the Tenant Association meetings that Dog the Bounty Hunter pledged \$10,000 for a playground.

Mr. Jacopec also testified about the property damage at Mayor Wright Homes. He stated that one household has three families living in the unit on a rotation basis. He also mentioned that one of the neighbors stole his child's bike, and when confronted, refused to return it. This same male also kicked Mr. Jacopec's \$800 moped, causing damages and \$1,500 in repairs. He reported it to Management but this person still lives on the property. He was told by Management that he needed to provide proof and/or a witness.

Mr. Ira Calkins, resident at Punchbowl Homes testified that he has witnessed security guards sleeping and has photos to prove it. When he reported this to the Management, the Manager posted a sign stating that the security is present to protect the building, and not the public, and if there is a problem, to call the police. He also stated that the Manager put a sign up that there is no on-site management, which he believes is an invitation for people to do illegal activities. He suggested installing a security system such as cameras with a sensor card to open the doors to all of the units. Mr. Calkins will send the Executive Director the photos of the guard sleeping.

Mr. Calkins mentioned that it would cost him a lot of money to make a public information request for 17 funds. He stated that the auditor's report regarding funds disappearing and not being recorded shows that the system is broken and even though there is a change in Administration, someone should be held accountable.

Director McManaman requested that security concerns raised at this meeting should be on next month's agenda.

**Chairperson Gierlach requested to refer back to Agenda Item IV A.**

**Director Espero moved,**

**Request a motion to reconsider the vote accepting HPHA's audited Financial Statements period July 1, 2010 to June 30, 2011 and to Authorize the Executive Director to Submit the Audit to the U.S. Department of Housing and Urban Development.**

Chairperson Gierlach stated that the Motion is being reconsidered because procedurally, the public had the right to speak to the issue before the Board voted.

**The motion was unanimously carried.**

**For Action:**

**Director Thompson moved,**

**To Accept the Hawaii Public Housing Authority's Audited Financial Statements for the Period July 1, 2010 to June 30, 2011 and to Authorize the Executive Director to Submit the Audit to the U.S. Department of Housing and Urban Development**

**The motion was unanimously carried.**

**For Action:**

**Director Thompson moved,**

**To Accept the Hawaii Public Housing Authority's Audited Financial Statements for the Period July 1, 2010 to June 30, 2011 for the Banyan Street Manor Property**

**The motion was unanimously carried.**

**For Action:**

**Director Espero moved,**

**To Approve the Granting of a Non-Exclusive Electrical Easement at Puuwai Momi to the Hawaiian Electric Company for Maintenance of the Electrical Distribution System**

Ms. Becky Choi, State Housing Development Administrator explained that HECO is willing to install an entirely new system and maintain it, but Board approval is needed to grant HECO the easement. HPHA has already received approval from the local HUD office and the Attorney General's office.

**The motion was unanimously carried.**

**For Action:**

**Director Espero moved,**

**To Authorize the Executive Director to Execute a Long Term Lease with the County of Hawaii for the Use of a HUD Approved Disposition Parcel of Land at Lanakila Homes for the New County Fire Department, and to Undertake All Actions Necessary to Obtain Approval of Said Lease**

Mr. Ouansafi stated that the parcel is approximately 1.9 acres, and that the tenants have been appraised and are in agreement with the project.

Director Thompson asked about the value of the property. He is concerned because this appears to be a blatant circumvention of state law governing the process and procedure to dispose of a public property, which includes public hearings, appraisals, etc. Director Thompson supports the result, however ethically he opposes the procedure currently being proposed.

Mr. Nicholas Birck, Chief Planner explained that HPHA had previously negotiated a sale agreement, but then Act 176 passed before the transaction was finalized. At the time, it was determined that the lease of the land would not violate Act 176 provision. HPHA could maintain ownership of parcel, lease it to the County for their purposes, and continue with progress that has been made because HUD already approved it. Mr. Birck noted that there has been a change in the fire administration in Hawaii County and they requested that the Board approve the lease. The property has not been appraised yet, but it will be done.

Director Thompson commented that the Board has a fiscal and ethical responsibility to make sure that HPHA receives a return for its property, and the Board should not give property away.

Mr. Ouansafi mentioned that he is still working on the lease, that an appraisal still needs to be done, that the lessee must agree to indemnify HPHA, and that he would not sign the currently proposed lease. He also explained that after further review, there are some monies still owed to the HPHA. He emphasized that state land or anything that belongs to the public would not be approved or have his signature unless it absolutely makes sense. Staff is currently compiling the information to allow Mr. Ouansafi to determine whether to proceed with the lease. He also stated that the project is good for the community, and will further protect the neighborhood. But, he will ensure that HPHA secures a lease that is in the best interest of the State.

**Chairperson Gierlach proposed to amend the motion to give the Executive Director the authority to negotiate a long term lease and then return to the Board for approval to execute.**

Director Thompson asked if it would include an appraisal of the property. Mr. Ouansafi responded affirmatively and mentioned that he would not sign a document unless there is due diligence, and that he will not continue negotiations until the debt to HPHA is paid in full.

Director Thompson asked if there will be a legislative briefing to inform the people involved that a lease is being done rather than following Act 176. Mr. Ouansafi responded that he would consult with the attorneys.

**The motion was unanimously carried, as amended.**

**For Action:**

**Director Espero moved,**

**To Amend the Admissions and Continued Occupancy Policy Regarding Preferences and Splitting of the Wait List and Authorize the Executive Director to Undertake All Steps Necessary to Effect Such Changes**

Mr. Ouansafi requested that the motion be withdrawn as the matter is a procedural, and requested that the Board go into executive session to consult with the deputy attorney general.

Director Thompson commented that the Board members do not have any documents in their packets except that a note that the information was forthcoming.

Chairperson Gierlach responded that it may involve attorney client matter.

**Director McManaman moved to go into Executive Session at 10:27 a.m. The Board reconvened from Executive Session at 10:41 a.m.**

**Director Espero moved to withdraw the motion,**

**There being no objections, the motion was withdrawn.**

**For Action:**

**Director Espero moved,**

**To Authorize the Executive Director to Pursue Conveyance of Remnant Parcels of Land Adjacent to Puahala Homes, From Department of Land and Natural Resources, as Part of the Kuakini Extension Project, and Undertake All Actions Necessary to Accept Said Remnant Parcel of Land**

Mr. Ouansafi mentioned that he met with the officials from the City and County of Honolulu, Transportation Services Department on January 18, 2012. The officials assured HPHA that if HPHA accepts the remnant parcels, the City will maintain it, assume liability, and allow the tenant associations to turn the parcel into a garden. The City also submitted a letter of support. Mr. Ouansafi explained that HPHA is willing to take ownership of the parcel, and anticipates executing a Memorandum of Understanding (MOU) with the City. He also mentioned that the Department of Land and Natural Resources has agreed to deed the remnant parcels to HPHA.

Director Thompson mentioned that the information in the Board packet is different from what is being presented. Mr. Ouansafi responded that the meeting just took place yesterday, and that when he told the City officials that the terms of the MOU must reflect that the City is responsible for the maintenance and liabilities, the City officials agreed. Mr. Ouansafi is updating the Board now as to what transpired at the meeting yesterday.

Chairperson Gierlach clarified that part of the motion is to authorize the Executive Director to pursue this conveyance, and remains subject to modifications and negotiations.

**The motion was unanimously carried.**

**Reports:**

**Board Task Force Reports: none**

**Executive Director's Report:**

Ms. Stephanie Fo, Property Management and Maintenance Branch Chief explained that they are working on reducing the rent delinquencies. They have created a team to do mass re-certifications, and conduct rent meetings with the five AMPs that have the most delinquencies. Director Thompson commended staff for including the highlights of each AMP.

Mr. Ouansafi mentioned that the goal is to have the Board hear from all of the Branch Chiefs and not just the Executive Director; he believes that it should be an "open book" and he encourages the Branch Chiefs to do the same for their departments.

Director Thompson asked about the REAC scores challenged by HPHA. Ms. Fo responded that HPHA received additional points for Kamehameha Homes and Kauai. Mr. Ouansafi mentioned that the Agency currently has a passing score of 62; however HPHA is working towards a much higher score. HUD issued the last score 15 months later, and it's uncertain when this year's score will be out.

Mr. Ouansafi asked for the Board's support of the "I Have a Dream Campaign" that was launched on January 16, 2012. He reported receiving a tremendous response from the community, volunteers, companies, and church and faith groups. A Facebook page will also be on site soon. Chairperson Gierlach requested that HPHA consult with the Attorney General's office regarding accepting donations or products, as there may be procurement code issues. Mr. Ouansafi reported that Staff is currently coordinating and organizing the schedule, units, etc. The goal is to renovate and have families move into 147 units within the next 60 days. He explained that the second part of the campaign would be beautification.

Director Yoshioka asked if HPHA had consulted the unions about using volunteers. Mr. Ouansafi responded that the United Public Workers union canceled the scheduled meeting, but he would like the union to be a co-sponsor of the campaign because it will also house homeless people, and allow HPHA to hire more people and create jobs.

Director Thompson mentioned in reference to the accounts receivables in the audit report, he encouraged staff to process the write offs and clean the books. Mr. Ouansafi concurred and stated that in the event HPHA cannot collect, HPHA will start the process to write off the accounts and remove it from the books.

Director Debbie Shimizu asked about the status of the Department of Labor nonperformance item on the CMS. Ms. Choi responded that it involves an allegation that the contractor is not paying its workers Bacon Davis wages.

Chairperson Gierlach asked about the life expectancy of the hot water temporary repairs at Mayor Wright Homes. Ms. Rose Churma of Construction Management Branch responded 10 to 12 years.

Director Yoshioka requested a status/update of the legislative bills relating to housing in future Board packets.

Director Yoshioka asked about Personnel's report on staff vacancies, and in particular, Kauai. Ms. Shirley Befitel, Personnel Supervisor responded that HPHA is currently recruiting for the essential positions. Ms. Befitel stated that HPHA is looking for an 89 day hire for the Kauai manager and deputy positions.

Director Trevor Tokishi referenced page 167, Insurance, and asked what caused the 48% decrease in accrual. Mr. Allen responded that it was supposed to break accruals monthly.

**Motion: To go into Executive Session at 11:16 a.m. pursuant 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 its powers, duties, privileges, immunities, and liabilities as related to:**

- 1. Approval of Executive Session Minutes of December 15, 2011**
- 2. For Discussion: Review and Execution of an Energy Services Agreement**
- 3. For Information: *Kolio, et al. v. State of Hawaii; Hawaii Public Housing Authority; Denise Wise in her Official Capacity As Executive Director (Civil Case No. CV 11-00266 and Civil No. 11-1-0795)***

**Director Kihano moved.**

The motion was unanimously carried.

**The Board called a recess at 12:50 p.m.**

**The Board reconvened at 1:40 p.m.**

**For Information: U.S. Department of Housing and Urban Development Ethics Training**

Kimberly Nash, Regional Counsel for the U.S. Department of Housing and Urban Development (HUD), introduced herself, her staff, and the local HUD officials and legal counsel. HUD handouts and HUD vacancy report were distributed to the Board.

Ms. Nash provided the Board with an overview of the federal ethics requirements versus state ethics, and advised the Board to always follow the more stringent standard imposed by law. Ms. Nash explained HUD's Litigation Handbook requirements, the Board's duty to report certain litigation to HUD, and the Board's need to obtain approval from HUD when hiring outside counsel costing more than \$100,000, and settling certain cases. Ms. Nash advised the Board about the federal HATCH Act, its prohibitions, and need for the Board members to avoid lending political support or influence in their official capacity.

Mr. Mike Voss, legal counsel in the HUD Regional office, explained federal procurement regulations and prohibitions regarding conflicts of interest in procurement.

Ms. Stephanie Stone of the HUD Regional office provided an overview of the HUD Public Housing Assessment System (PHAS), and HUD's scoring of HPHA properties. Ms. Stone noted that HPHA was designated a troubled agency in 2010 based its PHAS scores, but the 2011 scores will most likely reflect an improvement. Ms. Stone noted that the PHAS scoring system has changed for 2011. Ms. Stone recommended that the Board review the State Auditor's report issued in June 2011, and focus on those issues and HUD requirements.

Mr. Mike Flores of the HUD Local office reported that HPHA vacancies have increased since HUD's last report. He also reported that an employee at a certain AMP informed him that a ground floor unit was left vacant because of the pending lawsuit regarding accessibility.

Mr. Ryan Okahara of the HUD Local office recommended that the Board ask the correct questions because now the Board knows the method and procedure used by HUD to score HPHA.

Director Yokoyama asked if residents can stay in public housing indefinitely. Mr. Okahara responded affirmatively.

Director Yokoyama commented that HPHA should use a grant writer to obtain self-sufficiency services for residents.

With no further business for the Board to conduct,

**Director Yokoyama moved to adjourn,**

The motion was unanimously carried.

The meeting adjourned at 3:06 p.m.

**MINUTES CERTIFICATION**

Minutes Prepared by:

  
Deidra L. Ahakuelo-Kepa  
Recording Secretary

**FEB 16 2012**

Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on **FEB 16 2012**

  
Jason Espero  
Director/Board Secretary

**FEB 16 2012**

Date

## FOR ACTION

**SUBJECT:** Recognition of the Kuhio Park Terrace (KPT) Towers I, LLC Resident Association

### I. FACTS

- A. In November 2010, the Hawaii Public Housing Authority (HPHA) agreed to lease the land to Kuhio Park Terrace (KPT) Towers I, LLC for 65 years. In the exchange for the sale of the structures, Michaels Development, the private development team, will renovate, manage and maintain the 555 units of the two towers. Out of the 555 units, 347 units are designated as federal public housing units.
- B. Public Housing Agencies have been mandated by Congress to comply with certain provisions under the Quality Housing and Work Responsibility Act of 1998. In addition, the U.S. Department of Housing and Urban Development has promulgated federal regulations governing resident councils and the election of a governing board for resident councils under volume 24 Code of Federal Regulations (CFR) part 964.

### II. DISCUSSION

- A. Since August 2011, the KPT Towers I, LLC Resident Association have been working with Interstate Realty Management (IRM), their property management company, in order to comply with the federal requirements in volume 24 Code of Federal Regulations 964 Tenant Participation and Tenant Opportunities in Public Housing.
- B. On October 20, 2011, the KPT Towers I, LLC Resident Association conducted their elections with Ms. Stacie Brach, Property Manager and Mr. Domonic Inocelda of Susannah Wesley Community Center. They were the independent third party observers that verified the process was fair, impartial and conducted pursuant to the Resident Association's By-laws.
- C. On January 24, 2012, the KPT Towers I, LLC Resident Association held a general meeting to revise the resident association's By-laws. The majority of the members present adopted the revised By-laws.

- D. IRM, a local property management team that works for Michaels Development, in partnership with HPHA's Property Management and Maintenance Services Branch (PMMSB) has reviewed all submitted documents in conjunction with volume 24 Code of Federal Regulations part 964.

Review of the documents indicates the following:

1. KPT Towers I, LLC Resident Association By-laws conform to 24 CFR 964; and
2. Officers of the KPT Towers I, LLC Resident Association as elected on October 20, 2011 are:

President – Debbie Ta'amu  
Vice-President – Vacant  
Secretary – Kitela Aniol  
Treasurer – Juliet Won  
Sgt. at Arms – Lealofioamoa "Lofi" Hollins

- E. The following documents are on file and available for review:

1. Certification of Election Results; and
2. Kuhio Park Terrace (KPT) Towers I, LLC Residents Association By-laws.

### III. RECOMMENDATION

That the HPHA Board of Directors Recognize the Kuhio Park Terrace (KPT) Towers I, LLC Resident Association.

Prepared by: Stephanie Fo, PMMSB Chief



Approved by the Board of Directors  
on February 16, 2012

  
\_\_\_\_\_  
David Gierlach  
Chairperson

# Certificate of Recognition

**Kuhio Park Terrace Towers I, LLC Resident Association**  
**February 16, 2012**

Has met all the requirements of the U. S. Department of Housing and Urban Development under Volume 24 Code of Federal Regulations, "Tenant Participation and Tenant Opportunities in Public Housing" and is in conformance with the Hawaii Public Housing Authority, Board Resolution No. 31, and "Policy on Official Recognition of a Resident Association." Pursuant to their by-laws, Kuhio Park Terrace Towers I, LLC Resident Association has duly elected officers as of October 20, 2011. Therefore, be it known that the Hawaii Public Housing Authority Board of Directors hereby acknowledge and recognize the newly elected Kuhio Park Terrace Towers I, LLC Resident Association officers as the representative resident council.



David Gierlach  
Chairperson



Hakim Ouansafi  
Executive Director

February 16, 2012



## FOR ACTION

**SUBJECT:** To Reappoint Ms. Arde Long-Yamashita to the HPHA's Kauai Eviction Board, Mr. Robert Hill to the Maui Eviction Board and Mr. Keith Biho to the Hilo Eviction Board for a Two-Year Term Expiring on February 28, 2014

### I. FACTS

- A. The Kauai, Hilo and Maui Eviction Boards are composed of members of the community and are responsible for affording public housing tenants a full and fair hearing during lease termination proceedings.
- B. Pursuant to Hawaii Revised Statutes (HRS) 356D, the Authority is authorized to appoint an eviction board in each county to hear cases referred for eviction. In accordance with HRS 356D, the Eviction Board shall consist of not fewer than three members, one of which shall be a resident of public housing.
- C. Having more than the minimum amount of members appointed to the Kauai, Hilo and Maui Eviction Boards will allow the Hearings Office to process the requests for hearings in an efficient and timely manner, and avoid cancellation of hearings for lack of quorum.
- D. Attached is a list of the current eviction board members by county and term appointments.

### II. DISCUSSION

- A. Ms. Arde Long-Yamashita is a resident of public housing in Kauai. She has served as a volunteer case manager with the Department of Health Community Services with the developmentally disabled and mentally retarded for many years. She is also involved in other community activities and is a valuable asset to the Kauai Eviction Board. Ms. Long-Yamashita has expressed a willingness to serve as a member of the Kauai Eviction Board for an additional two-year term.
- B. Mr. Keith Biho is a resident of Hilo. He is currently employed with the Adult Probation Services of the Third Circuit Court as a social worker. His experience in the criminal process and social work provide valuable skills to

the board. Mr. Biho has expressed a willingness to serve as a member of the Hilo Eviction Board for an additional two-year term.

- C. Mr. Robert Hill is a resident of Maui. He recently retired from the Maui Police Department as a Commander with the Communication section. His working experience in criminal and drug related issues are a valuable asset to this eviction board. Mr. Hill has expressed a willingness to continue to serve the community as a member of the Maui Eviction Board for an additional two-year term.

### III. RECOMMENDATION

That Ms. Arde Long-Yamashita be reappointed to the Kauai Eviction Board, Mr. Robert Hill be reappointed to the Maui Eviction Board and Mr. Keith Biho be reappointed to the Hilo Eviction Board for a Two-Year term expiring on February 28, 2014.

Attachments:

- A. List of Eviction Board Members and Term Appointments.  
B. Resumes for Arde Long-Yamashita, Robert Hill and Keith Biho.

Prepared by: Renee Blondin-Nip, Hearings Officer RN.

Adopted by the Board of Directors  
on the date set forth above

  
\_\_\_\_\_  
David Gierlach  
Chairperson

**Attachment A**

**EVICTIION BOARD MEMBERS  
HAWAII PUBLIC HOUSING AUTHORITY  
Initial Appointment/Current Expiration Dates**

<b>Board Member</b>	<b>Initial Appointment Date</b>	<b>Current Expiration Date</b>	<b>Years Served as of July 2011</b>
<b>Oahu A:</b>			
Douglas Kaya	03/17/05	03/31/13	6
Radiant Chase	01/25/02	07/31/13	8
Stanley Young	07/15/10	07/15/12	1
Jane Moana Gray*	06/21/07	06/30/13	4
<b>Oahu B:</b>			
Jane Moana Gray*	08/31/79	07/31/13	32
Earl Mente	12/19/97	07/31/13	14
Joyce Nakamura	02/20/98	07/31/13	14
<b>Oahu C:</b>			
Solomon Kuresa*	05/16/97	07/31/13	14
Sylvianne Young	12/19/97	07/31/13	14
Wayne Fujikane	05/10/05	07/31/13	6
Sylvia Wilmeth	11/18/10	11/31/12	New Member
<b>Hilo:</b>			
Jane Moana Gray**	06/21/07	06/30/13	4
James DeMello	01/22/98	07/31/13	13
Eleanor Garcia*	07/17/03	07/31/13	8
George DeMello*	09/20/07	07/31/13	4
Melvin Kawahara	01/15/09	01/31/13	2
Keith Biho	02/18/10	02/28/12	1
<b>Kauai:</b>			
Jane Moana Gray**	06/21/07	06/30/13	4
Gary Mackler	12/17/98	08/31/13	13
Ludvina Takahashi	06/14/01	08/31/13	10
Arde Long-Yamashita*	02/31/08	02/29/12	3
<b>Kona:</b>			
Jane Moana Gray**	06/21/07	06/30/13	4
Ross Oue	05/15/92	07/31/13	19
Valerie A. Robertson*	02/19/09	02/28/13	2
Arleila Andrade	09/15/10	09/31/12	1
Elaine Watai	05/09/11	05/31/13	New Member
<b>Maui:</b>			
Jane Moana Gray**	06/21/07	06/30/13	4
Mark Nishino	01/19/95	08/31/13	16
Robert G. Hill	03/01/08	02/29/12	3

\* Resident Member

\*\* Floating Resident Member (Attends hearing when quorum needed)

Revised 02/01/2012

Approved by the Executive Director   
February 16, 2012

## FOR ACTION

**SUBJECT:** To Accept the Hawaii Public Housing Authority's Single Audit Testing on Internal Controls and Compliance for Fiscal Year July 1, 2010 Ending June 30, 2011.

### I. FACTS

- A. The audit of the Hawaii Public Housing Authority's (HPHA) financial statements for fiscal year ending June 30, 2011, was performed by our independent auditor, KMH, LLP.
- B. KMH has also completed the single audit testing on internal controls and compliance. Management is drafting responses and corrective action plans in response to the auditor's findings. The single audit findings are submitted to the Federal Single Audit Clearinghouse.

### II. RECOMMENDATION

That the Board of Directors Accept the Single Audit for the Fiscal Year Beginning July 1, 2010 and Ending June 30, 2011.

Attachment A: Single Audit Findings for Fiscal Year July 1, 2010 Ending June 30, 2011

Prepared by: Clarence Allen, Fiscal Officer 

Approved by the Board of Directors  
on the date set forth above

  
\_\_\_\_\_  
David Gierlach  
Chairperson

## Hawaii Public Housing Authority

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year ended June 30, 2011

Federal Grantor/Program or Cluster Title	Federal CFDA Number	Federal Expenditures
<u>U.S. Department of Housing and Urban Development:</u>		
Section 8 Project-Based Cluster --		
Section 8 Housing Assistance Payments - Special Allocations	14.195	\$ 26,404,170
Public and Indian Housing	14.850	21,951,172
Section 8 Housing Choice Vouchers Program	14.871	21,354,768
Public Housing Capital Fund		
Annual Grant	14.872	12,000,702
ARRA Grant	14.885	11,519,154
Resident Opportunity & Self Sufficiency	14.870	141,137
Community Development Block Grants/Economic Development Initiative	14.246	2,861
<u>U.S. Environmental Protection Agency</u>		
Congressional Mandated Projects	66.202	722,175
Total federal expenditures		<u>\$ 94,096,139</u>

The accompanying note is an integral part of this schedule.

**Hawaii Public Housing Authority**

Note to the Schedule of Expenditures of Federal Awards  
Year ended June 30, 2011

**NOTE 1 – BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal grant activity of Hawaii Public Housing Authority (the Authority) and is presented on the accrual basis of accounting and in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in the Schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements. Because the Schedule presents only a selected portion of the Authority, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Authority.

**PART II**

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND  
OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

**Independent Auditor's Report on Internal Control Over Financial Reporting and  
on Compliance and Other Matters Based on an Audit of Financial Statements Performed  
in Accordance With *Government Auditing Standards***

Board of Directors  
Hawaii Public Housing Authority

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Hawaii Public Housing Authority (the HPHA) as of and for the year ended June 30, 2011, and have issued our report thereon dated March \_\_, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America.

Internal Control Over Financial Reporting

Management of the Hawaii Public Housing Authority is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the Hawaii Public Housing Authority's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Hawaii Public Housing Authority's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Hawaii Public Housing Authority's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as described in the accompanying Schedule of Findings and Questioned Costs, we identified certain deficiencies in internal control over financial reporting that we consider to be material weaknesses.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying Schedule of Findings and Questioned Costs, items 2011-01 through 2011-03, to be material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Hawaii Public Housing Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, including applicable provisions of the Hawaii Public Procurement Code (Chapter 103D of the Hawaii Revised Statutes) and procurement rules, directives and circulars, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and response as items 2011-04, 2011-05, 2011-08 and 2011-10.

We subsequently noted certain matters that we reported to management of the Hawaii Public Housing Authority in a separate letter.

Hawaii Public Housing Authority's responses to the findings identified in our audit are described in the accompanying Schedule of Findings and Questions Costs. We did not audit the Hawaii Public Housing Authority's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of the Board of Directors and management of the Hawaii Public Housing Authority, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

KMH LLP

Honolulu, Hawaii

March \_\_, 2012

DRAFT

**PART III**

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH  
REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM  
AND ON INTERNAL CONTROL OVER COMPLIANCE IN  
ACCORDANCE WITH OMB CIRCULAR A-133**

**Independent Auditor's Report on Compliance With Requirements  
That Could Have a Direct and Material Effect on Each Major Program  
Internal Control Over Compliance in Accordance  
With OMB Circular A-133**

Board of Directors  
Hawaii Public Housing Authority

**Compliance**

We have audited the compliance of the Hawaii Public Housing Authority (the HPHA) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 *Compliance Supplement* that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2011. The Hawaii Public Housing Authority's major federal programs are identified in the summary of auditor's results section of the accompanying *Schedule of Findings and Questioned Costs*. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the Hawaii Public Housing Authority's management. Our responsibility is to express an opinion on the Hawaii Public Housing Authority's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Hawaii Public Housing Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the Hawaii Public Housing Authority's compliance with those requirements.

As described in items 2011-04 and 2011-05 in the accompanying *Schedule of Findings and Questioned Costs*, the Hawaii Public Housing Authority did not comply with requirements regarding special tests and provisions and housing quality standards inspections that are applicable to its Section 8 Housing Choice Voucher program. Compliance with such requirements is necessary, in our opinion, for the Hawaii Public Housing Authority to comply with requirements applicable to that program.

As described in item 2011-08 in the accompanying *Schedule of Findings and Questioned Costs*, the Hawaii Public Housing Authority did not comply with requirements regarding equipment and real property that are applicable to its Public Housing Capital Fund program. Compliance with such requirements is necessary, in our opinion, for the Hawaii Public Housing Authority to comply with requirements applicable to that program.

As described in items 2011-10 in the accompanying *Schedule of Findings and Questioned Costs*, the Hawaii Public Housing Authority did not comply with requirements regarding special tests and provisions that are applicable to its Public and Indian Housing program. Compliance with such requirements is necessary, in our opinion, for the Hawaii Public Housing Authority to comply with requirements applicable to that program.

In our opinion, except for the noncompliance described in the preceding paragraphs, the Hawaii Public Housing Authority complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2011.

#### **Internal Control Over Compliance**

Management of the Hawaii Public Housing Authority is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Hawaii Public Housing Authority's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Hawaii Public Housing Authority's internal control over compliance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as discussed below, we identified certain deficiencies in internal control over compliance that we consider to be material weaknesses and other deficiencies that we consider to be significant deficiencies.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal

program will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies in internal control over compliance described in the accompanying Schedule of Findings and Questioned Costs as items 2011-04, 2011-05, 2011-08 through 2011-11 to be material weaknesses.

*A significant deficiency in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiencies in internal control over compliance described in the accompanying Schedule of Findings and Questioned Costs as items 2011-06 and 2011-07 to be significant deficiencies.

The Hawaii Public Housing Authority's responses to the findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. We did not audit the Hawaii Public Housing Authority's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of management, others within the entity and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than those specified parties.

KMH LLP

Honolulu, Hawaii  
March \_\_, 2012

**PART IV**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**Hawaii Public Housing Authority**

Schedule of Findings and Questioned Costs  
Year Ended June 30, 2011

---

**Section I – Summary of Auditor’s Results:**

---

*Financial Statements*

Type of auditor’s report issued: Unqualified.

Internal control over financial reporting:

- Material weakness(es) identified?  Yes       None reported
- Significant deficiency(ies) identified that are not considered to be material weaknesses?  Yes       None reported
- Noncompliance material to financial statements noted?  Yes       No

*Federal Awards*

Internal control over major programs:

- Material weakness(es) identified?  Yes       No
- Significant deficiency(ies) identified that are not considered to be material weakness(es)?  Yes       None reported

Type of auditor’s report issued on compliance for major programs: Qualified.

