

**HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
REGULAR BOARD OF DIRECTORS MEETING
1002 North School Street, Building A Boardroom
Honolulu, Hawaii 96817
November 19, 2015
9:00 a.m.**

AGENDA

I. CALL TO ORDER/ESTABLISHING QUORUM

II. APPROVAL OF MINUTES

- A. Regular Meeting Minutes, October 15, 2015
- B. Executive Session Minutes, October 15, 2015 (not for public distribution)

III. PUBLIC TESTIMONY

Public testimony on any item relevant to this agenda 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 per agenda item.

IV. FOR ACTION

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 on any item listed below.

- A. Motion: To Extend the Amended Federal Public Housing Program's Admissions and Continued Occupancy Policy and the Section 8 Housing Choice Voucher Program's Administrative Plan Adopting Temporary Compliance Assistance Guidelines Until Such Time as a Final Rule Amending the Relevant Regulation Goes Into Effect

V. FOR INFORMATION/FOR DISCUSSION

- A. For Information: Confirmation of the Hawaii Public Housing Authority's Section Eight (8) Management Assessment Program (SEMAP) Certification Score For Fiscal Year July 1, 2014 to June 30, 2015 by the U.S. Department of Housing and Urban Development
- B. For Discussion: Report by Director Myoung Oh on the November 17, 2015, Hawaii Association of Realtors' Landlord Summit

- C. For Discussion: Presentation/Report by the Governor's Coordinator on Homelessness Scott Morishige on Homeless Issues, Initiatives and Activities in the State of Hawaii
- D. For Discussion: Proposed Changes to the Hawaii Administrative Rules for the State Family Housing Program, State Elderly Program and the State Rent Supplement Program to Disallow Tenants from Passing Down Units or Housing Assistance Payments to Family Members Who Were Not Part of the Original Household

VI. REPORTS

- A. Executive Director's Report Highlights:
 - Property Management and Maintenance Services Branch Occupancy and Rent Collection Status
 - Mixed Finance Private Public Partnership Developments
 - Section 8 Lease up Status and Program Activity; Service Provider Training Update
 - Design and Construction Project Updates
 - Contracts Executed During October 2015
- B. Board Reports
 - Report from the Board Task Force on Homelessness

VII. Board Orientation and Briefing on Legal Matters by the Department of the Attorney General Regarding:

- A. The Board's powers, responsibilities, duties, privileges, immunities, and liabilities;
- B. Pending Litigation: (1) *Steven Rodrigues, et al., v. Corbit K. Ahn, Hawaii Public Housing Authority et al.* (Civil No. 10-1-1411-06 ECN, First Circuit Court); (2) *McJerold William, et al. v. Kiamalu Security Services, Universal Protection Services, Hawaii Public Housing Authority, et al.* (Civil No. 15-1-0388-3, First Circuit Court); and (3) *Mary Gold Cabaluna v. Vincent Vanderford, an individual, State of Hawai'i, Federal Housing Mayor Wrights, et al.* (Civil No. 14-00480LEK-RLP, U.S. District Court).

The Board will 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.

If any person requires special needs (i.e., large print, taped materials, sign language interpreter, etc.) please call Ms. Didi Ahakuelo-Kepa at (808) 832-4694 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.

FOR ACTION

MOTION: To Extend the Amended Federal Public Housing Program's Admissions and Continued Occupancy Policy and the Section 8 Housing Choice Voucher Program's Administrative Plan Adopting Temporary Compliance Assistance Guidelines Until Such Time as a Final Rule Amending the Relevant Regulation Goes Into Effect.

I. FACTS

- A. On March 13, 2014, and February 22, 2014, the Hawaii Public Housing Authority (HPHA) Board of Directors adopted changes to the Section 8 Housing Choice Voucher (HCV) Program's Administrative Plan (Admin Plan) and the Federal Public Housing Program's Admissions and Continued Occupancy Policy (ACOP) to maximize the use of U.S. Department of Housing and Urban Development (HUD) funding and assist families more efficiently.
- B. These changes were based on Temporary Compliance Assistance guidelines issued by HUD on January 22, 2013, to reduce burden and create flexibility for public housing agencies in the administration of the Public Housing and Section 8 HCV Program. The temporary guidelines are designed to increase efficiencies, minimizing the use of resources for program administration during this period of decreased resources available to PHAs.
- C. The previous board approval expired on March 31, 2015. On March 12, 2015, HUD issued PIH Notice 2015-04(HA), announcing that due to HUD's inclusion of the streamlining measures into the final regulations, the temporary compliance measures would not be renewed. However, the final regulations have not yet been issued.

II. DISCUSSION

- A. The original HUD guidance on temporary compliance assistance was considered discretionary and public housing agencies must obtain Board approval and amend their policy documents to implement the HUD guidance. The temporary compliance assistance showed HUD's intent to pursue more permanent changes to increase flexibility and reduce administrative burden.

- B. Currently, PHAs are statutorily required to verify income and calculate rent annually, including for elderly and disabled families on fixed incomes. HUD determined in the original guidance, however, that the requirement to undertake the complete process of income verification and rent determination for families on fixed incomes is not necessary given the infrequency of changes to their incomes.
- C. The HPHA adopted two of the temporary guidelines which were available to PHAs until March 31, 2015.
 - 1. **Allow households to self-certify having assets of less than \$5,000.**

The Notice PIH 2013-03(HA) provides:

"Tenants with assets below \$5,000 typically generate minimal income from these assets which results in small changes to tenant rental payments. However, PHAs spend significant time verifying such assets which strains PHA budgets, and leads to increased staff errors. This provision is intended to simplify the requirements associated with determining a participant's annual income.

Families with assets are required to report all assets annually. The amount of interest earned on those assets is included as income used to calculate the tenant's rent obligation. Currently, where the family has net family assets in excess of \$5,000, annual income includes the greater of the actual income derived from all net family assets or a percentage of the value of such assets based on the current passbook savings rate.

This notice allows a PHA to accept a family's declaration of the amount of assets of less than \$5,000, and the amount of income expected to be received from those assets. The PHA's application and reexamination documentation, which is signed by all adult family members, can serve as the declaration. Where the family has net family assets equal to or less than \$5,000, the PHAs does not need to request supporting documentation (e.g. bank statements) from the family to confirm the assets or the amount of income expected to be received from those assets. Where the family has net family assets in excess of \$5000, the PHA must obtain supporting documentation (e.g. bank statements) from the family to confirm the assets. Any assets will continue to be reported on HUD Form 50058."

Adoption of this temporary compliance assistance would allow the HPHA to accept a family's declaration of the amount of assets of

less than \$5,000, and the amount of income expected to be received from those assets. No supporting documentation is required.

The HPHA's Section 8 Administrative Plan, Chapter 7, Part I, Section D on Third-party Written and Oral Verification and HPHA's Public Housing ACOP, Chapter 7, Part I, Section D Third-party Written and Oral Verification currently provide as follows:

"The PHA will use review of documents in lieu of requesting third-party verification when the market value of an individual asset is less than \$500 *and* the family has original documents that support the declared amount."

These provisions were temporarily amended to modify the current language to read as follows:

"For any family declaring assets valued at \$5,000 or less the PHA will accept both the value of the assets and the amount the assets are expected to produce from the Family Annual/Update Report form, when this method is allowed by HUD. No other documentation or verification is required by the family or the PHA. The HPHA's application and reexamination documentation, which is signed by all adult family members, will serve as the declaration."

2. **Allow optional streamlined annual reexaminations for elderly families and disabled families on fixed incomes.**

The Notice PIH 2013-03(HA) provides:

"PHAs are statutorily required to verify income and calculate rent annually, including for elderly and disabled families on fixed incomes. The requirement to undertake the complete process for income verification and rent determination for families on fixed incomes is not necessary given the infrequency of changes to their incomes. Further, this requirement requires considerable staff time and PHA resources. This provision is intended to simplify the requirements associated with determining the annual income of participants on fixed incomes.

PHAs may opt to conduct a streamlined reexamination of income for elderly families and disabled families when 100 percent of the family's income consists of fixed income. In a streamlined reexamination, PHAs will recalculate family incomes by applying any published cost of living adjustments to the previously verified

income amount."

Adoption of this temporary compliance assistance would reduce the administrative burden on HPHA to conduct annual reexaminations for elderly families and disabled families on fixed incomes.

The HPHA's Section 8 Administrative Plan, Chapter 11, Part I, Section C on Conducting Annual Re-examinations currently requires:

"The information provided by the family generally must be verified in accordance with the policies in Chapter 7 [on verification procedures]. Unless the family reports a change, or the agency has reason to believe a change has occurred in information previously reported by the family, certain types of information that are verified at admission typically do not need to be re-verified on an annual basis. These include:

- Legal identity
- Age
- Social security numbers
- A person's disability status
- Citizenship or immigration status"

The HPHA's Public Housing ACOP, Chapter 11, Section B on Annual Recertifications currently requires:

"For tenants who pay an income-based rent, the PHA shall reexamine a tenant's annual income, assets, family composition, and any other matter necessary to determine tenant's rent and eligibility for continued occupancy at least once every twelve (12) months."

These provisions were temporarily amended to read as follows:

"In addition, income verification and rent determination for elderly and disabled families on fixed incomes do not need to be re-verified on an annual basis. The HPHA will send the Family Annual Update Report form to each qualifying family. If no changes are reported, the HPHA will obtain updated income information and process the annual recertification without re-verification of income or redetermination of rent. If changes to the household are reported, the family will be required to go through the normal recertification process."

- D. The HPHA would like to continue to use these streamlined compliance measures to reduce administrative burden on the recertification staff.

- E. On March 12, 2015, HUD informed PHAs who had adopted at least one of the provisions in the original notice, of the regulatory waiver process by which PHAs could continue to use the provisions they had previously adopted.
- F. On March 12, 2015, the HPHA requested a regulatory waiver from HUD to continue to adopt the two provisions for both the LIPH and Section 8 programs. Staff were instructed to stop using the temporary compliance measures until the request was approved. On September 18, 2015, the HPHA received HUD approval of the waiver requests.
- G. HUD intends to address these temporary compliance measures on a more permanent basis by issuing a final rule that would streamline requirements pertaining to the Housing Choice Voucher program, and these measures are expected to be included in this final rule. Therefore, the HPHA intends to continue these temporary compliance measures with HUD approved waivers until the final rule is issued.

III. RECOMMENDATION

That the Adopted Amendments to the Section 8 Housing Choice Voucher Program's Administrative Plan and the Federal Public Housing Program's Admissions and Continued Occupancy Policy be extended until such time as a final rule amending the relevant regulation goes into effect.

Attachment A: Notice PIH 2013-03 (HA)
Notice PIH 2013-26 (HA)
Notice PIH 2015-04 (HA)

Attachment B: Approval of waivers for Section 8 Program

Attachment C: Approval of waivers for Public Housing Program

Prepared by: Stephanie Fo, Section 8 Subsidy Programs Branch Chief 
Joanna Renken, Supervising Public Housing Manager 

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

Pono Shim
Chairperson



U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Special Attention:

Directors of HUD Regional and Field
Offices of Public Housing; PIH Program Center
Coordinators; Public Housing Agencies

NOTICE PIH 2013-03 (HA)

Issued: January 22, 2013

Expires: March 31, 2014

Subject: Public Housing and Housing Choice Voucher Programs – Temporary
Compliance Assistance

1. **Purpose:** This Notice establishes temporary guidelines for public housing agencies (PHAs) in fulfilling certain Public Housing (PH) and Housing Choice Voucher (HCV) program requirements during this period of decreased resources available to PHAs. These guidelines are intended to facilitate the ability of PHAs to continue, without interruption and with minimal burden, the delivery of rental assistance to eligible families in their communities. The temporary provisions established by this Notice will be available to PHAs until March 31, 2014.

The economic downturn that commenced in 2008 and which continues has only increased the need for housing assistance. Increased demand for housing assistance without corresponding increased resources strains the operations of PHAs, and jeopardizes their ability to assist families at a time when families most need housing assistance. Increasing administrative flexibility should allow PHAs to deliver rental assistance more efficiently and expeditiously. Reduction of administrative burden is anticipated to allow PHAs to better manage their programs within current allocated budget authority. The temporary guidelines are also designed to increase efficiencies, minimizing the use of resources for program administration. HUD intends to pursue more permanent changes to increase flexibility and reduce administrative burden and will be informed by PHAs' use of the temporary compliance provisions of this Notice.

2. **Applicability:** This Notice applies to both the PH and HCV programs, except where noted.

3. **Temporary Provisions:**

Allow option to use participants' actual past income in verifying income.

Projecting expected income and obtaining the additional documentation necessary to project income places an unnecessary burden on PHA staff time and resources when compared to the minimal annual change in tenant incomes. Further, projecting income can lead to PHA staff errors that result in improper rent determinations. This

provision is intended to simplify the requirements associated with determining a participant's annual income (24 CFR 5.609(a)(2)).

In determining annual income, PHAs may choose to use either actual past income or projected future income. Currently, annual income includes income that is anticipated to be received from a source outside the family during the 12-month period following the effective date of admission or annual reexamination. This Notice provides PHAs with the option of determining annual income based on past actual income received or earned within the last 12 months. If a PHA operates both PH and HCV programs, this option is available for both of their programs.

For the purpose of verifying income reported in HUD's Enterprise Income Verification (EIV) system, PHAs that choose to use actual past income must use the most recent 12 months of income information available in EIV. Because this EIV report will give actual earnings data verified by a third party, the program participant is no longer required to provide third party documentation (e.g., paystubs, payroll summary report, unemployment monetary benefit notice).

If there has been a change in circumstances for a tenant, or a tenant disputes the EIV-reported income information and is unable to provide acceptable documentation to resolve the dispute, the PHA must request written third-party verification. For example, if a program participant lost his/her job, changed jobs, or reduced their hours in the months subsequent to the time period covered in EIV, the PHA must use, at the participant's request, the more recent income information verified by participant provided third-party documentation (e.g., paystubs, payroll summary report, unemployment monetary benefit notice) or through written third-party verification, which reflects the new or current work circumstance.

