**HAWAII PUBLIC HOUSING AUTHORITY**
**NOTICE OF MEETING**
**REGULAR BOARD OF DIRECTORS MEETING**
**1002 North School Street, Building A Boardroom**
**Honolulu, Hawaii 96817**
**April 21, 2016**
**9:00 a.m.**

# AGENDA

## I. CALL TO ORDER/ESTABLISHING QUORUM

## II. APPROVAL OF MINUTES

Regular Meeting Minutes, March 17, 2016 (pp. 4-13)
Special Meeting Minutes, April 12, 2016 (pp. 14-16)
Executive Session Minutes, November 19, 2015 (not for public distribution)
Executive Session Minutes, February 18, 2016 (not for public distribution)
Executive Session Minutes, March 17, 2016 (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

A. MOTION: To Reappoint Ms. Joanna Luiz, Whose Original Term Expired in February 2016, to an Additional Four-Year Term on the Hilo Eviction Board; And To Appoint the Ms. Louanne K. L. Kam to a Four-Year Term as a Floating Board Member Who is Eligible to Serve On All Eviction Boards (pp. 17 - 21)

B. MOTION: To Approve the Updated Utility Allowance Rates for May 1, 2016 to May 31, 2017 for the Section 8 Housing Choice Voucher Program and to Authorize the Executive Director to Undertake All Steps Necessary to Implement the Updated Rates, Including Accepting Comments on the Updated Rates as Required (pp. 22 – 106)

C. MOTION to: *(1)* Repeal Chapter 184 of Title 15, Hawai‘i Administrative Rules (“HAR”), entitled “Rent Supplement Program”; *(2)* Adopt Proposed New Chapter 2033 of Title 17, HAR, entitled “Rent Supplement Program” which is substantially based on Chapter 15-184, HAR, and includes the

proposed amendments to Chapter 15-184, HAR, previously adopted by the HPHA Board of Directors on January 21, 2016, and sets forth the rules and requirements for HPHA's Rent Supplement Program which is a program that offers rent subsidies to a qualified person or family; and *(3)* Authorize the Executive Director to Conduct Public Hearings and Undertake All Other Actions Necessary under Chapter 91, Hawai'i Revised Statutes, and Administrative Directive No. 09-01 to Implement the Repeal and Adoption of New Rules, including Making Non-Substantive Revisions to Formatting as May be Required (pp. 107 – 165)

*NOTE: Proposed Repeal of Chapter 15-184, HAR, and Adoption of New Chapter 17-2033, HAR being considered by the HPHA Board of Directors above may be viewed in person on or about April 15, 2016 at the HPHA's Offices located as follows:*

*HPHA's Administrative Offices, 1002 N. School Street, Honolulu*
*Oahu: Puuwai Momi Office, 99-132 Kohomua Street, Aiea*
*Oahu: Kalihi Valley Homes Office, 2250 Kalena Drive, Honolulu*
*Oahu: Mayor Wright Homes Office, 521 N. Kukui Street, Honolulu*
*Oahu: Kalakaua Homes Office, 1545 Kalakaua Avenue, Honolulu*
*Oahu: Punchbowl Homes Office, 730 Captain Cook Avenue, Honolulu*
*Oahu: Hale Poai Office, 1001 N. School Street, Honolulu*
*Oahu: Waimaha-Sunflower Office, 85-186 McArthur Street, Waianae*
*Oahu: Koolau Village Office, 45-1027 Kamau Place, Kaneohe*
*Oahu: Kauhale Nani Office, 310 North Cant Street, Wahiawa*
*Oahu: Palolo Valley Homes Office, 2107 Ahe Street, Honolulu*
*Oahu: Kuhio Homes Office, 1475 Linapuni Street, Honolulu*
*Hawaii Office, 600 Wailoa Street, Hilo, Hawaii*
*Hawaii Office, 78-6725 Malolea Street, Kailua-Kona, Hawaii*
*Hawaii Office, 65-1191 Opelo Road, Kamuela, Hawaii*
*Kauai Office, 4726 Malu Road, Kapaa, Hawaii*
*Maui Office, 2015 Holowai Place, Wailuku, Hawaii*
*Molokai Office, Maunaloa Molokai; or*

*May be viewed on the internet on or about April 15, 2016 on the Lieutenant Governor's website at: http://ltgov.hawaii.gov/the-office/administrative-rules/*
*The proposed changes were discussed in detail at the January 21, 2016 Board meeting and have also been posted on the HPHA's website as part of the Board meeting packet for January 21, 2016.*

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.