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133?  Yes       No

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program</u>
14.871	Section 8 Housing Choice Vouchers Program
14.872	Public Housing Capital Fund
14.850	Public and Indian Housing

Dollar threshold used to distinguish between type A and type B programs: \$2,822,884 (3% of federal award expended)

Auditee qualified as low-risk auditee?  Yes       No

## FOR ACTION

**MOTION:** To Authorize the Executive Director to Reevaluate the Remaining Phases of Construction at Lanakila Homes and to Proceed with the Most Appropriate Course of Action

### I. FACTS

- A. Lanakila Homes is a federally assisted low-income family housing project constructed in three separate phases. The first phase (HA 1-04) was occupied in 1951. The second phase (HA 1-13) was occupied in 1961 with the third phase being occupied in 1962 (HA 1-14). The project originally consisted of (see Exhibit A – Original Site Plan):
1. 115 one and two-story duplex structures with a total of 30 one-bedroom, 66 two-bedroom, 88 three-bedroom and 46 four-bedroom units for a total of 230 residential units, and
  2. An Administrative Complex consisting of offices, maintenance shops, a community center and a motor pool/storage area.
- B. In 1999, the U.S. Department of Housing and Urban Development (HUD) approved the Hawaii Housing Authority's (predecessor to HPHA) application to demolish and construct new housing units at Lanakila Homes on the island of Hawaii.
- C. The demolition and construction proceeded in phases as described below. Project construction history (see Exhibit B – Current Site Plan):
1. Phase I was completed in February 2000:
    - a. Eighty-eight (88) units in forty-four (44) deteriorated structures were demolished;
    - b. Eighty (80) units in twenty (20) four-plex townhouse structures were constructed consisting of 2 one-bedroom, 30 two-bedroom, 36 three-bedroom and 12 four-bedroom units;
    - c. Total project cost was \$10,214,778 (\$127,684 per unit.)

2. Phase IIa was completed in April 2005:
    - a. Twenty-eight (28) units in fourteen (14) deteriorated structures were demolished;
    - b. Twenty-eight (28) units in seven (7) four-plex townhouse structures were constructed consisting of 14 two-bedroom, 10 three-bedroom and 4 four-bedroom units including sitework;
    - c. Total project cost was \$5,970,624 (\$213,237 per unit.)
  3. Phase IIb was completed in November 2005:
    - a. Twenty (20) units in ten (10) deteriorated structures were demolished;
    - b. Twenty (20) units in five (5) four-plex townhouse structures were constructed consisting of 2 one-bedroom, 4 two-bedroom, 10 three-bedroom and 4 four-bedroom units including sitework;
    - c. Total project cost was \$5,174,911 (\$258,746 per unit.)
  4. Phase IIIa/IV Demolition was completed in March 2009:
    - a. Twenty two (22) units in eleven (11) deteriorated structures were demolished for Phase IIIa and;
    - b. Ten (10) units in (5) deteriorated structures were demolished in Phase IV for the new fire station;
    - c. Total project cost was \$956,293.
  5. Phase IIIa was completed in May 2011:
    - a. Twenty (20) units in five (5) four-plex townhouse structures were constructed consisting of 4 one-bedroom, 12 two-bedroom, and 4 three-bedroom units including sitework and new parking;
    - b. Total project cost was \$5,946,831 (\$311,635 per unit.)
- D. 68 vacant units are currently awaiting demolition.
- 62 of the 68 total vacant units are currently on the Demo/Dispo Application approved by the HUD Special Applications Center (SAC)
  - 6 of the 68 total vacant units were approved by HUD SAC to be removed from that list for a volunteer effort in January 2009.

- E. In September 2010, the Board authorized the Executive Director to resubmit an application to HUD SAC to demolish & dispose of those 6 vacant units that were previously requested to be removed and instead demo the remaining 68 total units (34 buildings).
- F. Most of the buildings have been vacant for nearly 15 years and all the infrastructure, roofs, kitchen and bathrooms are not code compliance and deteriorated beyond repair. However, the foundation and much of the redwood walls can be salvaged. Rehab costs would range from ~\$125K - \$160K per unit, plus ~\$1.0M in design consultant fees for master planning and A/E work; and \$500K - \$800K for site work (including ADA compliance).
- G. The project site also requires street, parking and site work improvements (which would have occurred with the demolition and new construction project.)

## II. DISCUSSION

- A. HPHA staff revisited the site on February 2, 2012 to assess current conditions to determine whether demolition and new construction or rehabbing the existing buildings was the more prudent course of action.
- B. The February 10, 2012 pre-bid conference and walk-thru for the demolition of the existing 31 structures remaining in Phase IIIb and IV was postponed until further notice.
- C. In order to proceed with a renovation of the remaining 62 units,
  - i. HPHA must submit another application to HUD requesting that the original 1999 Demo/Dispo Application be revised to allow all but the burned buildings be rescinded to allow for rehabilitation and modernization.
  - ii. With only 62 units standing, an additional 20 units must be added on the site to fully restore the 230 units in the one-to-one replacement plan. This change also may require a new master plan.
  - iii. HPHA will need to obtain Board approval, amend the Five Year and Annual PHA Plan, and secure HUD approval (both local and national).

### III. STAFF RECOMMENDATION

That the HPHA Board of Directors grants authorize the Executive Director to reevaluate the remaining phases of construction at Lanakila Homes and to proceed with the most appropriate course of action.

Exhibit A: Original Site Plan

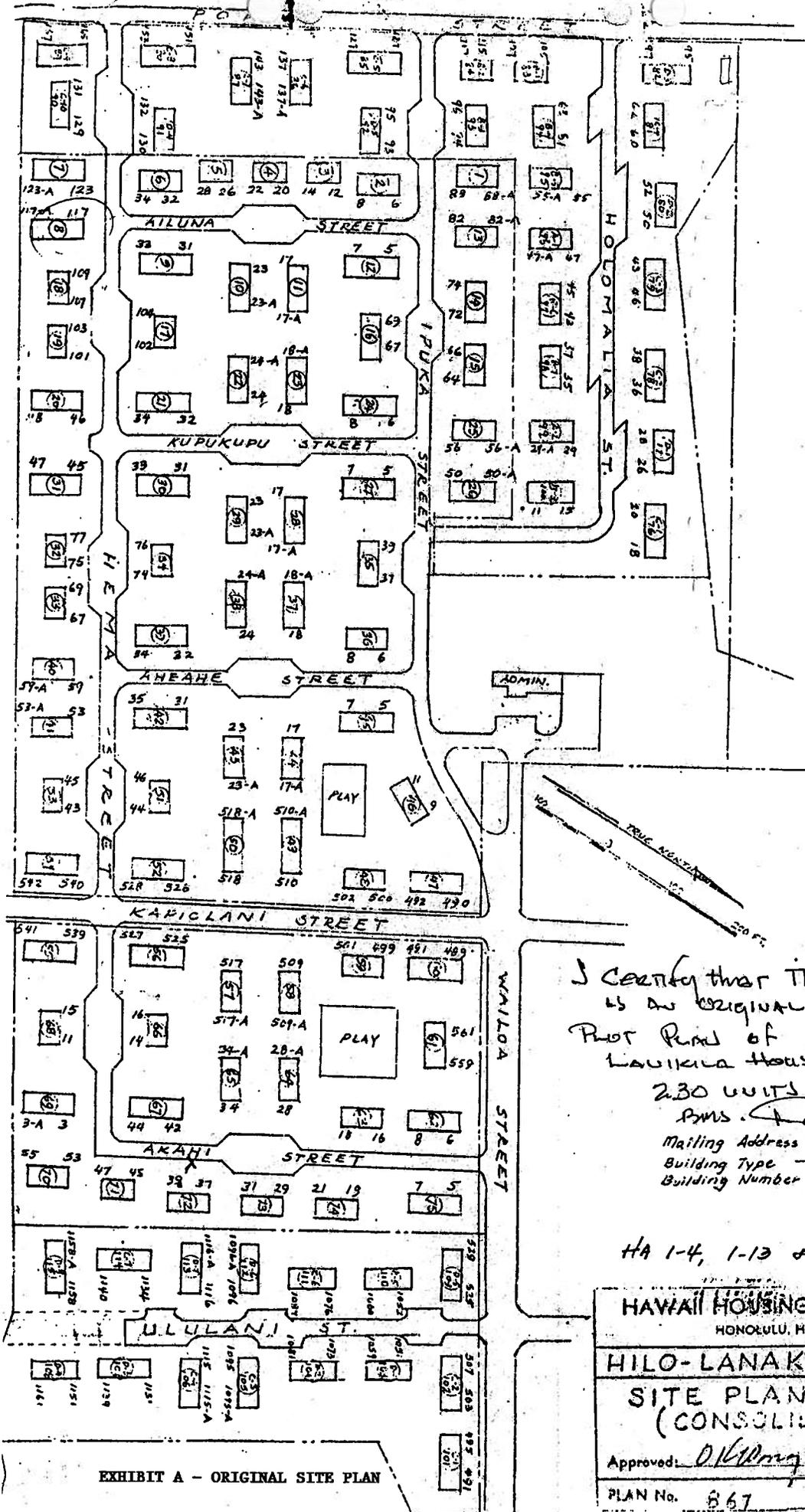
Exhibit B: Current Site Plan

Prepared by: Mitchell H. Kawamura, Project Engineer

Reviewed by: Becky L. Choi, State Housing Development Administrator

Approved by the Board of Directors on  
the date set forth above:

  
\_\_\_\_\_  
David Gerlach, Chair



I certify that this  
 is an ORIGINAL  
 Phot Print of  
 Lanika Housing  
 230 UNITS  
 PMS. *[Signature]*  
 Mailing Address → 20 18  
 Building Type → *[Symbol]*  
 Building Number → *[Symbol]*

HA 1-4, 1-13 & 1-14

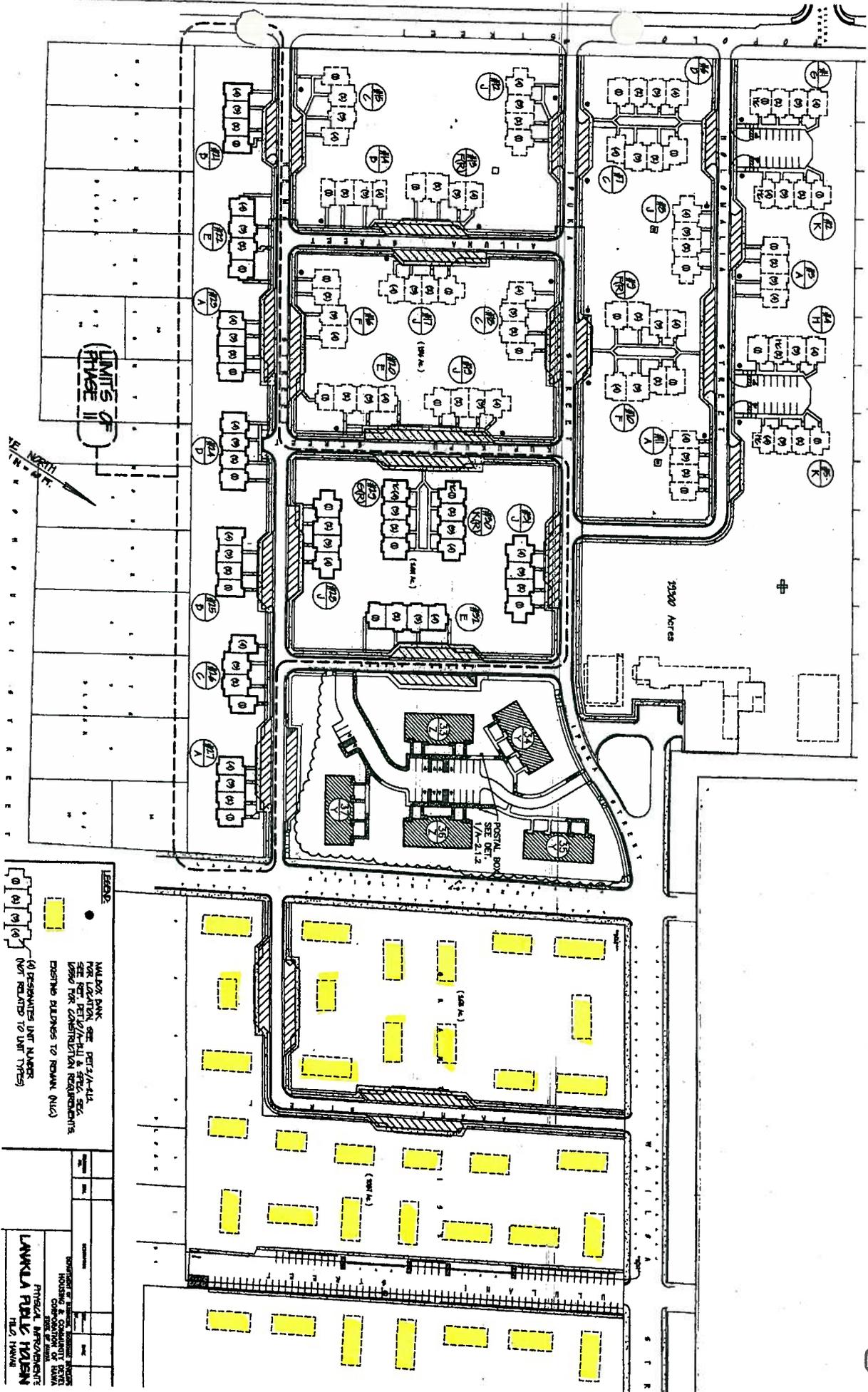
HAWAII HOUSING AUTHORITY  
 HONOLULU, HAWAII

HILO-LANAKILA HO  
 SITE PLAN DIAGR  
 (CONSOLIDATED)

Scale: As Shown  
 Approved: *[Signature]* Date: FEB. 1993

PLAN No. 867

EXHIBIT A - ORIGINAL SITE PLAN



UNITS OF PHASE II

NORTH  
IN 40 FT.

23000 Acres

POSTAL BOX  
SEE DET. 1/1-21.2

**LEGEND**

(1) (2) (3) (4)  
 MALDEN PARK  
 FOR LOCATION SEE DET. 2/1-41.1  
 SEE DET. 2/1-41.1 & 2/1-41.2  
 LEGEND FOR CONSTRUCTION REQUIREMENTS  
 DESIGNATED UNITS TO REMAIN (N/A)  
 (1) DESIGNATED UNIT NUMBER  
 (NOT RELATED TO UNIT TYPES)

DESIGNER OF RECORD FOR THE PROJECT  
 PROJECT ARCHITECT  
 LAWKLA RIBLS TALEN  
 1100 W. 10TH STREET  
 DENVER, CO 80202  
 TEL: 303.733.1100

EXHIBIT B - CURRENT SITE PLAN

February 16, 2012

## FOR ACTION

**SUBJECT:** To Adopt Revisions to the Hawaii Public Housing Authority's Reasonable Accommodations and Modifications Policy Subject to Consultation With the Hawaii Government Employees Association and the United Public Workers Union

### I. FACTS

- A. In 2004, the U.S. Department of Housing and Urban Development (HUD) and the Department of Justice (DOJ) issued a joint statement regarding their mutual responsibility for the implementation and enforcement of the Fair Housing Act, which prohibits discrimination in housing on the basis of race, color, religion, sex, national origin, familial status, and disability (HUD/DOJ Joint Statement).
- B. The Hawaii Public Housing Authority (HPHA) is committed to maintaining a policy of non-discrimination and prohibiting discriminatory practices in the operations, procedures, and programs it administers.
- C. The HPHA Board adopted revisions to the HPHA's Reasonable Accommodations and Modifications Policy on February 18, 2010.

### II. DISCUSSION

- A. Further review of the HPHA's current policy indicates the following revisions are needed:
  - 1. The policy was revised to make a violation of the policy enforceable against the employee who intentionally refuses or fails to comply with the policy and procedures.
  - 2. The policy was revised to clarify that it is the applicant, resident, or employee's responsibility to request a reasonable accommodation.
  - 3. The policy was revised to clarify that employees are not permitted to disclose to confidential disability-related information or retaliate against

any individual who has exercised their right to request a reasonable accommodation or modification.

4. The policy was revised to clarify that the HPHA's reasonable accommodations and modifications policy and procedures apply to the privately managed projects.
  5. Technical revisions to the policy and procedures are required for consistency with the HUD/DOJ Joint Statement and HUD regulations.
- B. Attached is a copy of the revisions to the HPHA's Policy and Procedures on Reasonable Accommodations and Modifications. The proposed revisions are in blue text. The proposed changes were reviewed by the HPHA's consultant The National Center for Housing Management.
- C. All employees in all Branches/Offices will be provided a copy of the revised policy and procedures, and Managers/Supervisors will be required to ensure that the new policy is communicated to all staff no later than March 30, 2012.
- D. The proposed changes will also be presented to employees at the fair housing training sessions to be scheduled in the upcoming months.
- E. The Attorney General's office was consulted and the proposed changes were approved as to form and content.
- F. The unions were contacted for consultation and subsequently requested extensions to the review deadline. At the time of the preparation of the Board packet, the HPHA was still awaiting concurrence by the unions on the proposed revisions to the HPHA Reasonable Accommodations and Modifications Policy and Procedures.

(END OF SECTION)

### III. RECOMMENDATION

That the Hawaii Public Housing Authority's Board of Directors adopt proposed changes to the Hawaii Public Housing Authority's Reasonable Accommodations and Modifications Policy, as attached in Attachment A, subject to union consultation.

Attachment A: Proposed revisions to the HPHA's Reasonable Accommodations and Modifications Policy and Procedures

Prepared by: Kiriko Oishi, Acting Chief Compliance Officer Kuo

Adopted by the HPHA Board of Directors on the date set forth above

  
\_\_\_\_\_  
David Gierlach, Chair

NEIL ABERCROMBIE  
GOVERNOR



HAKIM OUANSAFI  
EXECUTIVE DIRECTOR

BARBARA E. ARASHIRO  
EXECUTIVE ASSISTANT

**STATE OF HAWAII**  
DEPARTMENT OF HUMAN SERVICES  
HAWAII PUBLIC HOUSING AUTHORITY  
1002 NORTH SCHOOL STREET  
HONOLULU, HAWAII 96817

IN REPLY REFER TO:

**ADMINISTRATIVE MEMORANDUM**

ADMIN. NO. 4  
February 16, 2012,  
replacing Memo issued on February 18, 2010

To: All Offices, Branches, Sections, and Units

From: Hakim Ouansafi  
Executive Director

Subject: **REASONABLE ACCOMMODATION AND MODIFICATION POLICY &  
PROCEDURES FOR HAWAII PUBLIC HOUSING AUTHORITY  
(HPHA)**

**I. GENERAL**

The purpose of this administrative memorandum is to establish that the Hawaii Public Housing Authority (HPHA) recognizes its obligations to reasonably accommodate individuals with disabilities in all phases of its operations. This includes applicants from housing operated by the HPHA, residents in housing managed by the HPHA, *including residents of privately managed housing projects owned by the HPHA*, and employment applicants and the employees of HPHA.

*This policy supersedes the reasonable accommodations and modification policy and procedures adopted by the HPHA Board on February 18, 2010.*

**II. POLICY**

In accordance with the regulations, and in recognition of the HPHA's obligations, the HPHA's statement of non-discrimination policy is set forth in Resolution No. 24 (copy attached).

The HPHA will make reasonable accommodations and/or modifications to rules, policies, practices and procedures to enable an individual with a disability to benefit from the program(s) offered by the HPHA where the individual is an applicant, resident, or employee. The HPHA will make accommodations that are both *reasonable* and *necessary* to afford equal opportunity to an individual with a disability.

It shall be the responsibility of the HPHA or management company retained by the HPHA to explain its reasonable accommodations and modifications policy to all job and housing applicants, residents and employees. Since HPHA is prohibited from assuming any need for reasonable accommodations, it is the responsibility of the applicant, resident, or employee to request such an accommodation pursuant to this policy.

A “reasonable accommodation” is a change, exception, or adjustment to a rule, policy, practice, or service that may be necessary for a person with a disability to have an equal opportunity to use and enjoy a dwelling, including common and public areas.

A “reasonable modification” is a structural change made to existing premises, occupied or to be occupied by a person with a disability, in order to afford such person full enjoyment of the premises.

“Employee” means an employee of the HPHA.

“Staff” or “staff person” includes employees of HPHA, entities and employees of entities contracted by the HPHA to manage or operate HPHA’s housing programs.

Each staff person shall be provided a copy of this reasonable accommodation policy. Each staff person shall comply with the following:

- A. When a staff person receives a request for a reasonable accommodation or modification from an applicant, tenant, or other program participant, the request must be reported as soon as practicable to the staff person’s supervisor. The word or phrase “reasonable accommodation” or “reasonable modification” does not need to be used. Any request for a change to HPHA rules, policies, practices and procedures, or facilities due to a disability may be considered a request for a reasonable accommodation;

- B. Disclosure or sharing of confidential disability-related information is prohibited, except for the specific purpose of making or assessing a decision to grant or deny a reasonable accommodation or modification request or when disclosure is required by law;
- C. Each staff person must cooperate with HPHA management to effect compliance with the reasonable accommodation/modification provisions of Section 504 of the Rehabilitation Act of 1973, the Fair Housing Act, as amended, and Title II of the Americans with Disabilities Act. Failure to comply with the reasonable accommodations law may result in a violation of fair housing laws and the payment of damages to the complainant;
- D. Retaliation against any individual who has exercised their right to request a reasonable accommodation/modification is prohibited.

## II. PROCEDURES

It shall be the responsibility of all Office, Branch, Project, and Unit supervisors to disseminate or communicate this policy to all staff in a timely and appropriate manner. The HPHA Compliance Office shall have a Section 504/Fair Housing Officer who is responsible for monitoring the implementation of these policies, and recommending changes/updates to the HPHA's policy on non-discrimination.

### A. Eligibility

In order to be eligible for a reasonable accommodation and/or modification, an individual must be considered an **individual with a disability** by federal and/or state law. A disabled person or person with a disability is defined as someone who:

1. Has a physical or emotional impairment which substantially limits one or more major life activities (functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. This list is not exhaustive.);
2. Is regarded as having such an impairment; or
3. Has a record of such an impairment.

The manager/supervisor or designated person receiving the request must explain to the individual their responsibility to provide the

appropriate request and verifications pertinent to the reasonable accommodation request when the disability and/or need for the accommodation are/is not obvious or apparent.

The HPHA should not inquire as to the nature and severity of an individual's disability. The HPHA should, however, explain to the individual the HPHA's rights to request relevant supplemental information, if the information submitted does not clearly explain the nature of the disability (for the purposes of verifying that the individual meets the Fair Housing Act's definition of disabled, when it is not "obvious or readily known"), need for accommodation, or does not otherwise clarify how the requested accommodation will assist the individual.

## **B. Process**

1. A person with a disability does not need to personally make the reasonable accommodation request; the request can be made by a family member or someone else who is acting on his/her behalf. Staff may also assist an individual in completing the request form.

A reasonable accommodation request can be made orally or in writing. It is required that the staff person receiving the oral request, document the request in writing. This will help prevent misunderstandings regarding what is being requested, or whether the request was made.

If an oral request is made to a staff person who is not designated as a person to receive such requests, the staff person will as soon as practicable report the request to their supervisor or designated person to follow up with the person orally requesting a reasonable accommodation or modification.

2. Verification through a third party is the responsibility of the Asset Management Project, Branch, Section, or Office receiving the request. If additional information is needed a letter should be sent to the individual requesting the additional information or arranging to meet with the individual. Documentation is important to show the interactive process between HPHA and the individual.

Any request for which the individual's disability is "obvious or readily known" and the nexus between the disability request is

also "obvious or readily known" the HPHA shall not require additional verification to approve any request for reasonable accommodation or modification.

The person requesting a reasonable accommodation/modification may be asked to sign an authorization form to allow the HPHA to verify the need for an accommodation, whether the request is made in writing, orally, or on behalf of another. The person may refuse authorization. If authorization is refused, the request may be denied due to the HPHA's inability to verify the need for the accommodation.

3. Any request for minor accommodations, or for which the individual's disability is "obvious or known" and the nexus between the disability and the request is also "obvious or known" may be approved by the Project Manager and submitted to the Compliance Office within 5 working days of that approval, except where a request for reasonable modification would exceed \$1,000.00. Where a request for reasonable modification would exceed \$1,000.00, the Project Manager shall forward that request to the Compliance Office for approval.

For example, the approval of grab bars for a mobility impaired person, strobe lights for a hearing impaired person, or assistive/service animal for a vision impaired person may be approved by the Project Manager without prior consultation with the Compliance Office. All approved or denied requests, however, must be submitted within 5 working days to the Compliance Office for tracking and compliance monitoring.

4. If a person's disability is not "obvious or readily known", the disability must be verified. Once the disability has been verified the request must be faxed to the Compliance Office to determine whether a request is reasonable and necessary.
5. Upon determination, the Compliance Office will respond in writing at the address listed on the request form or in a manner understandable to the individual within 20 working days from the date of request, unless there is a need for additional verification or a delay in receiving the authorization and/or response from the individual. Approvals of minor accommodations and modifications delegated to Project Managers in #3 above will be communicated to the individual by the Project Manager.

6. HPHA will make accommodations and/or modifications that are both reasonable and necessary to afford an individual with a disability equal opportunity.
7. HPHA does not by law have to honor a request for reasonable accommodations which would result in:
  - a. A fundamental alteration in the nature of the program, which means that management does not have to provide services which are not presently being provided. In such a case, the individual may obtain service(s) on his or her own.
  - b. An undue financial **and** administrative burden. An undue financial burden means an accommodation which cannot be accomplished without a substantial financial investment which is prohibited by the nature and size of the program or could be accomplished only with a rent increase (prohibited by HUD) or a reduction in benefits and/or services to other tenants. An undue administrative burden means the accommodation would not easily be accomplished with existing staff and would require the hiring of additional staff. If the request requires staff to invest more than ten (10) hours per month, it is an administrative burden.
8. If an accommodation request falls into one of the **two** categories in #7 above, management will endeavor to identify an equally effective means of meeting the individual's need, not on preference.

Management may also, where a request is denied for reasons permitted by law, allow the individual to make modifications at their own expense. In some cases, HPHA may require the individual to escrow money so that any modification made can be restored at the conclusion of an individual's tenancy.

9. **Approved requests for reasonable accommodations and modifications will be addressed within a reasonable time by the appropriate staff, taking into consideration the resources available at the time. The requestor shall be kept informed of the status of any approved requests.**

10. Management will allow service animals essential for a physical or emotional disability, and may verify the need for this accommodation if the requestor's disability is not "obvious or known", or the need for the accommodation is not "obvious or known". The tenant is responsible for the conduct of the service animal at all times in a manner consistent with the lease.
11. If an individual believes that his/her reasonable accommodation request has been improperly handled or denied, the individual should contact the HPHA's Section 504/Fair Housing Officer at:

Kiriko U. Oishi  
Section 504/Fair Housing Officer  
P.O. Box 17907  
Honolulu, Hawaii 96817  
Telephone: (808) 832-4680  
TTY: (808) 832-6083

12. This reasonable accommodation and modification policy and procedures also applies to employees of HPHA with disabilities that meet the definition of a person with a disability contained in this policy. Employees of HPHA with disabilities shall, subject to the limitations described in #6 above, be eligible for reasonable accommodations or modifications that will permit them to perform the essential functions of the job.
13. Consideration of all accommodation and/or modification requests shall be made on a case-by-case basis.
14. Individuals who believe they have been discriminated against on the basis of their disability may bring their complaint to the HPHA Section 504/Fair Housing Officer listed in #11 above, and may also file a complaint alleging discrimination with:

Office of Fair Housing and Equal Opportunity  
U.S. Department of Housing and Urban Development  
451 Seventh Street, S.W. Room 5204  
Washington, D.S. 20410

Or, by completing the on-line complaint form available on the HUD internet site: <http://www.hud.gov>

Employees of HPHA and applicants for employment with HPHA who believe they have been discriminated against on the basis of their disability may also file a complaint alleging discrimination with:

U.S. Equal Employment Opportunity Commission  
Roybal Federal Building  
255 East Temple St., 4th Floor  
Los Angeles, CA 90012  
Phone: 1-800-669-4000  
TTY: 1-800-669-6820

III. VIOLATION OF POLICY

Employees of HPHA who fail to comply with this policy and procedures may be subject to disciplinary action, up to and including discharge, in accordance with the respective collective bargaining agreement.

IV. IMPLEMENTATION

This policy shall be effective as of the date of approval and shall remain in effect until cancelled or superseded.

Attachment: Acknowledgment (Appendix A)

ACKNOWLEDGMENT:

My signature below acknowledges that I have received, read, and understand the HPHA Administrative Memorandum (Admin No. 4).