PHAs must continue to verify income from sources not available in EIV. However, PHAs must use the same time period for both wage and non-wage income. For example, if a PHA uses EIV information from July 2011 to June 2012 for the purpose of verifying income from wages, the PHA must use the same time period for any non-wage income.

Allow households to self-certify as to having assets of less than \$5,000.

Tenants with assets below \$5,000 typically generate minimal income from these assets which results in small changes to tenant rental payments. However, PHAs spend significant time verifying such assets which strains PHA budgets, and leads to increased staff errors. This provision is intended to simplify the requirements associated with determining a participant's annual income (24 CFR 5.609(b)(3), 982.516(a)(2)(ii), 960.259(c)).

Families with assets are required to report all assets annually. The amount of interest earned on those assets is included as income used to calculate the tenant's rent obligation. Currently, where the family has net family assets in excess of \$5,000, annual income includes the greater of the actual income derived from all net family

assets or a percentage of the value of such assets based on the current passbook savings rate.

This Notice allows a PHA to accept a family's declaration of the amount of assets of less than \$5,000, and the amount of income expected to be received from those assets. The PHA's application and reexamination documentation, which is signed by all adult family members, can serve as the declaration. Where the family has net family assets equal to or less than \$5000, the PHAs does not need to request supporting documentation (e.g. bank statements) from the family to confirm the assets or the amount of income expected to be received from those assets. Where the family has net family assets in excess of \$5000, the PHA must obtain supporting documentation (e.g. bank statements) from the family to confirm the assets. Any assets will continue to be reported on HUD Form 50058.

Allow optional streamlined annual reexaminations for elderly families and disabled families on fixed incomes.

PHAs are statutorily required to verify income and calculate rent annually, including for elderly and disabled families on fixed incomes. The requirement to undertake the complete process for income verification and rent determination for families on fixed incomes is not necessary given the infrequency of changes to their incomes. Further, this requirement requires considerable staff time and PHA resources. This provision is intended to simplify the requirements associated with determining the annual income of participants on fixed incomes (24 CFR 982.516, 960.257).

PHAs may opt to conduct a streamlined reexamination of income for elderly families and disabled families when 100 percent of the family's income consists of fixed income. In a streamlined reexamination, PHAs will recalculate family incomes by applying any published cost of living adjustments to the previously verified income amount.

For purposes of this notice, the term 'fixed income' includes income from:

1. Social Security payments to include Supplemental Security Income (SSI) and Supplemental Security Disability Insurance (SSDI);
2. Federal, State, local, and private pension plans; and
3. Other periodic payments received from annuities, insurance policies, retirement funds, disability or death benefits, and other similar types of periodic receipts that are of substantially the same amounts from year to year.

Allow PHAs to establish a payment standard of not more than 120 percent of the fair market rent (FMR) without HUD approval as a reasonable accommodation.

Under current regulations, PHAs must request a waiver from a HUD Field Office for exception payment standards above 110% of the FMR; this process takes considerable administrative time for the PHA and, in some cases, the processing time for the waiver prevents the family from leasing the unit. Under this provision, PHAs

may approve a payment standard of not more than 120 percent of the FMR without HUD approval if required as a reasonable accommodation for a family that includes a person with disabilities. This provision applies to the HCV program only and allows a PHA to establish a payment standard within limits currently permitted but designated for approval only by a HUD Field Office (24 CFR 982.503(c)(2)(B)(ii)). For any voucher unit assisted under the program, PHAs must perform a rent reasonableness determination in accordance with the section 8(o)(10) of the U.S. Housing Act of 1937 and the HCV program regulations. Therefore, PHAs who utilize this provision must maintain documentation that the PHA performed the required rent reasonableness analysis. In addition, the PHA must maintain documentation that that the unit has the feature(s) required to meet the needs of the person with disabilities.

4. **Adoption of Temporary Provisions:** A PHA that chooses to adopt any provisions described in this Notice must notify HUD by email at PIHTemporaryCompliance@hud.gov. This email should also include either the Field Office Public Housing Director or the Program Center Coordinator as a recipient.

Any temporary provision made available to a PHA under this Notice that a PHA elects to apply must be adopted in the PHA's HCV program administrative plan (24 CFR 982.54) or PH program tenant selection policies (24 CFR 960.202 and 960.257(c)). In cases where changes to policies are determined by the PHA to be an amendment to the PHA's Annual Plan that is significant, as defined by the PHA, the PHA must comply with the amendment provisions of 24 CFR 903.21, including soliciting public comment and consulting with the resident advisory board.

5. **Paperwork Reduction Act:** The information collection requirements contained in this Notice have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control numbers 2577-0220 and 0169. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.
6. **Further Information:** Any questions pertaining to this Notice may be addressed to Todd Thomas, (202)402-5849, or by electronic mail at Todd.C.Thomas@hud.gov about the Public Housing program or Caroline Crouse, (202)402-4595, or by electronic mail at Caroline.P.Crouse@hud.gov about the Housing Choice Voucher program.

/s/

Sandra B. Henriquez, Assistant Secretary for
Public and Indian Housing



U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Special Attention:

Directors of HUD Regional and Field
Offices of Public Housing; PIH Program Center
Coordinators; Public Housing Agencies

NOTICE PIH 2015-04 (HA)

Issued: March 12, 2015

Cross Reference: PIH Notices 2013-3 and
2013-26

Subject: Expiration of Temporary Compliance Assistance for Public Housing and Housing Choice
Voucher Programs — Temporary Compliance Assistance

- 1. Extension:** This Notice announces that PIH's Notice on Temporary Compliance Assistance (Notice PIH 2013-03 (HA), and as extended by Notice PIH 2013-26), expires on March 31, 2015 and HUD will not be providing a further extension of this notice.
- 2. Purpose:** On January 6, 2015, HUD published a proposed rule that would streamline regulatory requirements pertaining to the Housing Choice Voucher program, and solicited comment for a period of 60 days. The January 6, 2015, rule proposed to codify streamlining changes authorized by HUD's Fiscal Year 2014 Appropriations Act.¹ The administrative relief and burden reduction that PIH strived to provide through issuance of PIH 2013-03, will be addressed on a more permanent basis by the final rule to follow the January 6, 2015, proposed rule. The public comment period for the January 6, 2015, rule ended March 9, 2015, and HUD is moving as expeditiously as possible to issue a final rule. Although PIH is not further extending Notice PIH 2013-03 beyond March 31, 2015, all public housing agencies always have the opportunity, without time limitations, to request on an individual basis a regulatory waiver, and provide good cause justification for the waiver. Waivers should be submitted in accordance with Notice PIH 2013-20. The electronic mailbox and procedures previously described in Notice PIH 2013-03 for approval are no longer available.
- 3. Further Information:** Any questions pertaining to this Notice may be addressed to Becky Primeaux, (202) 402-6050, or by electronic mail at Becky.L.Primeaux@hud.gov about the Housing Choice Voucher program or Anice Chenault, (202) 402-2341, or by electronic mail at Anice.S.Chenault@HUD.gov about the Public Housing program.

/s/

Jemine A. Bryon, General Deputy Assistant
Secretary for Public and Indian Housing

¹ HUD's 2014 Appropriations Act is Title II of Division L of Public Law 113-76, 128 Stat. 5, approved January 17, 2014. See general provision section 238 of this Act at 128 Stat. 635.



U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Special Attention:

Directors of HUD Regional and Field
Offices of Public Housing; PIH Program Center
Coordinators; Public Housing Agencies

NOTICE PIH 2013-26 (HA)

Issued: November 5, 2013

Expires: March 31, 2015

Cross Reference: PIH Notice 2013-3

Subject: Extension: Public Housing and Housing Choice Voucher Programs –
Temporary Compliance Assistance

1. **Extension:** This notice extends notice PIH-2013-03 (HA).
2. **Purpose:** This Notice establishes temporary guidelines for public housing agencies (PHAs) in fulfilling certain Public Housing (PH) and Housing Choice Voucher (HCV) program requirements during this period of decreased resources available to PHAs. These guidelines are intended to facilitate the ability of PHAs to continue, without interruption and with minimal burden, the delivery of rental assistance to eligible families in their communities.
3. **Further Information:** Any questions pertaining to this Notice may be addressed to Todd Thomas, (202)402-5849, or by electronic mail at Todd.C.Thomas@hud.gov about the Public Housing program or Caroline Crouse, (202)402-4595, or by electronic mail at Caroline.P.Crouse@hud.gov about the Housing Choice Voucher program.
4. **Paperwork Reduction Act:** The information collection requirements contained in this Notice have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control numbers 2577-0220 and 0169. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

/s/

Sandra B. Henriquez, Assistant Secretary
for Public and Indian Housing



**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000**

PRINCIPAL DEPUTY ASSISTANT SECRETARY
FOR PUBLIC AND INDIAN HOUSING

Mr. Hakim Ouansafi
Executive Director
Hawaii Public Housing Authority (HI901)
1002 North School Street
Honolulu, HI 96817-2908

Dear Mr. Ouansafi:

This letter responds to your request in which you seek a waiver of one or more provisions established in Notice PIH 2013-03 (as extended by Notice PIH 2013-26).

Notice PIH 2013-03 was published to provide public housing agencies (PHAs) with temporary administrative flexibility during a period of decreased resources. On January 6, 2015 HUD published in the Federal Register a proposed rule entitled Streamlining Administrative Regulations for Public Housing, Housing Choice Voucher, Multifamily Housing, and Community Planning and Development programs. This rule is intended to adopt the options provided in Notice PIH 2013-03, in addition to other streamlining provisions. The proposed rule makes clear that a purpose of the rulemaking is "to reduce the administrative burden on [PHAs]." On March 12, 2015, HUD announced (via Notice PIH 2015-04) that the alternative waiver process established on a temporary basis through Notice PIH 2013-03 expired on March 31, 2015.

Under the authority provided at 24 Code of Federal Regulations § 5.110, the Department may waive any provision of Title 24, subject to statutory limitations, upon a determination of good cause. HUD has reviewed the good cause justification(s) included in your request and has made a determination, as summarized in the table below. A waiver request is approved for the program indicated if the word "approved" appears in the respective program column.

Description of Waiver Requested	PH Requested	PH Decision	HCV Requested	HCV Decision	S8MR Requested	S8MR Decision
Provision 1 – Use of Past Income						
Provision 2 – Self Certification of Assets Below \$5,000			X	Approved		
Provision 3 – Streamlined Reexamination for Fixed Income Families			X	Approved		
Provision 4 – Payment Standards not greater than 120 Percent of FMR without HUD approval for Reasonable Accommodation						

PH = public housing; HCV = Housing Choice Voucher; S8MR = Section 8 Mod Rehab

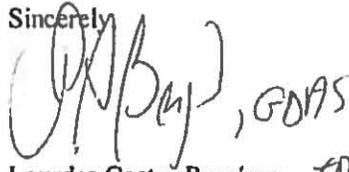
www.hud.gov

espanol.hud.gov

Attachment B

Any waiver approved shall be in effect until March 31, 2016, or until such time as a final rule amending the relevant regulation goes into effect, whichever comes first. Should you have any questions regarding this matter, please contact your local field office.

Sincerely

Handwritten signature in black ink, appearing to read "L. Castro Ramirez", followed by the acronym "GNAS".

Lourdes Castro Ramirez *for*
Principal Deputy Assistant Secretary
for Public and Indian Housing



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
 WASHINGTON, DC 20410-5000

PRINCIPAL DEPUTY ASSISTANT SECRETARY
 FOR PUBLIC AND INDIAN HOUSING

Mr. Hakim Ouansafi
 Executive Director
 Hawaii Public Housing Authority (HI001)
 1002 North School Street
 Honolulu, HI 96817-2908

Dear Mr. Ouansafi:

This letter responds to your request in which you seek a waiver of one or more provisions established in Notice PIH 2013-03 (as extended by Notice PIH 2013-26).

Notice PIH 2013-03 was published to provide public housing agencies (PHAs) with temporary administrative flexibility during a period of decreased resources. On January 6, 2015 HUD published in the Federal Register a proposed rule entitled Streamlining Administrative Regulations for Public Housing, Housing Choice Voucher, Multifamily Housing, and Community Planning and Development programs. This rule is intended to adopt the options provided in Notice PIH 2013-03, in addition to other streamlining provisions. The proposed rule makes clear that a purpose of the rulemaking is "to reduce the administrative burden on [PHAs]." On March 12, 2015, HUD announced (via Notice PIH 2015-04) that the alternative waiver process established on a temporary basis through Notice PIH 2013-03 expired on March 31, 2015.

Under the authority provided at 24 Code of Federal Regulations § 5.110, the Department may waive any provision of Title 24, subject to statutory limitations, upon a determination of good cause. HUD has reviewed the good cause justification(s) included in your request and has made a determination, as summarized in the table below. A waiver request is approved for the program indicated if the word "approved" appears in the respective program column.

Description of Waiver Requested	PH Requested	PH Decision	HCV Requested	HCV Decision	S8MR Requested	S8MR Decision
Provision 1 – Use of Past Income						
Provision 2 – Self Certification of Assets Below \$5,000	X	Approved				
Provision 3 – Streamlined Reexamination for Fixed Income Families	X	Approved				
Provision 4 – Payment Standards not greater than 120 Percent of FMR without HUD approval for Reasonable Accommodation						

PH = public housing, HCV = Housing Choice Voucher, S8MR = Section 8 Mod. Rehab

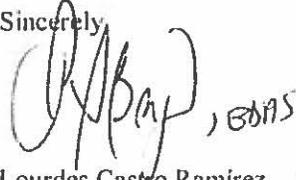
www.hud.gov

espanol.hud.gov

Attachment C

Any waiver approved shall be in effect until March 31, 2016, or until such time as a final rule amending the relevant regulation goes into effect, whichever comes first. Should you have any questions regarding this matter, please contact your local field office.

Sincerely

A handwritten signature in black ink, appearing to read 'L. Castro Ramirez', with a small 'LRS' or similar mark to the right.