## V. FOR INFORMATION/FOR DISCUSSION

**FOR INFORMATION**: Tentatively Scheduled Meeting with U.S. Department of Housing and Urban Development's Principal Deputy Assistant Secretary Lourdes Castro-Ramirez

## VI. EXECUTIVE DIRECTOR'S REPORT (pp. 166 – 202)

- Financial Report for the Month of February 2016
- Contracts Executed During March 2016 and Planned Solicitations for April 2016
- Property Management and Maintenance Services Lease up Status and Eviction Hearings for the Month of March 2016
- Construction Management Activities, including Obligation and Expenditure Status for the Federal Capital Fund Program (CFP) and the State Capital Improvement Program (CIP), Kuhio Park Terrace and Kalihi Valley Homes Construction Activity
- Section 8 Subsidy Programs Voucher Lease Up and Inspection Status for the Month of March 2016

(Note that the HPHA's Board of Directors may call for a recess during the course of the meeting in the event that HPHA Management is requested to appear before the Legislature and reconvene at a later time to be announced at the meeting.)

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.

HAWAII PUBLIC HOUSING AUTHORITY
MINUTES OF THE REGULAR MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING A,
HONOLULU, HAWAII 96817
ON THURSDAY, MARCH 17, 2016
IN THE COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority (HPHA) held their Regular Board Meeting at 1002 North School Street, Building A on Thursday, March 17, 2016. At approximately 9:10 a.m. Chairperson Pono Shim called the meeting to order. Those present were as follows:

**PRESENT:** Director Pono Shim, Chairperson
Director Alena Medeiros, Vice Chairperson
Director George De Mello
Director Lisa Darcy
Director Elizabeth Kim
Director Myoung Oh
Director Laura Smith
Director En Young

Deputy Attorney General, Jennifer Sugita
Deputy Attorney General, Klemen Urbanc

**EXCUSED:** Director Jason Espero, Secretary
Director Rachael Wong

**STAFF PRESENT**: Hakim Ouansafi, Executive Director
Barbara Arashiro, Executive Assistant
Dawn Takeuchi Apuna, Chief Planner
Kiriko Oishi, Chief Compliance Officer
Chong Gu, Chief Financial Management Advisor
Rick Sogawa, Procurement Officer
Helen Enobakhare, Property Management and Maintenance Services Branch Chief
Becky Choi, State Housing Development Administrator
Stephanie Fo, Section 8 Subsidy Programs Branch Chief
Shirley Befitel, Personnel Supervisor
Renee Blondin-Nip, Hearings Officer
Gary Nakatsu, IT Officer
Joanna Renken, Supervising Public Housing Manager
Sam Liu, Property Management Specialist
David Nygaard, Budget Resource Specialist
Maricar Campos, Property Management Specialist

Kau`i Martinez, Resident Services Program Specialist
Deidra Ahakuelo-Kepa, Secretary

**OTHERS PRESENT (and signing in as):**

Wanda Camara, Koolau Village tenant
Tim Garry, Public resident
Desiree Kihano, Palolo Homes tenant
Thomas Lee, Hunt Development Companies
Makani Maeva, Vitus Group
Andrew Nakoa, Sr., Mayor Wright Homes tenant

**Proceedings:**

Chairperson Shim declared a quorum present.

**Approval of Minutes:**

**Director Smith moved,**

**To approve the Regular Meeting Minutes of February 16, 2016.**

The minutes were unanimously approved as presented.