I agree that it is my responsibility to be familiar with and know how to apply the policies, as well as existing laws to my particular job responsibilities and that failure to do so may result in further disciplinary action, which may include suspension or termination of my employment with HPHA.

Privately managed Asset Management Projects (AMPs) owned by HPHA shall follow the same policies. Failure to do so may result in contract termination in addition to other possible remedies.

If I do not understand the appropriate and legal course of action to take during my employment, I will review the Reasonable Accommodation Procedure and, discuss with my supervisor and take whatever other action is necessary.

---

Name (Please Print)

---

Signature

Date

---

Branch/Section/Unit/Office

## FOR ACTION

**SUBJECT:** To Adopt Proposed Changes to the Hawaii Public Housing Authority's Admissions and Continued Occupancy Policy for Federally Assisted Public Housing Regarding its Language Access Policy

### I. FACTS

- A. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) states "no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance," and the courts have ruled that the exclusion of Limited English Proficient (LEP) persons from our programs because of their inability to communicate in English, could be considered a form of national origin discrimination.
- B. Pursuant to Executive Order 13166, issued on August 11, 2000, and the Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficiency Persons, published by HUD effective February 21, 2007, (HUD Final Guidance), recipients of federal financial assistance have a responsibility to ensure meaningful access to programs and activities by LEP individuals.
- C. Chapter 371, Hawaii Revised Statutes, also requires each state agency to take reasonable steps to ensure meaningful access to services by LEP individuals; to provide competent, timely oral language services to LEP individuals who seek to access services; and to provide written translations of vital documents to LEP individuals who seek to access services.

### II. DISCUSSION

- A. The Admissions and Continued Occupancy Policy for the Federally Assisted Public Housing Program (ACOP) governs the policies applicable to the Hawaii Public Housing Authority's Federally Assisted Public Housing Program.

- B. The Hawaii Public Housing Authority is committed to maintaining a policy of non-discrimination and prohibiting discriminatory practices in the operations, procedures, and programs it administers.
- C. The Hawaii Public Housing Authority's ACOP provides for full compliance with all federal, state, and local nondiscrimination laws and rules and regulations governing Fair Housing and Equal Opportunity in housing.
- D. In compliance with the above-cited federal and state laws, and federal guidance, the Hawaii Public Housing Authority seeks to adopt a policy regarding the provision of language accessibility in its federally funded low income public housing program, which would condense to writing the Hawaii Public Housing Authority's commitment to provide oral interpretation when necessary for LEP persons to access important benefits and services, and written translations of vital documents for eligible LEP groups.
- E. On July 1, 2011, the Department of Human Services issued and approved its Language Access Plan effective July 1, 2011 to June 30, 2013, which includes the Hawaii Public Housing Authority as an administratively attached agency. The DHS plan was previously distributed to the HPHA Board of Directors in August 2011. The proposed language access policy incorporates this Language Access Plan.
- F. On August 18, 2011, the Hawaii Public Housing Authority Board of Directors authorized the Executive Director to hold public hearings on the proposed changes to the ACOP, and the public hearings were scheduled on November 9 and 10, 2011, on all of its islands, including at three locations on Oahu, two on Hawaii island, and one each on Kauai and Maui, to gather public comments on the proposed revisions.
- G. A public notice was published in the Honolulu Star-Advertiser, Maui News, West Hawaii Today, The Hawaii Tribune Herald, and Garden Island News 30 days prior to the scheduled hearings to inform the public about the public hearings.
- H. The proposed revisions to the ACOP were brought before the Resident Advisory Board and the changes were discussed. Presidents of all the Resident Associations were also notified of the public hearings by mail and encouraged their residents to participate in the public hearings and to comment.
- I. In addition, notice of the public hearings was enclosed in the October and November rent inserts to all of the tenants. Notice of the public hearings was also translated into Chinese, Korean, Chuukese, Marshallese, and Vietnamese, and posted at all public housing projects.

- J. On November 9 and 10, 2011, the Hawaii Public Housing Authority conducted public hearings at the designated locations. Attached are comments received from attendees and from members of the Resident Association.
- K. The Department of the Attorney General was consulted and the proposed changes were approved as to form and content.

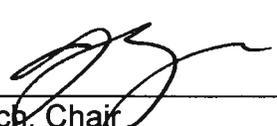
### III. RECOMMENDATION

That the Hawaii Public Housing Authority's Board of Directors Adopt proposed changes to the Hawaii Public Housing Authority's Admissions and Continued Occupancy Policy for the Federally Assisted Public Housing Program regarding its Language Access Policy, as included in Attachment B.

- Attachment A: Department of Human Services Language Access Plan effective July 1, 2011-June 31, 2012 (A copy was previously distributed in August 2011. Duplicate copies are available upon request.)
- Attachment B: Draft Proposed Changes to the Admissions and Continued Occupancy Policy for the Federally Assisted Public Housing Program
- Attachment C: Comments from the Public Hearings Held on November 9 and 10, 2011, Regarding the Proposed Language Access Policy

Prepared by: Kiriko Oishi, Acting Chief Compliance Officer Kuo

Adopted by the HPHA Board of Directors on the date set forth above

  
\_\_\_\_\_  
David Gierlach, Chair

## Attachment B

### New Section F in Chapter 1 of the Admissions and Continued Occupancy Policy for the Federally Assisted Public Housing Program

#### F. Language Access Policy

It is the policy of the PHA to comply with all Federal, State, and local nondiscrimination laws and with rules and regulations governing language access, and subsequent modifications thereto, including:

- Title VI of the Civil Rights Act of 1964;
- Chapter 515, Hawaii Revised Statutes;
- Section 371-31, Hawaii Revised Statutes; and
- United States Department of Housing and Urban Development, Notice of Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, published in the Federal Register on January 22, 2007,

which are hereby incorporated in whole by reference.

Language for Limited English Proficient (LEP) persons can be a barrier to accessing important benefits or services, understanding and exercising important rights, complying with applicable responsibilities, or understanding other information provided by the federally assisted public housing program. In certain circumstances, failure to ensure that LEP persons can effectively participate in or benefit from federally-assisted programs and activities may violate the prohibition under Section 601 of Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, which provides that no person shall “on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance[.]” and Title VI regulations against discrimination on the basis of national origin. Recipients of federal financial assistance have an obligation to reduce language barriers that can preclude meaningful access by LEP persons to the federally assisted public housing program.

The PHA will take reasonable steps to communicate with people who need services or information in a language other than English to ensure meaningful access to its federally assisted public housing program. These persons will be referred to as Persons with Limited English Proficiency (LEP).

To determine the level of access needed by LEP persons, the PHA will balance the following four factors: (1) the number or proportion of LEP persons eligible to be served or likely to be encountered by the federally assisted public housing program; (2) the

frequency with which LEP persons come in contact with the program; (3) the nature and importance of the program, activity, or service provided by the program to people's lives; and (4) the resources available to the PHA and costs. Balancing these four factors will ensure meaningful access by LEP persons to critical services while not imposing undue burdens on the PHA.

#### Language Access Action Plan

The PHA shall establish a Language Access Action Plan and shall revise the plan using the four-factor analysis as necessary to address the changing needs of the LEP population it serves (provided that if the PHA completes the four-factor analysis to decide what language assistance services are appropriate, and determines that the PHA serves very few LEP persons and the PHA has very limited resources, it is not necessary for the PHA to implement the written plan, but will consider alternative ways to provide meaningful access).

The Language Action Plan shall provide:

- How to identify LEP persons who need language assistance;
- How to provide language assistance to LEP persons;
- Provisions on the training of staff;
- Notice to LEP individuals of language assistance services; and
- Monitoring and updating of the Language Access Action Plan.

Until the Language Access Action Plan is established, the PHA may use the procedures as described in the Department of Human Services' Language Access Plan, attached hereto as Exhibit A.

#### Oral Interpretation

Upon request, a competent interpreter will be provided in a timely manner, free of charge to the LEP person, for any hearing or other situation in which communication between the LEP person and the PHA staff is necessary to access important benefits and services, especially when the loss of a benefit or service is at stake. The PHA may offer to schedule appointments for LEP persons at specified times to minimize wait times and ensure the availability of competent interpreters, provided that use of an appointment facilitates the provision of language assistance and does not impede or delay the LEP person's access to communication with the PHA.

When LEP persons desire, they will be permitted to use, at their own expense, an interpreter of their own choosing, in place of or as a supplement to the free language services offered by the PHA. The interpreter chosen by the LEP person may be a family member or friend, but may not be a minor. However, the PHA shall not require a LEP person to use family members or friends to provide interpretation or translation services.

If, after the offer of a free interpreter in the LEP person's primary language, the LEP person elects to use a family member or friend to provide interpretation, the PHA shall take reasonable steps to determine:

- Whether the individual providing the interpretation is competent to provide this service; and
- Whether conflict of interest, confidentiality, or other concerns make use of the family member or friend inappropriate.

The PHA reserves the right to obtain a competent interpreter for the PHA's benefit in the event the LEP person uses an interpreter of their own choosing.

The PHA shall also provide oral interpretation for timely and effective telephone communication between the PHA staff and LEP persons.

#### Written Translations

To comply with written translation obligations, the PHA shall take the following steps:

- The PHA will provide written translations of vital documents for each eligible LEP language group that constitutes 5 percent or 1,000 persons, whichever is less, of the population of persons eligible to be served or likely to be affected or encountered; or
- If there are fewer than 50 persons in a language group that reaches the 5 percent trigger, the PHA need not translate vital documents, but provides written notice in the primary language of the LEP language group of the right to receive competent oral interpretation of vital documents, free of cost to the LEP person.

Translation of documents that are not vital documents, if needed, may be provided orally.

#### Availability of Free Language Assistance

The PHA will provide notice to LEP persons of the provision of free language assistance by displaying posters and flyers prominently in waiting rooms, reception areas, and other initial points of entry, and by including flyers in applicant packets and informational material disseminated to the public.

#### Complaint Procedure

The PHA shall establish a complaint procedure for complaints by applicants and tenants of the federally assisted public housing program relating to language access.

#### Definitions

"Oral Interpretation" or "Interpretation" shall mean the act of listening to something in one language and orally translating it into another.

“Person with Limited English Proficiency“ or “LEP person” shall mean a person who does not speak English as his or her primary language and who has limited ability to read, write, speak, or understand English in a manner that permits him or her to communicate effectively with the PHA and have meaningful access to and an equal opportunity to participate fully in the federally assisted public housing program, and includes public housing program applicants and tenants and their household members.

“Vital documents” shall mean generic widely used written materials of the PHA including:

- Notices advising LEP persons of free language assistance;
- Application forms to participate in the PHA’s federally assisted public housing program;
- Written notices of rights, denial, loss, or decreases in benefits or services;
- Written notices of hearings;
- Notices of eviction; and
- Leases and project rules.

“Written translation” or “translation” shall mean the replacement of a written text from one language into an equivalent written text in another language.

## Attachment C: Comments Regarding the Proposed Language Access Policy

- From the Public Hearings Held on November 9 and 10, 2011
  - A testifier commented that it was a good proposal, and clarified that it would apply to all non (English) speaking people.
  - A testifier asked whether people would have to pay for the interpreter.
    - Answer: The interpretation service, if the person qualifies for it, is free of charge to the individual.
  - A testifier asked whether interpretation services would be provided for letters received by a tenant that is not related to housing nor from the housing agency.
    - Answer: The HPHA will try to accommodate as much as possible, but if it is not related to housing, that would not be covered by this policy.
  
- From the Resident Association Board meeting
  - An individual commented that this should have been done earlier.
  - An individual expressed concern as to whether these interpretation services can be provided even with budgetary constraints.
  - An individual asked how the LEP individual will know that they can get an interpreter if they ask for one.
    - Answer: The HPHA will be creating flyers/posters in multiple languages that will inform all LEP individuals of the availability of interpretation services in their communications with the HPHA.
  - An individual asked about what kind of notices will be translated. For example, whether all letters from management will be translated.
    - Answer: The HPHA is working on a Language Access Action Plan that will detail what type of written documents will be translated. In general, vital documents may be required to be translated, whereas oral interpretation may be provided for non-vital documents.
  - An individual asked whether the new policy will require the HPHA to provide conflict resolution service to resident groups when there are divisions in the project community due to cultural differences.
    - Answer: The proposed policy does not address this issue.
  - An individual commented that at their project, because 99% of their tenants are LEP, there is not a lot of resident input at the resident association

meetings. This individual proposed that the housing authority provide English education to LEP tenants, to enable them to participate in the resident association process.

- An individual commented that sometimes an LEP individual who speaks one language can also speak an entirely different language, and that can be used to bring the community together.
- An individual asked whether the policy included provisions about providing interpretation services at tenant association meetings.
  - Answer: The proposed policy does not address this issue. However, in general, the tenant association is separate from the HPHA and the HPHA does not provide services at the tenant association meetings. The tenant association would be responsible for providing interpretation services at their meetings.

**Executive Director's Board Status Report  
January 2012/February 2012**

**I. Accomplishments for the Month of January 2012**

**Major Programs**

**A. Public Housing**

- AMP 32 (Mayor Wright Homes): 1) S.E.I. Electric finished installing additional lighting in dark areas. General Construction Maintenance Supervisor (89) day hire on board. 2) Completed Rent Delinquency Appointments for Mayor Wright Homes and partially for Kamehameha Homes.
- AMP 34 (Kalakaua Homes): 1) PHS I hired in 10/11 submitted notice of resignation effective 1/31/12. OA III, OA IV and ACII positions are vacant. 2) Kalakaua Laulima Disaster Preparedness for Residents. 200 residents attended informational presentation conducted by UH Manoa School of Nursing Students in partnership with AMP 34 Management, DOH Public Health Nurses, and Hawaii Civil Defense.
- AMP 35 (Kalanihulia): Security issues with the property's front door were addressed. Out of approximately 72 units, 19 tenants were awarded with a certificate for excellent housekeeping.
- AMP 38 (Kauai): 1) Completed 6-month delinquency payment plans for 12 tenants. 2) Public Relations regarding Applications (applications distributed at Adults with Disabilities Seminar, held at Chiefess Kamakahahei School on 1/28/12). 3) Conducted 2 Resident Association meetings (elections and construction scheduled).
- AMP 40 (KPT): 1) Potholes on Linapuni and Ahonui street have been filled. 2) Formed a Tenant Association Committee.
- AMP 46 (North Hawaii): Hale Hauoli and Ke Kumu Elua will be at 100% occupancy before the end of February. Noelani I and II community meeting held on 1/11/12. Health and Safety inspections completed for the AMP and had positive results.

**B. Section 8 Subsidy Programs**

- For Section 8 Subsidy Activities in January 2012. See Program Reports.

## **C. Construction Management Branch**

### Large Capacity Cesspools

- Contract documents for Willocks Construction are being executed to award work at Kealakehe, Hale Hauoli and Lokahi on the Big Island.

## **Administrative Services**

### **A. Compliance Office**

- Resolved approximately 29 tenant requests for reasonable accommodations under Section 504 of the Rehabilitation Act and the Fair Housing Act as follows:
  - 7 for transfers to ADA accessible or ground floor units.
  - 10 for transfers for other reasons.
  - 3 for installation and use of air conditioner.
  - 3 for service or comfort animals.
  - 1 for a reserved parking stall.
- Finalized revisions to HPHA reasonable accommodations law, consulted with unions on the revisions, and prepared for the adoption of the revised changes to the HPHA reasonable accommodations policy.

### **B. Planning and Evaluation Office (PEO)**

- Monitored federal Notices of Funding Availability for potential grant opportunities.
- Continue to work with Information Technology Office to perform Geographic Information System (GIS) work.

#### **Media Inquiries**

- Worked with DHS Communications Office to develop press release regarding Weed and Seed.
- Developed press release for HPHA's "I have a Dream Campaign" and received follow up media inquiries.
- Received inquiry from Star-Advertiser real estate section regarding Kalakaua properties.
- Received and processed UIPA requests for information.

#### **Legislative**

- Coordinated introduction meetings with Executive Director and various legislators.

- Prepared testimony for Information Briefings for House Committee on Housing, House Committee on Finance and Senate Committee on Ways and Means.
- Corrected deficiency in reporting re: Act 178 – Department of Land and Natural Resources received report but did not accurately report it on their website.

**C. Fiscal Management Office**

For Fiscal Management Office Activities, see Financial reports.

**D. Contracts and Procurement**

For Solicitations and Contracts Issued in January 2012 see Program Reports.

**E. Information Technology Office**

- Set up 17 new computers at AMPs and PMMSB; Set-up will continue through January 2012.
- Created a Facebook page for the “I Have a Dream” Hawaii Housing Campaign.

**F. Hearings Office**

For Hearings Office Activities in January 2012 see Program Reports.

**G. Personnel**

Summary of HPHA Staffing Turnover for FY 2012

Staffing as of January 31, 2012, Full-time Equivalent positions:

Filled positions:	261
Vacant positions:	89
Total FTEs:	350
New Hires:	3
Resigned/Retired:	2

Recruitment:

Interviews held, results/ start date/job offers:	4 positions
Positions filled with 89-day appointments:	5 positions
Interviews scheduled:	5 positions

- Safety/Workers Compensation:
  - Received one injury with no lost time.
  - Injury/illness OSHA report posted as of 2/1/12.
- Labor Relations:
  - HPHA Management met with UPW Director and his staff regarding volunteers and special team task.
  - Assist managers in reviewing BU 1 sick leave abuse program.

## **II. Planned Activities for the Months of February/March 2012**

### **Major Programs**

The Office of the Executive Director is working and planning the following programs for the coming months. Any program requiring adoption of policy changes will be brought to the Board for formal adoption.

- **Pilot Programs for Non-Smoking in Public Housing**  
The HPHA is working on identifying projects to implement a no smoking program including, but not limited to, identifying specific projects or buildings to implement the pilot program.
- **Resident Management Advisors (RMA)**  
The HPHA is investigating the possibility of having resident management advisors and/or providing stipends to assist the RMA.
- **Resident ID's**  
The HPHA intends to implement resident ID's statewide. The resident ID's would help to address security concerns at projects and assist law enforcement efforts when dealing with disturbances on property.
- **Resident Formation of Businesses**  
The HPHA will encourage the formation of resident owned businesses and is considering partnering with organizations (such as the Small Business Administration) for training. Under section 3, resident owned businesses would receive a preference for any contract funded with HUD assistance.
- **Business Roundtable and Tenant Training**  
The HPHA is investigating the possibility of holding a business roundtable or conference to increase training and employment opportunities for public housing tenants.
- **Tutoring for Public Housing Students**

The HPHA is planning to work with students from the University of Hawaii (and its associated colleges) to implement a tutoring program for grade school and middle school students.

- **Month-to-Month Leases**  
The HPHA is investigating the possibility of implementing month-to-month leases for state public housing tenants.
- **Reorganization/Restructuring of HPHA**  
The ED is assessing the current organizational structure of the HPHA and drafting a plan to address structural deficiencies through reorganization or restructuring of the HPHA. Part of the restructuring, includes reestablishing the Special Team (or A-Team) and pursuing the Multi-skilled workers program.
- **"I Have A Dream Hawaii" Campaign**  
The HPHA continues to coordinate volunteer efforts for the "I Have a Dream Hawaii" Campaign. The VIP group has also assisted in coordinating individuals and groups for vacant unit repair. At the time of this report, nearly 150 vacant units were assigned to volunteer groups with a target ready date by the end of February 2012.
- **Security Measures at Mayor Wright Homes**  
Staff continue to work on security measures at Mayor Wright Homes including but not limited to increased lighting, fencing, security cameras, tenant ID's.

#### **A. Public Housing**

- Continue assessment of security needs and install/implement security features.
- Continue to assess personnel vacancies and hire critical positions at the AMPs and PMMSB Branch office.
- Coordinate volunteer work days under the "I Have a Dream Hawaii" campaign to turn vacant units. Monitor assignment of vacant units to applicants to ensure timely placement after the units are completed.
- Continue AMP monitoring statewide, with emphasis on vacant unit turnover, rent collection and occupancy.

#### **B. Section 8 Subsidy Programs**

- Continue to monitor lease-up of tenant based vouchers and rent supplement program
- Work with Department of Veteran's Affairs to increase lease up of VASH vouchers

### **C. Construction Management Branch**

- Continue to monitor expenditures of ARRA Capital Fund grant to close March 2012.
- Continue work with the AG's on potential litigation issues

### **Administrative Services**

#### **A. Compliance Office**

- Continue to administer contract with National Center for Housing Management for HPHA self-evaluation and transition plan.
- Continue to monitor timely handling and responses to requests for reasonable accommodations and modifications
- Continue to work with the AG's on current litigation issues.

#### **B. Planning and Evaluation Office**

- Work with the Office of the Governor to prepare for the upcoming legislative session.
- Draft PHA Annual Plan public hearing scheduled for Thursday, February 9, 2012 6:00 p.m.
- Draft 17-2021 HAR amendment scheduled for public hearing March 23, 2012 at 1:00 p.m.

#### **C. Fiscal Management Office**

- Continue to work with vendor and ITO on conversion to Elite.

#### **D. Personnel**

- Continue recruitment/hiring for critical and vacant positions.

**HAWAII PUBLIC HOUSING AUTHORITY  
Board Report – December 2011**

**AGENCY TOTAL – Variance Analysis based on any increases(decreases) of 10% with the month of December being the basis for the variances.**

**I. INCOME STATEMENT**

**A. REVENUES:**

Actual revenues for the month of December increased by \$1,028k or 14% versus Budget due to HUD Operating Subsidies increasing 27% or an increase of \$1,408k and decreases in COCC Fee income of \$(74)k (18)%, General Fund Income of \$(19)k or(19)%, Rental Income of \$(170)k or (11)% and \$(116)k or (37)% in Other Income. . The increase in the Operating Subsidies reflect a \$250k or 15% increase in the Housing Choice Voucher Program and a 81% or \$1,142k for Federal Low Rent Program reflecting the catch up in the last three months of the total subsidy allocated over the twelve months. COCC Fee(Management and Accounting Fees) Income decreased by 18% or \$(74)k due to units out of service but included in the Budget computation of fees. Rental Income decreased by (11)% or \$(170)k correspondingly due out of service units that were budgeted to be occupied.

**B. EXPENSES:**

**Administrative:**

Administrative Expenses reflected a decrease of \$164k due primarily to staffing positions for the month of December that were budgeted to be filled and are still vacant. There were also reductions in employee benefits, Office Expenses, Subscriptions, equipment purchases, travel and other administrative expenses offset by increases in Legal, Telephone and accounting and audit fees.

**Asset Management Fees:**

Asset management fees budgeted monthly will be calculated in the month of June 2012 when the profitability of each project is known since only projects with net income can pay to the Central Office Cost Center asset management fee.

**Management and Bookkeeping Fees:**

Fees are reduced due to the unit counts used in the budget computation were higher than the actual count due to estimate used in the budget.

**Housing Assistance Payments(HAP):**

Increase of (7)% or \$(248)k from budget due increase in HAP expense payment.

**Tenant Services:**

Tenant services reflect budgeted allocations.

**Utilities:**

decrease were Fuel 100% or \$39k (Should be budgeted in Maintenance re: fuel for Lawn mowers and weed wackers and vehicles), Sewer 10% or \$36k, Water 26% or \$52k and Other \$1k or 100%, offset by a (39)% increase in Electricity cost or \$(127)k, Gas (68)% or \$(62)k resulting in a net decrease in utilities expenses of (6)% or \$(59)k.

**Maintenance:**

Maintenance expenses showed a 25% decrease due decreases in Maintenance Salaries and Benefits, Contract costs and maintenance materials costs.

**Protective Services:**

Straight line of the costs in the Budget vs Actual costs allocation resulted in 59% or \$64k decrease for the month.

**Insurance:**

Reflect a 21% or \$16k decrease in accrual. Prior month reflected a reversal of a year-end accrual which lowered the monthly accrual for November.

**General Expenses:**

Additional depreciation from construction in progress being capitalized and depreciated \$(64k), P-Card Undistributed expenses \$(53k), Severance expenses \$(14k), and Extraordinary maintenance budgeted but not expended \$97k, bad debt \$12k and Other General expense \$18k variances.

**OVERVIEW – Current Fiscal Year:**

Year to date revenues exceed budget by 14% or \$1,028k and total expenses decrease by 4% or \$387k favorable resulting in a net income variance of \$1,415k or a 115% over budget on an accrual basis. On a cash basis(*After adding back Depreciation Expense and Bad Debt Write-Off*) reflected an increase in net income over budget of \$1,467 or 472%. In the calendar year 2012 increases in Utilities and medical insurance will take effect which should not adversely affect net income through June 30, 2012. In January also the new Subsidy allocation will take effect and the proposed reduction by HUD is 14% of the Operating Subsidy. Given the reduction in Subsidy, it is projected on a cash basis for revenues to exceed expenses at the end of the fiscal year by approximately \$4 to \$5 million given no other unforeseen reductions in revenues.

Overall there is enough cash in reserve available to cover expenses as projected.

## II. BALANCE SHEET

### ASSETS:

#### CASH:

Payments of Construction invoices net of Operating Subsidy resulted in a \$147k increase.

#### ACCOUNT RECEIVABLE:

Primarily decrease due to Tenant Account Receivable adjustments.

#### INTERPROGRAM DUE FROM:

Allocation of expenses paid to the various projects.

#### PROPERTY, PLANT & EQUIPMENT, NET:

The \$(974)k represents depreciation expense for the month of December.

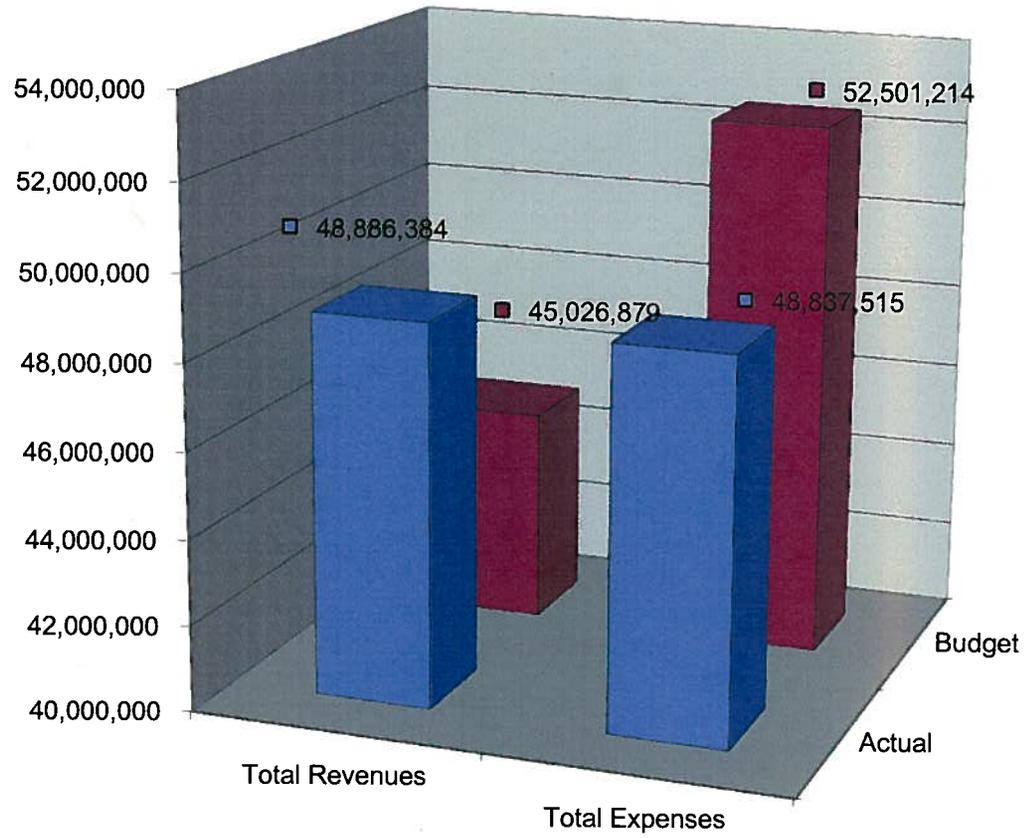
### LIABILITIES AND EQUITY:

#### ACCOUNTS PAYABLE:

Contracts and Vendors payments.