Lourdes Castro Ramirez *LCR*
Principal Deputy Assistant Secretary
for Public and Indian Housing

FOR INFORMATION

SUBJECT: Confirmation of the Hawaii Public Housing Authority's Section Eight (8) Management Assessment Program (SEMAP) Certification Score For Fiscal Year July 1, 2014 to June 30, 2015 by the U.S. Department of Housing and Urban Development

I. FACTS

- A. SEMAP is a management assessment system that the U.S. Department of Housing and Urban Development (HUD) uses annually to measure the performance of all public housing agencies (PHAs) that administer the Section 8 tenant-based rental assistance program.
- B. SEMAP sets forth the following fourteen (14) indicators to measure program performance. SEMAP enables HUD to ensure program integrity and accountability by identifying PHA management capabilities and deficiencies and by improving risk assessment to effectively target monitoring and program assistance. PHAs can use the SEMAP performance analysis to assess their own program operations. A new scoring tool was implemented in 2013 to more accurately determine the SEMAP score.
- C. Indicators 1-8, 13 and the Bonus Indicator are "self certified." Indicators 9-12 and 14 are measured and reported by HUD's Public & Indian Housing Information Center (PIC) Reports.
- D. The SEMAP score and overall performance rating identifies housing agencies as high performer, standard or troubled and identifies and requires corrective actions for SEMAP deficiencies, and imposes sanctions for troubled performers.
- | | |
|--------------------|----------------|
| High Performer | 90+% rating |
| Standard Performer | 60%-89% rating |
| Troubled | < 60% rating |
- E. For the fiscal period ended June 30, 2015, the HPHA adopted Board Resolution No. 15-80 Approving the Section Eight Management Assessment program (SEMAP) certification which projected a score of 143 out of 145 (98.6%) which would designate the HPHA's Section 8

program as a "High Performer" under the federal management assessment program.

II. DISCUSSION

- A. By letter dated October 15, 2015, Jesse Wu, Director of the Office of Public Housing, of the U.S. Department of Housing and Urban Development confirmed that the HPHA's final SEMAP score for fiscal year ended 6/30/2015 is 99%. As indicated in the letter, the HPHA's Section 8 program designation is High Performer. (See attached HUD letter.)

Attachment: HUD Letter dated October 15, 2015 Confirming HPHA's SEMAP Score for FYE June 30, 2015

Prepared by: Stephanie Fo, Section 8 Subsidy Programs Branch Chief





U.S. Department of Housing and Urban Development

Hawaii State Office
1132 Bishop Street, Suite 1400
Honolulu, Hawaii 96813
<http://www.hud.gov>

October 15, 2015

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

15 OCT 27

Dear Mr. Ouansafi:

Thank you for completing your Section 8 Management Assessment Program (SEMAP) certification for fiscal year end June 30, 2015, for the Hawaii Public Housing Authority. We appreciate your time and attention to the SEMAP assessment process. SEMAP enables HUD to better manage the Section 8 tenant-based program by identifying PHA capabilities and deficiencies related to the administration of the Section 8 program. As a result, HUD will be able to provide more effective program assistance to PHAs.

The HPHA's final SEMAP score for fiscal year ended 6/30/2015 is 99. The following are your scores on each indicator:

Indicators

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

Your overall performance rating is High Performer.

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

Thank you for your cooperation with the SEMAP process. If you have any questions, you may contact Jun Chung at (808) 457-4669.

Sincerely,

A handwritten signature in black ink, appearing to be 'Jesse Wu', written over the word 'Sincerely,'.

Jesse Wu
Director
Office of Public Housing

Approved by the Executive Director 
November 19, 2015

FOR DISCUSSION

SUBJECT: Report by Director Myoung Oh on the November 17, 2015, Hawaii Association of Realtors' Landlord Summit

Director Oh will provide an oral report. There are no handouts for this item.

Approved by the Executive Director 
November 19, 2015

FOR DISCUSSION

SUBJECT: Presentation/Report by the Governor's Coordinator on Homelessness
Scott Morishige on Homeless Issues, Initiatives, and Activities in the State
of Hawaii

Mr. Scott Morishige will provide a report at the Board meeting.

FOR DISCUSSION

SUBJECT: Proposed Changes to the Hawaii Administrative Rules for the State Family Housing Program, State Elderly Program and the State Rent Supplement Program to Disallow Tenants from Passing Down Units or Housing Assistance Payments to Family Members Who Were Not Part of the Original Household

I. FACTS

- A. The Hawaii Public Housing Authority (HPHA) property management branch and staff have been reviewing existing policies and procedures to determine whether there are policies or work flow processes that can be revised to improve access to public housing programs and services.
- B. On October 26, 2015, HPHA's management team met with Representative Sylvia Luke, Senator Jill Tokuda, and Representative Scott Saiki. During that meeting, the legislators encouraged the HPHA to update its administrative rules to include a provision which would prevent tenants from passing down units or housing assistance payments to family members who were not part of the original household.

II. DISCUSSION

- A. Staff is requesting that the Board discuss the proposed changes and the pros, cons, and consequences of the proposed change.
- B. Among the questions and scenarios to consider:
 - 1. Who should be exempted from this rule? What about elderly household members or disabled?
 - 2. Since generational housing is widely practiced and accepted in Hawaii, would the adoption of such a rule have the unintended consequence of breaking up families and forcing them into separate units when not necessary, thereby reducing the amount of available units for other families.
 - 3. Could the proposed rule change make a family(ies) homeless?
 - 4. Will the proposed rule change benefit families who are on the wait list?

**Hawaii Public Housing Authority
Report for the Month of October 2015**

I. Planning

A. Wellness & Public Health

Hawaii Public Housing Authority (HPHA) met with representatives from the Public Health Nursing Branch and Tobacco Prevention and Education Program of the Department of Health (DOH), and Hawaii Public Health Institute (HPHI) (*collectively* the "Wellness Team") to discuss and formulate approaches to address public health concerns in public housing, including stress management, tobacco use, domestic violence, diabetes, etc. throughout HPHA properties, including HPHA worksite wellness workshops.

HPHA attended the State Council on Mental Health monthly meeting.

B. Redevelopment Activities

HPHA continues to work with the Hunt Development Group on a master developer agreement and related contracts for the redevelopment of Mayor Wright Homes.

HPHA held a meeting with the Retirement Housing Foundation on the redevelopment of the HPHA North School Street administrative offices.

HPHA continues to seed additional information for the Kuhio Park Terrace redevelopment to be able to proceed with Phase II.

HPHA attended the TOD Workshops for the Halawa Area.

HPHA met with State House leadership.

C. Homelessness

HPHA continues to meet with nonprofit and homeless providers regarding preferences for families with children.

HPHA attended the Hawaii Interagency Council on Homelessness monthly meeting.

D. Legislation

HPHA continues to hold discussions with legislators in preparation for the upcoming legislative session.

E. Media and Press

On October 23, 2015, Hawaii News Now aired a report titled, "Officials say pilot project that cross-trains state workers saves money, more efficient" by Keoki Kerr, found here:

<http://www.hawaiinewsnow.com/story/30339133/officials-say-pilot-project-that-cross-trains-state-workers-could-be-statewide-mode!>

On October 29, 2015 KHNL/KGMB Hawaii News Now aired a report titled, "State gives Waipahu Family \$30K check as part of self-sufficiency program," by Keoki Kerr, found here:

<http://www.hawaiinewsnow.com/story/30389346/why-the-state-gave-a-waipahu-section-8-family-a-30k-check>

Palolo Valley Homes served as location for one day filming of television show "Hawaii 5-0".

II. Fiscal Management

A. FY15 financial audit: – audit field work continues. Originally set 10/31/15 deadline for draft report was passed because pension schedule was not released on time.

B. Variance Report for September 2015

1. Revenue for the Month of August

CFP Grant Income \$1,704,384 greater than budget

The Public Housing Capital Fund Program (CFP) is a HUD grant for capital and management activities, including the modernization and development of public housing. By HUD rule, a PHA has two years to obligate and two years to spend it after CFP grant is made available annually.

CFP is drawn through HUD's Electronic Line of Credit System (eLOCCS) based on Budget Line Items (BLI). BLIs are further grouped into *soft cost* (BLI Numbers 1406, 1408 and 1410) for management activities, and *hard cost* (BLI Numbers greater than 1430) for capital projects.

CFP drawings and expenditures that are not capitalized are reported on this line as operating income.

Sizable CFP drawings in the month of September includes \$1,040,435 (BLI 1406) which is credited to FLRP as income under this line, and \$906,697 (BLI 1410) to COCC as income under this line.

Out of the hard cost drawings totaling \$557,347 in September, \$3,958 is for R & M and therefore recognized as income under this line.

State CIP Fund \$105,966 less than budget

State Legislature appropriates Capital Improvement Project (CIP). Spending agency has two or three years to encumber the appropriation before it lapses.

CIP expenditures that are not capitalized are reported on this line as operating income.

Out of September CIP expenditure of \$1,005,924, \$7,834 is for R & M and recognized as income under this line, causing \$105,966 variance.

Other Income \$169,143 less than budget

Other Income captures all revenues not specified otherwise. It consists of:

- i) tenant payments not directly related to dwelling unit rents, such as laundry, work orders to repair damages caused by tenant fault, late fees, pet charge, and excess gas/electricity;
- ii) investment income credited to programs;
- iii) fraud recovery for Housing Choice Voucher program;
- iv) FSS (Family Self-Sufficiency) Coordinator Fee, source of which is federal ROSS grant;
- v) Admin Fee earned on Port-in for Housing Choice Voucher program;
- vi) work order revenue for COCC, for repair work done by Central Maintenance crew and Special Team members; on the other hand, the same amount is charged as Maintenance expense to beneficiary programs;
- vii) Front Line Services Fee, a revenue for COCC, which is allocation of direct cost of Application Service Unit of Property Management & Maintenance Services Branch;
- viii) Miscellaneous income, one example is fee paid by cell phone company utilizing program location for their cell tower.

The \$169,143 variance consists of unfavorable variance of: \$8,192 less tenant payments, of which \$10,648 contributable to FSRP; \$1,745 less fraud recovery; \$5,167 less FSS coordinator fee; \$5,403 less front line services fee; \$43,838 less work order revenue by Special Team members; \$46,701 less work order revenue by central maintenance crew, and \$65,214 less miscellaneous income.

The unfavorable variances are offset by favorable variances of: \$6,515 more investment income and \$601 more revenue of admin fee earned on port-in.

2. Expenses for the Month of September

Administrative \$217,287 less than budget, a favorable variance

The \$217,287 favorable variance consists of favorable variances of: \$156,039 less admin salaries and fringe benefits of HPHA employees, of which \$96,429 and \$42,602 contributable to COCC and FLRP, respectively; \$2,198 less managing agent fee by private management companies; \$52,329 less furniture and equipment; \$5,403 less front line service; \$44,402 less legal expense, and \$16,006 less other admin expense.

The favorable variances are offset by the following unfavorable variances: \$5,730 more admin salaries and fringe benefits of private management companies; \$38,596 more auditing fee; \$9,621 more office expenses, and \$5,143 more travel expense.

Tenant Services \$47,297 less than budget, a favorable variance

Tenant Services include Relocation Costs, resident participation program costs and tenant service costs for any services directly related to meeting tenant needs.

The \$47,297 variance consists of \$31,211 less relocation costs; \$6,736 less resident participation program cost; and \$9,350 less tenant service cost.

Maintenance \$253,960 less than budget, a favorable variance

The \$253,960 favorable variance consists of: \$8,669 less salaries and fringe benefits for HPHA maintenance employees; \$93,866 less furniture, appliance and equipment; \$158,701 less repair and maintenance services provided for refuse collection, sewer and plumbing, pest control, building, tree trimming, vehicle and equipment, janitorial, elevator, fire extinguisher, appliance, electric, HVAC, etc., and \$36,634 less repair work done by central maintenance crew and special team members

The favorable variances are offset by the following budget overruns: \$32,623 more salary and benefit for maintenance employees of private management companies, and \$11,286 more materials and supplies for building, ground, safety, painting, electric, janitorial maintenances, etc.

Insurance \$11,194 less than budget, a favorable variance

The \$11,194 variance consists of favorable variances: \$3,185 less for property insurance; \$1,072 less for general liability; \$5,997 less for workers compensation insurance, and \$940 less for other insurance.

General Expenses \$23,247 less than budget, a favorable variance

The \$23,247 favorable variance is a combination of \$23,775 budget savings for other general expense and \$528 budget overrun for motor pool vehicle rental expense.

3 Revenue YTD

CFP Grant Income \$1,310,834 more than budget

The Public Housing Capital Fund Program (CFP) is a HUD grant for capital and management activities, including the modernization and development of public housing. By HUD rule, a PHA has two years to obligate and two years to spend it after CFP grant is made available annually.

CFP is drawn through HUD's Electronic Line of Credit System (eLOCCS) based on Budget Line Items (BLI). BLIs are further grouped into soft cost (BLI Numbers 1406, 1408 and 1410) for management activities, and hard cost (BLI Numbers greater than 1430) for capital projects.

CFP drawings and expenditures that are not capitalized are reported on this line as operating income.

The \$1,310,834 variance is mainly because of timing as operating budget spreads out the annual revenue projection among 12 months, whereas there were sizable soft costs drawings in September as explained above.

YTD soft costs drawings of \$1,040,435 (BLI 1406) and \$906,697 (BLI 1410) totaling \$1,947,132 are recognized under this line. Also included under this line is \$103,820 for R & M expenditure out of YTD hard costs drawings of \$662,465.

State CIP Fund \$214,701 less than budget

State Legislature appropriates Capital Improvement Project (CIP). Spending agency has two or three years to encumber the appropriation before it is lapsing.

CIP expenditures that are not capitalized are reported on this line as operating income.

The \$214,701 variance is mainly because of timing, as the budgeted State CIP Fund revenue spreads out among 12 months. \$126,699 out of the \$1,404,729 YTD CIP expenditure is not capitalized therefore reported on this line as revenue.

Other Income \$390,740 less than budget

The \$390,740 variance consists of unfavorable variances of: \$24,021 less tenant payments, of which \$26,576 contributable to FLRP; \$5,235 less fraud recovery; \$10,292 less FSS coordinator fee; \$14,388 less front line

services fee; \$2,345 less work order revenue by Special Team members; \$140,103 less work order revenue by central maintenance crew; and \$202,342 less miscellaneous income.