Chairperson Shim deferred approval of the minutes for the following until later in the meeting:

Executive Session, November 19, 2015

**Public testimony:**

Desiree Kihano, Palolo Homes resident, distributed a packet of information to the Board of Directors. Ms. Kihano asked questions about the total amount of the budget for the Resident Advisory Board (RAB) and inquired about the source of funds for the meetings. She is concerned that the RAB is not provided lunch when the meeting extends beyond the agenda and the discussion does not cover the Public Housing Agency Plans. She also questioned the status of the Resident Participation Funds that are not distributed due to the lack of recognized resident associations. Ms. Kihano explained that many tenants bring issues to the RAB meeting that are not related to the PHA Plan. She feels, however, that the RAB should be allowed to meet about individual tenant concerns and not just the PHA Plan. She suggested that the RAB be allowed to include the individual tenant concerns on the RAB agenda to show the

tenants that their concerns are being addressed. She acknowledged that the HPHA does address concerns when they are brought up, but felt including the topics on the RAB agenda would validate the tenant concerns.

Ms. Kihano showed photos of construction occurring at Palolo Valley Homes. She made suggestions to improve problems with the renovated units and construction. She commented that building lights did not work properly and that sprinkler system valves were not secured and subsequently vandalized by neighborhood children. Ms. Kihano indicated that she reported her concerns to OSHA and has seen improvements in the fence surrounding the construction zone. She commented that if the RAB were allowed to address tenant concerns, she would be able to bring these types of matters to the RAB.

Ms. Kihano further requested that the HPHA provide a replacement unit for the resident association. Ms. Kihano acknowledged that the housing unit could be used to address the homeless problem, but stated that the resident association needs a unit to conduct resident association business and programs for the community.

Wanda Camara, Koolau Homes tenant, recommended that elderly tenants should be able to request grab bars without submitting a request for reasonable accommodation. She added that prior to the meeting, HPHA staff clarified for her that AMP Managers are able to install grab bars upon request.

Andrew Nakoa, Mayor Wright Homes tenant stated that he submitted comments at the public hearing on the HPHA's Five Year and Annual PHA Plan on Tuesday. Mr. Nakoa requested that the HPHA address the problem of loitering at Mayor Wright Homes. He reportedly found nails in his car tires on two separate occasions. He stated that if the security would address loitering on the property, they could have prevented someone from putting nails in his tires. He also reported that someone stole the clothes off of his clothesline worth over $100. Mr. Nakoa is requesting parking stall 24F which is directly in front of his unit so that he can watch his vehicle.

Makani Maeva from the Vitus Group and Thomas Lee from the Hunt Development Companies encouraged the Board to approve Resolution No. 16-03 related to the predevelopment agreement between the HPHA and MWH Partners, LLC. She stated that both parties engaged in extensive negotiations and documents have been reviewed by the legal counsel. Ms. Maeva and Mr. Lee made themselves available for questions.

**<u>For Action:</u>**

**Director Darcy moved:**

**To Adopt Resolution No. 16-02 Statement of Non-Discrimination Policy Reaffirming the HPHA's Commitment to Prohibiting Discrimination or**

**Discriminatory Practices in its Operations, Procedures, Programs, and Services**

Executive Director Ouansafi stated April 2016 is Fair Housing Month and the HPHA annually reaffirms its commitment to fair housing and non-discrimination. He reported that the HPHA is also coordinating a Fair Housing Awareness Day at the State Capitol under co-sponsorship of Representative Mark Hashem and Senator Breene Harimoto. The event will feature several agencies such as the U.S. Department of Housing and Urban Development, Hawaii Housing Finance and Development Corporation, Hawaii Civil Rights Commission, and the Department of Hawaiian Home Lands. Executive Director Ouansafi reported that we are awaiting confirmation from the Capitol on the date for the event.