#### OTHER LIABILITIES & DEFERRED INCOME:

### HPHA December 31, 2011 Actual VS Budget



	Total Revenues	Total Expenses
Actual	48,886,384	48,837,515
Budget	45,026,879	52,501,214

HAWAII PUBLIC HOUSING AUTHORITY  
 AGENCY TOTAL  
 ACTUAL VS BUDGET COMPARISON  
 FOR THE FIVE MONTHS ENDING DECEMBER 31, 2011  
 (Amounts in Full Dollars)

MONTH OF DECEMBER, 2011			
Actual	Budget	Variance Amount	%
\$ 1,320,735	\$ 1,490,565	\$ (169,830)	-11%
6,601,546	5,193,757	1,407,789	27%
330,413	404,518	(74,105)	-18%
85,141	104,426	(19,285)	-18%
-	-	-	0%
199,385	315,650	(116,265)	-37%
<b>8,537,220</b>	<b>7,508,916</b>	<b>1,028,304</b>	<b>14%</b>

869,178	1,033,421	164,243	16%
-	62,099	62,099	100%
278,795	303,452	24,657	8%
51,618	52,264	646	1%
3,995,633	3,747,601	(248,032)	-7%
4,005	23,478	19,473	83%
1,061,816	1,002,418	(59,398)	-6%
962,302	1,277,957	315,655	25%
44,892	108,539	63,647	59%
61,348	77,662	16,314	21%
1,026,532	1,053,753	27,221	3%
<b>8,356,118</b>	<b>8,742,644</b>	<b>386,526</b>	<b>4%</b>

**\$ 181,102 \$ (1,233,728) \$ 1,414,830 115%**

\$ 181,102	\$ (1,233,728)	\$ 1,414,830	115%
973,858	909,629	64,229	7%
1,207	13,669	(12,462)	-91%
<b>\$ 1,156,167</b>	<b>\$ (310,430)</b>	<b>\$ 1,466,597</b>	<b>472%</b>

YEAR TO DATE ENDING DECEMBER 31, 2011										
Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%				
<b>REVENUES</b>										
\$ 8,086,484	\$ 8,923,933	\$ (837,449)	-9%	\$ 9,345,608	\$ (1,259,124)	-13%				
35,827,552	31,155,411	4,672,141	15%	32,934,772	2,892,781	9%				
1,976,448	2,427,108	(450,660)	-19%	1,925,880	50,568	3%				
489,384	626,556	(137,172)	-22%	36,743	452,641	1232%				
-	-	-	0%	-	-	0%				
2,506,517	1,893,871	612,646	32%	2,659,618	(153,101)	-6%				
<b>48,886,384</b>	<b>45,026,879</b>	<b>3,859,505</b>	<b>9%</b>	<b>46,902,620</b>	<b>1,983,765</b>	<b>4%</b>				

<b>EXPENSES</b>						
4,740,583	6,261,919	1,521,337	24%	4,672,223	(68,359)	-1%
-	372,594	372,594	100%	-	-	0%
1,666,103	1,820,712	154,609	8%	1,775,916	109,813	6%
310,345	313,584	3,239	1%	367,794	57,449	16%
23,192,836	22,485,606	(707,230)	-3%	22,133,473	(1,059,362)	-5%
410,293	141,567	(268,726)	-190%	360,845	(49,448)	-14%
5,853,240	6,014,494	161,254	3%	6,739,663	886,423	13%
5,535,656	7,651,217	2,115,561	28%	6,791,459	1,255,803	18%
403,360	651,231	247,871	38%	460,893	57,533	12%
366,394	465,820	99,426	21%	525,593	159,200	30%
6,358,706	6,322,470	(36,236)	-1%	2,370,221	(3,988,485)	-168%

**Total Expenses 48,837,515 52,501,214 3,663,699 7% 46,198,081 (2,639,434) -6%**

**Net Income(Loss) \$ 48,870 \$ (7,474,335) \$ 7,523,205 101% \$ 704,539 \$ (655,669) -93%**

CASH BASIS:						
\$ 48,870	\$ (7,474,335)	\$ 7,523,205	101%	\$ 704,539	\$ (655,669)	-93%
Add back non cash items:						
5,890,215	5,457,726	432,489	8%	1,939,375	3,950,840	204%
11,554	82,014	(70,460)	-86%	2,866	8,689	303%

**TOTAL CASH BASIS \$ 5,950,639 \$ (1,934,595) \$ 7,885,234 408% \$ 2,646,779 \$ 3,303,860 125%**

**CONSOLIDATED BALANCE SHEET  
HAWAII PUBLIC HOUSING AUTHORITY  
FUND FROM 130 TO 150, 007, 024, 181, 265, 318, 337  
FOR PERIOD ENDING DECEMBER 31, 2011  
AGENCY TOTAL**

	<u>December</u>	<u>November</u>	<u>Increase (Decrease)</u>
<b>ASSETS:</b>			
Cash	45,529,905	45,382,512	147,392
Receivables:			
Accrued Interest	646,097		
Tenant Receivables	4,988,719		
Other	1,676,648		
Less Allowance for Doubtful Accounts	<u>(3,620,870)</u>	3,748,421	(57,826)
Total receivables			
Prepaid Expenses	1,951,620	1,996,158	(44,537)
Inventories	953,962	950,596	3,366
Interprogram Due From	14,654,161	14,418,892	235,269
<b>Total Current Assets</b>	<b><u>66,780,242</u></b>	<b><u>66,496,578</u></b>	<b><u>283,664</u></b>
Property, Plant & Equipment:			
Land	21,451,327		
Buildings	499,169,582		
Furniture & Equipment	6,140,472		
Motor vehicles	1,355,056		
Construction in Progress	9,265,865		
Less: Accumulated Depreciation	<u>(307,096,774)</u>	231,259,386	(973,858)
Notes, Loans & Mortgage Receivable-Non Current	426,100	426,100	-
Other Long term assets	-	-	-
<b>Total Assets</b>	<b><u>297,491,870</u></b>	<b><u>298,182,064</u></b>	<b><u>(690,194)</u></b>

**CONSOLIDATED BALANCE SHEET  
HAWAII PUBLIC HOUSING AUTHORITY  
FUND FROM 130 TO 150, 007, 024, 181, 265, 318, 337  
FOR PERIOD ENDING DECEMBER 31, 2011  
AGENCY TOTAL**

	<u>December</u>	<u>November</u>	<u>Increase (Decrease)</u>
<b>LIABILITIES AND EQUITY:</b>			
Accounts Payable	66,688	1,039,689	(973,001)
Accrued Expenses	391,325	391,325	-
Accrued Salaries & Wages	502,125	502,125	-
Accrued Vacation	649,885	649,885	-
Tenant Security Deposits	780,584	780,617	(33)
Other Liabilities & Deferred Income	7,078,629	7,114,859	(36,230)
Interprogram Due To	7,627,744	7,491,661	136,084
<b>Total Current Liabilities</b>	<b>17,096,980</b>	<b>17,970,160</b>	<b>(873,180)</b>
Accrued Pension and OPEB Liability	6,029,526	6,029,526	-
Accrued Compensated Absences - Non Current	1,663,695	1,663,695	-
Accrued Expenses	129,336	127,452	1,884
<b>Net Assets:</b>			
Restricted Net Assets	1,900,129		
Unrestricted Net Assets	270,623,335		
Net Income Year to Date	48,870		
<b>Total Equity</b>	<b>272,572,333</b>	<b>272,572,333</b>	<b>-</b>
<b>Total Liabilities &amp; Equity</b>	<b>297,491,870</b>	<b>298,363,166</b>	<b>(871,296)</b>

**HAWAII PUBLIC HOUSING AUTHORITY  
HOUSING CHOICE VOUCHER PROGRAM  
ACTUAL VS BUDGET COMPARISON  
FOR THE FIVE MONTHS ENDING DECEMBER 31, 2011  
(Amounts in Full Dollars)**

MONTH OF DECEMBER, 2011				
Actual	Budget	Variance Amount	%	
\$ -	\$ -	\$ -	0%	
1,924,233	1,674,702	249,531	15%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
154,393	177,832	(23,439)	-13%	
<b>2,078,626</b>	<b>1,852,534</b>	<b>226,092</b>	<b>12%</b>	
100,625	119,780	19,155	16%	
-	-	-	0%	
22,296	19,668	(2,628)	-13%	
13,935	12,292	(1,643)	-13%	
1,824,153	1,564,486	(259,667)	-17%	
-	1,386	1,386	100%	
17	4,345	4,328	100%	
4,528	24,260	19,732	81%	
-	35	35	100%	
328	969	641	66%	
(2,173)	5,303	7,476	141%	
<b>1,963,711</b>	<b>1,752,524</b>	<b>(211,187)</b>	<b>-12%</b>	
<b>\$ 114,915</b>	<b>\$ 100,010</b>	<b>\$ 14,905</b>	<b>15%</b>	
\$ 114,915	\$ 100,010	\$ 14,905	15%	
-	-	-	0%	
-	-	-	0%	
<b>\$ 114,915</b>	<b>\$ 100,010</b>	<b>\$ 14,905</b>	<b>15%</b>	

YEAR TO DATE ENDING DECEMBER 31, 2011										
Actual	Budget	Variance Amount	%		Prior Year	Variance Amount	%			
<b>REVENUES</b>										
\$ -	\$ -	\$ -	0%		\$ -	\$ -	0%			
11,152,067	10,048,212	1,103,855	11%		9,789,332	1,362,735	14%			
-	-	-	0%		-	-	0%			
-	-	-	0%		-	-	0%			
-	-	-	0%		-	-	0%			
883,307.64	1,066,992	(183,684)	-17%		1,095,137	(211,829)	-19%			
<b>12,035,375</b>	<b>11,115,204</b>	<b>920,171</b>	<b>8%</b>		<b>10,884,469</b>	<b>1,150,906</b>	<b>11%</b>			
<b>EXPENSES</b>										
554,641	718,680	164,039	23%		417,394	(137,247)	-33%			
-	-	-	0%		-	-	0%			
129,276	118,008	(11,268)	-10%		119,280	(9,996)	-8%			
80,798	73,752	(7,046)	-10%		74,550	(6,248)	-8%			
10,234,588	9,386,916	(847,672)	-9%		9,396,661	(837,927)	-9%			
2,909	8,316	5,407	65%		-	(2,909)	0%			
13,720	26,070	12,350	47%		8,285	(5,434)	-66%			
93,746	145,560	51,814	36%		108,084	14,339	13%			
5,524	210	(5,314)	-2530%		245	(5,279)	-2154%			
1,969	5,814	3,845	66%		1,968	(0)	0%			
17,291	31,818	14,527	46%		78,601.77	61,311	78%			
<b>11,134,460</b>	<b>10,515,144</b>	<b>(619,316)</b>	<b>-6%</b>		<b>10,205,070</b>	<b>(929,391)</b>	<b>-9%</b>			
<b>\$ 900,915</b>	<b>\$ 600,060</b>	<b>\$ 300,855</b>	<b>50%</b>		<b>\$ 679,400</b>	<b>\$ 221,515</b>	<b>33%</b>			
<b>CASH BASIS:</b>										
\$ 900,915	\$ 600,060	\$ 300,855	50%		\$ 679,400	\$ 221,515	33%			
-	-	-	0%		-	-	0%			
-	-	-	0%		-	-	0%			
<b>\$ 900,915</b>	<b>\$ 600,060</b>	<b>\$ 300,855</b>	<b>50%</b>		<b>\$ 679,400</b>	<b>\$ 221,515</b>	<b>33%</b>			

**STATE RENT SUPPLEMENT PROGRAM  
ACTUAL VS BUDGET COMPARISON  
FOR THE FIVE MONTHS ENDING DECEMBER 31, 2011  
(Amounts in Full Dollars)**

<b>MONTH OF DECEMBER, 2011</b>			
<u>Actual</u>	<u>Budget</u>	<u>Variance Amount</u>	<u>%</u>
\$ -	\$ -	\$ -	0%
85,141	104,426	(19,285)	-18%
-	-	-	0%
5,291	8,021	(2,730)	-34%
-	-	-	0%
-	-	-	0%
<b>90,432</b>	<b>112,447</b>	<b>(22,015)</b>	<b>-20%</b>
6,656	7,543	887	12%
-	-	-	0%
819	961	142	15%
513	602	89	15%
-	-	-	0%
-	-	-	0%
18	418	400	96%
-	262	262	100%
-	-	-	0%
23	24	1	5%
55,014	62,115	7,101	11%
<b>63,043</b>	<b>71,925</b>	<b>8,882</b>	<b>12%</b>
<b>\$ 27,389</b>	<b>\$ 40,522</b>	<b>\$ (13,133)</b>	<b>-32%</b>
\$ 27,389	\$ 40,522	(13,133)	-32%
-	-	-	0%
-	-	-	0%
<b>\$ 27,389</b>	<b>\$ 40,522</b>	<b>\$ (13,133)</b>	<b>-32%</b>

State Rent Operating Subsidies is funded on a Quarterly Basis.

<b>YEAR TO DATE ENDING DECEMBER 31, 2011</b>						
<u>Actual</u>	<u>Budget</u>	<u>Variance Amount</u>	<u>%</u>	<u>Prior Year</u>	<u>Variance Amount</u>	<u>%</u>
<b>REVENUES</b>						
\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
489,384	626,556	(137,172)	-22%	488,013	1,371	0%
-	-	-	0%	-	-	0%
30,763	48,126	(17,363)	-36%	36,743	(5,980)	-16%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
<b>520,147</b>	<b>674,682</b>	<b>(154,535)</b>	<b>-23%</b>	<b>524,756</b>	<b>(4,609)</b>	<b>-1%</b>
<b>EXPENSES</b>						
40,588	45,256	4,668	10%	37,517	(3,071)	-8%
-	-	-	0%	-	-	0%
4,887	5,766	879	15%	2,841	(2,046)	-72%
3,063	3,612	549	15%	1,780	(1,282)	-72%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
3,643	2,508	(1,135)	-45%	2,232	(1,411)	-63%
-	1,572	1,572	100%	1,781	1,781	100%
-	-	-	0%	-	-	0%
137	144	7	5%	137	(0)	0%
329,406	372,690	43,284	12%	369,669	40,263	11%
<b>381,723</b>	<b>431,548</b>	<b>49,825</b>	<b>12%</b>	<b>415,956</b>	<b>34,233</b>	<b>8%</b>
<b>\$ 138,424</b>	<b>\$ 243,134</b>	<b>\$ (104,710)</b>	<b>-43%</b>	<b>\$ 108,800</b>	<b>\$ 29,624</b>	<b>27%</b>
<b>CASH BASIS:</b>						
\$ 138,424	\$ 243,134	(104,710)	-43%	\$ 108,800	\$ 29,624	27%
Add back non cash items:						
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
<b>\$ 138,424</b>	<b>\$ 243,134</b>	<b>\$ (104,710)</b>	<b>-43%</b>	<b>\$ 108,800</b>	<b>\$ 29,624</b>	<b>27%</b>

**PROJECT BASED CONTRACT ADMINISTRATION  
ACTUAL VS BUDGET COMPARISON  
FOR THE FIVE MONTHS ENDING DECEMBER 31, 2011  
(Amounts in Full Dollars)**

**MONTH OF DECEMBER, 2011**

<u>Actual</u>	<u>Budget</u>	<u>Variance Amount</u>	<u>%</u>
\$ -	\$ -	\$ -	0%
2,116,466	2,100,383	16,083	1%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
17	12	5	45%
<b>2,116,483</b>	<b>2,100,395</b>	<b>16,088</b>	<b>1%</b>
6,563	-	(6,563)	0%
-	-	-	0%
-	-	-	0%
2,116,466	2,121,000	4,534	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
1,106	553	(553)	-100%
<b>2,124,134</b>	<b>2,121,553</b>	<b>(2,581)</b>	<b>0%</b>
\$ (7,651)	\$ (21,158)	\$ 13,507	64%
\$ (7,651)	\$ (21,158)	\$ 13,507	64%
-	-	-	0%
-	-	-	0%
\$ (7,651)	\$ (21,158)	\$ 13,507	64%

**YEAR TO DATE ENDING DECEMBER 31, 2011**

<u>Actual</u>	<u>Budget</u>	<u>Variance Amount</u>	<u>%</u>	<u>Prior Year</u>	<u>Variance Amount</u>	<u>%</u>
<b>REVENUES</b>						
\$ -	\$ -	\$ -	0%	\$ -	\$ -	0%
12,628,842	12,602,298	26,544	0%	12,390,049	238,793	2%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
576,854	72	576,782	801086%	529,585	47,269	9%
<b>13,205,696</b>	<b>12,602,370</b>	<b>603,326</b>	<b>5%</b>	<b>12,919,634</b>	<b>286,062</b>	<b>2%</b>
<b>EXPENSES</b>						
44,780	-	(44,780)	0%	21,271	(23,509)	-111%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
12,628,842	12,726,000	97,158	1%	12,367,143	(261,699)	-2%
403,738	-	(403,738)	0%	350,738	(53,000)	-15%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
4,008	3,318	(690)	-21%	3,207	(802)	-25%
<b>13,081,368</b>	<b>12,729,318</b>	<b>(352,050)</b>	<b>-3%</b>	<b>12,742,359</b>	<b>(339,009)</b>	<b>-3%</b>
\$ 124,327	\$ (126,948)	\$ 251,275	198%	\$ 177,275	\$ (52,948)	-30%
<b>CASH BASIS:</b>						
\$ 124,327	\$ (126,948)	\$ 251,275	198%	\$ 177,275	\$ (52,948)	-30%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
\$ 124,327	\$ (126,948)	\$ 251,275	198%	\$ 177,275	\$ (52,948)	-30%

**CENTRAL OFFICE COST CENTER  
ACTUAL VS BUDGET COMPARISON  
FOR THE FIVE MONTHS ENDING DECEMBER 31, 2011  
(Amounts in Full Dollars)**

MONTH OF DECEMBER, 2011					YEAR TO DATE ENDING DECEMBER 31, 2011						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
					<b>REVENUES</b>						
-	56,161	\$ (56,161)	-100%	Dwelling Rental Income	-	336,966	\$ (336,966)	-100%	-	\$ -	0%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
277,715	343,092	(65,377)	-19%	Management Fees	1,662,878	2,058,552	(395,674)	-19%	1,626,499	36,379	2%
52,698	-	52,698	0%	Bookkeeping Fees	313,570	-	313,570	0%	299,381	14,189	5%
-	61,426	(61,426)	-100%	Asset Management Fees	-	368,556	(368,556)	-100%	-	-	0%
-	-	-	0%	Capital Fund Admin Fee	-	-	-	0%	-	-	0%
-	50,000	(50,000)	-100%	CMSS Front Line Service Fee	-	300,000	(300,000)	-100%	-	-	0%
-	-	-	0%	ARRA Funds Admin Fee	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
952	20,833	(19,881)	-95%	Other Income	29,455	124,998	(95,543)	-76%	41,503	(12,048)	-29%
<b>331,365</b>	<b>531,512</b>	<b>(200,147)</b>	<b>-38%</b>	<b>Total Revenues</b>	<b>2,005,902</b>	<b>3,189,072</b>	<b>(1,183,170)</b>	<b>-37%</b>	<b>1,967,383</b>	<b>38,519</b>	<b>2%</b>
				<b>EXPENSES</b>							
434,108	519,404	85,296	16%	Administrative	2,228,448	3,180,606	952,158	30%	2,101,176	(127,272)	-6%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Bookkeeping Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
32	52	20	39%	Tenant Services	32	312	280	90%	-	(32)	0%
334	8,281	7,947	96%	Utilities	44,600	49,686	5,086	10%	41,607	(2,993)	-7%
65,033	62,538	(2,495)	-4%	Maintenance	338,501	380,765	42,264	11%	344,255	5,754	2%
21,721	22,219	498	2%	Protective Services	122,710	133,314	10,604	8%	114,897	(7,813)	-7%
1,671	7,074	5,403	76%	Insurance	11,367	42,444	31,077	73%	35,738	24,371	68%
24,421	110,589	86,168	78%	General Expenses	148,241	663,486	515,245	78%	95,509	(52,732)	-55%
<b>547,319</b>	<b>730,157</b>	<b>182,838</b>	<b>25%</b>	<b>Total Expenses</b>	<b>2,893,898</b>	<b>4,450,613</b>	<b>1,556,715</b>	<b>35%</b>	<b>2,733,183</b>	<b>(160,715)</b>	<b>-6%</b>
<b>\$ (215,954)</b>	<b>\$ (198,645)</b>	<b>\$ (17,309)</b>	<b>-9%</b>	<b>Net Income(Loss)</b>	<b>\$ (887,995)</b>	<b>\$ (1,261,541)</b>	<b>\$ 373,546</b>	<b>30%</b>	<b>\$ (765,800)</b>	<b>\$ (122,196)</b>	<b>-16%</b>
				<b>CASH BASIS:</b>							
<b>\$ (215,954)</b>	<b>\$ (198,645)</b>	<b>\$ (17,309)</b>	<b>-9%</b>	Net Income(loss) per Above	<b>\$ (887,995)</b>	<b>\$ (1,261,541)</b>	<b>\$ 373,546</b>	<b>30%</b>	<b>\$ (765,800)</b>	<b>\$ (122,196)</b>	<b>-16%</b>
				Add back non cash items:							
669	101,372	(100,703)	-99%	Depreciation Expense	4,015	608,184	(604,169)	-99%	411	3,605	878%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
<b>\$ (215,285)</b>	<b>\$ (97,273)</b>	<b>\$ (118,012)</b>	<b>-121%</b>	<b>TOTAL CASH BASIS</b>	<b>\$ (883,980)</b>	<b>\$ (653,357)</b>	<b>\$ (230,623)</b>	<b>-35%</b>	<b>\$ (765,389)</b>	<b>\$ (118,591)</b>	<b>-15%</b>

**STATE ELDERLY PROGRAM  
ACTUAL VS BUDGET COMPARISON  
FOR THE FIVE MONTHS ENDING DECEMBER 31, 2011  
(Amounts in Full Dollars)**

MONTH OF DECEMBER, 2011					YEAR TO DATE ENDING DECEMBER 31, 2011						
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
\$ 162,078	\$ 165,195	\$ (3,117)	-2%	<b>REVENUES</b>	\$ 981,675	\$ 991,170	\$ (9,495)	-1%	\$ 989,998	\$ (8,323)	-1%
-	-	-	0%	Dwelling Rental Income	-	-	-	0%	-	-	0%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
-	-	-	0%	Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Bookkeeping Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Capital Fund Admin Fee	-	-	-	0%	-	-	0%
-	-	-	0%	CMSS Front Line Service Fee	-	-	-	0%	-	-	0%
-	-	-	0%	ARRA Funds Admin Fee	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
486	8,518	(8,032)	-94%	Other Income	146,397	51,108	95,289	186%	123,862	22,536	18%
<b>162,564</b>	<b>173,713</b>	<b>(11,149)</b>	<b>-6%</b>	<b>Total Revenues</b>	<b>1,128,072</b>	<b>1,042,278</b>	<b>85,794</b>	<b>8%</b>	<b>1,113,860</b>	<b>14,213</b>	<b>1%</b>
				<b>EXPENSES</b>							
4,956	46,736	41,780	89%	Administrative	54,662	278,986	224,324	80%	65,551	10,889	17%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
33,066	33,008	(58)	0%	Management Fees	198,336	198,048	(288)	0%	176,872	(21,464)	-12%
4,275	4,267	(8)	0%	Bookkeeping Fees	25,643	25,602	(41)	0%	22,868	(2,775)	-12%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
113,020	136,272	23,252	17%	Utilities	580,902	817,632	236,730	29%	533,051	(47,850)	-9%
4,623	223,027	218,404	98%	Maintenance	134,665	1,332,995	1,198,330	90%	355,951	221,286	62%
43	7,474	7,431	99%	Protective Services	43	44,844	44,801	100%	-	(43)	0%
7,097	10,863	3,766	35%	Insurance	48,854	65,028	16,174	25%	63,597	14,743	23%
115,157	98,187	(16,970)	-17%	General Expenses	690,973	589,122	(101,851)	-17%	230,835	(460,139)	-199%
<b>282,238</b>	<b>559,834</b>	<b>277,596</b>	<b>50%</b>	<b>Total Expenses</b>	<b>1,734,077</b>	<b>3,352,257</b>	<b>1,618,180</b>	<b>48%</b>	<b>1,448,725</b>	<b>(285,353)</b>	<b>-20%</b>
<b>\$ (119,674)</b>	<b>\$ (386,121)</b>	<b>\$ 266,447</b>	<b>69%</b>	<b>Net Income(Loss)</b>	<b>\$ (606,005)</b>	<b>\$ (2,309,979)</b>	<b>\$ 1,703,974</b>	<b>74%</b>	<b>\$ (334,865)</b>	<b>\$ (271,140)</b>	<b>-81%</b>
				<b>CASH BASIS:</b>							
\$ (119,674)	\$ (386,121)	\$ 266,447	69%	Net Income(loss) per Above	\$ (606,005)	\$ (2,309,979)	\$ 1,703,974	74%	\$ (334,865)	\$ (271,140)	-81%
115,157	-	115,157	0%	Add back non cash items:							
-	-	-	0%	Depreciation Expense	690,973	-	690,973	0%	230,800	460,173	199%
				Bad Debt Expense	-	-	-	0%	35	(35)	-100%
<b>\$ (4,517)</b>	<b>\$ (386,121)</b>	<b>\$ 381,605</b>	<b>99%</b>	<b>TOTAL CASH BASIS</b>	<b>\$ 84,968</b>	<b>\$ (2,309,979)</b>	<b>\$ 2,394,947</b>	<b>104%</b>	<b>\$ (104,030)</b>	<b>\$ 188,998</b>	<b>182%</b>

**STATE LOW RENT  
ACTUAL VS BUDGET COMPARISON  
FOR THE FIVE MONTHS ENDING DECEMBER 31, 2011  
(Amounts in Full Dollars)**

MONTH OF DECEMBER, 2011					YEAR TO DATE ENDING DECEMBER 31, 2011							
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%	
\$ 85,572	\$ 93,634	\$ (8,062)	-9%	<b>REVENUES</b>	\$ 517,952	\$ 558,888	\$ (40,936)	-7%	\$ 482,186	\$ 35,766	7%	
-	-	-	0%	Dwelling Rental Income	-	-	-	0%	-	-	0%	
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%	
-	-	-	0%	Management Fees	-	-	-	0%	-	-	0%	
-	-	-	0%	Bookkeeping Fees	-	-	-	0%	-	-	0%	
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%	
-	-	-	0%	Capital Fund Admin Fee	-	-	-	0%	-	-	0%	
-	-	-	0%	CMSS Front Line Service Fee	-	-	-	0%	-	-	0%	
-	-	-	0%	ARRA Funds Admin Fee	-	-	-	0%	-	-	0%	
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%	
-	-	-	0%	General Fund	-	-	-	0%	-	-	0%	
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%	
2,721	2,701	20	1%	Other Income	608,399	16,206	592,193	3654%	69,919	538,480	770%	
<b>88,293</b>	<b>96,335</b>	<b>(8,042)</b>	<b>-8%</b>	<b>Total Revenues</b>	<b>1,126,352</b>	<b>575,094</b>	<b>551,258</b>	<b>96%</b>	<b>552,106</b>	<b>574,246</b>	<b>104%</b>	
21,624	26,876	5,252	20%	<b>EXPENSES</b>	121,250	161,239	39,989	25%	128,984	7,734	6%	
-	1,930	1,930	100%	Administrative	-	11,580	11,580	100%	-	-	0%	
15,141	13,168	(1,973)	-15%	Asset Management Fees	89,916	79,008	(10,908)	-14%	82,124	(7,792)	-9%	
1,958	1,703	(255)	-15%	Management Fees	11,625	10,218	(1,407)	-14%	10,508	(1,118)	-11%	
-	-	-	0%	Bookkeeping Fees	-	-	-	0%	-	-	0%	
-	5	5	100%	Housing Assistance Payments	-	30	30	100%	-	-	0%	
63,642	69,399	5,757	8%	Tenant Services	357,064	416,394	59,330	14%	346,554	(10,511)	-3%	
41,227	62,932	21,705	34%	Utilities	223,438	372,242	148,804	40%	287,194	63,755	22%	
-	-	-	0%	Maintenance	-	-	-	0%	-	-	0%	
2,525	3,029	504	17%	Protective Services	14,997	18,174	3,177	17%	15,149	152	1%	
38,257	276	(37,981)	-13761%	Insurance	242,833	1,656	(241,177)	-14564%	68,074	(174,759)	-257%	
<b>184,373</b>	<b>179,318</b>	<b>(5,055)</b>	<b>-3%</b>	General Expenses	<b>Total Expenses</b>	<b>1,061,123</b>	<b>1,070,541</b>	<b>9,418</b>	<b>1%</b>	<b>938,586</b>	<b>(122,537)</b>	<b>-13%</b>
\$ (96,079)	\$ (82,983)	\$ (13,096)	-16%	<b>Net Income(Loss)</b>	\$ 65,229	\$ (495,447)	\$ 560,676	113%	\$ (386,480)	\$ 451,709	117%	
\$ (96,079)	\$ (82,983)	\$ (13,096)	-16%	<b>CASH BASIS:</b>	\$ 65,229	\$ (495,447)	\$ 560,676	113%	\$ (386,480)	\$ 451,709	117%	
39,556	276	39,280	14232%	Net Income(loss) per Above	237,408	1,656	235,752	14236%	64,179	173,229	270%	
(1,299)	-	(1,299)	0%	Add back non cash items:	1,485	-	1,485	0%	(347)	1,832	528%	
				Depreciation Expense	<b>TOTAL CASH BASIS</b>	<b>\$ 304,122</b>	<b>\$ (493,791)</b>	<b>\$ 797,913</b>	<b>162%</b>	<b>\$ (322,648)</b>	<b>\$ 626,770</b>	<b>194%</b>
				Bad Debt Expense								