The unfavorable variances are offset by favorable variances of: \$6,118 more investment income, and \$1,869 more revenue of admin fee earned on port-in.

4 Expenses YTD

Administrative \$647,586 less than budget, a favorable variance

The \$647,586 variance consists of favorable variances of: \$367,167 less administrative salaries and fringe benefits of HPHA employees, of which \$255,841 and \$77,301 contributable to COCC and FLRP, respectively; \$10,113 less managing agent fee charged by private management companies; \$18,244 less auditing fee; \$49,391 less office expenses; \$105,511 less furniture and equipment; \$14,388 less front line services; \$54,413 less legal expense; \$1,117 less travel expense, and \$45,938 less other admin costs.

The favorable variances are offset by \$18,697 budget overrun for administrative salaries and fringe benefits of private management companies.

Tenant Services \$188,155 less than budget, a favorable variance

Tenant Services include Relocation Costs, resident participation program costs and tenant service costs for any services directly related to meeting tenant needs.

The \$188,155 variance consists of \$90,975 less relocation costs; \$20,209 less resident participation program cost, and \$76,971 less tenant service cost.

Utilities \$390,760 less than budget, a favorable variance

Utilities include water, sewer, and electricity and gas expenses.

The \$390,760 favorable variance consists of; \$310,787 less electricity expense of which \$240,163 contributable to FLRP, and \$115,392 less gas expense of which \$106,896 contributable to FLRP.

The favorable variances are offset by \$23,213 more water expense of which \$20,551 contributable to FLRP, and \$12,207 more sewer expense.

Maintenance \$877,605 less than budget, a favorable variance

The \$877,605 favorable variance consists of: \$25,650 less salaries and fringe benefits for HPHA maintenance employees; \$105,531 less

materials and supplies for building, ground, safety, painting, electric, janitorial maintenances, etc.; \$476,065 less furniture, appliance and equipment; and \$452,856 less repair and maintenance services provided for refuse collection, sewer and plumbing, pest control, building, tree trimming, vehicle and equipment, janitorial, elevator, fire extinguisher, appliance, electric, HVAC, etc.

The favorable variances are offset by the following budget overruns: \$163,898 more salary and benefit for maintenance employees of private management companies, and \$11,765 more repair work done by central maintenance crew and special team members.

Insurance \$26,281 less than budget, a favorable variance

The \$26,281 variance consists of favorable variances: \$9,555 less for property insurance; \$3,491 less for general liability, and \$16,643 less for workers compensation insurance.

The favorable variance is offset by budget overrun of \$3,407 for other insurance.

General Expenses \$37,326 less than budget, a favorable variance

The \$37,326 favorable variance is a combination of \$39,783 budget savings for other general expense, and \$1,704 and \$753 budget overruns for motor pool vehicle rental expense and severance expense, respectively.

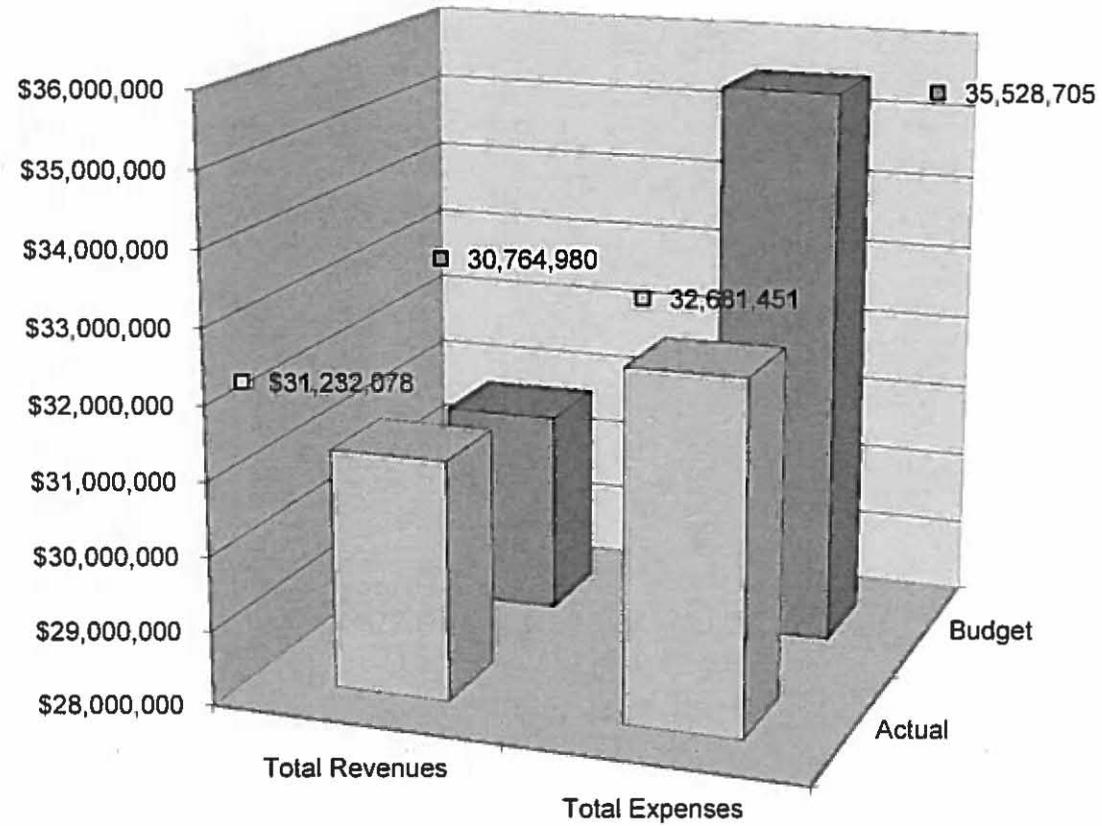
- C. HPHA met with staff from Senate Ways and Means committee.
- D. HPHA continues to work with Department of Budget and Finance for state budgeted positions, capital improvement requests, and end of the year reports. HPHA also prepared a request to DHS on the number of positions that would be required to perform UPW work.

HAWAII PUBLIC HOUSING AUTHORITY
Agency Total
Actual vs Budget Comparison
For the Month of September 2015, and the 3 Months ended September 30, 2015
(Amounts in Full Dollars)

Month of September 2015				Year to Date ended September 30, 2015								
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%	
				REVENUES								
1,534,982	1,441,450	93,532	6%	Dwelling Rental Income	4,567,754	4,327,015	240,739	6%	4,193,468	374,285	9%	
6,848,573	6,982,889	(134,315)	-2%	HUD Operating Subsidies	20,696,819	20,946,656	(249,837)	-1%	19,427,960	1,268,859	7%	
1,951,090	246,706	1,704,384	691%	CFP Grant Income	2,050,952	740,118	1,310,834	177%	19,739	2,031,213	10290%	
373,049	399,425	(26,376)	-7%	COCC Fee Income	1,118,925	1,198,275	(79,350)	-7%	1,137,422	(18,497)	-2%	
7,834	113,800	(105,966)	-93%	State CIP Fund	126,699	341,400	(214,701)	-63%	543,310	(416,611)	-77%	
719,055	696,461	22,595	3%	Grant Income	1,939,534	2,089,382	(149,848)	-7%	1,205,434	734,100	61%	
201,357	370,500	(169,143)	-46%	Other Income	731,394	1,122,134	(390,740)	-35%	952,799	(221,404)	-23%	
\$ 11,635,942	10,251,230	1,384,712	14%	Total Revenues	\$ 31,232,078	30,764,980	467,098	2%	27,480,131	3,751,946	14%	
				EXPENSES								
1,364,209	1,581,496	217,287	14%	Administrative	4,020,389	4,667,975	647,586	14%	3,848,336	(172,052)	-4%	
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%	
317,925	343,992	26,066	8%	Management Fees	953,940	1,030,976	77,036	7%	1,191,653	237,713	20%	
55,124	55,366	242	0%	Bookkeeping Fees	164,985	165,977	991	1%	164,067	(918)	-1%	
4,762,217	5,029,469	267,252	5%	Housing Assistance Payments	14,551,305	15,088,407	537,102	4%	13,310,733	(1,240,572)	-9%	
32,566	79,862	47,297	59%	Tenant Services	65,505	253,660	188,155	74%	296,854	231,349	78%	
1,065,140	1,154,335	89,195	8%	Utilities	3,071,148	3,461,908	390,760	11%	3,452,094	380,947	11%	
1,616,928	1,870,888	253,960	14%	Maintenance	4,776,024	5,653,629	877,605	16%	4,164,277	(611,747)	-15%	
183,530	197,949	14,419	7%	Protective Services	566,860	593,847	26,987	5%	499,973	(66,887)	-13%	
68,519	79,713	11,194	14%	Insurance	212,861	239,142	26,281	11%	234,354	21,493	9%	
1,400,743	1,412,463	11,720	1%	Depreciation Expense	4,202,229	4,237,389	35,160	1%	3,907,638	(294,591)	-8%	
17,222	18,129	907	5%	Bad Debt Expense	43,021	45,286	2,265	5%	87,382	44,361	51%	
23,990	47,237	23,247	49%	General Expenses	53,184	90,511	37,326	41%	270,248	217,064	80%	
10,908,113	11,870,899	962,786	8%	Total Expenses	32,681,451	35,528,705	2,847,253	8%	31,427,610	(1,253,842)	-4%	
\$ 727,828	(1,619,669)	2,347,498	145%	Net Income(Loss)	\$ (1,449,374)	(4,763,725)	3,314,351	70%	(3,947,478)	2,498,105	63%	
				CASH BASIS:								
727,828	(1,619,669)	2,347,498	145%	Net Income(loss) per Above	(1,449,374)	(4,763,725)	3,314,351	70%	(3,947,478)	2,498,105	63%	
				Add back non cash items:								
1,400,743	1,412,463	(11,720)	-1%	Depreciation Expense	4,202,229	4,237,389	(35,160)	-1%	3,907,638	294,591	8%	
17,222	18,129	(907)	-5%	Bad Debt Expense	43,021	45,286	(2,265)	-5%	87,382	(44,361)	-51%	
\$ 2,145,793	(189,078)	2,334,871	1235%	TOTAL CASH BASIS	\$ 2,795,876	(481,050)	3,276,926	681%	47,542	2,748,335	5781%	

066

HPHA September 30, 2015 Actual vs Budget



	Total Revenues	Total Expenses
Actual	\$31,232,078	32,681,451
Budget	30,764,980	35,528,705

HAWAII PUBLIC HOUSING AUTHORITY
Consolidated Balance Sheet
Agency Total (Funds 130 To 150, 007, 020, 024, 181, 265, 318 & 337)
As of September 30, 2015 and August 31, 2015

	As of September 30 2015	As of August 31 2015	Increase (Decrease)
ASSETS:			
Cash	69,978,938	65,418,122	4,560,816
Receivables:			
Tenant Receivables	1,118,467	1,060,897	57,570
Other	1,126,812	1,340,762	(213,949)
Less Allowance for Doubtful Accounts	(961,152)	(945,272)	(15,880)
Total receivables	<u>1,284,127</u>	<u>1,456,387</u>	<u>(172,259)</u>
Accrued Interest	3,477	2,971	506
Prepaid Expenses	2,480,784	2,328,393	152,392
Inventories	533,252	535,212	(1,960)
Interprogram Due From	<u>1,874,639</u>	<u>4,706,489</u>	<u>(2,831,850)</u>
Total Current Assets	<u>76,155,216</u>	<u>74,447,573</u>	<u>1,707,644</u>
Property, Plant & Equipment:			
Land	23,824,737	23,824,737	-
Buildings	590,734,245	590,734,245	-
Furniture & Equipment	5,623,644	5,573,004	50,640
Motor vehicles	1,691,849	1,691,849	-
Construction in Progress	37,154,477	36,353,715	800,761
Less: Accumulated Depreciation	(364,906,812)	(363,506,069)	(1,400,743)
Notes, Loans & Mortgage Receivable-Non Current	8,716,630	8,716,630	-
Other Long term assets	-	-	-
Total Assets	<u>\$ 378,993,985</u>	<u>377,835,684</u>	<u>1,158,302</u>
LIABILITIES AND NET ASSETS			
Accounts Payable	2,906,414	2,884,562	21,852
Accrued Expenses	-	-	-
Accrued Salaries & Wages	806,694	806,694	-
Accrued Vacation	1,486,739	1,486,739	-
Tenant Security Deposits	758,038	755,779	2,259
Other Liabilities & Deferred Income	2,004,541	2,492,275	(487,735)
Interprogram Due To	-	-	-
Total Current Liabilities	<u>7,962,426</u>	<u>8,426,049</u>	<u>(463,624)</u>
Accrued Pension and OPEB Liability	17,323,690	17,323,690	-
Accrued Liabilities - Long Term	74,309	106,051	(31,742)
Net Assets			
Investment in capital assets	294,122,140	294,671,482	(549,342)
Restricted Net Assets	432,024	432,024	-
Unrestricted Net Assets	60,528,770	59,053,589	1,475,181
Net Income Year to Date	<u>(1,449,374)</u>	<u>(2,177,202)</u>	<u>727,828</u>
Total Net Assets	<u>353,633,560</u>	<u>351,979,893</u>	<u>1,653,668</u>
Total Liabilities & Net Assets	<u>\$ 378,993,985</u>	<u>377,835,684</u>	<u>1,158,302</u>

HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program
Actual vs Budget Comparison
For the Month of September 2015, and the 3 Months ended September 30, 2015
(Amounts in Full Dollars)

Month of September 2015			
Actual	Budget	Variance	
		Amount	%
1,269,796	1,180,030	89,766	8%
1,944,591	1,787,905	156,686	9%
1,044,393	78,309	966,084	1234%
-	-	-	0%
4,352	105,500	(101,148)	-96%
151,723	358,466	(206,743)	-58%
32,744	43,138	(10,394)	-24%
\$ 4,447,599	3,553,348	894,251	25%
459,099	527,516	68,416	13%
-	-	-	0%
242,113	253,218	11,105	4%
33,090	34,778	1,688	5%
3,401	115	(3,286)	-2857%
8,706	59,367	50,661	85%
886,712	945,672	58,960	6%
1,203,975	1,443,469	239,494	17%
182,623	196,529	13,907	7%
54,285	62,741	8,456	13%
1,201,536	1,213,257	11,721	1%
15,703	16,529	826	5%
12,520	7,605	(4,915)	-65%
4,303,764	4,760,796	457,032	10%
\$ 143,835	(1,207,448)	1,351,283	112%
143,835	(1,207,448)	1,351,283	112%
1,201,536	1,213,257	(11,721)	-1%
15,703	16,529	(826)	-5%
\$ 1,361,074	22,338	1,338,737	5993%