In 2010, the HPHA adopted Resolution No. 024, the Statement of Non-Discrimination Policy, and revised its Policy on Reasonable Accommodations and Modifications. In 2012, the HPHA adopted the Language Access Policy for the federally assisted public housing program to ensure that limited English proficient individuals can effectively participate in or benefit from its programs and activities. In 2014, the HPHA adopted revisions to its discrimination complaint procedures to include complaints regarding language access, and revised the language access policy to reflect its coverage across all HPHA programs and services. In 2015, the HPHA adopted its own Language Access Plan. The Compliance Office is currently in the process of providing mandatory training for HPHA employees on all islands.

**The motion was unanimously approved.**

**For Action:**

**Director Smith moved,**

**To Ratify the Hawaii Public Housing Authority's Financial Audit and Accept the Hawaii Public Housing Authority's Single Audit Testing on Internal Controls and Compliance for Fiscal Year July 1, 2014 Ended June 30, 2015 and to Authorize the Executive Director to Submit the Audit and Management Responses to the Federal Audit Clearinghouse and the U.S. Department of Housing and Urban Development as Required**

Executive Director Ouansafi reported that a representative from KMH, LLC was unable to attend the meeting, but could be available next month if the Board requested it.

Executive Director Ouansafi reported that final financial statements were updated with the final pension schedule. Changes from the draft only involved re-classifications between governmental activities and business-type activities, with no significant impact on the agency's total. He further reported that the draft single audit included two findings: 1) Significant deficiency related to the Section 8 unit re-inspections which were

not completed timely; and 2) Material weakness related to eligibility under the federal public housing program.

Executive Director Ouansafi reported that over the last several years, the HPHA has been able to make significant progress in addressing audit findings from previous years reducing the number and severity of findings. For example, there were 12 audit findings in FY11 ended 6/30/2011, 9 out of the 12 were material weakness and 3 were significant deficiencies. He explained that one of the biggest challenges is the lack of staff. As an example, the HPHA's case load is approximately 1 staff to 450 cases, where other public housing agencies' staff may handle approximately 250 cases. Additionally, the HPHA is a State agency and services are delivered statewide. Executive Director Ouansafi added that there was no fraud, questioned costs, or concerns with the construction reporting.

Director Kim stated that she was concerned that the findings may not be attributable to lack of staffing and that the findings are not insignificant. After some discussion on previous findings and current program status, Director Kim corrected her concern and questioned the need for the finding to be considered a material weakness.

Executive Director Ouansafi agreed that having even two findings are not acceptable. He explained, however, that when the report states that "3 of 40 files showed that the reinspection was not completed within the timeframe" it demonstrates that there is human error and that there may be staffing issues.

Chairperson Shim reported that Wils Choy, (partner from KMH, LLC) attended the previous Board meeting and provided the Board with a level of confidence in the financials and audit findings.

Chairperson Shim recalled that the Section Eight Management Assessment Program (SEMAP) scores were improved which he stated revealed the dedication of the staff. The audit also shows the dedication of the staff and acknowledged that staff are carrying a heavy load. He expressed his appreciation to the staff for their efforts.

Executive Director Ouansafi explained that management often makes a strategic decision to pursue voucher lease up and tenant placement which increases the workload tremendously on an already overburdened staff. He stated that the goal of housing more families often outweighs the potential for human errors in the files. He added that the auditor indicated that based on the volume of files being worked on it would be difficult for HPHA to remove all audit findings.

**The motion was unanimously approved.**

**For Action:**

**Director Medeiros moved,**

**To Adopt Board Resolution No. 16-03 Authorizing the Executive Director to Enter Into a Predevelopment Agreement with MWH Partners, LLC a Delaware Limited Liability Corporation and Special Purpose Entity for the Mixed Income Transit Oriented Development Redevelopment of Mayor Wright Homes, and to Undertake All Actions Necessary to Implement the Predevelopment Agreement**

Executive Director Ouansafi stated that the HPHA negotiation team and the Hunt Development Companies, including the Vitus Group and McCormack Baron Salazar, engaged in good faith negotiations over the last several months. He provided the following information on the redevelopment project:

- Mayor Wright Homes is a federal public housing development located in the Kalihi/Palama neighborhood bordered by Vineyard Blvd., N. King Street and Liliha Street consisting of 364 units in 25 walkup and 11 townhouse buildings.