**FEDERAL LOW RENT PROGRAM  
ACTUAL VS BUDGET COMPARISON  
FOR THE FIVE MONTHS ENDING DECEMBER 31, 2011  
(Amounts in Full Dollars)**

<b>MONTH OF DECEMBER, 2011</b>			
<b>Actual</b>	<b>Budget</b>	<b>Variance Amount</b>	<b>%</b>
\$ 1,073,085	\$ 1,175,575	\$ (102,490)	-9%
2,560,848	1,418,672	1,142,176	81%
-	-	-	0%
-	-	-	0%
-	-	-	0%
35,524	47,733	(12,209)	-26%
<b>3,669,457</b>	<b>2,641,980</b>	<b>1,027,477</b>	<b>39%</b>
294,647	322,269	27,622	9%
-	59,169	59,169	100%
207,473	236,647	29,174	12%
30,938	33,400	2,463	7%
-	-	-	0%
3,973	11,053	7,080	64%
884,730	786,376	(98,354)	-13%
825,224	882,841	57,617	7%
44,793	100,417	55,624	55%
49,618	56,085	6,467	12%
849,905	839,076	(10,829)	-1%
<b>3,191,301</b>	<b>3,327,333</b>	<b>136,032</b>	<b>4%</b>
<b>\$ 478,156</b>	<b>\$ (685,353)</b>	<b>\$ 1,163,509</b>	<b>170%</b>
\$ 478,156	\$ (685,353)	\$ 1,163,509	170%
818,475	807,981	10,494	1%
2,506	13,669	(11,163)	-82%
<b>\$ 1,299,138</b>	<b>\$ 136,297</b>	<b>\$ 1,162,841</b>	<b>853%</b>

<b>YEAR TO DATE ENDING DECEMBER 31, 2011</b>									
<b>Actual</b>	<b>Budget</b>	<b>Variance Amount</b>	<b>%</b>	<b>Prior Year</b>	<b>Variance Amount</b>	<b>%</b>			
<b>REVENUES</b>									
\$ 6,586,856	7,036,909	\$ (450,053)	-6%	\$ 7,873,423	\$ (1,286,567)	-16%			
12,046,643	8,504,901	3,541,742	42%	10,755,391	1,291,253	12%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
231,341	286,369	(55,028)	-19%	311,599	(80,257)	-26%			
<b>18,864,841</b>	<b>15,828,179</b>	<b>3,036,662</b>	<b>19%</b>	<b>18,940,412</b>	<b>(75,571)</b>	<b>0%</b>			
<b>EXPENSES</b>									
1,693,305	1,932,274	238,969	12%	1,900,331	207,026	11%			
-	355,014	355,014	100%	-	-	0%			
1,243,688	1,419,882	176,194	12%	1,394,799	151,111	11%			
189,218	200,400	11,183	6%	258,088	68,871	27%			
-	-	-	0%	-	-	0%			
6,523	67,017	60,494	90%	10,106	3,584	35%			
4,852,474	4,718,242	(134,232)	-3%	5,807,302	954,827	16%			
4,617,976	5,285,501	667,525	13%	5,579,929	961,953	17%			
401,576	602,499	200,923	33%	457,218	55,642	12%			
289,894	336,508	46,614	14%	411,329	121,435	30%			
5,256,211	5,034,456	(221,755)	-4%	1,895,100	(3,361,110)	-177%			
<b>18,550,865</b>	<b>19,951,793</b>	<b>1,400,928</b>	<b>7%</b>	<b>17,714,203</b>	<b>(836,662)</b>	<b>-5%</b>			
<b>\$ 313,976</b>	<b>\$ (4,123,614)</b>	<b>\$ 4,437,590</b>	<b>108%</b>	<b>\$ 1,226,210</b>	<b>\$ (912,234)</b>	<b>-74%</b>			
<b>CASH BASIS:</b>									
\$ 313,976	\$ (4,123,614)	\$ 4,437,590	108%	\$ 1,226,210	\$ (912,234)	-74%			
Add back non cash items:									
4,957,819	4,847,886	109,933	2%	1,643,985	3,313,834	202%			
10,069	82,014	(71,945)	-88%	3,178	6,891	217%			
<b>\$ 5,281,864</b>	<b>\$ 806,286</b>	<b>\$ 4,475,578</b>	<b>555%</b>	<b>\$ 2,873,373</b>	<b>\$ 2,408,491</b>	<b>84%</b>			

**HAWAII PUBLIC HOUSING AUTHORITY  
FEDERAL LOW RENT PROGRAM BY AMPS  
ACTUAL VS BUDGET COMPARISON  
FOR THE FIVE MONTHS ENDING DECEMBER 31, 2011  
(Amounts in Full Dollars)**

**MONTH OF DECEMBER, 2011**

	Actual	Budget	Variance	
			Amount	%
\$ 301,635	\$ 237,474	\$ 64,161	27%	
306,459	211,261	95,198	45%	
354,213	255,386	98,827	39%	
282,248	196,858	85,390	43%	
384,235	299,154	85,081	28%	
337,511	309,183	28,328	9%	
147,397	150,273	(2,876)	-2%	
195,930	167,407	28,523	17%	
128,678	100,415	28,263	28%	
383,510	114,987	268,523	234%	
150,885	117,086	33,799	29%	
215,455	164,925	50,530	31%	
198,976	104,463	94,513	90%	
66,052	54,116	11,936	22%	
98,152	81,485	16,667	20%	
118,120	77,507	40,613	52%	
<b>\$ 3,669,457</b>	<b>\$ 2,641,980</b>	<b>\$ 1,027,477</b>	<b>39%</b>	

\$ (53,889)	\$ (132,804)	\$ 78,915	59%
(13,991)	(173,910)	159,919	92%
132,619	18,497	114,122	617%
69,595	(41,625)	111,220	267%
89,930	(37,515)	127,445	340%
(30,193)	(48,174)	17,981	37%
(115,767)	(127,671)	11,904	9%
66,803	23,538	43,265	184%
8,019	(15,017)	23,036	153%
199,811	2,550	197,261	7736%
(14,901)	(48,398)	33,497	69%
1,051	(45,869)	46,920	102%
90,182	(58,316)	148,498	255%
10,593	(7,594)	18,187	239%
(17,670)	1,644	(19,314)	-1175%
55,966	5,311	50,655	954%
<b>\$ 478,156</b>	<b>\$ (685,353)</b>	<b>\$ 1,163,509</b>	<b>170%</b>

**ACCRUAL BASIS**

Asset Management Project - 30
Asset Management Project - 31
Asset Management Project - 32
Asset Management Project - 33
Asset Management Project - 34
Asset Management Project - 35
Asset Management Project - 37
Asset Management Project - 38
Asset Management Project - 39
Asset Management Project - 40
Asset Management Project - 43
Asset Management Project - 44
Asset Management Project - 45
Asset Management Project - 46
Asset Management Project - 49
Asset Management Project - 50

**Total Revenues**

**NET INCOME(LOSS)**

Asset Management Project - 30
Asset Management Project - 31
Asset Management Project - 32
Asset Management Project - 33
Asset Management Project - 34
Asset Management Project - 35
Asset Management Project - 37
Asset Management Project - 38
Asset Management Project - 39
Asset Management Project - 40
Asset Management Project - 43
Asset Management Project - 44
Asset Management Project - 45
Asset Management Project - 46
Asset Management Project - 49
Asset Management Project - 50

**Total Net Income(Loss)**

**YEAR TO DATE ENDING DECEMBER 31, 2011**

	Actual	Budget	Variance		Prior Year	Variance	
			Amount	%		Amount	%
\$ 1,619,077	\$ 1,425,203	\$ 193,874	14%	\$ 1,394,994	\$ 224,083	16%	
1,540,574	1,267,566	273,008	22%	1,310,762	229,813	18%	
1,829,681	1,523,316	306,365	20%	1,607,571	222,110	14%	
1,435,875	1,181,148	254,727	22%	1,237,607	198,268	16%	
2,064,281	1,794,924	269,357	15%	1,882,190	182,092	10%	
2,013,290	1,855,098	158,192	9%	1,918,630	94,660	5%	
880,543	901,602	(21,059)	-2%	897,564	(17,021)	-2%	
1,171,197	1,004,442	166,755	17%	1,327,005	(155,808)	-12%	
692,474	602,490	89,984	15%	508,494	183,980	36%	
1,352,516	689,922	662,594	96%	3,288,507	(1,935,990)	-59%	
773,822	702,511	71,311	10%	689,790	84,033	12%	
1,092,833	982,060	110,773	11%	966,215	126,618	13%	
960,664	626,790	333,874	53%	591,164	369,499	63%	
344,446	317,155	27,291	9%	311,679	32,767	11%	
519,650	488,910	30,740	6%	509,548	10,102	2%	
573,919	465,042	108,877	23%	498,694	75,224	15%	
<b>\$ 18,864,841</b>	<b>\$ 15,828,179</b>	<b>\$ 3,036,662</b>	<b>19%</b>	<b>\$ 18,940,412</b>	<b>\$ (75,571)</b>	<b>0%</b>	

(521,939)	(796,543)	\$ 274,604	34%	\$ (211,251)	\$ (310,688)	-147%
(451,675)	(1,043,460)	591,785	57%	87,968	(539,643)	-613%
512,163	101,485	410,678	405%	533,171	(21,008)	-4%
123,143	(249,894)	373,037	149%	182,088	(58,945)	-32%
460,131	(231,636)	691,767	299%	368,812	91,318	25%
281,714	(289,044)	570,758	197%	339,963	(58,248)	-17%
(623,488)	(766,318)	142,830	19%	(86,473)	(537,016)	-621%
224,183	141,237	82,946	59%	463,807	(239,625)	-52%
(22,509)	(73,285)	50,776	69%	(167,649)	145,140	87%
302,926	17,300	285,626	1651%	(533,839)	836,765	157%
(134,697)	(290,393)	155,696	54%	(46,607)	(88,090)	-189%
(5,620)	(282,704)	277,084	98%	184,320	(189,940)	-103%
37,843	(349,884)	387,727	111%	(113,541)	151,384	133%
(95,990)	(52,205)	(43,785)	-84%	(28,416)	(67,574)	-238%
(48,537)	9,864	(58,401)	-592%	52,639	(101,176)	-192%
276,328	31,866	244,462	767%	201,217	75,112	37%
<b>\$ 313,976</b>	<b>\$ (4,123,614)</b>	<b>\$ 4,437,590</b>	<b>108%</b>	<b>\$ 1,226,210</b>	<b>\$ (912,234)</b>	<b>-74%</b>

**HAWAII PUBLIC HOUSING AUTHORITY  
FEDERAL LOW RENT PROGRAM BY AMPS  
ACTUAL VS BUDGET COMPARISON  
FOR THE FIVE MONTHS ENDING DECEMBER 31, 2011**

<b>MONTH OF DECEMBER, 2011</b>					<b>(Amounts in Full Dollars)</b>	<b>YEAR TO DATE ENDING DECEMBER 31, 2011</b>						
					<b>CASH BASIS</b>							
<u>Actual</u>	<u>Budget</u>	<u>Variance</u>			<u>Actual</u>	<u>Budget</u>	<u>Variance</u>		<u>Prior Year</u>	<u>Variance</u>		
		<u>Amount</u>	<u>%</u>				<u>Amount</u>	<u>%</u>		<u>Amount</u>	<u>%</u>	
<b>REVENUES</b>												
\$ 301,635	\$ 237,474	\$ 64,161	27%	<b>Asset Management Project - 30</b>	\$ 1,619,077	\$ 1,425,203	\$ 193,874	14%	\$ 1,394,994	\$ 224,083	16%	
306,459	211,261	95,198	45%	<b>Asset Management Project - 31</b>	1,540,574	1,267,566	273,008	22%	1,310,762	229,813	18%	
354,213	255,386	98,827	39%	<b>Asset Management Project - 32</b>	1,829,681	1,523,316	306,365	20%	1,607,571	222,110	14%	
282,248	196,858	85,390	43%	<b>Asset Management Project - 33</b>	1,435,875	1,181,148	254,727	22%	1,237,607	198,268	16%	
384,235	299,154	85,081	28%	<b>Asset Management Project - 34</b>	2,064,281	1,794,924	269,357	15%	1,882,190	182,092	10%	
337,511	309,183	28,328	9%	<b>Asset Management Project - 35</b>	2,013,290	1,855,098	158,192	9%	1,918,630	94,660	5%	
147,397	150,273	(2,876)	-2%	<b>Asset Management Project - 37</b>	880,543	901,602	(21,059)	-2%	897,564	(17,021)	-2%	
195,930	167,407	28,523	17%	<b>Asset Management Project - 38</b>	1,171,197	1,004,442	166,755	17%	1,327,005	(155,808)	-12%	
128,678	100,415	28,263	28%	<b>Asset Management Project - 39</b>	692,474	602,490	89,984	15%	508,494	183,980	36%	
383,510	114,987	268,523	234%	<b>Asset Management Project - 40</b>	1,352,516	689,922	662,594	96%	3,288,507	(1,935,990)	-59%	
150,885	117,086	33,799	29%	<b>Asset Management Project - 43</b>	773,822	702,511	71,311	10%	689,790	84,033	12%	
215,455	164,925	50,530	31%	<b>Asset Management Project - 44</b>	1,092,833	982,060	110,773	11%	966,215	126,618	13%	
198,976	104,463	94,513	90%	<b>Asset Management Project - 45</b>	960,664	626,790	333,874	53%	591,164	369,499	63%	
66,052	54,116	11,936	22%	<b>Asset Management Project - 46</b>	344,446	317,155	27,291	9%	311,679	32,767	11%	
98,152	81,485	16,667	20%	<b>Asset Management Project - 49</b>	519,650	488,910	30,740	6%	509,548	10,102	2%	
118,120	77,507	40,613	52%	<b>Asset Management Project - 50</b>	573,919	465,042	108,877	23%	498,694	75,224	15%	
<b>\$ 3,669,457</b>	<b>\$ 2,641,980</b>	<b>\$ 1,027,477</b>	<b>39%</b>	<b>Total Revenues</b>	<b>\$ 18,864,841</b>	<b>\$ 15,828,179</b>	<b>\$ 3,036,662</b>	<b>19%</b>	<b>\$ 18,940,412</b>	<b>\$ (75,571)</b>	<b>0%</b>	
<b>NET INCOME(LOSS)</b>												
47,700	(30,166)	\$ 77,866	258%	<b>Asset Management Project - 30</b>	85,840	(180,715)	\$ 266,555	148%	(5,677)	\$ 91,517	1612%	
137,310	4,828	132,482	2744%	<b>Asset Management Project - 31</b>	455,863	28,968	426,895	1474%	345,035	110,829	32%	
146,868	49,769	97,099	195%	<b>Asset Management Project - 32</b>	597,502	289,117	308,385	107%	589,228	8,274	1%	
121,954	10,649	111,305	1045%	<b>Asset Management Project - 33</b>	438,279	63,750	374,529	587%	286,866	151,413	53%	
124,280	(3,233)	127,513	3944%	<b>Asset Management Project - 34</b>	666,206	(25,944)	692,150	2668%	444,981	221,225	50%	
8,700	17,083	(8,383)	-49%	<b>Asset Management Project - 35</b>	543,492	102,498	440,994	430%	440,101	103,391	23%	
10,862	1,363	9,499	697%	<b>Asset Management Project - 37</b>	133,895	7,886	126,009	1598%	160,688	(26,794)	-17%	
87,085	47,966	39,119	82%	<b>Asset Management Project - 38</b>	364,992	287,805	77,187	27%	515,249	(150,257)	-29%	
22,546	(501)	23,047	4600%	<b>Asset Management Project - 39</b>	64,482	13,811	50,671	367%	(135,702)	200,184	148%	
200,985	4,481	196,504	4385%	<b>Asset Management Project - 40</b>	314,866	28,886	285,980	990%	(532,632)	847,498	159%	
28,682	4,125	24,557	595%	<b>Asset Management Project - 43</b>	121,834	24,745	97,089	392%	18,337	103,497	564%	
88,694	22,620	66,074	292%	<b>Asset Management Project - 44</b>	518,495	128,230	390,265	304%	363,182	155,312	43%	
154,444	6,806	147,638	2169%	<b>Asset Management Project - 45</b>	424,425	40,848	383,577	939%	22,505	401,920	1786%	
38,830	(6,948)	45,778	659%	<b>Asset Management Project - 46</b>	73,185	(48,329)	121,514	251%	19,520	53,665	275%	
22,999	1,644	21,355	1299%	<b>Asset Management Project - 49</b>	195,109	9,864	185,245	1878%	138,058	57,051	41%	
57,199	5,811	51,388	884%	<b>Asset Management Project - 50</b>	283,399	34,866	248,533	713%	203,634	79,765	39%	
<b>\$ 1,299,138</b>	<b>\$ 136,297</b>	<b>\$ 1,162,841</b>	<b>853%</b>	<b>Total Net Income(Loss)</b>	<b>\$ 5,281,864</b>	<b>\$ 806,286</b>	<b>\$ 4,475,578</b>	<b>555%</b>	<b>\$ 2,873,373</b>	<b>\$ 2,408,491</b>	<b>84%</b>	

094

**Contract and Procurement Office  
Monthly Status Report for January 2012**

**Accomplishments**

Solicitation(s):

- See Board of Directors Monthly Status Report.

Contract(s):

- See Board of Directors Monthly Status Report.

Purchase Orders/pCards/Central Stores Requisitions Processed:

Type	Dec	Nov	% change	FYTD
Central Stores Requisitions	30	20	50%	144
Purchase Orders	116	137	-15%	789
pCard (Total)	589	580	2%	3,545
pCard (under \$1,000)	579	564	3%	3,458
pCard (over \$1,000)	10	16	-38%	87

**Planned Solicitation/Contract Activities February 2012**

Solicitation(s):

- Issue Request-for-Proposals for Waimaha-Sunflower, Kau'iokalani, Maili I, Maili II and Nanakuli Homes under Asset Management Project 44 (Oahu).
- Issue Invitation-for-Bids for Security Services at Mayor Wright Homes under Asset Management Project 32 (Oahu).

Contract(s)

- Award contract for Integrated Pest Management Services at Kuhio Park Terrace – Low Rise and Kuhio Homes under Asset Management Project 40 (Oahu).
- Award contract for Professional Energy Performance Contracting Consultant Services.
- Award contract for Tree Trimming Services at Kalakaua Homes, Makua Alii and Paoakalani under Asset Management Project 35 (Oahu).
- Execute Supplemental Contract with Emphasys Computer Solutions, Inc. dba emphasys software to continue to upgrade the current Flex system, to the windows based Elite system.

## **Activities for the Month of February 2012**

### Solicitation(s):

- Solicitations issued under the Construction Management Branch are anticipated to increase due to the effort to encumber/obligate the funds under the Capital Improvement Program and Capital Fund Program.
- Solicitations issued under the Property Management and Maintenance Services Branch is anticipated to remain steady due to majority of the recurring property management, maintenance and resident services, refuse collection services and security services contracted.

### Contract(s):

- Contracts to be executed under the Construction Management Branch are anticipated to increase due to the effort to encumber/obligate the funds under the Capital Improvement Program and Capital Fund Program.
- Contracts to be executed under the Property Management and Maintenance Services Branch are anticipated to remain steady due to the majority of the recurring property management, maintenance and resident services, refuse collection services and security services been completed.

### Purchase Orders/pCards/Central Stores Requisitions:

- The number of pCard documents processed is anticipated to remain steady.
- The number of purchase orders processed is anticipated to remain steady.
- The number of Central Stores requisitions is anticipated to remain steady.

## **Issues**

- Newly hired contract specialist staff continues to be trained on State and Federal procurement subject matter and on contract subject matter.

## **Potential Risks**

### Contract(s):

- Failure to issue timely the Request –for-Proposals for property management, maintenance and resident services under AMP 44 may result in an interruption of services and create a health and safety issue.
- Failure to issue timely the Invitation-for-Bids for Security Services at Mayor Wright Homes under Asset Management Project 32 may result in an interruption of services and create a health and safety issue.

### Staffing

- Conduct interviews for vacant construction contract specialist position.

**Contract & Procurement Office  
Monthly Status Report for January 2012**

Solicitations Issued in January 2012:

Solicitation No.	Title	Due Date
IFB-CMS-2011-33	Provide Operational and Preventive Maintenance Services for the New Sewage Treatment Plant at Kupuna Home O Waiialua	February 6, 2012
IFB-CMS-2012-03	Kalihi Valley Homes Building 16 Rock Fall Remediation Work	February 21, 2012
IFB-PMB-2012-02	Tree Trimming Services at Puuwai Momi and Hale Lualima under Asset Management Project 30 on the Island of Oahu-	February 22, 2012

Contracts Executed in January 2012:

Contract No.	Contractor & Description	Supp. Amount	Total Amount
ASO 09-01-SC02	<b>Emphasys Computer Solutions, Inc. dba emphasys software</b> Increase Scope of Services to Provide Custom Programming and Modify the Administrative Suite – Core Financials and Install the Executive Portal and Continue to Provide Monthly Maintenance Completion Date: March 31 ,2012	\$167,885.08	\$622,762.84
CMS 12-01	<b>Prometheus Construction</b> Provide Labor, Materials and Equipment for Kalihi Valley Homes (AMP 31) Rock Wall Repair on the Island of Oahu Completion Date: 120 Calendar Days from Notice to Proceed		\$544,680.00
CMS 08-11-SC03	<b>Kim &amp; Shiroma Engineers, Inc.</b> Extension of Time of 365 calendar days for Site Improvements at Puahala Homes (AMP 31) on the Island of Oahu End Date: January 1, 2013	n/a	\$177,022.95
CMS 09-01-SC03	<b>Mitsunaga &amp; Associates, Inc.</b> Provide Additional Construction Administration and Concrete Spall Repair Monitoring Services for the Reroof to Mayor Wright Homes (AMP 32), Wahiawa Terrace (AMP 49), Kaahumanu Homes (AMP 33), and Kauioakalani (AMP 44) on the Island of Oahu End Date: July 7, 2012	\$155,512.00	\$370,293.00

Contract No.	Contractor & Description	Supp. Amount	Total Amount
CMS 10-16-CO03	<b>Hi-Tec Roofing, Inc.</b> No Cost Extension of Time for Reroof of Mayor Wright Homes (AMP 32) and Wahiawa Terrace (AMP 49) on the Island of Oahu Completion Date: May 28, 2012	n/a	\$1,087,492.45
CMS 11-03-SC01	<b>Awa &amp; Associates, LLC</b> Provide Additional Design Services to Include Emergency Generator Requirements to Service the Existing Elevator for Modernization of Sale Lake Apartments (AMP 30) on the Island of Oahu End Date: August 25, 2015	\$6,635.00	\$692,763.00
PMB 11-17	<b>Hawaii Affordable Properties, Inc.</b> Provide Property Management, Maintenance, and Resident Services at Kauhale Nani, Wahiawa Terrace and Kupuna Home O Waialua under Asset Management Project 49 on the Island of Oahu End Date: September 30, 2012		\$447,565.00
PMB 11-01-SC01	<b>Pacific Waste, Inc.</b> Continue to Furnish Refuse Collection Services at Noelani I, Noelani II, Ke Kumu Elua, and Ke Kumu Ekolu under Asset Management Project 46 on the Island of Hawaii End Date: January 31, 2013	\$36,497.79	\$74,878.59

**Federal LIPH  
HPHA Island Overview Report  
January 2012**

Island	Occupancy *							LIPH and Elderly Waiting List**				
	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Transfers	Units Rent Ready	HUD Income Limit	# of HoH	% of WL	Avg Family Size	Avg Bedroom Size
Hawaii	621	534	81	85.99%	13	7	6	Average Income	39	0.36%	6.82	3.33
Kauai	319	275	43	86.21%	2	0	1	Low Income (80%)	155	1.41%	2.90	1.96
Maui	196	146	50	74.49%	1	0	0	Very Low Inc. (50%)	999	9.11%	2.88	1.92
Oahu	3,554	3,313	221	93.22%	28	12	20	Extremely Low Inc. (30%)	9,767	89.11%	2.56	1.76
<b>Total</b>	<b>4,690</b>	<b>4,268</b>	<b>395</b>	<b>91.00%</b>	<b>44</b>	<b>19</b>	<b>27</b>		<b>10,960</b>	<b>100.00%</b>	<b>2.60</b>	<b>1.76</b>

Island	Non Vacated Delinquencies***				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	49	\$ 15,502.30	34	\$ 19,529.00	\$ 114,209.50	\$ 110,422.26	96.68%
Kauai	49	\$ 28,864.22	39	\$ 114,761.45	\$ 74,647.00	\$ 73,572.68	98.56%
Maui	20	\$ 8,354.56	22	\$ 6,395.34	\$ 44,064.00	\$ 39,954.01	90.67%
Oahu	413	\$ 214,836.18	277	\$ 390,886.89	\$ 895,613.84	\$ 825,897.28	92.22%
<b>Total</b>	<b>531</b>	<b>\$ 267,557.26</b>	<b>372</b>	<b>\$ 531,572.68</b>	<b>\$ 1,128,534.34</b>	<b>\$ 1,049,846.23</b>	<b>93.03%</b>

\* Occupancy also counts Scheduled for Modernization Units.

\* Occupancy reflects removal of KPT Units.

\*\* Please notice WL Income Limits assumes 2010 HUD Family Income Limit for Hawaii.

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

**Federal LIPH  
HPHA Project Overview Report  
January 2012**

AMP	Occupancy*						
	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Transfers	Units Rent Ready
30P-Aiea	362	336	17	92.82%	0	0	9
31P-KVH	373	327	43	87.67%	6	2	3
32P-MWH	363	342	20	94.21%	2	2	1
33P-Kam/Kaamanu	371	356	14	95.96%	1	1	1
34P-Kalakaua	581	555	26	95.52%	4	2	0
35P-Kalanihiua	587	572	11	97.44%	7	0	4
37P-Hilo	375	235	138	62.67%	9	6	2
38P-Kauai	319	275	43	86.21%	2	0	1
39P-Maui	196	146	50	74.49%	1	0	0
40P-KPT	170	161	9	94.71%	2	2	0
43P-Kona	200	193	6	96.50%	2	1	1
44P-Leeward Oahu	258	223	35	86.43%	4	1	0
45P-Windward Oahu	225	219	6	97.33%	2	2	0
46P-Kamuela	101	90	8	89.11%	2	0	3
49P-Central Oahu	149	113	35	75.84%	0	0	1
50P-Palolo	115	109	5	94.78%	0	0	1
<b>Total</b>	<b>4,745</b>	<b>4,252</b>	<b>466</b>	<b>89.61%</b>	<b>44</b>	<b>19</b>	<b>27</b>

AMP	Non Vacated Delinquencies**				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
30P-Aiea	83	54,533.67	47	74,031.89	\$ 121,531.00	\$ 103,740.31	85.36%
31P-KVH	48	29,054.55	24	46,559.95	\$ 85,993.00	\$ 79,494.87	92.44%
32P-MWH	45	26,661.32	32	37,577.08	\$ 106,488.49	\$ 100,673.57	94.54%
33P-Kam/Kaamanu	52	21,031.91	40	51,649.65	\$ 88,317.82	\$ 80,747.18	91.43%
34P-Kalakaua	20	6,894.66	8	18,631.40	\$ 127,477.89	\$ 122,352.55	95.98%
35P-Kalanihiua	29	9,181.74	6	6,211.29	\$ 139,573.81	\$ 127,766.79	91.54%
37P-Hilo	22	3,819.30	11	4,859.00	\$ 61,541.50	\$ 60,111.18	97.68%
38P-Kauai	49	28,864.22	39	114,761.45	\$ 74,647.00	\$ 73,572.68	98.56%
39P-Maui	20	8,354.56	22	6,395.34	\$ 44,064.00	\$ 39,954.01	90.67%
40P-KPT	13	1,686.36	7	8,421.20	\$ 66,997.00	\$ 62,481.28	93.26%
43P-Kona	13	4,967.00	4	551.33	\$ 34,730.00	\$ 32,794.00	94.43%
44P-Leeward Oahu	55	24,913.08	49	76,521.44	\$ 47,304.00	\$ 38,459.21	81.30%
45P-Windward Oahu	32	17,555.49	16	16,625.16	\$ 60,882.00	\$ 60,491.28	99.36%
46P-Kamuela	14	6,716.00	19	14,118.67	\$ 17,938.00	\$ 17,517.08	97.65%
49P-Central Oahu	14	4,193.00	5	10,056.22	\$ 31,299.00	\$ 28,323.45	90.49%
50P-Palolo	12	6,124.16	8	22,959.46	\$ 19,749.83	\$ 21,366.79	108.19%
<b>Total</b>	<b>521</b>	<b>\$ 254,551.02</b>	<b>337</b>	<b>\$ 509,930.53</b>	<b>\$ 1,128,534.34</b>	<b>\$ 1,049,846.23</b>	<b>93.03%</b>

\* Occupancy also counts Scheduled for Modernization Units.