Year to Date ended September 30, 2015										
				Variance						
Actual	Budget	Amount	%	Prior Year	Amount	%				
REVENUES										
Dwelling Rental Income	3,774,605	3,542,755	231,850	7%	3,436,520	338,085	10%			
HUD Operating Subsidies	5,822,804	5,361,706	461,098	9%	5,424,332	398,472	7%			
CFP Grant Income	1,144,255	234,928	909,327	387%	19,739	1,124,516	5697%			
COCC Fee Income	-	-	-	0%	-	-	0%			
State CIP Fund	115,923	316,500	(200,577)	-63%	496,178	(380,255)	-77%			
Grant Income	463,598	1,075,397	(611,799)	-57%	-	463,598	100%			
Other Income	100,899	129,258	(28,359)	-22%	629,534	(528,635)	-84%			
Total Revenues	\$ 11,422,083	10,660,544	761,540	7%	10,006,303	1,415,781	14%			
EXPENSES										
Administrative	1,396,351	1,596,143	199,792	13%	1,361,324	(35,027)	-3%			
Asset Management Fees	-	-	-	0%	-	-	0%			
Management Fees	727,036	758,654	31,618	4%	748,795	21,759	3%			
Bookkeeping Fees	99,375	104,213	4,838	5%	101,753	2,378	2%			
Housing Assistance Payments	3,401	345	(3,056)	-886%	3,789	388	10%			
Tenant Services	32,799	192,175	159,377	83%	234,200	201,401	86%			
Utilities	2,515,491	2,835,919	320,427	11%	2,867,445	351,954	12%			
Maintenance	3,689,777	4,368,975	679,198	16%	3,025,561	(664,215)	-22%			
Protective Services	563,822	589,588	25,766	4%	482,674	(81,148)	-17%			
Insurance	165,231	188,225	22,994	12%	187,084	21,853	12%			
Depreciation Expense	3,604,608	3,639,771	35,163	1%	3,317,166	(287,442)	-9%			
Bad Debt Expense	38,464	40,486	2,022	5%	87,382	48,918	56%			
General Expenses	17,722	22,815	5,093	22%	86,583	68,861	80%			
Total Expenses	12,854,077	14,337,308	1,483,231	10%	12,503,757	(350,320)	-3%			
Net Income(Loss)	\$ (1,431,993)	(3,676,764)	2,244,771	61%	(2,497,455)	1,065,461	43%			
CASH BASIS:										
Net Income(loss) per Above	(1,431,993)	(3,676,764)	2,244,771	61%	(2,497,455)	1,065,461	43%			
Add back non cash items:										
Depreciation Expense	3,604,608	3,639,771	(35,163)	-1%	3,317,166	287,442	9%			
Bad Debt Expense	38,464	40,486	(2,022)	-5%	87,382	(48,918)	-56%			
TOTAL CASH BASIS	\$ 2,211,079	3,492	2,207,586	63211%	907,094	1,303,985	144%			

HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program by AMPs
Actual vs Budget Comparison
For the Month of September 2015, and the 3 Months ended September 30, 2015
(Amounts in Full Dollars)

Month of September 2015				ACCRUAL BASIS	Year to Date ended September 30, 2015						
Actual	Budget	Variance Amount	Variance %		Actual	Budget	Variance Amount	Variance %	Prior Year	Variance Amount	Variance %
REVENUES											
296,844	304,301	(7,458)	-2%	Asset Management Project - 30	893,769	912,902	(19,133)	-2%	985,383	(91,614)	-9%
836,733	311,322	525,411	169%	Asset Management Project - 31	1,514,372	939,039	575,333	61%	879,103	635,269	72%
499,130	353,045	146,085	41%	Asset Management Project - 32	1,224,839	1,058,289	166,550	16%	941,443	283,396	30%
543,233	236,397	306,835	130%	Asset Management Project - 33	1,067,804	708,508	359,296	51%	682,406	385,398	56%
386,623	380,275	6,348	2%	Asset Management Project - 34	1,103,512	1,138,241	(34,729)	-3%	1,128,346	(24,834)	-2%
448,917	441,484	7,432	2%	Asset Management Project - 35	1,252,161	1,324,453	(72,292)	-5%	1,256,596	(4,434)	0%
178,891	224,903	(46,012)	-20%	Asset Management Project - 37	573,841	674,710	(100,869)	-15%	564,790	9,050	2%
207,108	211,000	(3,892)	-2%	Asset Management Project - 38	647,826	631,239	16,588	3%	591,271	56,555	10%
166,893	169,490	(2,597)	-2%	Asset Management Project - 39	465,653	508,047	(42,394)	-8%	425,400	40,253	9%
175,974	172,889	3,085	2%	Asset Management Project - 40	524,754	518,667	6,087	1%	407,721	117,033	29%
128,563	147,446	(18,884)	-13%	Asset Management Project - 43	392,822	442,338	(49,517)	-11%	377,637	15,185	4%
176,791	178,474	(1,683)	-1%	Asset Management Project - 44	540,694	540,199	495	0%	598,438	(57,744)	-10%
152,217	141,214	11,003	8%	Asset Management Project - 45	451,013	421,206	29,807	7%	428,532	22,481	5%
60,086	74,156	(14,071)	-19%	Asset Management Project - 46	192,728	221,854	(29,127)	-13%	176,625	16,103	9%
104,637	117,608	(12,971)	-11%	Asset Management Project - 49	317,362	352,824	(35,463)	-10%	299,722	17,639	6%
84,961	89,343	(4,381)	-5%	Asset Management Project - 50	258,935	268,028	(9,094)	-3%	262,890	(3,955)	-2%
\$ 4,447,599	3,553,348	894,251	25%	Total Revenues	\$ 11,422,083	10,660,544	761,540	7%	10,006,303	1,415,781	14%
NET INCOME(LOSS)											
(45,238)	(94,549)	49,311	52%	Asset Management Project - 30	(120,641)	(288,019)	167,378	58%	(259,581)	138,940	54%
403,517	(190,832)	594,349	311%	Asset Management Project - 31	131,589	(542,819)	674,408	124%	(533,417)	665,006	125%
127,300	(28,972)	156,272	539%	Asset Management Project - 32	176,321	(85,678)	261,999	306%	(265,577)	441,898	166%
188,610	(67,287)	255,898	380%	Asset Management Project - 33	77,965	(189,475)	267,441	141%	(208,751)	286,717	137%
(24,674)	(45,076)	20,402	45%	Asset Management Project - 34	(60,881)	(162,484)	101,602	63%	63,996	(124,877)	-195%
36,754	(84,110)	120,864	144%	Asset Management Project - 35	34,254	(229,598)	263,853	115%	43,719	(9,465)	-22%
(136,645)	(194,656)	58,011	30%	Asset Management Project - 37	(399,697)	(599,276)	199,579	33%	(325,472)	(74,225)	-23%
(61,025)	(65,903)	4,878	7%	Asset Management Project - 38	(207,422)	(220,718)	13,296	6%	(106,924)	(100,498)	-94%
(26,921)	(62,492)	35,571	57%	Asset Management Project - 39	(119,837)	(209,971)	90,135	43%	(143,945)	24,109	17%
7,818	(349)	8,167	2340%	Asset Management Project - 40	(23,674)	(635)	(23,039)	-3627%	(80,875)	57,202	71%
(69,467)	(71,763)	2,296	3%	Asset Management Project - 43	(194,104)	(213,268)	19,164	9%	(189,857)	(4,247)	-2%
(93,204)	(96,302)	3,098	3%	Asset Management Project - 44	(249,248)	(284,599)	35,351	12%	(162,029)	(87,219)	-54%
(43,974)	(50,441)	6,466	13%	Asset Management Project - 45	(152,275)	(185,160)	32,886	18%	(131,587)	(20,687)	-16%
(49,917)	(48,182)	(1,735)	-4%	Asset Management Project - 46	(134,251)	(180,543)	46,292	26%	(141,437)	7,186	5%
(58,479)	(69,900)	11,422	16%	Asset Management Project - 49	(158,049)	(206,561)	48,512	23%	(130,189)	(27,861)	-21%
(10,620)	(36,633)	26,013	71%	Asset Management Project - 50	(32,044)	(77,959)	45,915	59%	74,472	(106,516)	-143%
\$ 143,835	(1,207,448)	1,351,283	112%	Total Net Income(Loss)	\$ (1,431,993)	(3,676,764)	2,244,771	61%	(2,497,455)	1,065,461	43%

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HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program by AMPs
Actual vs Budget Comparison
For the Month of September 2015, and the 3 Months ended September 30, 2015
(Amounts in Full Dollars)

Month of September 2015				CASH BASIS	Year to Date ended September 30, 2015						
Actual	Budget	Variance Amount	Variance %		Actual	Budget	Variance Amount	Variance %	Prior Year	Amount	Variance %
REVENUES											
296,844	304,301	(7,458)	-2%	Asset Management Project - 30	893,769	912,902	(19,133)	-2%	985,383	(91,614)	-9%
836,733	311,322	525,411	169%	Asset Management Project - 31	1,514,372	939,039	575,333	61%	879,103	635,269	72%
499,130	353,045	146,085	41%	Asset Management Project - 32	1,224,839	1,058,289	166,550	16%	941,443	283,396	30%
543,233	236,397	306,835	130%	Asset Management Project - 33	1,067,804	708,508	359,296	51%	682,406	385,398	56%
386,623	380,275	6,348	2%	Asset Management Project - 34	1,103,512	1,138,241	(34,729)	-3%	1,128,346	(24,834)	-2%
448,917	441,484	7,432	2%	Asset Management Project - 35	1,252,161	1,324,453	(72,292)	-5%	1,256,596	(4,434)	0%
178,891	224,903	(46,012)	-20%	Asset Management Project - 37	573,841	674,710	(100,869)	-15%	564,790	9,050	2%
207,108	211,000	(3,892)	-2%	Asset Management Project - 38	647,826	631,239	16,588	3%	591,271	56,555	10%
166,893	169,490	(2,597)	-2%	Asset Management Project - 39	465,653	508,047	(42,394)	-8%	425,400	40,253	9%
175,974	172,889	3,085	2%	Asset Management Project - 40	524,754	518,667	6,087	1%	407,721	117,033	29%
128,563	147,446	(18,884)	-13%	Asset Management Project - 43	392,822	442,338	(49,517)	-11%	377,637	15,185	4%
176,791	178,474	(1,683)	-1%	Asset Management Project - 44	540,694	540,199	495	0%	598,438	(57,744)	-10%
152,217	141,214	11,003	8%	Asset Management Project - 45	451,013	421,206	29,807	7%	428,532	22,481	5%
60,086	74,156	(14,071)	-19%	Asset Management Project - 46	192,728	221,854	(29,127)	-13%	176,625	16,103	9%
104,637	117,608	(12,971)	-11%	Asset Management Project - 49	317,362	352,824	(35,463)	-10%	299,722	17,639	6%
84,961	89,343	(4,381)	-5%	Asset Management Project - 50	258,935	268,028	(9,094)	-3%	262,890	(3,955)	-2%
\$ 4,447,599	3,553,348	894,251	25%	Total Revenues	\$ 11,422,083	10,660,544	761,540	7%	10,006,303	1,415,781	14%
NET INCOME(LOSS)											
65,904	16,666	49,238	295%	Asset Management Project - 30	212,785	45,626	167,159	366%	37,761	175,024	464%
595,331	1,132	594,199	52503%	Asset Management Project - 31	704,181	30,073	674,108	2242%	265	703,916	265589%
153,286	(2,986)	156,272	5234%	Asset Management Project - 32	254,279	(7,720)	261,999	3394%	(189,420)	443,699	234%
251,556	(4,328)	255,884	5913%	Asset Management Project - 33	266,803	(597)	267,400	44813%	(15,200)	282,004	1855%
48,749	25,319	23,430	93%	Asset Management Project - 34	159,388	48,702	110,686	227%	249,702	(90,314)	-36%
119,447	(1,263)	120,710	9554%	Asset Management Project - 35	279,401	15,857	263,545	1662%	289,590	(10,189)	-4%
32,829	(17,600)	50,429	287%	Asset Management Project - 37	108,725	(68,108)	176,833	260%	117,572	(8,848)	-8%
6,511	2,395	4,116	172%	Asset Management Project - 38	(4,814)	(15,824)	11,010	70%	76,437	(81,251)	-106%
30,860	(4,711)	35,571	755%	Asset Management Project - 39	53,506	(36,628)	90,135	246%	29,398	24,109	82%
10,056	1,835	8,221	448%	Asset Management Project - 40	(16,960)	5,917	(22,877)	-387%	(74,323)	57,364	77%
5,386	3,191	2,195	69%	Asset Management Project - 43	28,535	9,572	18,963	198%	43,303	(14,768)	-34%
2,896	(145)	3,041	2103%	Asset Management Project - 44	39,052	3,872	35,180	908%	154,619	(115,567)	-75%
20,407	13,941	6,466	46%	Asset Management Project - 45	41,959	9,131	32,829	360%	68,444	(26,485)	-39%
(646)	1,089	(1,735)	-159%	Asset Management Project - 46	13,562	(32,730)	46,292	141%	6,376	7,186	113%
958	(3,727)	4,686	126%	Asset Management Project - 49	17,278	(11,182)	28,460	255%	30,114	(12,837)	-43%
17,544	(8,469)	26,013	307%	Asset Management Project - 50	53,398	7,533	45,865	609%	82,455	(29,057)	-35%
\$ 1,361,074	22,338	1,338,737	5993%	Total Net Income(Loss)	\$ 2,211,079	3,492	2,207,586	63211%	907,094	1,303,985	144%