- Mayor Wright Homes was built in 1953 and modernized in 1984.

- The Mayor Wright Homes site is located near the Iwilei Rail station on the Hawaii Area Rapid Transit line.

- On November 20, 2014, the HPHA Board of Directors approved the selection of Hunt Development Group LLC (the "Lead Master Developer"), McCormack Baron Salazar, Inc. and Vitus Group as team members, as the master developer team for the Mayor Wright Homes Redevelopment and authorized the Executive Director to enter into negotiations with the development team.

- The master developer team (described above) subsequently established MWH Partners, LLC, a limited liability corporation and special purpose entity for the redevelopment at Mayor Wright Homes.

- The intent of the redevelopment of Mayor Wright Homes is to revitalize and improve the quality of life for Mayor Wright Homes residents while making the best use of the existing land to encourage a sense of community with the surrounding neighborhood.

- The lead Master Developer will facilitate the mixed-income, mixed-finance, mixed-use approach and provide the additional capital necessary to truly revitalize the site and surrounding neighborhood.

- The lead Master Developer is required to replace the existing Public Housing units on a one-for-one basis as part of the master plan.

- The Predevelopment Agreement (the "Agreement") will enable the HPHA to work with the development team and community stakeholders to develop a Master Plan.

**Director Medeiros moved,**

> **To go into Executive Session pursuant to Hawaii Revised Statutes sections 92-4, 92-5(a)(8), and 103D-105 to discuss, deliberate or make a decision on information that must be kept confidential, 92-5(a)(3) to deliberate concerning the authority of persons designated by the Board to negotiate the acquisition of public property, 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 the Predevelopment Agreement.**
>
> **The motion was unanimously passed and the Board moved into Executive Session at 9:46 a.m.**

Chairperson Shim requested that Ms. Maeva and Mr. Lee be available for questions.

The Board reconvened at approximately 10:40 a.m.

**Director Kim moved to amend the motion:**

> To read:
>
> **"That the HPHA Board of Directors Adopt Board Resolution No.16-03 Authorizing the Executive Director to Enter Into a Predevelopment Agreement with MWH Partners, LLC, a Delaware Limited Liability Corporation and special purpose entity for the Mixed Income Transit Oriented Development Redevelopment of the Mayor Wright Homes; and to Undertake All Actions Necessary to Implement the Predevelopment Agreement,**"
>
> And add at the end of the motion:
>
> **"Subject to Department of the Attorney General Final Review of Technical Revisions to Exhibit C of the Predevelopment Agreement Received by the HPHA from Hunt on March 16, 2016."**
>
> **The motion was unanimously approved.**

**Director Medeiros moved,**

> **That the HPHA Board of Directors Adopt Board Resolution No.16-03 Authorizing the Executive Director to Enter Into a Predevelopment Agreement with MWH Partners, LLC, a Delaware Limited Liability Corporation and special purpose entity for the Mixed Income Transit Oriented Development Redevelopment of the Mayor Wright Homes; and to Undertake All Actions Necessary to Implement the Predevelopment Agreement, Subject to Department of the Attorney General Final Review of Technical Revisions to Exhibit C of the Predevelopment Agreement Received by the HPHA from Hunt on March 16, 2016.**
>
> **The amended motion was unanimously passed.**

Chairperson Shim expressed his appreciation to the HPHA Management and Staff and the MWH Partners, LLC for the effort in negotiating the Predevelopment Agreement.

**<u>For Information:</u>**

> **Appointment of a Board Task Force to Establish Benchmarks for HPHA's Leadership and Evaluate Performance of the HPHA's Programs**

Director Young stated that part of the Board's responsibility is to evaluate the Executive staff. Unfortunately, the HPHA did not start this process sooner as the Agency has made a lot of progress and the benchmarks are now higher. He stated that the Board needs to depoliticize this process and let people know what a good job looks like. Director Young stated that the goal is for the Board to have a management tool to know when the agency is performing well.