\* Occupancy reflects removal of KPT Units.

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

FEDERAL PUBLIC HOUSING

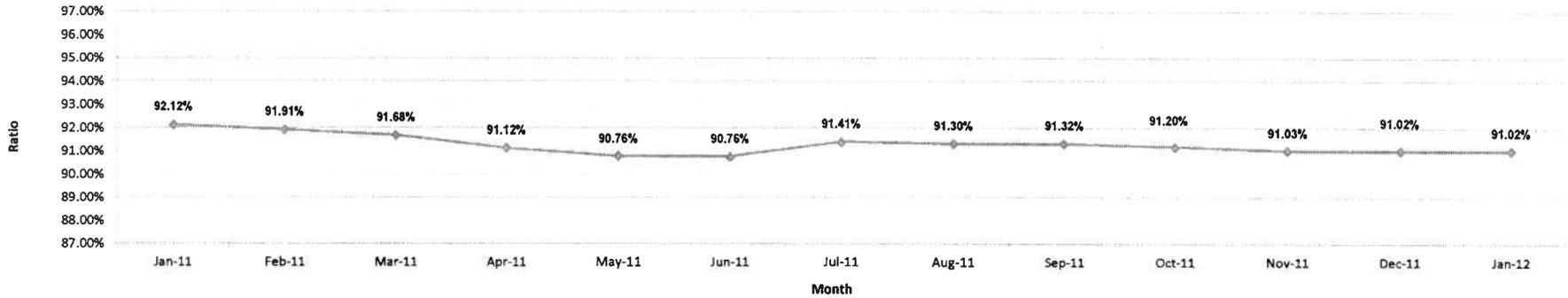
Occupancy from January 2011 to January 2012

	Jan-11			Feb-11			Mar-11			Apr-11			May-11			Jun-11		
	Total Units	Occ Units	Ratio															
Hawaii	601	537	89.35%	601	537	89.35%	601	535	89.02%	621	527	84.86%	621	529	85.19%	621	529	85.19%
Kauai	319	294	92.16%	319	293	91.85%	319	287	89.97%	319	287	89.97%	319	285	89.34%	319	285	89.34%
Maui	196	136	69.39%	196	132	67.35%	196	136	69.39%	196	136	69.39%	196	136	69.39%	196	136	69.39%
Oahu	4,122	3,858	93.60%	4,122	3,852	93.45%	4,122	3,844	93.26%	4,122	3,841	93.18%	4,123	3,823	92.72%	4,123	3,823	92.72%
<b>Total</b>	<b>5,238</b>	<b>4,825</b>	<b>92.12%</b>	<b>5,238</b>	<b>4,814</b>	<b>91.91%</b>	<b>5,238</b>	<b>4,802</b>	<b>91.68%</b>	<b>5,258</b>	<b>4,791</b>	<b>91.12%</b>	<b>5,259</b>	<b>4,773</b>	<b>90.76%</b>	<b>5,259</b>	<b>4,773</b>	<b>90.76%</b>

Cumulative (12 Months)	
02/11 - 01/12	
Charges	59,086.00
Collections	53,893.00
Ratio	91.21%

	Jul-11			Aug-11			Sep-11			Oct-11			Nov-11			Dec-11			Jan-12		
	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio	Total Units	Occ Units	Ratio
Hawaii	621	524	84.38%	621	526	84.70%	621.00	530.00	85.35%	623	533	85.55%	623	532	85.39%	621	533	85.83%	621	533	85.83%
Kauai	319	281	88.09%	319	278	87.15%	319.00	276.00	86.52%	319	275	86.21%	319	274	85.89%	319	274	85.89%	319	274	85.89%
Maui	196	147	75.00%	196	151	77.04%	196.00	149.00	76.02%	196	147	75.00%	196	146	74.49%	196	147	75.00%	196	147	75.00%
Oahu	3,554	3,335	93.84%	3,554	3,327	93.61%	3,554.00	3,328.00	93.64%	3,554	3,324	93.53%	3,554	3,319	93.39%	3,554	3,315	93.28%	3,554	3,315	93.28%
<b>Total</b>	<b>4,690</b>	<b>4,287</b>	<b>91.41%</b>	<b>4,690</b>	<b>4,282</b>	<b>91.30%</b>	<b>4,690.00</b>	<b>4,283.00</b>	<b>91.32%</b>	<b>4,692</b>	<b>4,279</b>	<b>91.20%</b>	<b>4,692</b>	<b>4,271</b>	<b>91.03%</b>	<b>4,690</b>	<b>4,269</b>	<b>91.02%</b>	<b>4,690</b>	<b>4,269</b>	<b>91.02%</b>

Occupancy Rate



**State LIPH  
HPHA Island Overview Report  
January 2012**

Island	Occupancy*							LIPH and Elderly Waiting List**				
	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Transfers	Units Rent Ready	HUD Income Limit	# of HoH	% of WL	Avg Family Size	Avg Bedroom Size
Hawaii	56	49	5	87.50%	1	0	2	Average Income	28	0.35%	7.48	3.55
Kauai	26	23	3	88.46%	0	0	0	Low Income (80%)	78	0.98%	2.61	1.84
Maui	32	24	8	75.00%	1	0	0	Very Low Inc. (50%)	664	8.33%	2.87	1.91
Oahu	749	734	12	98.00%	5	0	3	Extremely Low Inc. (30%)	7,203	90.34%	2.43	1.67
<b>Total</b>	<b>863</b>	<b>830</b>	<b>28</b>	<b>96.18%</b>	<b>7</b>	<b>0</b>	<b>5</b>		<b>7,973</b>	<b>100.00%</b>	<b>2.49</b>	<b>1.70</b>

Island	Non Vacated Delinquencies***				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
Hawaii	16	\$ 6,921.00	12	\$ 18,009.17	\$ 17,160.00	\$ 13,920.00	81.12%
Kauai	5	\$ 3,096.00	3	\$ 14,409.46	\$ 4,980.00	\$ 3,606.93	72.43%
Maui	8	\$ 1,473.00	18	\$ 17,057.53	\$ 4,765.00	\$ 3,194.00	67.03%
Oahu	26	\$ 15,345.06	52	\$ 198,676.29	\$ 227,509.00	\$ 213,788.90	93.97%
<b>Total</b>	<b>55</b>	<b>\$ 26,835.06</b>	<b>85</b>	<b>\$ 248,152.45</b>	<b>\$ 254,414.00</b>	<b>\$ 234,509.83</b>	<b>92.18%</b>

\* Occupancy also counts Scheduled for Modernization Units.

\*\* Please notice WL Income Limits assumes 2010 HUD Family Income Limit for Hawaii.

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

**State LIPH  
HPHA Project Overview Report  
January 2012**

Project	Occupancy *						
	Total Available Units	Total Occupied Units	Total Vacant Units (excludes rent ready)	Occupancy Ratio	Move-Ins	Transfers	Units Rent Ready
2201-Hauiki	46	43	3	93.48%	0	0	0
2202-Puahala Homes	128	119	7	92.97%	0	0	2
2204-Kawailehua	26	23	3	88.46%	0	0	0
2205-Kahale Mua	32	24	8	75.00%	1	0	0
2206-Lokahi	30	26	4	86.67%	0	0	0
2207-Ke Kumu Elua	26	23	1	88.46%	1	0	2
2401-Hale Po'ai	206	205	1	99.51%	1	0	0
2402-La'iola	108	107	1	99.07%	1	0	0
2403-Kamalu-Ho'oiulu	220	220	0	100.00%	2	0	0
2404-Halia Hale	41	40	0	97.56%	1	0	1
<b>Total</b>	<b>863</b>	<b>830</b>	<b>28</b>	<b>96.18%</b>	<b>7</b>	<b>0</b>	<b>5</b>

Project	Non Vacated Delinquencies**				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
2201-Hauiki	3	\$ 2,211.00	13	\$ 80,998.11	\$ 16,688.00	\$ 15,052.50	90.20%
2202-Puahala Homes	20	\$ 12,301.06	26	\$ 113,403.26	\$ 47,840.00	\$ 39,765.00	83.12%
2204-Kawailehua	5	\$ 3,096.00	3	\$ 14,409.46	\$ 4,980.00	\$ 3,606.93	72.43%
2205-Kahale Mua	8	\$ 1,473.00	18	\$ 17,057.53	\$ 4,765.00	\$ 3,194.00	67.03%
2206-Lokahi	7	\$ 2,813.00	5	\$ 14,274.50	\$ 9,897.00	\$ 8,069.00	81.53%
2207-Ke Kumu Elua	9	\$ 4,108.00	7	\$ 3,734.67	\$ 7,263.00	\$ 5,851.00	80.56%
2401-Hale Po'ai	1	\$ 195.00	5	\$ 2,284.00	\$ 56,774.00	\$ 55,658.00	98.03%
2402-La'iola	1	\$ 276.00	7	\$ 1,986.52	\$ 33,626.00	\$ 32,908.00	97.86%
2403-Kamalu-Ho'oiulu	1	\$ 362.00	1	\$ 4.40	\$ 61,689.00	\$ 59,915.40	97.12%
2404-Halia Hale	0	\$ -	0	\$ -	\$ 10,892.00	\$ 10,490.00	96.31%
<b>Total</b>	<b>55</b>	<b>\$ 26,835.06</b>	<b>85</b>	<b>\$ 248,152.45</b>	<b>\$ 254,414.00</b>	<b>\$ 234,509.83</b>	<b>92.18%</b>

\* Occupancy also counts Scheduled for Modernization Units.

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

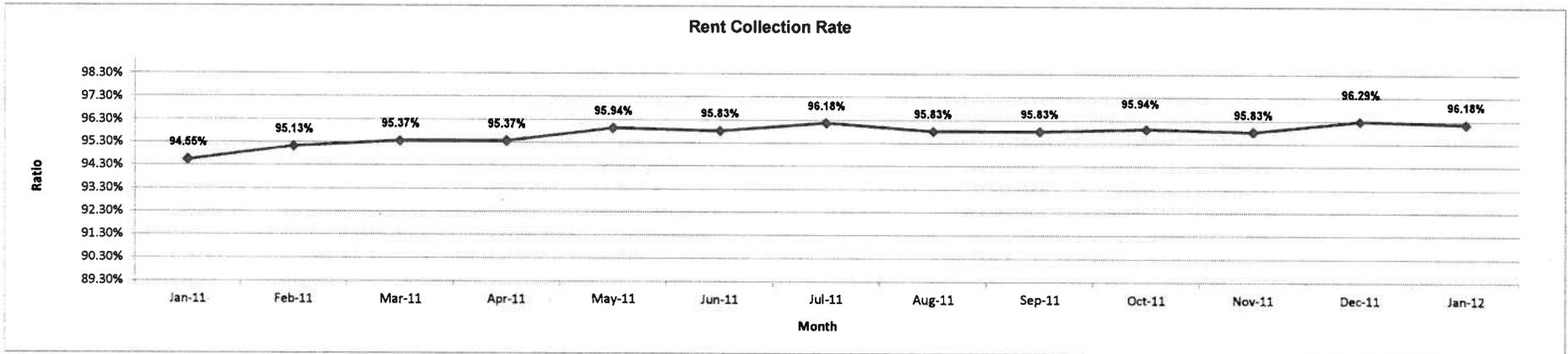
STATE PUBLIC HOUSING

Rent Collection from January 2011 to January 2012

	Jan-11			Feb-11			Mar-11			Apr-11			May-11			Jun-11		
	Total Units	Occ Units	Ratio															
Hawaii	56	31	55.36%	56	39	69.64%	56	42	75.00%	56	42	75.00%	56	44	78.57%	56	45	80.36%
Kauai	26	25	96.15%	26	25	96.15%	26	25	96.15%	26	24	92.31%	26	24	92.31%	26	24	92.31%
Maui	32	27	84.38%	32	27	84.38%	32	27	84.38%	32	26	81.25%	32	26	81.25%	32	25	78.13%
Oahu	749	733	97.86%	749	730	97.46%	749	729	97.33%	749	731	97.60%	749	734	98.00%	749	733	97.86%
<b>Total</b>	<b>863</b>	<b>816</b>	<b>94.55%</b>	<b>863</b>	<b>821</b>	<b>95.13%</b>	<b>863</b>	<b>823</b>	<b>95.37%</b>	<b>863</b>	<b>823</b>	<b>95.37%</b>	<b>863</b>	<b>828</b>	<b>95.94%</b>	<b>863</b>	<b>827</b>	<b>95.83%</b>

Cumulative (12 Months)	
02/11 - 01/12	
Charges	10,356.00
Collections	9,922.00
Ratio	95.81%

	Jul-11			Aug-11			Sep-11			Oct-11			Nov-11			Dec-11			Jan-12		
	Total Units	Occ Units	Ratio																		
Hawaii	56	46	82.14%	56	45	80.36%	56	47	83.93%	56	47	83.93%	56	47	83.93%	56	49	87.50%	56	49	87.50%
Kauai	26	24	92.31%	26	24	92.31%	26	23	88.46%	26	23	88.46%	26	23	88.46%	26	23	88.46%	26	23	88.46%
Maui	32	26	81.25%	32	24	75.00%	32	24	75.00%	32	23	71.88%	32	24	75.00%	32	25	78.13%	32	24	75.00%
Oahu	749	734	98.00%	749	734	98.00%	749	733	97.86%	749	735	98.13%	749	733	97.86%	749	734	98.00%	749	734	98.00%
<b>Total</b>	<b>863</b>	<b>830</b>	<b>96.18%</b>	<b>863</b>	<b>827</b>	<b>95.83%</b>	<b>863</b>	<b>827</b>	<b>95.83%</b>	<b>863</b>	<b>828</b>	<b>95.94%</b>	<b>863</b>	<b>827</b>	<b>95.83%</b>	<b>863</b>	<b>831</b>	<b>96.29%</b>	<b>863</b>	<b>830</b>	<b>96.18%</b>



**VACANT UNIT INFORMATION REPORT**  
**FEDERAL PROJECTS**  
 January 31, 2012

(1) AMPS	(2) Number of Units Per AMP	(3) Total Vacant Units on 1-Jan-12	(4) Total Move-Ins for the entire month of Jan-12	(5) Units Rent Ready and Not Occupied in Jan-12	(6) HUD Approved Special Service Units	(7) Units on Hold for Relocation	(8) Admin Hold (Justify in Remarks column)	(9) HUD Approved Units Scheduled Demolition	(10) Units AMP Responsible For and/or To Repair	(11) Units AMP Completed a Form A	(12) Units CMB Approved Form A	(13) Remarks Any data entered into columns (7) and (8) require an explanation.
30	363	27	0	11	1	0	0	0	2	7	6	
31	373	50	4	2	0	0	0	0	8	0	36	
32	364	22	2	4	1	4	1	0	5	0	5	Law-enforcement unit/downsize unit
33	373	15	2	2	2	3	0	0	6	0	0	Resize to right unit
34	583	30	4	0	3	0	0	9	9	5	0	
35	587	24	5	5	0	0	0	0	14	0	0	
37	375	140	9	2	2	0	0	64	8	0	55	29 to be built; 41ADA Reno; 14 "C"
38	321	47	2	0	3	0	0	0	23	4	15	
39	196	49	1	6	0	0	0	0	7	0	35	
40	174	15	2	1	0	0	0	4	4	2	2	
43	202	10	2	2	1		1	0	4	0	0	unit 2h@nani olu is temp occupied by tenant. Has pending case w/ HPHA
44	260	40	1	3	2	0	0	0	16	3	15	
45	226	8	2	1	1	0	0	0	1	0	3	
46	103	12	2	1	2	0	0	0	1	0	6	
49	150	35	0	2	1	0	0	0	13	0	19	
50	118	9	0	0	3	0	0	0	4	1	1	
<b>TOTAL</b>	<b>4,768</b>	<b>533</b>	<b>38</b>	<b>42</b>	<b>22</b>	<b>7</b>	<b>2</b>	<b>77</b>	<b>125</b>		<b>198</b>	

\*This count includes all units which are occupied or designated as social services, resident association, area office, public safety, anti-drug, administrative hold, available, CMS, sent to maintenance, maintenance hold, Capital Fund, on-scheduled modernization, relocation and scheduled for demolition.

**VACANT UNIT INFORMATION REPORT**  
**STATE PROJECTS**  
 January 1, 2012

(1) AMPS	(2) Number of Units Per AMP	(3) Total Vacant Units on 1-Jan-12	(4) Total Move-Ins for the entire month of Jan	(5) Units Rent Ready and Not Occupied in	(6) Special Service Units	(7) Units on Hold for Relocation	(8) Admin Hold (Justify in Remarks column)	(9) Approved Units Scheduled Demolition	(10) Units AMP Responsible For and/or To Repair	(11) Units AMP Submitted a Form A	(12) Units CMB Approved Form A	(13) Remarks Any data entered into columns (7) and (8) require an explanation.
31	174	8	0	2	0	1	0	0	5	0	0	Rightsizing transfer
37	30	4	0	0	0	2	1	0	1	0	0	
38	26	3	0	0	0	0	0	0	1	0	2	Construction in
39	32	8	1	4		0	0	0	1	0	2	
42	576	5	5	0		0	0	0	0	0		
46	26	4	0	2	0	0	1	0	1	0	0	Deprogram Unit
<b>TOTAL</b>	<b>864</b>	<b>32</b>	<b>6</b>	<b>8</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>9</b>		<b>4</b>	

\*This count includes all units which are occupied or designated as social services, resident association, area office, public safety, anti-drug, administrative hold, available, CMS, sent to maintenance, maintenance hold, Capital Fund, on-scheduled modernization

**HEARINGS OFFICE-STATEWIDE FEDERAL EVICTION REFERRALS**

MONTH	REFERRALS			RESULT OF EVICTION REFERRAL					Completed
	Total	REASON FOR REFERRAL		Evict	Evict with Cond	10-day Cure	Dismiss	Continued	
		Rent	Other						
FY 2008	145	108	37	56	39	18	5	37	118
FY 2009	232	194	38	94	63	5	11	59	173
FY 2010	263	223	40	109	83	4	6	61	202
FY 2011	178	140	38	68	54	5	5	46	132
FY 2012	58	45	13	18	19	0	2	16	41

**July 2011 - January 2012**

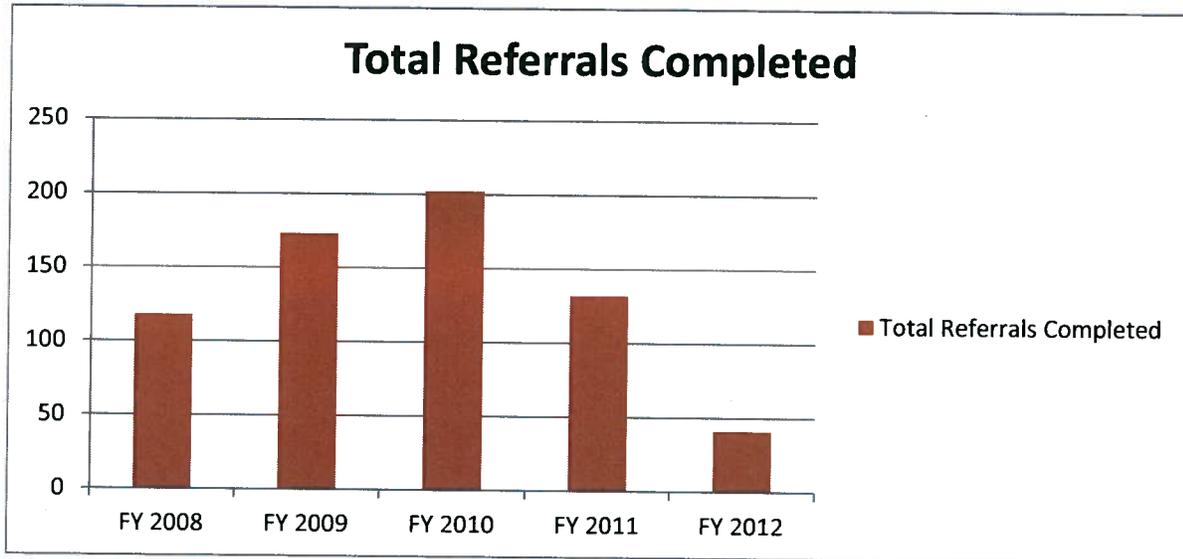
MONTH	REFERRALS			RESULT OF EVICTION REFERRAL					Completed
	Total	REASON FOR REFERRAL		Evict	Evict with Cond	10-day Cure	Dismiss	Continued	
		Rent	Other						
July 11	5	3	2	2	1	0	0	2	3
Aug 11	11	8	3	3	3	0	1	4	6
Sept 11	9	8	1	2	5	0	0	2	7
Oct 11	7	7	0	3	3	0	0	1	6
Nov 11	16	13	3	3	4	0	0	6	10
Dec 11	3	1	2	2	1	0	0	0	3
Jan 12	7	5	2	3	2	0	1	1	6
<b>TOTALS</b>	<b>58</b>	<b>45</b>	<b>13</b>	<b>18</b>	<b>19</b>	<b>0</b>	<b>2</b>	<b>16</b>	<b>41</b>

**Total # of Cases Heard for the Month of January 2012: 7  
(Oahu & Neighbor Islands)**

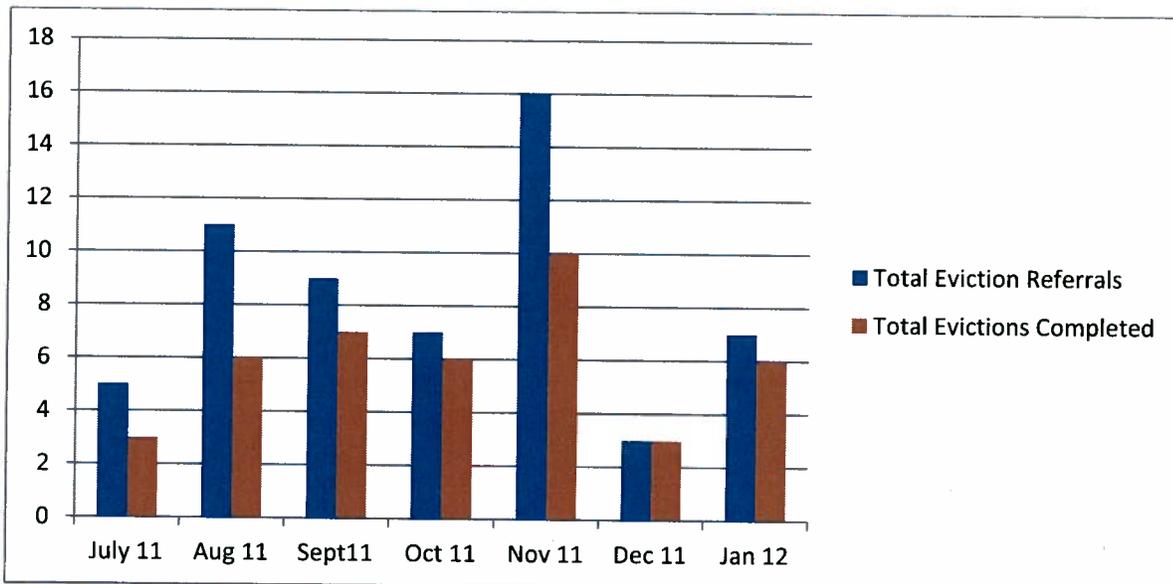
Decisions Rendered:	Rent Violations	Other Violations
Eviction	1	2
Evict w/cond	2	0
10-day cure	0	0
Dismissal	1	0
Continued	1	0
<b>Total</b>	<b>5</b>	<b>2</b>

Delinquent balances for rent cases ordered evicted for month of January 2012: \$0.00

### Fiscal Years 2008-2012



### July 2011 - January 2012 (By Month)



**Construction Management Branch  
Status Report for American Recovery and Reinvestment Act (ARRA)  
January 31, 2012**

**Completed Activities**

- 100% Obligation – March 17, 2009
- 60% Expenditure – January, 2011 (deadline was by March 2011)
- 100% Expenditure – January 2012 (deadline was by March 2012)
- 4<sup>th</sup> Quarterly Report 2011 filed January 2012
- 4<sup>th</sup> Quarterly RAMPS Core Activities Module Report filed January 2012
- Final ARRA Section 3 Report filed January 2012 (low-risk finding removed by HUD)

**Planned Activities**

- Final ARRA Report to be filed
- Final RAMPS Report to be filed
- On-going ARRA projects will be funded through the ARRA Administrative Funds:
  - Hale Hau`oli – punchlist items
  - Kalakaua – Department of Labor investigation of back wages due workers
  - Makua Ali`i – punchlist & rejected roof
  - Kalihi Valley Homes – Building 27 completion (once collapsed rock wall in front of the building is repaired – NTP for the repair was given in January 2012)
  - SSFM – Construction Management for Phase II of Makua Ali`i
- Filing of all ARRA closeout documents

**Trends/Issues**

- Due to the great turnover in engineering staff, ARRA files need to be organized and in some cases reconstructed by remaining engineering staff.

**Risks**

- Possible audit by the Office of the Inspector General (OIG).