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HAWAII PUBLIC HOUSING AUTHORITY
Housing Choice Voucher Program
Actual vs Budget Comparison
For the Month of September 2015, and the 3 Months ended September 30, 2015
(Amounts in Full Dollars)

<u>Month of September 2015</u>			
<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	
		<u>Amount</u>	<u>%</u>
-	-	-	0%
2,289,771	2,621,919	(332,148)	-13%
-	-	-	0%
-	-	-	0%
-	-	-	0%
5,223	57,606	(52,383)	-91%
\$ 2,294,994	2,679,525	(384,531)	-14%
128,597	157,137	28,540	18%
-	-	-	0%
25,176	23,270	(1,906)	-8%
15,735	14,550	(1,185)	-8%
2,211,072	2,487,654	276,582	11%
23,860	19,155	(4,705)	-25%
1,615	4,300	2,685	62%
813	2,110	1,297	61%
67	60	(7)	-12%
262	420	158	38%
6,859	8,300	1,441	17%
2,414,055	2,716,956	302,900	11%
\$ (119,061)	(37,430)	(81,631)	-218%
(119,061)	(37,430)	(81,631)	-218%
-	-	-	0%
-	-	-	0%
\$ (119,061)	(37,430)	(81,631)	-218%

<u>Year to Date ended September 30, 2015</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>			
REVENUES									
-	-	-	0%	-	-	0%			
6,840,667	7,865,758	(1,025,091)	-13%	6,472,017	368,650	6%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
14,777	172,818	(158,041)	-91%	26,088	(11,310)	-43%			
\$ 6,855,444	8,038,576	(1,183,132)	-15%	6,498,105	357,340	5%			
EXPENSES									
317,965	384,797	66,832	17%	244,750	(73,215)	-30%			
-	-	-	0%	-	-	0%			
74,748	69,810	(4,938)	-7%	68,544	(6,204)	-9%			
46,718	43,650	(3,068)	-7%	42,840	(3,878)	-9%			
6,745,409	7,462,962	717,553	10%	5,866,261	(879,149)	-15%			
32,685	57,465	24,780	43%	62,317	29,633	48%			
4,869	12,900	8,031	62%	13,677	8,808	64%			
1,554	4,530	2,976	66%	3,344	1,790	54%			
202	180	(22)	-12%	134	(67)	-50%			
785	1,260	475	38%	1,229	444	36%			
20,370	24,900	4,530	18%	33,050	12,679	38%			
7,245,305	8,062,454	817,149	10%	6,336,147	(909,158)	-14%			
\$ (389,861)	(23,878)	(365,982)	-1533%	161,958	(551,819)	-341%			
CASH BASIS:									
(389,861)	(23,878)	(365,982)	-1533%	161,958	(551,819)	-341%			
Add back non cash items:									
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
\$ (389,861)	(23,878)	(365,982)	-1533%	161,958	(551,819)	-341%			

HAWAII PUBLIC HOUSING AUTHORITY
State Low Rent
Actual vs Budget Comparison
For the Month of September 2015, and the 3 Months ended September 30, 2015
(Amounts in Full Dollars)

Month of September 2015			
<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	
		<u>Amount</u>	<u>%</u>
94,578	92,175	2,403	3%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	3,700	(3,700)	-100%
10,933	100,001	(89,068)	-89%
8,062	4,090	3,972	97%
\$ 113,573	199,966	(86,393)	-43%
21,200	27,446	6,246	23%
-	-	-	0%
15,002	16,123	1,121	7%
1,800	1,936	136	7%
-	-	-	0%
-	-	-	0%
64,509	70,448	5,939	8%
55,866	69,703	13,837	20%
-	-	-	0%
3,139	3,280	141	4%
76,880	76,879	(1)	0%
760	800	40	5%
-	-	-	0%
239,157	266,615	27,459	10%
\$ (125,584)	(66,649)	(58,934)	-88%
(125,584)	(66,649)	(58,934)	-88%
76,880	76,879	1	0%
760	800	(40)	-5%
\$ (47,944)	11,030	(58,973)	-535%

Year to Date ended September 30, 2015						
<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>
REVENUES						
284,408	276,525	\$ 7,883	3%	249,746	\$ 34,663	14%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	11,100	(11,100)	-100%	44,020	(44,020)	-100%
427,333	300,003	127,330	42%	-	427,333	100%
13,918	12,410	1,508	12%	40,116	(26,198)	-65%
\$ 725,660	600,038	125,622	21%	333,881	391,778	117%
EXPENSES						
70,700	82,188	11,489	14%	65,457	(5,243)	-8%
-	-	-	0%	-	-	0%
45,257	48,369	3,112	6%	48,195	2,938	6%
5,430	5,808	378	7%	5,783	353	6%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
197,056	211,344	14,288	7%	187,134	(9,922)	-5%
151,905	212,839	60,934	29%	168,190	16,285	10%
-	-	-	0%	241	241	100%
9,426	9,840	415	4%	8,155	(1,271)	-16%
230,640	230,637	(3)	0%	230,637	(3)	0%
2,280	2,400	120	5%	-	(2,280)	-100%
-	-	-	0%	-	-	0%
712,693	803,425	90,732	11%	713,790	1,097	0%
\$ 12,967	(203,387)	216,354	106%	(379,909)	392,876	103%
CASH BASIS:						
12,967	(203,387)	216,354	106%	(379,909)	392,876	103%
Add back non cash items:						
230,640	230,637	3	0%	230,637	3	0%
2,280	2,400	(120)	-5%	-	2,280	100%
\$ 245,887	29,650	216,237	729%	(149,272)	395,159	265%

HAWAII PUBLIC HOUSING AUTHORITY
State Elderly Program
Actual vs Budget Comparison
For the Month of September 2015, and the 3 Months ended September 30, 2015
(Amounts in Full Dollars)

Month of September 2015				Year to Date ended September 30, 2015							
Actual	Budget	Variance		Actual	Budget	Variance		Prior Year	Variance		
		Amount	%			Amount	%		Amount	%	
				REVENUES							
170,608	169,245	1,363	1%	Dwelling Rental Income	508,741	507,735	\$ 1,006	0%	507,203	1,538	0%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
3,482	2,600	882	34%	State CIP Fund	6,834	7,800	(966)	-12%	3,112	3,722	120%
31,675	150,000	(118,325)	-79%	Grant Income	58,995	450,000	(391,006)	-87%	-	58,995	100%
7,269	7,465	(196)	-3%	Other Income	21,296	22,395	(1,099)	-5%	89,510	(68,214)	-76%
\$ 213,035	329,310	(116,275)	-35%	Total Revenues	\$ 595,865	987,930	(392,065)	-40%	599,825	(3,960)	-1%
				EXPENSES							
41,488	50,500	9,012	18%	Administrative	117,876	151,500	33,624	22%	51,918	(65,957)	-127%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
35,193	35,631	438	1%	Management Fees	105,642	106,893	1,251	1%	106,330	688	1%
4,223	2,227	(1,996)	-90%	Bookkeeping Fees	12,675	6,681	(5,994)	-90%	12,758	83	1%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
-	700	700	100%	Tenant Services	-	2,100	2,100	100%	-	-	0%
100,518	121,185	20,667	17%	Utilities	318,484	363,555	45,071	12%	350,487	32,003	9%
98,797	97,181	(1,616)	-2%	Maintenance	218,076	291,543	73,467	25%	284,189	66,113	23%
43	575	532	93%	Protective Services	129	1,725	1,596	93%	86	(43)	-50%
8,163	9,881	1,718	17%	Insurance	24,488	29,643	5,155	17%	27,286	2,797	10%
118,314	118,314	-	0%	Depreciation Expense	354,942	354,942	-	0%	354,942	-	0%
759	800	41	5%	Bad Debt Expense	2,277	2,400	123	5%	-	(2,277)	-100%
-	-	-	0%	General Expenses	-	-	-	0%	-	-	0%
407,497	436,994	29,497	7%	Total Expenses	1,154,589	1,310,982	156,393	12%	1,187,995	33,406	3%
\$ (194,463)	(107,684)	(86,779)	-81%	Net Income(Loss)	\$ (558,723)	(323,052)	(235,672)	-73%	(588,170)	29,446	5%
(194,463)	(107,684)	(86,779)	-81%	CASH BASIS:							
				Net Income(loss) per Above	(558,723)	(323,052)	(235,672)	-73%	(588,170)	29,446	5%
				Add back non cash items:							
118,314	118,314	-	0%	Depreciation Expense	354,942	354,942	-	0%	354,942	-	0%
759	800	(41)	-5%	Bad Debt Expense	2,277	2,400	(123)	-5%	-	2,277	100%
(75,390)	11,430	(86,820)	-760%	TOTAL CASH BASIS	\$ (201,504)	34,290	(235,795)	-688%	(233,228)	31,723	14%

HAWAII PUBLIC HOUSING AUTHORITY
State Rent Supplement Program
Actual vs Budget Comparison
For the Month of September 2015, and the 3 Months ended September 30, 2015
(Amounts in Full Dollars)

Month of September 2015			
Actual	Budget	Variance	
-	-	Amount	%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	87,994	(87,994)	-100%
-	-	-	0%
\$ -	87,994	(87,994)	-100%
6,980	7,212	232	3%
-	-	-	0%
441	-	(441)	-100%
276	-	(276)	-100%
29,897	65,000	35,103	54%
-	-	-	0%
-	625	625	100%
-	240	240	100%
-	-	-	0%
-	-	-	0%
-	-	-	0%
37,594	73,077	35,483	49%
\$ (37,594)	14,917	(52,511)	-352%
(37,594)	14,917	(52,511)	-352%
-	-	-	0%
-	-	-	0%
\$ (37,594)	14,917	(52,511)	-352%

Year to Date ended September 30, 2015				Variance		
Actual	Budget	Amount	%	Prior Year	Amount	%
REVENUES						
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
159,663	263,982	(104,319)	-40%	237,584	(77,921)	-33%
-	-	-	0%	-	-	0%
\$ 159,663	263,982	(104,319)	-40%	237,584	(77,921)	-33%
EXPENSES						
18,775	21,636	2,861	13%	15,444	(3,331)	-22%
-	-	-	0%	-	-	0%
1,257	-	(1,257)	-100%	1,491	234	16%
788	-	(788)	-100%	934	147	16%
58,239	195,000	136,761	70%	100,562	42,323	42%
-	-	-	0%	-	-	0%
41	1,875	1,834	98%	2,007	1,966	98%
227	720	493	68%	525	298	57%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
79,327	219,231	139,904	64%	120,964	41,637	34%
\$ 80,336	44,751	35,585	80%	116,620	(36,284)	-31%
CASH BASIS:						
80,336	44,751	35,585	80%	116,620	(36,284)	-31%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
\$ 80,336	44,751	35,585	80%	116,620	(36,284)	-31%

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HAWAII PUBLIC HOUSING AUTHORITY
Section 8 Contract Administration
Actual vs Budget Comparison
For the Month of September 2015, and the 3 Months ended September 30, 2015
(Amounts in Full Dollars)

Month of September 2015			
Actual	Budget	Variance	
		Amount	%
-	-	-	0%
2,614,211	2,573,064	41,147	2%
-	-	-	0%
-	-	-	0%
-	-	-	0%
16	15	1	3%
\$ 2,614,227	2,573,079	41,148	2%
82,209	76,959	(5,250)	-7%
-	-	-	0%
-	15,750	15,750	100%
-	1,875	1,875	100%
2,517,847	2,476,700	(41,147)	-2%
-	-	-	0%
-	-	-	0%
-	791	791	100%
-	-	-	0%
-	-	-	0%
-	450	450	100%
2,600,056	2,572,525	(27,531)	-1%
\$ 14,171	554	13,617	2458%
14,171	554	13,617	2458%
-	-	-	0%
-	-	-	0%
\$ 14,171	554	13,617	2458%

Year to Date ended September 30, 2015									
Actual	Budget	Variance		Prior Year	Variance				
		Amount	%		Amount	%			
REVENUES									
-	-	-	0%	-	-	0%			
8,033,348	7,719,192	314,156	4%	7,531,611	501,737	7%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
47	45	2	5%	(33,310)	33,357	100%			
\$ 8,033,395	7,719,237	314,158	4%	7,498,300	535,095	7%			
EXPENSES									
228,682	230,877	2,195	1%	21,308	(207,374)	-973%			
-	-	-	0%	-	-	0%			
-	47,250	47,250	100%	218,298	218,298	100%			
-	5,625	5,625	100%	-	-	0%			
7,744,256	7,430,100	(314,156)	-4%	7,340,121	(404,135)	-6%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
-	2,373	2,373	100%	-	-	0%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
-	1,350	1,350	100%	1,156	1,156	100%			
7,972,938	7,717,575	(255,363)	-3%	7,580,883	(392,055)	-5%			
\$ 60,457	1,662	58,795	3538%	(82,583)	143,040	173%			
CASH BASIS:									
60,457	1,662	58,795	3538%	(82,583)	143,040	173%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
\$ 60,457	1,662	58,795	3538%	(82,583)	143,040	173%			

HAWAII PUBLIC HOUSING AUTHORITY
Central Office Cost Center
Actual vs Budget Comparison
For the Month of September 2015, and the 3 Months ended September 30, 2015
(Amounts in Full Dollars)

<u>Month of September 2015</u>			
<u>Actual</u>	<u>Budget</u>	<u>Amount</u>	<u>Variance %</u>
-	-	-	0%
-	-	-	0%
906,697	168,397	738,300	438%
373,049	399,425	(26,376)	-7%
-	-	-	0%
148,043	258,186	(110,143)	-43%
\$ 1,427,789	826,008	601,781	73%
623,819	734,727	110,908	15%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	640	640	100%
11,786	12,105	319	3%
257,518	257,394	(124)	0%
798	785	(13)	-2%
2,669	3,391	722	21%
4,013	4,013	-	0%
4,610	30,882	26,272	85%
905,213	1,043,937	138,724	13%
\$ 522,576	(217,929)	740,505	340%
522,576	(217,929)	740,505	340%
4,013	4,013	-	0%
-	-	-	0%
\$ 526,589	(213,916)	740,505	346%