Chairperson Shim stated that the Board and agency are doing good work. He indicated that establishing benchmarks will let the public know that we are doing a good job.

Director Young added that the establishment of benchmarks will be a collaborative process and acknowledged that there are already federal measurements. He indicated that the Board will need to be educated on the federal measurements, so that the Board is not establishing unrealistic benchmarks for the agency.

Chairperson Shim appointed Director Alena Medeiros, Director En Young, Director Myoung Oh and himself to the task force.

Chairperson Shim expressed his appreciation to the staff and the agency leadership for their professionalism and hard work.

**Executive Director's Report:**

- The House Finance Committee's first budget draft did not include any of the Governor's requests related to the HPHA, including the 64 Multi Skilled Worker Program positions, $31 million Capital Improvement Program (CIP) funds, $3 million for State public housing, and the funding for the Section 8 positions. This was similar to last year.

  HPHA is hopeful that the Senate budget draft and hopefully the final draft will be more robust and will update the Board when information is available. The legislature is considering abolishing all positions that have been vacant for over two years. HPHA is hopeful that after negotiations between the House and the Senate that the HPHA will not be negatively impacted.

- HPHA moved in 51 families in public housing in February. Staff continue to do good work and move expeditiously to assist needy families.

- HPHA is continuing negotiations for redevelopment at School Street.

Director Medeiros expressed concern that the Governor's requests for HPHA were zeroed out. She inquired about whether the Board can assist with the HPHA's budget request or should they wait until the Senate works it out with the House.

Executive Director Ouansafi indicated that the HPHA is watching the budget process closely and understand that housing is a priority for the Legislature and the Governor. He indicated that there are a lot of competing priorities and the HPHA will wait for the negotiations between the House and the Senate.

Executive Director Ouansafi reported that HPHA will be issuing an impact statement to the Senate Ways and Means Committee at their request.

Director Darcy expressed concern with the proposed House budget and offered support from the Board. She acknowledged the need for staff.

Chairperson Shim deferred approval of the Executive Session Minutes from November 19, 2015 and February 18, 2016 until the April Board meeting.

Executive Director Ouansafi reported that staff may request a special board meeting for the approval of the final Public Housing Agency Five Year and Annual Plan.

**Adjournment:**

**Director Darcy moved,**

**To Adjourn the Meeting.**

**The motion was passed unanimously.**

The meeting adjourned at approximately 10:57 a.m.

**MINUTES CERTIFICATION**

Minutes Prepared by:

_____

Deidra Ahakuelo-Kepa Date
Secretary

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on April 21, 2016: [ ] As Presented [ ] As Amended

_____

Director Jason Espero Date
Board Secretary

HAWAII PUBLIC HOUSING AUTHORITY
MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING A,
HONOLULU, HAWAII 96817
ON THURSDAY, APRIL 12, 2016
IN THE COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority held a Special Board Meeting at 1002 North School Street, on Tuesday, April 12, 2016. At approximately 2:01 p.m. Chairperson Pono Shim called the meeting to order. Those present were as follows:

**PRESENT:** Director Pono Shim, Chair
Director Alena Medeiros, Vice Chair
Director Jason Espero, Secretary
Director George De Mello
Director Lisa Darcy
Director Elizabeth Kim
Director Myoung Oh

Deputy Attorney General, Jennifer Sugita
Deputy Attorney General, Klemen Urbanc

**EXCUSED:** Director Laura Smith
Director Rachael Wong
Director En Young

**STAFF PRESENT**: Hakim Ouansafi, Executive Director
Barbara Arashiro, Executive Assistant
Kiriko Oishi, Chief Compliance Officer
Chong Gu, Chief Financial Management Advisor
Rick Sogawa, Procurement Officer
Becky Choi, State Housing Development Administrator
Stephanie Fo, Section 8 Subsidy Programs Branch Chief
Gary Nakatsu, IT Officer
Maricar Campos, Property Management Specialist
Nelson Lee, IT Specialist
Kau`i Martinez, Resident Services Program Specialist
David Nygaard, Budget Resource Specialist
Vandeth Sek, Resident Services Program Specialist
Deidra Ahakuelo-Kepa, Secretary

**OTHERS PRESENT (and signing in as):**
Ira Calkins, Punchbowl Homes

**Proceedings:**

Chairperson Shim declared a quorum present.