**AMERICAN RECOVERY AND REINVESTMENT ACT  
PROJECT STATUS REPORT  
February 1, 2012**

PROJECT	CONTRACT AMOUNT	ADVERTISE - INVITATION FOR BID	BID OPENING	APPROVAL GRANTED BY HUD	CONTRACT EXECUTED	NOTICE TO PROCEED	PRE-CONSTRUCTION CONFERENCE	CONSTRUCTION START DATE	ACTUAL/EST. CONSTRUCTION COMPLETION
Hale Hauoli	\$ 2,031,067.00	11/17/2009	12/29/2009	2/9/2010	2/23/2010	9/7/2010	3/18/2010	10/4/2010	11/30/2011 (Completed)
Kahekili Terrace	\$ 5,079,289.00	1/11/2010	2/4/2010	2/23/2010	3/11/2010	6/28/2010	4/20/2010	6/28/2010	9/18/2011 (Completed)
Kaimalino & Kealakehe	\$ 1,915,750.00	6/15/2009	7/16/2009	1/7/2010	1/7/2010	2/1/2010	1/28/2010	2/1/2010	Completed 9/28/2010 (Completed)
Kalakaua	\$ 780,552.56	1/12/2010	2/9/2010	2/26/2010	3/11/2010	5/20/2010	3/22/2010	6/1/2010	Completed (ARRA work completed) 10/1/2012
Kalanihuia	\$ 196,864.85	12/4/2009	1/7/2010	2/26/2010	3/11/2010	4/19/2010	4/1/2010	4/19/2010	Completed (ARRA work completed) 10/1/2012
Kalihi Valley Homes	\$ 1,567,032.00	5/19/2009	7/12/2009	8/13/2009	9/12/2009	10/26/2009	9/18/2009	10/26/2009	Completed
Makani Kai Hale I & II	\$ 1,651,764.59	1/11/2010	2/4/2010	2/25/2010	3/4/2010	6/4/2010	4/20/2010	6/4/2010	Completed
Makua Aili	\$ 2,235,868.11	12/18/2009	1/12/2010	2/16/2010	3/11/2010	4/26/2010	4/21/2010	4/26/2010	11/15/2011 (Completed)
Makua Aili Construction Management	\$ 409,171.00	N/A	N/A	2/9/2010	3/9/2010	N/A	N/A	N/A	N/A
<b>Sub-Total</b>	<b>\$ 15,867,359.11</b>								
Administration	\$ 378,084.00	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Sub-Total</b>	<b>\$ 378,084.00</b>								
<b>TOTAL</b>	<b>\$ 16,245,443</b>								

**NOTE:** 60% Expenditure deadline is March 17, 2011.  
100% Expenditure deadline is March 17, 2012.

**AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA)  
EXPENDITURE REPORT**

Current Date: 2/3/2012 9:13

Project	Contract No.	NTP Issued	Contract Amount	Reporting Year 1				Reporting Year 2				Reporting Year 3		Total	% Complete
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2		
				Oct-Dec 09	Jan-Mar 10	Apr-Jun 10	Jul-Sep 10	Oct-Dec 10	Jan-Mar 11	Apr-Jun 11	Jul-Sep 11	Oct-Dec 11	Jan-Mar 12		
Makua Alii - Construction Mgt. Service (SSFMI International, Inc.)	CMS 08-39-SA02	N/A	\$409,171.00				\$55,290.00	\$82,935.00	\$68,615.72	\$57,880.00	\$28,940.00	\$28,940.00	\$14,470.00	\$337,070.72	82.38%
Kaili Valley Homes - Site & Dwelling Improvements, Phase 4A (Rainforest Construction, LLC)	CMS 09-15-CO01	10/28/09	\$1,567,032.00			\$525,000.00	\$1,024,966.00	\$4,949.00	\$8,677.10	\$2,785.38				\$1,586,377.48	99.96%
Kaimalino & Kealahou - Reroofing & Misc. Repairs (Coastal Construction, Inc.)	CMS 10-01	2/1/10	\$1,915,750.00			\$547,988.92	\$915,892.18	\$314,970.15	\$136,898.75					\$1,915,750.00	100.00%
Hale Hauoli - Reroof & Renovation (Isemoto Contracting Co., Ltd.)	CMS 10-07	9/7/10	\$2,031,067.00						\$370,068.04	\$278,616.52	\$278,392.87	\$663,517.41	\$117,965.77	\$1,708,560.61	84.12%
Makani Kai Hale I & II - Physical Improvements (Artistic Builders Corporation)	CMS 10-08	6/4/10	\$1,651,764.59				\$97,806.05	\$914,441.75	\$430,200.96	\$185,779.14	\$23,536.69			\$1,651,764.59	100.00%
Makua Alii - Reroof and Structural Repairs (Hi-Tec Roofing, Inc.)	CMS 10-09	4/26/10	\$2,235,868.11				\$590,989.39	\$684,994.43	\$559,087.69	\$272,585.49		\$38,073.83		\$2,145,730.83	95.97%
Kalakaua Homes - Reroofing (Tory's Roofing & Waterproofing, Inc.)	CMS 10-10	5/20/10	\$780,552.56					\$700,813.82			\$29,876.97			\$730,490.79	93.59%
Kahekili Terrace - Physical Improvements (F&H Construction)	CMS 10-11	6/28/10	\$5,079,289.00					\$2,388,927.77	\$514,302.01	\$994,257.77	\$1,124,529.05		\$144,989.82	\$5,167,006.22	101.73%
Kalanihouli - Reroof & Elevator Lobby Improvements (ABC Design Center)	CMS 10-12	4/19/10	\$196,864.85				\$20,330.00	\$167,412.30	\$9,122.55					\$196,864.85	100.00%
Administration	N/A	N/A	\$378,083.89		\$601,688.00							\$0.00	\$224,138.91	\$825,826.91	218.42%
<b>Total Amount:</b>			\$16,245,443.00	\$0.00	\$601,688.00	\$1,072,988.92	\$2,705,273.62	\$5,259,444.22	\$2,096,972.82	\$1,791,904.30	\$1,485,075.58	\$730,531.24	\$501,564.30	\$16,245,443.00	100.00%
<b>Budget Balance:</b>				\$16,245,443.00	\$15,643,755.00	\$14,570,768.08	\$11,865,492.46	\$6,606,048.24	\$4,509,075.42	\$2,717,171.12	\$1,232,095.54	\$501,564.30	\$0.00		
<b>Percentage Expended:</b>				0.00%	3.70%	6.60%	16.65%	32.37%	12.91%	11.03%	9.14%	4.50%	3.09%		

**NOTE:** The expenditure rate of 100% is actual expenditures made based on eLOCCS input and check cut by FMO as of January 26, 2012. The original amount of \$601,688 for the Administration budget has been reduced and redistributed into the various construction contracts to fund Change Orders. However, since there has already been a draw from the eLOCCS system, the monies cannot be redeposited back into eLOCCS and then redistributed so instead, it is manually being accounted for outside of eLOCCS which is why it is showing a % Complete of 218.42%.

1  
2  
3

**Construction Management Branch**  
**Status Report for Large Capacity Cesspool Conversions (LCCC) Statewide**  
**February 1, 2012**

**Completed Activities**

- Contract documents to initiate award and implementation of the sewer work at Kealakehe, Hale Haouli and Lokahi in the Big Island for Willocks Construction is now being reviewed and circulated for approval.

**Planned Activities**

- Connection to the sewer main at Kealakehe and Hale Haouli in the Big Island and the backfilling of the large capacity cesspools at those two areas are the only remaining outstanding issues in the Environmental Protection Agency (EPA) Consent Agreement/Formal Order (CA/FO). Notice to Proceed (NTP) is being planned for March 2012.
- The Hawai'i Housing Finance & Development Corporation (HHFDC) and Hawai'i Public Housing Authority (HPHA) will enter into a Memorandum of Agreement (MOA) or similar document to address the sharing of a sewer lateral (used by properties owned by the two agencies) but located on the La'ilani property on the Big Island (owned by the HHFDC) once the contractor is on board and can conduct field verifications. The MOA will address the cost-sharing of maintenance and repair of the sewer lateral shared by the two agencies.
- The Attorney General's office will be assisting in drafting the necessary documents requesting the cancellation of the Executive Orders relating to the Hawaii Public Housing Authority's (HPHA) responsibilities of the Teacher's Cottages in Maui and Hawaii counties, issuing management and control to the Department of Education (DOE), in reference to Consent Agreement/Final Order (CA/FO) requirements of the Environmental Protection Agency (EPA).
- Draft of "5-year Maintenance of Individual Wastewater Systems (IWS) and Underground Injection Control (UIC) Seepage Pits" bid documents for HPHA properties statewide are being prepared for review and approval. Additional properties not part of the CA/FO will be added: Kauhale O Hanakahi and Punahele Homes.

**Trends/Issues**

- Honokaa sewer main is expected to be ready for connection. Upon receipt of letter from the County, Hale Hau'oli sewer connection must occur within 90 days. The contract is about to be awarded to Willocks Construction Corporation.

**Risks**

- **Group 2** cesspools had a March 2009 deadline. Environmental Protection Agency (EPA) noted that the sewer connection for Kealakehe and Hale Hau'oli on the Big Island are still outstanding and are not yet in compliance. However, David Albright, head of the EPA regional office in San Francisco, indicated that penalizing HPHA for delays is not a top enforcement priority and that he believes that there is no need to amend the CA/FO to amend deadline dates.

**CONSTRUCTION MANAGEMENT BRANCH**  
**Project Status Report**  
**Elevator Modernization Projects**

February 1, 2012

**Completed Activities**

- 16 Federal Elevator Modernization and Repairs:
  - Modernization to car #2 at Makua Alii and car #1 at Kalakaua is complete. Cars were turned over to the AMP to be used by residents. Elevator contractor started modernization of car#1 at Makua Alii on 1/17/12 and car #2 at Kalakaua on 1/26/12.
- 11 State Elevators Repairs and Maintenance:
  - Schindler submitted the repair schedule and started repair work at Kulaokahua and Hale Poi.

**Planned Activities**

- Elevator Consulting Services (ECS):
  - Monitoring ongoing modernization work.
- 16 Federal Elevator Modernization and Repairs:
  - Start modernization work to Car #2 at Kalakaua and Car #1 at Makua Alii. Makua Alii work will be done on accelerated schedule; car should be completed in 10 weeks.
  - Maintenance services to all other elevators are on schedule.
- 11 State Elevators Repair and Maintenance
  - Maintenance services to elevators are on schedule. Repair to elevators will be done as per the repair schedule prepared by Schindler.

**Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 2/1/2012**

Note: All dates and costs are subject to change

MODERNIZATION (REBUILDING) OF FEDERAL ELEVATORS												
Name	Housing Type	Elevator No.	Year Elevator Installed	Age of Elevators in Years	Number of Units	Number of Floors	Modernizations Planned		Construction Cost	Funding Source	Construction Start	Estimated Construction Completion
							Major	Minor				
Kalakaua Home Phase 1	Elderly	1	1983	25	221	10	2		\$460,733	B-08-401-K	May-11	Jan-12
		2	1983	25							Jan-12	May-12
Makua Alii Phase 1	Elderly	1	1967	41	211	20	2		\$460,733	B-08-401-K	Jul-11	Jan-12
		2	1967	41							Jan-12	Mar-12
Kalanihulia Phase 2	Elderly	1	1968	40	151	15	2		\$471,204	B-08-401-K	Apr-12	Aug-12
		2	1968	40							Aug-12	Oct-12
Paoakalani Phase 2	Elderly	1	1970	38	151	17	2		\$445,026	B-08-401-K	May-12	Aug-12
		2	1970	38							Aug-12	Oct-12
Pumehana Phase 3	Elderly	1	1972	36	139	21	2		\$465,968	B-08-401-K	Oct-12	Feb-13
		2	1972	36							Feb-13	Apr-13
Punchbowl Homes Phase 3	Elderly	1	1961	47	144	7	2		\$371,728	B-08-401-K	Oct-12	Jan-13
		2	1961	47							Jan-13	Mar-13
Makamae Phase 4	Elderly	1	1971	37	124	4	2		\$261,780	B-08-401-K	Mar-13	May-13
		2	1971	37							May-13	Aug-13
Wilikina Apts Phase 4	Family	1	1977	31	119	9	2		\$424,712	B-08-401-K	Apr-13	Jul-13
		2	1977	31							Jul-13	Oct-13
Salt Lake Apts	Family	1	1970	38	28	8	1		\$1,000,000	B-08-401-K	Apr-12	Jul-13

**Elevator Modernization Report: Hawaii Public Housing Authority Elevators reported as of 2/1/2012**

Note: All dates and costs are subject to change

**MODERNIZATION (REBUILDING) OF STATE ELEVATORS**

Name	Housing Type	Elevator No.	Year Elevator Installed	Age of Elevators in Years	Number of Units	Number of Floors	Modernizations Planned		Construction Cost	Funding Source	Construction Start	Estimated Construction Completion	
							Major	Minor					
Hale Poai	Elderly	1	1989	19	206	7		2	\$65,723	B-10-404-K	Dec. 1/2011	Feb 22/2012	
		2	1989	19							Feb 6/2012	Feb 24/2012	
Halia Hale	Elderly	1	1995	13	41	5		1	\$27,681	B-10-404-K	Feb 27/2012	Feb 29/2012	
Laiola	Elderly	1	1991	17	108	6		2	\$55,757	B-10-404-K	Mar 1/2012	Mar 7/2012	
		2	1991	17							Mar 8/2012	Mar 14/2012	
Kulaokahua	Homeless	1	1992	16	30	3		1	\$16,055	B-10-404-K	Jan 19/2012	Jan 19/2012	
Ho'olulu Elderly	Elderly	1	1994	14	112	7		2	\$108,627	B-10-404-K	Apr 16/2012	Apr 20/2012	
		2	1994	14							Apr 23/2012	Apr 27/2012	
Kamalu Elderly	Elderly	1	1993	15	109	7		2	\$52,720	B-10-404-K	Mar 15/2012	Mar 20/2012	
		2	1993	15							Mar 21/2012	Mar 26/2012	
	<b>TOTAL</b>	<b>28</b>			<b>1,894</b>	<b>146</b>	<b>17</b>	<b>10</b>	<b>\$4,688,447</b>	<b>B-10-404-K</b>			
				<b>Average age of elevators</b>									<b>29</b>

**VMS Data Collection Report**

**From** 1/1/2011  
**To** 12/1/2011  
**As of** 2/7/2012  
**PHA Code** HI901  
**PHA Name** Hawaii Public Housing Authority  
**Point of Contact** Stephanie Fo  
**Phone** (808) 832-4696  
**E-mail** stephanie.l.fo@hawaii.gov

	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11
<b>Litigation</b>												
<b>Litigation HAP</b>												
<b>1 Year Mainstream</b>	166	163	160	162	160	158	156	174	175	172	170	164
<b>HAP</b>	\$139,581	\$136,184	\$135,042	\$134,631	\$133,713	\$134,398	\$133,509	\$154,125	\$151,630	\$148,365	\$147,212	\$142,430
<b>Homeownership</b>	10	10	10	10	10	10	10	10	10	10	10	11
<b>Homeownership HAP</b>	\$10,318	\$10,387	\$10,387	\$10,350	\$10,350	\$10,301	\$10,301	\$9,985	\$9,985	\$9,995	\$9,985	\$11,205
<b>New Home Owners - This Month</b>												
<b>Moving To Work Vouchers</b>												
<b>HAP Moving To Work Vouchers:</b>												
<b>Family Unification</b>												
<b>Family Unification HAP</b>												
<b>2008 and 2009 Family Unification</b>												
<b>2008 and 2009 Family Unification HAP</b>												
<b>2008 and 2009 Non-Elderly Disabled</b>												
<b>2008 and 2009 Non-Elderly Disabled HAP</b>												
<b>Portable Vouchers Paid</b>	22	22	22	23	23	22	25	25	22	26	26	29
<b>Portable Voucher HAP</b>	\$18,358	\$17,478	\$18,991	\$21,309	\$21,783	\$20,678	\$21,466	\$21,722	\$20,360	\$20,564	\$19,152	\$22,115
<b>Hope 6 Section 8 Vouchers</b>												
<b>Hope 6 Section 8 Vouchers</b>												
<b>Tenant Protection</b>					78	78	80	80	80	80	80	147
<b>HAP Tenant Protection</b>					\$96,057	\$144,087	\$147,894	\$147,894	\$147,051	\$147,051	\$148,085	\$271,434

	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11
<b>Enhanced Vouchers this Month</b>												
<b>Veteran's Affair Supported Housing (VASH) Voucher</b>	82	93	94	96	98	104	114	125	123	124	120	124
<b>Veteran's Affair Supported Housing (VASH) HAP</b>	\$55,562	\$64,907	\$64,716	\$66,751	\$68,314	\$73,430	\$80,553	\$87,064	\$87,357	\$85,236	\$81,050	\$84,776
<b>DHAP to HCV Vouchers Leased</b>												
<b>DHAP to HCV Voucher HAP</b>												
<b>All Other Vouchers</b>	1,472	1,438	1,424	1,417	1,569	1,574	1,574	1,567	1,558	1,551	1,558	1,396
<b>HAP All Other Vouchers</b>	\$1,365,675	\$1,370,354	\$1,362,703	\$1,354,242	\$1,541,694	\$1,643,706	\$1,646,203	\$1,643,712	\$1,634,847	\$1,637,075	\$1,633,795	\$1,355,744
<b>FSS Escrow Deposits</b>	\$3,194	\$3,621	\$3,784	\$3,729	\$3,403	\$2,523	\$4,029	\$3,181	\$3,308	\$3,061	\$2,923	\$2,806
<b>All Voucher HAP Expenses After the First of Month</b>	\$4,241	\$5,911	\$6,933	\$9,118	\$14,639	\$6,097	\$11,040	\$5,469	\$8,558	\$10,344	\$7,341	\$9,665
<b>Total Vouchers</b>	1,752	1,726	1,710	1,708	1,938	1,946	1,959	1,981	1,968	1,963	1,964	1,871
<b>HAP Total</b>	\$1,596,929	\$1,608,842	\$1,602,556	\$1,600,130	\$1,889,953	\$2,035,220	\$2,054,995	\$2,073,152	\$2,063,096	\$2,061,691	\$2,049,543	\$1,900,183
<b>Number of Vouchers Under Leased (HAP Contract) on the last day of the Month</b>	1,760	1,748	1,728	1,729	1,737	1,723	1,737	1,754	1,888	1,879	1,884	1,877
<b>Temporary Housing Units to HCV Conversion - Leasing</b>												
<b>Temporary Housing Units to HCV Conversion - HAP</b>												
<b>HA Owned Units Leased - included in the units leased above</b>												
<b>New vouchers issued but not under HAP contracts as of the last day of the month</b>		5	3	5	2	1	1	7	7	16	47	66
<b>Portability - In</b>	14	13	22	16	17	17	18	7	22	26	14	16
<b>Portability - In</b>	\$15,837	\$21,913	\$22,595	\$25,208	\$18,201	\$18,804	\$17,055	\$7,855	\$12,690	\$18,114	\$19,152	\$17,848
<b>Number of Vouchers Covered by Project-Based AHAPs and HAPs</b>	190	189	186	182	252	255	252	253	253	255	258	455
<b>Mainstream 5-Year</b>												

Year	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11
Tenant Protection - New this Month												
Amount Booked this Month	\$391	\$307	\$563	\$1,159	\$320	\$1,201	\$720	\$629	\$862	\$869	\$424	\$431
income earned this month from the investment of HAP funds and Net Restricted Assets	\$31	\$17	\$29	\$24	\$23	\$24	\$25	\$28	\$30	\$25	\$17	\$19
FSS Escrow Forfeitures	\$10,947		\$727			\$3,900			\$1,726			\$537
Number of Hard-to-House Families Leased	13	7	19	16	19	11	24	16	15	12	19	16
Number of LBP Initial Clearance Tests												
Portable HAP Costs Billed and Unpaid - 90 Days or older												
Number of LBP Risk Assessments												
FSS Coordinator			\$10,505	\$10,505	\$10,505	\$10,505	\$10,505	\$10,505	\$10,505	\$10,505	\$10,505	\$10,505
FSS Coordinator Expenses Not Covered by FSS Grant	\$17,926	\$21,799	\$22,267	\$27,346	\$24,262	\$10,845	\$11,774	\$11,495	\$12,224	\$21,786		
Expense	\$123,136	\$128,343	\$129,778	\$126,346	\$166,389	\$205,927	\$72,349	\$137,133	\$161,809	\$147,316	\$147,675	\$130,408
Audit										\$22,502	\$5,625	\$5,625
Net Restricted Assets (NRA) as of the Last Day of the Month	\$1,900,129	\$1,900,129	\$1,900,129	\$1,900,129	\$1,900,129	\$1,900,129	\$2,828,116	\$2,828,116	\$2,828,116	\$2,828,116	\$2,828,116	\$3,712,475
Unrestricted Net Assets (UNA) as of the Last Day of the Month	\$2,462,598	\$2,462,598	\$2,462,598	\$2,462,598	\$2,462,598	\$2,462,598	\$2,539,635	\$2,539,635	\$2,539,635	\$2,539,635	\$2,539,635	\$2,317,128
Cash/Investment as of the Last Day of the Month - Voucher Program Only	\$5,990,282	\$5,791,634	\$6,269,804	\$6,132,697	\$6,415,135	\$5,801,304	\$6,082,186	\$6,482,748	\$4,704,347	\$4,887,695	\$4,920,518	\$5,853,986
Administrative Fee Earned												
Hard to House												
LBP Clearance Test												
LBP Risk Assessment												
Mobility Counseling												
Preliminary Fees												

**DEPARTMENT OF HUMAN SERVICES**  
**HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES**  
As of February 5, 2012

Position No.	CS EX TA	M O F	Perm or Temp	CURRENT Position Title	SR	Status
<b>OFFICE OF THE EXECUTIVE DIRECTOR</b>						
118550	EX	N	T	Chief Financial Mgt Advisor	SRNA	No action; cost savings.
42095	CS	W	P	Secretary II	SR12	Former employee returning to position, eff: 02/07/12.
<b>COMPLIANCE OFFICE</b>						
103020	EX	N	T	Chief Compliance Officer	SRNA	Interviews scheduled for February.
102190	EX	N	P	Hsg Comp & Eval Spclt	SRNA	Interviews scheduled for February.
42104	CS	W	P	Secretary I	SR12	No action; cost savings.
<b>FISCAL MANAGEMENT OFFICE</b>						
98903K	CS	N	P	Office Assistant III	SR08	No action; cost savings.
96908K	CS	N	T	Office Assistant III	SR08	No action; cost savings.
7994	CS	W	P	Account Clerk V	SR15	89-Day recommendation.
46278	CS	W	P	Accountant III	SR20	DHRD recruitment scheduled for 02/18/12.
5854	CS	W	P	Accountant II	SR18	Position updated to Accountant III. Pending 89-Day search.
22265	CS	W	P	Account Clerk III	SR11	No action; cost savings.
<b>HOUSING INFORMATION OFFICE</b>						
102041	EX	W	T	Hsg Information Officer	SRNA	No action; cost savings.
<b>PROCUREMENT OFFICE</b>						
100882	EX	N	T	Contracts & Procurement Officer	SRNA	Pending recruitment.
117691	EX	N	T	Hsg Contact Spclt	SRNA	On HPHA continuous recruitment.
31664	CS	W	P	Procurement & Supply Spclt III	SR20	No action; cost savings.
<b>CONSTRUCTION MANAGEMENT BRANCH</b>						
8774	CS	N	P	Engineer VI	SR28	Updating position description.
48707	CS	N	T	Office Assistant III	SR08	Pending recommendation.
120410	CS	W	T	Bldg Constr Inspector II	SR19	Internal Vacancy Announcement in the week of 02/06/12.
120409	CS	W	T	Bldg Constr Inspector II	SR19	Internal Vacancy Announcement in the week of 02/06/12.
102383	EX	N	T	Project Engineer	SRNA	Pending start date.
103029	EX	N	T	Project Engineer	SRNA	Pending updated position description.
102676	CS	W	T	Building Engineer IV	SR24	No action; cost savings.
101326	EX	W	T	Hsg Dev Spclt III	SRNA	No action; cost savings.
100886	EX	W	T	Hsg Dev Spclt I	SRNA	No action; cost savings.
<b>PERSONNEL OFFICE</b>						
30111	CS	N	P	Personnel Mgt Spclt IV	SR22	Filled by an 89-Day appointment.
51784	CS	N	T	Office Assistant III	SR08	No action; cost savings.
<b>PLANNING AND EVALUATION OFFICE</b>						
107934	EX	N	T	Hsg Planner	SRNA	Interviews scheduled for February.
98902K	CS	N	P	Office Assistant III	SR08	No action; cost savings.
<b>PROPERTY MANAGEMENT AND MAINTENANCE SERVICES BRANCH</b>						
8751	CS	N	P	Public Hsg Spvr VI	SR26	On DHRD continuous recruitment; HPHA to advertise thru local newspaper.

**DEPARTMENT OF HUMAN SERVICES**  
**HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VOUCHERS**  
As of February 5, 2012

Position No.	CS EX TA	M O F	Perm or Temp	CURRENT Position Title	SR	Status
96904K	EX	N	T	Hsg Maint Manager	SRNA	No action; cost savings.
32210	CS	W	P	Office Assistant III	SR08	No action; cost savings.
<b>PMMSB - APPLICATION SERVICES UNIT</b>						
117850	CS	N	T	Public Hsg Spclt I	SR16	No action; cost savings.
41255	CS	N	P	Public Hsg Spclt II	SR18	No action; cost savings.
<b>PMMSB - CENTRAL MAINTENANCE SERVICES SECTION (CMSS)</b>						
8045	CS	N	P	Plumber Helper	BC10	Pending DHRD Announcement.
5968	CS	N	P	Welder I	BC10	Awaiting for new certificate of eligible.
<b>PMMSB - ASSET MANAGEMENT PROJECT 30 (MU 1)</b>						
5643	CS	N	P	Bldg Maint Helper	BC05	No action; cost savings.
5636	CS	N	P	Public Hsg Spclt II	SR18	No action; cost savings.
19593	CS	N	P	Public Hsg Spclt II	SR18	Pending 89-Day appointment.
4940	CS	N	P	General Laborer I	BC02	No action; cost savings.
105749	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
105756	TA	N	T	General Laborer I	SRNA	No action; cost savings.
105746	TA	N	T	General Laborer I	SRNA	No action; cost savings.
101120	TA	N	T	General Laborer I	SRNA	No action; cost savings.
<b>PMMSB - ASSET MANAGEMENT PROJECT 31 (MU 2)</b>						
111470	CS	N	T	Public Hsg Spclt I	SR16	Pending recommendation
18669	CS	W	P	Social Service Assistant IV	SR11	Updating position description.
30242	CS	N	P	Office Assistant III	SR08	Pending 89-Day recommendation.
6642	CS	N	P	Truck Driver	BC06	No action; cost savings.
10376	CS	N	P	Bldg Maint Worker I	BC09	No action; cost savings.
32407	CS	N	W	General Laborer I	BC02	No action; cost savings.
101137	TA	N	T	Janitor II	SRNA	No action; cost savings.
101128	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
<b>PMMSB - ASSET MANAGEMENT PROJECT 32/33 (MU 3)</b>						
6281	CS	N	P	Gen Constr & Maint Spvr I	F110	Filled by 89-Day appointment.
6727	CS	N	P	Bldg Maint Worker I	BC09	No action; cost savings.
8851	CS	N	P	Bldg Maint Worker I	BC09	No action; cost savings.
9662	CS	N	P	Bldg Maint Helper	BC05	Employee retired 12/30/11.
6304	CS	N	P	Account Clerk II	SR08	Pending 89-Day appointment.
6681	CS	N	P	General Laborer II	BC03	No action; cost savings.
6286	CS	N	P	Public Hsg Spclt II	SR18	No action; cost savings.
8834	CS	N	P	Bldg Maint Worker I	BC09	No action; cost savings.
46195	CS	N	P	Social Service Assistant IV	SR11	No action; cost savings.
101126	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
<b>PMMSB - ASSET MANAGEMENT PROJECT 34 (MU 4)</b>						
8636	CS	N	P	Painter I	BC09	No action; cost savings.
6792	CS	N	P	Bldg Maint Helper	BC05	No action; cost savings.
105744	TA	N	T	General Laborer I	SRNA	No action; cost savings.
3489	CS	N	P	Office Assistant IV	SR10	Pending 89-Day appointment.
44184	CS	N	P	Office Assistant III	SR08	Interviews scheduled for February.
36360	CS	N	P	Account Clerk II	SR11	Received a recall list.

**DEPARTMENT OF HUMAN SERVICES**  
**HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VOUCHER POSITIONS**  
**As of February 5, 2012**

Position No.	CS EX TA	M O F	Perm or Temp	CURRENT Position Title	SR	Status
101127	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
<b>PMMSB - ASSET MANAGEMENT PROJECT 35 (MU 5)</b>						
9204	CS	N	P	Public Hsg Spvr IV	SR 22	Start date 02/16/12.
23698	CS	W	P	Public Hsg Spclt I	SR16	Start date 02/16/12.
10907	CS	N	P	Painter I	BC09	Updating position description.
5856	CS	W	P	Office Assistant IV	SR10	Pending start date; DHRD job search appt.
5640	CS	N	P	Bldg Maint Worker I	BC09	No action; cost savings.
8846	CS	N	P	Bldg Maint Worker I	BC09	No action; cost savings.
10866	CS	N	P	Bldg Maint Worker I	BC09	No action; cost savings.
15486	CS	N	P	General Laborer I	BC02	Start date 02/06/12.
101115	TA	N	T	General Laborer I	SRNA	No action; cost savings.
101114	TA	N	T	General Laborer I	SRNA	No action; cost savings.
<b>PMMSB - ASSET MANAGEMENT PROJECT 37 (MU 7)</b>						
6931	CS	N	P	Bldg Maint Supervisor I	F109	Filled by an 89-Day hire, nte: 02/17/12.
8719	CS	N	P	Secretary I	SR12	No action; cost savings.
101112	TA	N	T	THP General Laborer I	SRNA	No action; cost savings.
<b>PMMSB - ASSET MANAGEMENT PROJECT 38 (MU 8)</b>						
14978	CS	N	P	Public Hsg Spvr V	SR24	On DHRD continuous recruitment; HPHA to advertise thru local newspaper.
41349	CS	N	P	Public Hsg Spvr IV	SR22	No action; cost savings.
119285	CS	N	T	Public Hsg Spvr III	SR20	Pending 89-Day appointment.
18794	CS	N	P	Social Service Assistant IV	SR11	Pending start date.
22433	CS	N	P	Bldg Maint Helper	BC05	No action; cost savings.
102242	TA	N	T	THP General Laborer I	SRNA	No action; cost savings.
<b>PMMSB - ASSET MANAGEMENT PROJECT 39 (MU 9)</b>						
23050	CS	N	P	Public Hsg Spvr IV	SR22	No action; cost savings.
45873	CS	N	P	Social Service Assistant IV	SR11	No action; cost savings.
6731	CS	N	P	Bldg Maint Worker I	BC09	No action; cost savings.
101121	TA	N	T	General Laborer I	SRNA	No action; cost savings.
101122	TA	N	T	General Laborer I	SRNA	No action; cost savings.
105750	TA	N	T	General Laborer I	SRNA	No action; cost savings.
<b>PMMSB - PRIVATE MANAGEMENT CONTRACTS SECTION (PMCS)</b>						
100986	EX	N	T	Property Mgt Coordinator II	SRNA	Updating position description.
102048	EX	W	P	Property Mgt Spclt	SRNA	No action; cost savings.
107932	EX	N	T	Property Mgt Spclt	SRNA	No action; cost savings.
42096	CS	W	P	Secretary I	SR12	No action; cost savings.
<b>PMMSB - RESIDENT SERVICES SECTION</b>						
100892	EX	N	T	Tenant Services Manager	SRNA	Updating position description.
103045	EX	N	T	Program Spclt & Tenant Services	SRNA	No action; cost savings.
103030	EX	N	T	Program Spclt & Tenant Services	SRNA	No action; cost savings.
111874	EX	N	T	Resident Services Prog Spclt	SRNA	No action; cost savings.
103043	TA	N	T	Social Service Aide I	SRNA	No action; cost savings.
<b>SECTION 8 SUBSIDY PROGRAM BRANCH</b>						

DEPARTMENT OF HUMAN SERVICES  
 HAWAII PUBLIC HOUSING AUTHORITY (HPHA) VACANCIES  
 As of February 5, 2012

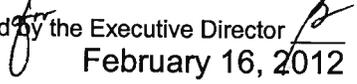
Position No.	CS EX TA	M O F	Perm or Temp	CURRENT Position Title	SR	Status
41280	CS	N	P	Public Hsg Spvr V	SR24	Start date 03/01/12.
<b>S8SPB - INSPECTION SECTION</b>						
119190	CS	N	T	Hsg Quality Standards Inspector I	SR13	Pending 89-Day recommendation.
119198	CS	N	T	Hsg Quality Standards Inspector II	SR15	Redescribe position to HQS I
119192	CS	N	T	Hsg Quality Standards Inspector I	SR13	Pending 89-Day recommendation.
119199	CS	N	T	Hsg Quality Standards Inspector II	SR15	No action; cost savings.
101130	TA	N	T	Clerk I	SRNA	No action; cost savings.
100895	EX	N	T	Research & Couns Assistant	SRNA	No action; cost savings.
<b>S8SPB - RENT SUBSIDY SECTION 1</b>						
42526	CS	N	T	Public Hsg Spclt II	SR18	Pending recommendation.
14977	CS	N	P	Office Assistant III	SR08	No action; cost savings.
<b>S8SPB - RENT SUBSIDY SECTION 2</b>						
111419	CS	N	P	Office Assistant IV	SR10	No action; cost savings.
101132	TA	N	T	Clerk I	SRNA	Pending request to fill.