<u>Year to Date ended September 30, 2015</u>									
<u>Actual</u>	<u>Budget</u>	<u>Amount</u>	<u>Variance %</u>	<u>Prior Year</u>	<u>Amount</u>	<u>Variance %</u>			
REVENUES									
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
906,697	505,190	401,507	79%	-	906,697	100%			
1,118,925	1,198,275	(79,350)	-7%	1,137,422	(18,497)	-2%			
64,205	-	64,205	100%	-	64,205	100%			
580,457	785,208	(204,751)	-26%	918,414	(337,958)	-37%			
\$ 2,670,284	2,488,673	181,611	7%	2,055,836	614,448	30%			
EXPENSES									
1,869,222	2,200,833	331,611	15%	2,044,597	175,375	9%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
22	1,920	1,898	99%	337	315	93%			
35,207	36,315	1,108	3%	31,344	(3,862)	-12%			
714,485	772,649	58,164	8%	681,745	(32,740)	-5%			
2,707	2,354	(353)	-15%	1,908	(799)	-42%			
12,931	10,173	(2,757)	-27%	10,601	(2,330)	-22%			
12,039	12,039	-	0%	4,893	(7,146)	-146%			
15,092	41,446	26,354	64%	149,459	134,367	90%			
2,661,705	3,077,729	416,024	14%	2,924,884	263,179	9%			
\$ 8,579	(589,056)	597,635	101%	(869,048)	877,627	101%			
CASH BASIS:									
8,579	(589,056)	597,635	101%	(869,048)	877,627	101%			
12,039	12,039	-	0%	4,893	7,146	146%			
-	-	-	0%	-	-	0%			
\$ 20,618	(577,017)	597,635	104%	(864,155)	884,773	102%			

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III. Contract & Procurement Office

A. Solicitation(s) Issued in October 2015:

Solicitation No.	Title	Due Date
IFB CMB-2015-21	Installation of New Backflow Preventers at Paoakalani and Kalakaua Homes; HPHA Job No. 12-006-000	November 23, 2015
IFB CMB-2015-16	Improvements to Major Systems at MU 42 – Upgrade to Water Heaters, Heat Pumps and Booster Pumps; HPHA Job No. 12-006-000	November 24, 2015
IFB CMB-2015-23	Provide Operational and Preventive Maintenance Services to the Sewage Lift Station at Kauhale Ohana; HPHA Job No. 15-010-190	November 30, 2015

B. Protest(s) Received in October 2015:

Solicitation No./Title	Protester	Status
IFB PMB-2015-11; Furnish Security Services at Various Public Housing Properties (Asset Management Projects 31, 32, 35) on the Island of Oahu	American Guard Services, Inc.	Decision pending completion of review of facts

C. Contract(s) Executed in October 2015:

Contract No.	Contractor & Description	Amount
CMS 14-30-CO04	Diède Construction, Inc. Provide Additional Labor, Materials, and Equipment, Extension of Time of 47 Calendar Days, and Reduction in Scope of Services for Modernization at Mayor Wright Homes (AMP 32) on the Island of Oahu Completion Date: July 21, 2016	Suppl Amount: (\$429,033.03) Credit Total Amount: \$4,987,612.09
CMS 14-30-CO03	Diède Construction, Inc. Provide Additional Labor, Materials, and Equipment, Extension of Time of 55 Calendar Days and Reduction in Scope of Services for Modernization at Mayor Wright Homes (AMP 32) on the Island of Oahu Completion Date: June 4, 2016	Suppl Amount: (\$9,601.80) Credit Total Amount: \$5,416,645.12

C. Contract(s) Executed in October 2015 (cont.):

Contract No.	Contractor & Description	Amount
CMS 14-29-CO02	Shioi Construction, Inc. dba Creative Partition Systems Provide Additional Labor, Materials, and Equipment and Extension of Time of 30 Calendar Days for Modernization of Kaahumanu Homes (AMP 32) on the Island of Oahu Completion Date: April 22, 2016	Suppl Amount: \$95,647.00 Total Amount: \$5,147,487.00
CMS 14-04-SC04	Hako Plumbing dba Hako Construction No-Cost Extension of Time of 30 Calendar Days for Modernization of Salt Lake Apartments (AMP 30) on the Island of Oahu Completion Date: July 14, 2016	Suppl Amount: \$0.00 no cost Total Amount: \$3,905,021.84
CMS 10-27-SC04	GYA Architects, Inc. Reduction in Compensation and Payment Schedule Due to Actual Environmental Services and Cost Estimating Services Costing Less than Estimated for Design and Consultant Services for Renovation of Vacant Units Statewide – Group B on the Island of Oahu End Date: October 15, 2015	Suppl Amount: (\$27,839.17) Credit Total Amount: \$494,381.42
PMB 11-03-SC05	Hawaii Affordable Properties, Inc. Continue to Provide Property Management, Maintenance and Resident Services for Ka Hale Kahaluu, Hale Hookipa, Kaimalino, Kealakehe, and Nani Olu (AMP 43) on the Island of Hawaii End Date: April 30, 2016	Suppl Amount: \$283,789.00 Total Amount: \$2,827,012.00

D. Planned Solicitation/Contract Activities for November/December 2015

Solicitation(s):

- Re-issue Invitation-for-Bids for Security Services for AMP 31, AMP 32, and AMP 35 on the Island of Oahu.
- Issue Invitation-for-Bids for Laundry Services for AMP 35 on the Island of Oahu.
- Issue Request-for-Proposals for the HPHA Website Redesign Project.
- Issue Request-for-Proposals for Property Management, Maintenance, and Resident Services for AMP 43 on the Island of Hawaii.

Contract(s)

- Execute Contract to Provide Tenant Re-Certification Services under the Federal Low Income Public Housing Program on the Island of Oahu.
- Execute Contract(s) for Security Services at AMP 30 and AMP 33 on the Island of Oahu.
- Execute Contract to Provide Laundry Services at AMP 39 on the Island of Molokai.
- Execute Supplemental Contracts to Continue Property Management, Maintenance and Resident Services for AMP 45, AMP 49 and AMP 50 on the Island of Oahu.
- Execute Supplemental Contract to Continue Property Management and Maintenance Services for Ke Kumu Ekahi on the Island of Hawaii.

IV. Property Management and Maintenance Services

A. Total Move Ins for October : 40 units
Vacancies: 46 units
Net loss: - 6 units

B. Formal Grievance Hearings

Island	Federal Public Housing (number of cases heard) for October	Type of Grievance Hearing Request
Oahu	9	No electricity in the unit, water damage due to flooding in the unit, violent episode, misconduct causing a health and safety issue, unauthorized occupant, unauthorized pet and poor housekeeping.
Big Island	4	Drinking and smoking in the unit, misconduct disturbance, violation of the pet policy, stored personal belongings in the common area and harassment against management.

The formal grievance process continues to be essential in affording our tenants an opportunity for a fair hearing when the tenant disputes HPHA's action or failure to act, involving the tenant's rental agreement with the

HPHA, or HPHA's regulations which adversely affects the individual tenant's rights, duties, welfare or status.

HPHA received 10 grievance hearing requests in the month of October 2015.

C. Hearings/Evictions

1. 20 Eviction cases heard for the month of October 2015, (rent, non-rent, criminal activities and other lease violations)
2. Continue to monitor Statewide Federal Public Housing rent delinquencies and provide ways to reduce tenant delinquencies.
3. Provide legal and administrative services to the Property Management and Maintenance Services Branch for the successful prosecution of property management cases referred for eviction. Continue to assist project managers and staff with legal and procedural updates as provided.
4. Continue to Solicit Eviction Board Members and Resident Board Members to maintain the board quorum requirements to schedule hearings on a regular basis.

D. Program Activities

1. Continue to focus on repairing and filling our vacant units to reach our occupancy goals. PMMSB is gathering data to identify available vacant units to renovate and prepare for the placement of homeless families into permanent housing due to the Governor's emergency proclamation on homelessness.
2. Providing continuous technical support to AMP managers and residents to implement a resident association at each of the properties. The Resident Association Board (RAB) will begin meeting on a monthly basis to assist HPHA with the Agency's 5-year planning.
3. PMMSB worked with AMPs 30, 35 and 45 on their REAC inspections which took place on the week of November 6th to 10th; and continues to work with AMP 35 which is tentatively scheduled for the first two weeks in December.
4. PMMSB is working closely with Personnel on our ongoing recruitment for Program Specialists to help strengthen and streamline our operations.

E. Planned Activities for November 2015

1. Continuing to relocate families due to modernization at AMPs 31, 33, 38 and 39.
2. HPHA continues to focus on improving the REAC scores for the remaining AMPs to be inspected. Property Management Specialists have been diligently working with the AMP staff by providing guidance and technical support to minimize point deductions.
3. Hawaii Energy Workshops conducted by Helen Wai is continuing to encourage and provide tenants with information on how to conserve energy usage to decrease their out-of-pocket expense for tenant-paid utilities.
4. Nuuanu YMCA will provide their annual Thanksgiving dinner to residents of AMP 35.

V. Construction Management Branch

A. Program Activities and Major Projects

1. Lanakila Homes

- a. Demolition of Phase IIIb (HA 1005) & IV (HA 1004) – Awaiting the final review of the soil mitigation plan by the Hazard Evaluation and Emergency Response (HEER) Office of the Department of Health (DOH). The consultant is preparing to map the site taking test samples of soil as part of the plan submittal to the HEER Office. HPHA is submitting a request to the Department of Housing and Urban Development (HUD) Special Applications Center (SAC) to rescind the “Undemo” request of the final 3 standing buildings (6 units) together with the Board Resolution passed last month supporting the request.
- b. Fair Housing Improvements at Lanakila Homes (HA 1004) – Site and accessibility improvements including an accessible route throughout the site and the installation of additional parking stalls. HPHA has been in discussions with the County of Hawai‘i for the on-street parking stalls to be dedicated to the HPHA from Hawai‘i County. This will allow the HPHA to control the parking stalls and assign the stalls to the residents.

2. Palolo Valley Homes Major Modernization

- a. Heavy rains at Palolo Valley Homes have continued to push back the construction schedule due to the inability of the site work contractor to work on site utilities. These rains have pushed the schedule back to the middle of December to complete. Work on Buildings 14 and 15 (12 units) will follow after completion of Buildings 18 and 19. The overall completion date is estimated at June 2016.

3. Mayor Wright Homes Exterior & Interior Repairs and Site Improvements

- a. Exterior concrete spall repairs are close to complete; 24 of 78 unit bathrooms have been renovated; stairwell roof replacement is completed; selective sections of concrete walkways have been replaced.
- b. Upcoming Work: Asphalt repaving of parking stalls; repair selective solar hot water systems; relocation of mailboxes in front of administrative building and installation of playground.

4. Vacant Units Undergoing Modernization:

- a. On-going construction and design continues on vacant units undergoing modernization (requiring work beyond that of routine maintenance and repairs) totaling 22 units.
 - b. 2 Construction Management Branch (CMB) assigned vacant units were completed in the month of September.
- B. State Capital Improvement Projects (CIP) & Federal Capital Fund Program (CFP)
1. HPHA is on track and working diligently to meet all Federal CFP and State CIP deadlines.
 2. The next Federal obligation deadline is May 12, 2016 for the 2014 Capital Fund Program (CFP 724). HUD requires 90% obligation by the deadline HPHA's goal is to be at 92% obligation by the obligation deadline. HPHA is currently at 26% obligation.
 3. The next Federal expenditure deadline is April 17, 2016 for the 2011 and 2012 Capital Fund Program (CFP 721 and CFP 722). Currently HPHA is at 90% expenditure.
 4. The next State encumbrance deadline is June 30, 2016 for the State BY2013-2015 CIP.
 5. The Semi-Annual Labor Standards Enforcement Report was submitted to HUD for the 6 month period prior, ending September 30, 2015.

VI. Section 8 Subsidy Programs

HPHA manages the Housing Choice Voucher Program, Project Based Voucher Program, Veteran’s Affairs Supportive Housing, Non-Elderly Disabled Vouchers, Performance Based Contract Administration, and State Rent Supplement Program.

A. Program Activities

1. Voucher activity for October 2015:

- In support of management’s direction to increase the voucher lease up count, HPHA expended a total of \$2,215,813 (104.4% of eligible HUD funds received) in housing assistance payments to private landlords on behalf of 2151 voucher holders in October 2015.
- Five families who received a Housing Choice Voucher (HCV) from the waitlist found rental units and moved into the unit in October 2015.
- HPHA expended \$31,712 on behalf of 153 families served under the rent supplement program statewide in October 2015. All applicants are currently being screened for eligibility.
- As of October 2015, 357 veterans were assisted with Veterans Administration Supportive Housing Vouchers (VASH). Monetary assistance was \$273,568. Thirteen veterans who were searching for a home found a rental unit and leased up. Twenty four veterans received VASH vouchers in October 2015 and are currently in housing search.

2. Voucher lease up activity for October 2015:

Voucher Type	October 2015		
	# leased	# of vacancies	# in housing search
Housing Choice Vouchers	5		88
VASH	13		83
Kuhio Park Towers	1		
Palolo Homes Project Based Section 8	2		
Port In (from other PHA)	1		10

3. Inspections update:

	October 2015
Housing Quality Standards (HQS) Inspections	131
HQS Failed Inspections	50
Quality Control Inspections	43

4. Family Self Sufficiency (FSS) Program

- The Family Self Sufficiency (FSS) program assisted 57 Section 8 clients in October 2015. There were 41 active escrow accounts with a total deposit of \$4479 in October 2015. One family graduated from the program and two families terminated.

VII. Compliance

A. Program Activities for October

- Approximately 63 tenant requests for reasonable accommodations under Section 504 of the Rehabilitation Act and the Fair Housing Act were processed and approved requests were for:
 - a. Installation of air conditioning (10);
 - b. Approval of assistance animals (5);
 - c. Transfers to accessible or ground floor units (5);
 - d. Transfers of unit for other reasons (4);
 - e. Larger voucher size (4); and
 - f. Additional utility allowance for approved medical appliances (3).
- Coordinated with the Department of the Attorney General, the review and recordation of a Confirmation of Ownership for one federally assisted property;
- Coordinated the joint procurement of the contract for the update to the fair housing analysis of impediments for the State of Hawaii;
- One Compliance and Evaluation Specialist began employment.