**Public Testimony:**

Ira Calkins, resident from Punchbowl Homes and Director of Intergovernmental Research, stated he will address public testimony and a problem in the reports he was provided. Mr. Calkins stated that there are discrepancies between the reports on the Resident Participation Funds and requested that the Board investigate the discrepancies.

Mr. Calkins stated that the HPHA's Annual Plans for 2014, 2015, and 2016 are all "exactly word-for-word the same" and indicate that there are the same problems every year. He stated that the employees should be required to follow the laws, rules, and policies and standards of the Board. He stated that the Board should be establishing new rules, policies and standards every year "as this is the only way that the housing authority can infinitely grow and evolve for all of eternity". Mr. Calkins commented that the only thing the housing authority is doing is taking down old buildings and constructing new buildings, but the problems are still the same.

**For Action:**

**Director Espero moved:**

> **To Approve the Hawaii Public Housing Authority's Annual Public Housing Agency (PHA) Plan for the Fiscal Year Beginning July 1, 2016 to June 30, 2017, and to Authorize the Executive Director to Take Required Actions to Submit the Approved Plan to the U.S. Department Of Housing and Urban Development**

Executive Director Ouansafi explained that the HPHA completed the public hearings on the Annual PHA Plan and attached both comments from the Resident Advisory Board and the public hearings to the Annual PHA Plan as required. The Annual PHA Plan submitted to HUD annually and is updated to include current and proposed activities of the HPHA. He indicated that HUD also included a new template and certifications which need to be signed prior to submission. No significant changes were made to the draft plan. The Annual PHA Plan will be submitted to HUD electronically.

Director Espero pointed out that the total for the HPHA's housing inventory should be updated to 9,040. Director Espero also requested quarterly updates on the HPHA's progress towards goals outlined in the PHA Plan.

Director Darcy offed her support and assistance in the HPHA's efforts to provide housing for persons with disabilities.

**The motion was unanimously approved.**

**Adjournment:**

**Director Medeiros moved,**

**To Adjourn the Meeting.**

**The motion was passed unanimously.**

The meeting adjourned at approximately 2:13 p.m.

**MINUTES CERTIFICATION**

Minutes Prepared by:

_____

Deidra Ahakuelo-Kepa Date
Secretary

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on April 21, 2016 : [ ] As Presented [ ] As Amended

_____

Director Jason Espero Date
Board Secretary

Approved by the Executive Director
April 21, 2016

## FOR ACTION

**MOTION:** To Reappoint Ms. Joanna Luiz, Whose Original Term Expired in February 2016, to an Additional Four-Year Term on the Hilo Eviction Board; And To Appoint the Ms. Louanne K.L. Kam to a Four-Year Term as a Floating Board Member Who is Eligible to Serve On All Eviction Boards

## I. FACTS

A. The Oahu and Neighbor Island Eviction Boards are composed of members of the community and are responsible for affording public housing tenants a full and fair due process hearing during lease termination proceedings.

B. Pursuant to the Hawaii Revised Statutes (HRS) 356D-93, the Authority is authorized to appoint an eviction board which shall consist of not less than one person, and no more than three persons, of which one shall be a resident of public housing.

C. Attached is a list of the current eviction board members by county and term appointments.

## II. DISCUSSION

A. The eviction board members are made up of volunteers from the community, in both the public and private sector with work experiences in law, real estate, accounting and teaching. Eviction hearings are conducted on a weekly basis and require board members to commit to 1 to 4 hours per hearing scheduled date.

B. Prior to hearing an eviction case, the board members receive training on their roles and responsibilities to provide a fair and impartial hearing for the tenants. They are also trained on the roles and responsibilities of the tenant and the HPHA and its managing agents.