**FOR DISCUSSION**

**SUBJECT:** *Kolio, et al v. State of Hawaii, Hawaii Public Housing Authority Denise Wise in Her Official Capacity As Executive Director (Civil Case No. CV11-00266 and Civil No. 11-1-0795)*

The Board may go into executive session pursuant 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 *Kolio, et al v. State of Hawaii, Hawaii Public Housing Authority; Denise Wise In Her Official Capacity As Executive Director (Civil Case No. CV11-00266 and Civil No. 11-1-0795)*

*(There are no handout/packet materials for this item.)*

Approved by the Executive Director   
February 16, 2012

## FOR INFORMATION

**SUBJECT:** Board Training by the National Center for Housing Management on the Fair Housing Act/Section 504 and ADA Regulations

### I. FACTS

- A. As a recipient of federal funds, the Hawaii Public Housing Authority (HPHA) must comply with various federal, state, and local non-discrimination laws and rules and regulations governing Fair Housing and Equal Opportunity in housing and employment.
- B. The HPHA has adopted a non-discrimination policy which demonstrates its commitment to maintaining a policy of non-discrimination and prohibiting discriminatory practices in the operations, procedures, or programs it administers.

### II. DISCUSSION

- A. As a part of the HPHA's commitment to nondiscrimination and fair housing, the HPHA entered into a contract with the National Center for Housing Management (NCHM) to conduct an assessment of the ADA accessibility of our public housing inventory. As part of the contract, the NCHM will be providing a presentation on fair housing and ADA requirements for the HPHA board members.
- B. An outline of the training/briefing that will be provided to the HPHA Board of Directors is attached hereto as Attachment A.

Attachment A: Agenda for the Training/Briefing for the HPHA Board of Directors

Prepared by: Kiriko Oishi, Acting Chief Compliance Officer 

**NATIONAL CENTER FOR HOUSING MANAGEMENT  
TRAINING/BRIEFING FOR THE HPHA BOARD OF DIRECTORS  
February 16, 2012  
HPHA Central Office, Honolulu  
12:30 p.m. – 2:30 p.m.**

**AGENDA**

- I. INTRODUCTION**
- II. OVERVIEW OF RELEVANT REGULATIONS**
  - a) Section 504 of the Rehabilitation Act**
  - b) Fair Housing Act as Amended**
  - c) Americans with Disabilities Act**
- III. THE SELF-EVALUATION AND TRANSITION PLANS**
  - a) Objective**
  - b) Scope**
  - c) Discussion of “policies, practices and procedures”**
  - d) Opportunities and Challenges**
- IV. SUMMATION**
- V. QUESTION AND ANSWER SESSION WITH THE BOARD**

**PRESENTERS:**

**GLENN STEVENS, President and CEO of NCHM  
MARK S. ALPER, Vice President of Compliance for NCHM**

**FOR DISCUSSION**

**SUBJECT:** Strategic Vision and Goals for the Hawaii Public Housing Authority

*There are no handout/packet materials for this item. The Board of Directors will discuss this item at the meeting.*



American Recovery and Reinvestment Act funds  
identified as "CFP ARRA"

FEDERAL: Capital Fund Program (CFP) (Operations, Admin, Mgt Improv)

	Total CFP Appropriation	Budget Construction Activities (BLI 1411-1501)	Budget Operations (BLI 1406)	Budget Management Improvements (BLI 1408)	Budget Administration (BLI 1410)	Budget Contingency (BLI 1502)	CFP Obligated	% Obligated	Balance	Obligation Deadline	Notes
CFP 718	\$12,613,733	\$8,393,749	\$2,522,746	\$435,865	\$1,261,373	\$0	\$12,613,733	100.00%	\$0	6/12/10	All Contracts Awarded
CFP ARRA	\$16,245,443	\$15,419,616	\$0	\$0	\$825,827	\$0	\$16,245,443	100.00%	\$0	3/17/10	<b>CLOSED</b>
CFP 719	\$12,526,177	\$8,789,231	\$2,416,486	\$54,497	\$1,252,617	\$13,346	\$12,512,831	99.89%	\$13,346	4/14/12	All Contracts Awarded Except Management Improvements. LOCCS created 09-12-09
CFP 720	\$12,389,235	\$8,473,729	\$2,477,847	\$246,838	\$1,038,924	\$151,898	\$9,997,285	80.69%	\$2,391,950	7/14/12	These funds are available to PHA's. LOCCS created 06-23-10
CFP 721	\$10,301,898	\$7,100,069	\$2,060,380	\$0	\$1,030,190	\$111,260	\$0	0.00%	\$10,301,898	7/13/13	These funds are available to PHA's. LOCCS created 07-13-11
<b>CFP Totals</b>	<b>\$64,076,486</b>	<b>\$48,176,394</b>	<b>\$9,477,459</b>	<b>\$737,199</b>	<b>\$5,408,930</b>	<b>\$276,504</b>	<b>\$51,369,292</b>	<b>80%</b>	<b>\$12,707,194</b>		

FEDERAL: Capital Fund Program (CFP) (Operations, Admin, Mgt Improv)

	Total CFP Appropriation	Expended Construction Activities (BLI 1411-1501)	Expended Operations (BLI 1406)	Expended Management Improvements (BLI 1408)	Expended Administration (BLI 1410)	Contingency (BLI 1502)	Expended to Date Total Funds	% Expended	Balance	Expenditure Deadline	Notes
CFP 718	\$12,613,733	\$6,243,556	\$2,522,747	\$296,593	\$1,261,373	\$0	\$10,324,268	81.85%	\$2,289,465	6/12/12	All Contracts Awarded
CFP ARRA	\$16,245,443	\$15,419,616	\$0	\$0	\$825,827	\$0	\$16,245,443	100.00%	\$0	3/17/12	<b>CLOSED</b>
CFP 719	\$12,526,177	\$1,012,621	\$2,416,486	\$0	\$1,249,723	\$0	\$4,678,830	37.35%	\$7,847,347	4/14/14	All Contracts Awarded. LOCCS created 09-12-09
CFP 720	\$12,389,235	\$117,944	\$0	\$13,717	\$0	\$0	\$131,661	1.06%	\$12,257,574	7/14/14	These funds are available to PHA's. LOCCS created 06-23-10
CFP 721	\$10,301,898	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	\$10,301,898	7/13/15	These funds are available to PHA's. LOCCS created 07-13-11
<b>CFP Totals</b>	<b>\$64,076,486</b>	<b>\$22,793,737</b>	<b>\$4,939,233</b>	<b>\$310,310</b>	<b>\$3,336,923</b>	<b>\$0</b>	<b>\$31,380,202</b>	<b>48.97%</b>	<b>\$22,394,386</b>		

STATE: Capital Improvement Program (CIP)

	State GO Bond Appropriation	Budget Design Allot as of 1/31/12	Budget Construction Allot as of 1/31/12	Approved Design Allot as of 1/31/12	Approved Const Allot as of 1/31/12	Total Budget Allot as of 1/31/12	Expended	% Expended	Balance	Encumbrance Deadline Date	
FY 07-08 Lump Sum CIP	\$19,910,000	\$2,813,800	\$12,991,571	\$2,813,804	\$17,186,196	\$15,805,371	\$12,618,401	79.84%	\$3,186,970	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2)
FY 08-09 Lump Sum CIP	\$10,000,000	\$3,419,323	\$420,169	\$2,967,993	\$7,032,007	\$3,839,493	\$1,712,440	44.60%	\$2,127,053	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2)
FY 07-08 Elevator	\$4,939,503	\$673,632	\$3,918,066	\$800,361	\$4,139,142	\$4,591,698	\$3,594,424	78.28%	\$997,274	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2)
FY 08-09 Elevator	\$6,410,000	\$7,975	\$3,475,202	\$150,000	\$6,260,000	\$3,483,177	\$839,429	24.10%	\$2,643,748	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2)
FY 09-10 Lump Sum CIP	\$7,913,000	\$1,723,276	\$6,189,724	\$1,654,340	\$6,258,660	\$7,913,000	\$3,798,200	48.00%	\$4,114,800	6/30/12	Allotment Granted
FY 10-11 Lump Sum CIP	\$4,500,000	\$1,139,416	\$3,360,584	\$500,000	\$4,000,000	\$4,500,000	\$0	0.00%	\$4,500,000	6/30/12	Allotment Granted
FY 11-12 CIP Totals	\$37,670,000	\$4,508,609	\$33,161,391			\$37,670,000	\$0	0.00%	\$37,670,000	6/30/14	Pending Allotment
FY 12-13 CIP Totals	\$40,800,000	\$800,000	\$40,000,000			\$40,800,000	\$0	0.00%	\$40,800,000	6/30/14	Pending Allotment
<b>STATE CIP TOTALS</b>	<b>\$132,142,503</b>	<b>\$15,086,031</b>	<b>\$103,516,708</b>			<b>118,602,739</b>	<b>22,562,894</b>	<b>17.07%</b>	<b>\$96,039,845</b>		

**K  
E  
Y**

- 1411 - Audit Costs
- 1430 - Fees & Costs
- 1450 - Site Improvement
- 1460 - Dwelling Structures
- 1465 - Dwelling Equipment
- 1470 - Non-Dwelling Structures
- 1499 - Development Activities
- 1501 - Collateralization or Debt Service Paid by PHA
- 1502 - Budget Contingency

Hawaii Public Housing Authority  
Legislative Tracking Sheet (as of 2/10/12)

Measure ID	Short Description	Title	Detailed Description	Current Status	Introducer	Referral	Comp
<a href="#">HB1398</a>	Hawaii Public Housing Authority; Private Partnerships	RELATING TO THE HAWAII PUBLIC HOUSING AUTHORITY.	Authorizes the Hawaii public housing authority to develop public housing projects under a partnership or development agreement with a private party; provides exemptions from chapters 103 and 103D if not prohibited by federal law or regulation; requires annual report to the legislature.	H 2/8/2012: The committees on HSG recommend that the measure be PASSED, UNAMENDED. The votes were as follows: 9 Ayes: Representative(s) Cabanilla, Ito, Chang, Coffman, Har, Herkes, Kawakami, Nakashima, Pine; Ayes with reservations: none; Noes: none; and 2 Excused: Representative(s) Carroll, Thielen.	JORDAN	HSG, FIN	
<a href="#">HB1735</a>	Homelessness; Interagency Council; Department of Human Services	RELATING TO THE HOMELESS.	Establishes the Hawaii interagency council on homelessness under the department of human services for administrative purposes.	H 1/18/2012: Referred to HSG/HUS, FIN, referral sheet 1	MIZUNO, AQUINO, AWANA, BROWER, CABANILLA, MANAHAN, MORIKAWA, YAMANE, Ichiyama	HSG/HUS, FIN	
<a href="#">HB1794</a>	Criminal Trespass; Public Housing Project	RELATING TO PUBLIC HOUSING.	Broadens criminal trespass in the 1st degree to include a person who enters or remains unlawfully in or upon the premises of a public housing project after a reasonable request or warning to leave by housing authorities, neighborhood watch, or a police officer. Excludes an invited guest of a resident who is in the presence of the resident. Effective 1/1/13.	H 2/8/2012: The committees on HSG recommend that the measure be PASSED, WITH AMENDMENTS. The votes were as follows: 9 Ayes: Representative(s) Cabanilla, Ito, Chang, Coffman, Har, Herkes, Kawakami, Nakashima, Pine; Ayes with reservations: none; Noes: none; and 2 Excused: Representative(s) Carroll, Thielen.	CABANILLA, CARROLL, CHING, MIZUNO, PINE, SOUKI, WOOLEY, Chang, Cullen, Ichiyama	HSG, JUD	
<a href="#">HB1796 HD1</a>	State Public Housing Projects; HPHA; Tenancy; Time Limit	RELATING TO PUBLIC HOUSING.	Requires the Hawaii Public Housing Authority to adopt rules to implement a five-year time limit for a tenant's use and occupation of any dwelling unit or other premises located within a state public housing project. Exempts tenants who are elderly or disabled. (HB1796 HD1)	H 2/6/2012: Passed Second Reading as amended in HD 1 and referred to the committee(s) on JUD with none voting aye with reservations; none voting no (0) and McKelvey, Takai excused (2).	CABANILLA, MIZUNO, Thielen	HSG, JUD, FIN	
<a href="#">HB1884 HD1</a>	Hawaii Public Housing Authority; Executive Director Compensation	RELATING TO PUBLIC HOUSING.	Requires the Hawaii Public Housing Authority to conduct a study on the wages and compensation of other public housing authorities in the United States that are comparable in size to the Hawaii Public Housing Authority and comparable in duties and responsibilities to the Hawaii Public Housing Authority executive director. Requires the Hawaii Public Housing Authority to submit a report to the United States Department of Housing and Urban Development on the wages and compensation of each of the five highest paid public housing authority executive directors of other comparable states or jurisdictions. (HB1884 HD1)	H 2/10/2012: Passed Second Reading as amended in HD 1 and referred to the committee(s) on LAB with none voting aye with reservations; none voting no (0) and Representative(s) C. Lee, M. Lee excused (2).	CABANILLA, MIZUNO, Awana, Chang, Ito, Nakashima	HSG, LAB, FIN	

<a href="#">HB1885 HD1</a>	Public Housing Tenants and Applicants; Drug Testing	RELATING TO PUBLIC HOUSING.	Requires the Hawaii Public Housing Authority to establish a drug testing program to be administered to any tenant and any applicant selected for federal or state low-income housing under chapter 356D, Hawaii Revised Statutes (HRS). Exempts specified individuals from the drug testing requirements. Makes submission to a drug testing a condition of renting or leasing a federal or state low-income housing dwelling under chapter 356D, HRS. (HB1885 HD1)	H 2/1/2012: Passed Second Reading as amended in HD 1 and referred to the committee(s) on JUD with none voting aye with reservations; Representative(s) Pine voting no (1) and Representative(s) Okamura, Say excused (2).	CABANILLA, ITO, MIZUNO, Awana, Chang, Nakashima	HSG, JUD, FIN	
<a href="#">HB2012</a>	State budget.	RELATING TO THE STATE BUDGET.	To adjust and request appropriations for Fiscal Biennium 2011-13 funding requirements for operations and capital improvement projects of Executive Branch agencies and programs.	H 1/19/2012: Referred to FIN, referral sheet 3	SAY (BR)	FIN	SB2690
<a href="#">HB2049</a>	Public Housing; Evictions	RELATING TO HOUSING.	Conforms public housing eviction procedure to requirements of federal law. Requires evictions to be conducted by an eviction board appointed by the Hawaii public housing authority in collaboration with DHS.	H 1/19/2012: Referred to HSG, JUD, FIN, referral sheet 3	CABANILLA	HSG, JUD, FIN	
<a href="#">HB2084</a>	Hawaii Public Housing Authority; Management Audit of Punchbowl Homes	RELATING TO HAWAII PUBLIC HOUSING AUTHORITY.	Directs the Auditor to conduct an audit of Hawaii Public Housing Authority's management of Punchbowl Homes. Requires the Auditor to submit its findings and recommendations, including any proposed legislation, to the legislature no later than twenty days prior to the convening of the Regular Session of 2013. Effective July 1, 2012.	H 1/25/2012: The committee(s) on HSG recommend(s) that the measure be deferred.	LUKE, AWANA, BELATTI, BROWER, CARROLL, EVANS, HANOHANO, MARUMOTO, MIZUNO, MORIKAWA, NISHIMOTO, OKAMURA, SOUKI, Cullen, Herkes, Jordan, Pine, Riviere, Thielen, Ward	HSG, LMG, FIN	
<a href="#">HB2143</a>	HPHA Board of Directors; Resident Board Members; Nominations	RELATING TO PUBLIC HOUSING.	Provides the Hawaii Public Housing Authority resident advisory board the flexibility to submit a list of no less than three but no more than five names of nominees to fill the resident member seat on the Hawaii Public Housing Authority Board of Directors.	H 2/8/2012: The committees on HSG recommend that the measure be PASSED, UNAMENDED. The votes were as follows: 9 Ayes: Representative(s) Cabanilla, Ito, Chang, Coffman, Har, Herkes, Kawakami, Nakashima, Pine; Ayes with reservations: none; Noes: none; and 2 Excused: Representative(s) Carroll, Thielen.	CABANILLA, Aquino, Carroll, Chong, Keith-Agaran	HSG, FIN	
<a href="#">HB2302</a>	Temporary Civil Service Exemption; Hawaii Public Housing Authority; Appropriation	RELATING TO CAPITAL IMPROVEMENT PROJECTS.	Exempts temporarily from the state and county civil service: (1) persons hired or contracted to repair and maintain vacant state or county housing units; and (2) persons hired or contracted to perform planning, design, engineering, or permit processing work for state or county capital improvement projects. Makes an appropriation out of general obligation bonds to the Hawaii public housing authority for renovating uninhabitable public housing units. Effective July 1, 2012. (HB2302 HD1)	H 2/6/2012: Passed Second Reading as amended in HD 1 and referred to the committee(s) on ERB/LAB with none voting aye with reservations; none voting no (0) and Representative(s) McKelvey, Takai excused (2).	CABANILLA, CHONG, Aquino, Yamashita	HSG, ERB/LAB, FIN	
<a href="#">HB231 HD2 SD1</a>	Public Housing; Pilot Project; Appropriation	RELATING TO PUBLIC HOUSING.	Establishes a two-year pilot project for increased safety and security at Mayor Wright homes. Appropriates funds. Effective January 7, 2009. (SD1)	S 3/24/2011: Report adopted; Passed Second Reading, as amended (SD 1) and referred to WAM.	RHOADS	HMS/JDL, WAM	SB910

<a href="#">HB2412</a>	Dwelling Unit Revolving Fund; General Obligation Bond Principal	RELATING TO HOUSING.	Temporarily allows the dwelling unit revolving fund to reimburse the general fund for the principal of general obligation bonds issued for housing projects and programs. Appropriates the moneys reimbursed to repair and maintain public housing units. Effective on 7/1/12, and terminates on 6/30/14.	H 1/25/2012: Referred to HSG/ERB, FIN, referral sheet 7	SAY, CARROLL, CHONG, CULLEN, EVANS, HASHEM, ICHIYAMA, ITO, JORDAN, M. LEE, MCKELVEY, NISHIMOTO, OKAMURA, YAMASHITA	HSG/ERB, FIN	
<a href="#">HB2543</a>	Public Housing; Hawaii Public Housing Authority; Board of Directors; Resident Board Member Nomination	RELATING TO PUBLIC HOUSING.	Reduces the minimum number of resident board member candidates from five to three that must be submitted by the Resident Advisory Board of the Hawaii Public Housing Authority for consideration by the Governor for appointment to the Authority's Board of Directors.	H 1/25/2012: Referred to HSG, FIN, referral sheet 7	SAY (BR)	HSG, FIN	SB2805
<a href="#">HB2544</a>	Public Housing; Hawaii Public Housing Authority; Executive Director Compensation	RELATING TO PUBLIC HOUSING.	Authorizes the Board of Directors of the Hawaii Public Housing Authority to set the executive director's compensation based on a comparability analysis, and other factors.	H 1/25/2012: Referred to HSG, FIN, referral sheet 7	SAY (BR)	HSG, FIN	SB2806
<a href="#">HB2629</a>	Smoking Prohibition; Public Housing Projects; State Low-Income Housing Projects	RELATING TO PUBLIC HOUSING.	Prohibits smoking in federal and state low-income housing projects. Establishes a \$100 fine for each violation of the smoking prohibition. Specifies that a third violation of the smoking prohibition by a tenant, licensee, or occupant of the housing project shall result in eviction. Creates separate accounts under the public housing revolving fund and state low-income revolving fund, into which fines from public housing smoking violations are to be deposited. Effective July 1, 2012.	H 2/1/2012: The committee(s) on HSG recommend(s) that the measure be deferred.	CABANILLA, HERKES, Chang, Ito, Nakashima	HSG, JUD, FIN	
<a href="#">HB2736</a>	Controlled Substances; Protected Places	RELATING TO PROMOTION OF CONTROLLED SUBSTANCES.	Extends prohibition of promoting a controlled substance in, on, or near schools, school vehicles, or public parks to include public housing projects and complexes.	H 2/8/2012: The committees on HSG recommend that the measure be PASSED, UNAMENDED. The votes were as follows: 9 Ayes: Representative(s) Cabanilla, Ito, Chang, Coffman, Har, Herkes, Kawakami, Nakashima, Pine; Ayes with reservations: none; Noes: none; and 2 Excused: Representative(s) Carroll, Thielen.	KEITH-AGARAN, AQUINO, CABANILLA, CHOY, CULLEN, JOHANSON, MANAHAN, NISHIMOTO, RHOADS, SOUKI, YAMANE, McKelvey	HSG, JUD	
<a href="#">HB2773</a>	Weed and Seed Program; DLIR; Appropriation	RELATING TO THE WEED AND SEED PROGRAM.	Establishes the weed and seed program under the department of labor and industrial relations. Makes appropriation.	H 2/8/2012: Bill scheduled to be heard by JUD on Friday, 02-10-12 2:00PM in House conference room 325.	CULLEN, FONTAINE, ITO, M. LEE, MIZUNO, RHOADS, Chong, Ichiyama, Johanson, Luke, Okamura, Souki, Takumi	LAB, JUD, FIN	
<a href="#">HB45</a>	Criminal Trespass; Public Housing Project	RELATING TO PUBLIC HOUSING.	Broadens criminal trespass in the first degree to include a person who enters or remains unlawfully in or upon the premises of a public housing project after a reasonable request or warning to leave by housing authorities or a police officer. Excludes an invited guest, unless the guest is violating a law or rule.	H 1/24/2011: Referred to HSG, JUD, referral sheet 1	RHOADS	HSG, JUD	SB907

<a href="#">HB46 HD1</a>	Public Housing; Smoking Prohibited	RELATING TO PUBLIC HOUSING.	Prohibits smoking in enclosed or partially enclosed common areas of public housing projects. (HB46 HD1)	H 2/7/2012: The committees on JUD recommend that the measure be PASSED, WITH AMENDMENTS. The votes were as follows: 14 Ayes: Keith-Agaran, Rhoads, Brower, Cabanilla, Carroll, Herkes, Ito, Luke, McKelvey, Souki, Tsuji, Fontaine, Marumoto, Thielen; Ayes with reservations: none; 0 Noes: none; and 1 Excused: Coffman.	RHOADS	HSG, JUD	SB908
<a href="#">HB754 HD1</a>	Public Housing; Minimum Rent; Preferences	RELATING TO PUBLIC HOUSING.	Requires the Hawaii public housing authority to establish a minimum rent schedule for state low-income housing units. Requires a minimum monthly rent of \$250 for state low-income housing units and annual adjustment of minimum rent based upon the national average wage index. (HB754 HD1)	H 2/15/2011: Passed Second Reading as amended in HD1 and referred to the committee(s) on FIN with none voting no (0) and none excused (0).	CABANILLA, AWANA, BROWER, CHONG, MIZUNO, Belatti, Chang, Johanson, Marumoto, B. Oshiro, Say	HSG, FIN	
<a href="#">HB755 HD1</a>	Public Housing; Evictions	RELATING TO PUBLIC HOUSING.	Conforms public housing eviction procedural requirements to federal law. Requires evictions to be conducted by hearings officers appointed by the Hawaii Public Housing Authority in collaboration with the Department of Human Services. (HB755 HD1)	H 2/7/2012: The committees on JUD recommend that the measure be PASSED, WITH AMENDMENTS. The votes were as follows: 14 Ayes: Keith-Agaran, Rhoads, Brower, Cabanilla, Carroll, Herkes, Ito, Luke, McKelvey, Souki, Tsuji, Fontaine, Marumoto, Thielen; Ayes with reservations: none; 0 Noes: none; and 1 Excused: Coffman.	CABANILLA, AWANA, BROWER, CHONG, MIZUNO, SAY, Chang, Har, Johanson, Marumoto, B. Oshiro	HSG, JUD, FIN	
HCR6	Office of Hawaiian Affairs Package; Requesting the State's Full Compliance with Section 5 of Act 178, SLH 2006.	REQUESTING THE STATE'S FULL COMPLIANCE WITH SECTION 5 OF ACT 178, SESSION LAWS OF HAWAII 2006.		H 1/20/2012: Referred to HAW/HLT, WLO/HSG, FIN, referral sheet 4	SAY (BR)	HAW/HLT, WLO/HSG, FIN	
<a href="#">SB2261</a>	Weed and Seed Program; DLIR; Appropriation	RELATING TO THE WEED AND SEED PROGRAM.	Establishes the weed and seed program under the department of labor and industrial relations. Makes appropriation.	S 2/8/2012: Report adopted; Passed Second Reading and referred to WAM.	ESPERO, FUKUNAGA, Ryan, Slom	PGM/JDL, WAM	
<a href="#">SB2650</a>	Controlled Substances; Protected Places	RELATING TO PROMOTION OF CONTROLLED SUBSTANCES.	Extends prohibition of promoting a controlled substance in, on, or near schools, school vehicles, or public parks to include public housing projects and complexes.	S 2/9/2012: The committee(s) on HMS recommend(s) that the measure be PASSED, WITH AMENDMENTS. The votes in HMS were as follows: 3 Aye(s): Senator(s) Chun Oakland, Ihara, Green; Aye(s) with reservations: none ; 0 No(es): none; and 1 Excused: Senator(s) Slom.	KIM, CHUN OAKLAND, ESPERO, FUKUNAGA, KIDANI, RYAN, SHIMABUKURO, Dela Cruz, Hee, Ige, Ihara, Kahele, Kouchi, Nishihara, Slom, Taniguchi, Tokuda	HMS, JDL	
<a href="#">SB2690</a>	State budget.	RELATING TO THE STATE BUDGET.	To adjust and request appropriations for Fiscal Biennium 2011-13 funding requirements for operations and capital improvement projects of Executive Branch agencies and programs.	S 1/25/2012: Referred to WAM.	TSUTSUI (BR)	WAM	HB2012
<a href="#">SB2805</a>	Public Housing; Hawaii Public Housing Authority; Board of Directors; Resident Board Member Nomination	RELATING TO PUBLIC HOUSING.	Reduces the minimum number of resident board member candidates from five to three that must be submitted by the Resident Advisory Board of the Hawaii Public Housing Authority for consideration by the Governor for appointment to the Authority's Board of Directors.	S 1/25/2012: Referred to HMS.	TSUTSUI (BR)	HMS	HB2543

<b>SB2806</b>	Public Housing; Hawaii Public Housing Authority; Executive Director Compensation	RELATING TO PUBLIC HOUSING.	Authorizes the Board of Directors of the Hawaii Public Housing Authority to set the executive director's compensation based on a comparability analysis, and other factors.	S 1/25/2012: Referred to HMS, WAM.	TSUTSUI (BR)	HMS, WAM	HB2544
SCR2	Office of Hawaiian Affairs Package; Requesting the State's Full Compliance with Section 5 of Act 178, SLH 2006.	REQUESTING THE STATE'S FULL COMPLIANCE WITH SECTION 5 OF ACT 178, SESSION LAWS OF HAWAII 2006.		S 1/20/2012: Referred to HWN/WLH, WAM.	TSUTSUI (BR)	HWN/WLH, WAM	

	Hold over bills from last session
	Administration bills