B. Planned activities for November/December

- Continue to work on releases and declarations of trust project:
 - a. Review releases and declarations of trust forms for additional federally-assisted public housing properties for submission to the United States Department of Housing and Urban Development for execution; and
 - b. Submit letter to Board of Land and Natural Resources to request approval to record declaration of trust against properties under Executive Order;
- Work with the Fair Housing Coordinators of the Counties and Hawaii Housing Finance and Development Corporation to administer the joint procurement contract for the update to the fair housing analysis of impediments for the State of Hawaii;

- Complete administration of the contract with National Center for Housing Management for HPHA Self-evaluation and Transition Plan, by working with staff to finalize draft transition plans, and providing to and reviewing draft transition plans from the consultant to finalize the transition plan;
- Assist Property Management Branch with providing 30 day notice to tenants and resident organizations to provide opportunity to submit written comments to the proposed changes in the rental agreement form for the federally-assisted public housing program, and consider any submitted comments prior to adoption to implement changes to the administrative rules; and
- Continue to discuss and draft revisions to the Admissions and Continued Occupancy Policy for the Federally Assisted Low-income Public Housing Program for the Federally Assisted Low-income Public Housing Program to implement the approved changes to the Hawaii Administrative Rules.

VIII. Information Technology

A. Program Activities

1. Continued to work with vendor Emphasys and HPHA staff to resolve issues with the Elite software.
 - Continuing to move forward with the setup of Elite WebApp and Applicant Portal, which will allow the public to apply for housing services online, and electronically transfer data into HPHA's Elite Waiting List module. Determining which questions to use, and arranging translation into several languages.
 - Proceeding with the upgrade of the agency's SQL server to accommodate this additional functionality. Emphasys technicians can now assist remotely, since the network connection testing was successful, with adequate speed for this type of work.
2. Currently testing MS Office 365 with a small "pilot" group of HPHA users. Added HPHA's email groups to the new State online address book for Outlook users.
3. Recertified selected HPHA staff (40 users) to use HUD's Enterprise Income Verification (EIV) system for another six month cycle. This system allows staff to verify the income of tenants living in public housing.

Set up FTP capability on the network to allow FMO to exchange payroll files with DAGS.

4. Continued to work with vendor Emphasys and HPHA staff to resolve issues and further implement Elite software.
 - Initial work has begun on Elite WebApp and Applicant Portal, which will allow the public to apply for housing services online, and electronically transfer data into HPHA's Elite Waiting List module.

A new SQL server has just been delivered. In the coming weeks, it will be set up to accommodate this additional functionality.

IX. Personnel

A. Summary of Staffing:

Filled positions (FTE):	264
Positions budgeted (recruit and fill)	48
Other vacancies	61

B. Program Activities:

1. Provided assistance on the Section 3 reporting with Construction Branch in accordance to the Department of Urban Housing Development (HUD) report in hiring tenant aides.
2. Over 150 employees and guest attended the HPHA Annual Service Awards on October 22, 2015. Special guests included Governor David Ige, Senator Suzanne Chung Oakland, Senator Glenn Wakai, Mr. Robert Sato from Senator Breene Harimoto's Office, and Chair Pono Shim. Awards were presented as follows:

Special Presentations

- a. **Family Self Sufficiency**
Cynthia Michael and Murphy Tilimwar, \$30,000 check
- b. **People's Choice Award**
Rachelle Russo, Department of Veterans Affairs
Jane Moana Gray, Eviction Board Floating Member

Employee Service Awards

Employees with 10 years of continuous State service

Kinohi Aki, Recently promoted to BMWI from AMP 33
Chong Gu, CFMA
Cathy Ho, Personnel Office
Clinton Kruse, General Laborer, CMSS
Edmund Loy, Fiscal Office, Account Clerk
William Richardson, Property Management
Dennis Xiao, Section 8 PHS

Employees with 20 years of continuous State service

Michi Kanoura-Hatae, Applications Section Supervisor
Norvin Manuel, BMW I, AMP 38
Reuben Nagasako, Applications

Employees with 30 years of continuous State service

Deidra Ahakuelo-Kepa, OED

Karen Funayama, Secretary, AMP 32/33
Nonitta Leong, Applications

Employees with 40 years of continuous State service
Eddie Salamat, AMP 30

Certificate of Appreciation

Ha'aheo – Pride in Public Service Award

Carianne Abara, Project Engineer
Imelda Abgisit, Secretary, PMMSB
Cathy Ho, Personnel Management Specialist
Elena Murayama, Secretary, PMMSB
Alalagafa Talaeai, Personnel Clerk

Employee Recognition

a. HPHA's 2014 Exemplary Performance Award

Nelson Abe, Building Maintenance Worker I
Aaron Tolentino, Building Maintenance Worker I
Dylan Gen Fujitani, Compliance Specialist
Sharon Zhou, Public Housing Specialist

b. Rookie All-Stars

Dawn Takeuchi-Apuna, Chief Planner
Joseph Beagley, GCMS AMP 35

Employee Merit Awards

a. HPHA's Sustained Superior Performance Awardee:

Randy Albano, Building Maintenance Worker II

**b. HPHA's Most Improved Operations: AMP 32/33: Mayor Wright Homes,
Kamehameha Homes, Kaahumanu Homes**

Cynthia Yoshida, Manager	Benjamin Chai, General Laborer
Mandi Kamalii, Deputy Manager	Kinohi Aki, General Laborer
Wilson Dela Cruz, Public Housing Specialist	Blaise Viernes, General Laborer
Shauna Okuda, Public Housing Specialist	James Kekawa, General Laborer
Mannix Tesoro, Building Maintenance II	Craig Colburn, Truck Driver
Steven Kobashigawa, Building Maintenance Worker	Douglas Telefoni, General Laborer
Pepito Delos Santos, Building Maintenance Worker	David Sanpei, Painter
Placido Lumabao, Building Maintenance Worker	Bryan Canencia, Painter
Wade Kau, Building Maintenance Worker II	Paulette Cadiente, OA
Sam Liu, Program Specialist	Gregory Cuadra, GCMS
Kenneth Sasaki, GCMS	

c. Chief of the Year Award: Shirley Befitel, Personnel Officer

d. Director's Award: Sam Liu, Property Management Supervisor

3. Developed procedure on "Fast Track Recruitment" for selected positions: Secretaries, Office Assistants, Public Housing Specialists and maintenance to expedite to interview and selection process.

4. Worked with DHRD and DHS in the Legislation Relating to Privatization of UPW work, HPHA identified over 100 positions that will minimize the use of contract services.
5. Continue to work with DHRD and DHS in amending the Public Housing classification and specification with the concept of "Asset Management", to attract larger pool of vital candidates' external and internal applicants with property management experience.
6. As the result of the Fiscal Management Office reorganization, work on developing new position descriptions and establishing core positions (Chief Financial Officer, Assistant Financial Officer and Quality Control Specialist).
7. Continue to work on Employee Wellness Program for the agency. HPHA plan to work with the community such as Foodland Pharmacy to discuss the potential of on-site Flu Vaccination services to our staff.
8. Workers Compensation: 1 injury reported with average lost time of 6 days.

Hawaii Public Housing Authority
Summary of Capital Projects
Report As Of 10/31/15

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

	Total CFP Appropriation	Budget Construction Activities (BLI 1411-1501)	Budget Operations Improvements (BLI 1406)	Budget Management Improvements (BLI 1408)	Budget Administration (BLI 1410)	Budget Contingency (BLI 1502)	CFP Obligated	% Obligated	Unobligated Balance	Obligation Deadline	Notes
CFP 721	\$10,301,898	6,972,212	2,060,380	107,988	1,030,190	131,129	9,653,711	93.71%	648,187	4/17/14	Fully Obligated. LOCCS created 07-13-11
CFP 722	\$9,454,397	6,550,769	1,808,188	150,000	945,440	-	9,454,397	100.00%	-	4/17/14	Fully Obligated. LOCCS created 03-12-12
CFP 723	\$9,068,970	8,231,201	1,813,394	52,723	906,697	62,956	8,848,010	97.59%	218,960	9/8/15	LOCCS created 08-09-13
CFP 724	\$9,140,603	6,494,769	1,731,774	-	914,060	-	2,399,287	26.25%	6,741,316	5/12/16	LOCCS created 05-13-14
CFP 725	\$9,036,788	6,250,000	1,807,358	45,485	903,679	30,267	-	0.00%	9,036,788	4/12/17	LOCCS created 04-13-15
CFP Budget Totals	\$47,808,656	32,496,950	9,221,093	358,196	4,700,066	224,351	30,355,404	64.59%	16,645,252		TOTALS FOR ALL ACTIVE CFP GRANTS

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

	Total CFP Appropriation	Expended Construction Activities (BLI 1411-1501)	Expended Operations Improvements (BLI 1406)	Expended Management Improvements (BLI 1408)	Expended Administration (BLI 1410)	Expended Contingency (BLI 1502)	Expended to Date Total Funds	% Expended	Unexpended Balance	Expenditure Deadline	Notes
CFP 721	\$10,301,898	6,287,802	2,060,380	41,640	1,030,190	-	9,420,011	91.44%	881,887	4/17/16	LOCCS created 07-13-11
CFP 722	\$9,454,397	5,665,173	1,808,188	1,483	945,440	-	8,420,284	89.06%	1,034,113	4/17/16	LOCCS created 03-12-12
CFP 723	\$9,068,970	1,309,576	1,813,394	-	906,697	-	4,029,667	44.44%	5,037,303	9/8/17	LOCCS created 08-09-13
CFP 724	\$9,140,603	2,217,123	-	-	-	-	2,217,123	24.26%	6,923,481	5/12/18	LOCCS created 05-13-14
CFP 725	\$9,036,788	-	-	-	-	-	-	0.00%	9,036,788	4/12/19	LOCCS created 04-13-15
CFP Expenditure Totals	\$47,808,656	16,479,673	5,681,962	43,123	2,882,327	-	24,087,085	51.25%	22,913,571		TOTALS FOR ALL ACTIVE CFP GRANTS

STATE: Capital Improvement Program (CIP)

	State GO Bond Appropriation	HPHA Budget	HPHA Encumbered	HPHA Expended	HPHA % Expended Against Encumbrance	HPHA Balance	CIP Contract Encumbrance Deadline	Notes	ACT/SLH
FY 07-08 Elevator	\$4,939,503	\$4,591,697	\$4,591,697	\$4,255,369	92.68%	\$336,328	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008
FY 07-08 Lump Sum CIP	\$19,910,000	\$17,809,280	\$15,802,595	\$14,714,878	82.62%	\$1,087,918	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008
FY 08-09 Elevator	\$6,410,000	\$4,142,967	\$4,142,967	\$4,134,992	99.81%	\$7,975	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008
FY 08-09 Lump Sum CIP	\$10,000,000	\$3,374,706	\$3,374,706	\$2,887,190	85.55%	\$487,517	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008
FY 09-10 Lump Sum CIP	\$7,913,000	\$7,898,571	\$7,882,201	\$7,532,077	95.36%	\$350,124	6/30/12	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 162/2009 as amended by ACT 180/2010
FY 10-11 Lump Sum CIP	\$4,500,000	\$4,384,799	\$4,270,030	\$3,811,347	86.92%	\$458,683	6/30/12	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 162/2009 as amended by ACT 180/2010
FY 11-12 CIP Totals	\$31,120,000	\$31,120,000	\$31,120,000	\$15,892,426	51.07%	\$15,227,574	6/30/14	Allotment Granted - Blanket Encumbrance (1)	ACT 164/2011 as amended by ACT 106/2012
FY 12-13 CIP Totals	\$60,222,000	\$60,222,000	\$60,222,000	\$18,284,421	30.36%	\$41,937,579	6/30/14	Allotment Granted - Blanket Encumbrance (1)	ACT 164/2011 as amended by ACT 106/2012
FY 13-14 Lump Sum CIP	\$45,643,000	\$45,643,000	\$45,643,000	\$2,082,184	4.56%	\$43,560,816	6/30/16	Allotment Granted	ACT 134/2013 as amended by ACT 122/2014
FY 14-15 Lump Sum CIP	\$26,000,000	\$26,000,000	\$20,923,695	\$1,124,660	4.33%	\$19,799,025	6/30/16	Partial Allotment Granted (\$20,923,695)	ACT 134/2013 as amended by ACT 122/2014
FY 15-16 Lump Sum CIP	\$4,147,000	\$4,147,000	\$0	\$0	0.00%	\$0	6/30/18	Pending Allotment	ACT 119/2015
FY 15-16 Wages & Fringe	\$850,000	\$850,000	\$0	\$0	0.00%	\$0	6/30/18	Pending Allotment	ACT 119/2015
FY 16-17 Lump Sum CIP	\$4,147,000	\$4,147,000	\$0	\$0	0.00%	\$0	6/30/18	Pending Allotment	ACT 119/2015
FY 16-17 Wages & Fringe	\$850,000	\$850,000	\$0	\$0	0.00%	\$0	6/30/18	Pending Allotment	ACT 119/2015
STATE CIP TOTALS	\$226,691,000	\$215,181,000	\$197,972,481	\$74,719,141	34.7%	\$138,231,859			TOTAL ACTIVE STATE CIP APPROPRIATIONS

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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

Federal Capital Fund Program Budget

These are HPHA CFP budget numbers a/o the upper left corner date. The rows reflect the CFP fund grant, the columns represent the manner in which the funds are currently budgeted. The obligation deadline indicates the date by which these funds must be at least 92% obligated.

Federal Capital Fund Program Actual

These are HPHA CFP actual expenditures a/o the upper left corner date. The rows reflect the CFP fund grant, the columns represent the manner in which these funds are currently being expended. The expenditure deadline indicates the date by which these funds must be expended.

State Capital Improvement Program Budget and Expenditure

These are HPHA CIP budget and actual expenditures a/o the upper left corner date. The rows reflect the CIP fund appropriation, the columns represent budget, encumbrance and expenditures. The encumbrance deadline indicates the date by which the funds must be encumbered.