C. Due to natural attrition the Hearings Office continue to solicit new board members through various marketing and networking efforts, referrals from board members or HPHA staff to maintain board quorum.

D. Having more than the minimum amount of members and resident members appointed to the Oahu and Neighbor Island Eviction Boards will allow the Hearings Office to process the requests for hearings in an efficient and timely manner, and avoid cancellation of hearings for lack of quorum.

E. Ms. Luiz is a resident of the Lanakila Project in Hilo, Hawaii for the past 32 years and has a good understanding of HPHA's Project Rules and lease agreement. Her original appointment to the HPHA's Eviction Board ended in February 2016. Since then her circumstances have changed and she has expressed a desire and interest in being reappointed to the Hilo Eviction Board.

F. Ms. Kam currently serves on the Oahu Eviction Board B and is willing to serve on other eviction boards should board quorum be needed. Ms. Kam has extensive legal experience in areas of construction agreements, insurance claims and disputes, litigation and legislative work. Ms. Kam has expressed a willingness to serve as a Floating Board Member.

## III. RECOMMENDATION

That the Board of Directors Reappoint Ms. Joanna Luiz, Whose Original Term Expired in February 2016, to an Additional Four-Year Term on the Hilo Eviction Board; And To Appoint the Ms. Louanne K.L. Kam to a Four-Year Term as a Floating Board Member Who is Eligible to Serve On All Eviction Boards

A. Attachment A: List of Eviction Board Members and Term Appointments
B. Attachment B: Letter of Interest for Joanne Luiz
C. Attachment C: Resume of Louanne K. L. Kam

Prepared by: Renee Blondin-Nip, Hearings Officer

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

_____

Pono Shim, Chairperson

Attachment A

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

| Board Member | Initial Appointment Date | Current Expiration Date | Years Served as of December 2013 |
|---|---|---|---|
| **Oahu A:** | | | |
| Douglas Kaya | 03/17/05 | 03/31/17 | 11 |
| Radiant Chase | 01/25/02 | 07/31/17 | 14 |
| Wanda Camara* | 12/19/13 | 12/19/19 | 3 |
| Chunmay Chang | 11/01/13 | 11/01/19 | 3 |
| **Oahu B:** | | | |
| Jane Moana Gray* | 08/31/79 | 07/31/17 | 37 |
| Earl Mente | 12/19/97 | 07/31/17 | 19 |
| Joyce Nakamura | 02/20/98 | 07/31/17 | 19 |
| Louanne Kam | 09/17/15 | 09/17/19 | New |
| **Oahu C:** | | | |
| Solomon Kuresa* | 05/16/97 | 07/31/17 | 19 |
| Sylvianne Young | 12/19/97 | 07/31/17 | 19 |
| Sylvia Wilmeth | 11/18/10 | 11/31/16 | 6 |
| **Hilo:** | | | |
| Jane Moana Gray*** | 06/21/07 | 06/30/17 | 9 |
| Joanne Luiz* | 02/29/14 | 02/29/16 | 2 |
| Jodie Aona* | 02/29/16 | 02/29/20 | New |
| Jennifer DelaCruz | 02/29/16 | 02/29/20 | New |
| **Kauai:** | | | |
| Fay Rapoza | 10/10/13 | 10/30/17 | 3 |
| Jane Moana Gray*** | 06/21/07 | 06/30/17 | 9 |
| Arde Long-Yamashita* | 02/31/08 | 02/31/16 | 8 |
| **Kona:** | | | |
| Jane Moana Gray*** | 06/21/07 | 06/30/17 | 9 |
| Arleila Andrade | 09/15/10 | 09/31/16 | 6 |
| Mary Hoffman* | 10/10/13 | 10/30/17 | 3 |
| **Maui:** | | | |
| Wanda Camara*** | 12/19/13 | 12/19/19 | 3 |
| Robert G. Hill | 03/01/08 | 02/28/16 | 13 |
| Mark Nishino | 03/01/15 | 03/01/17 | 11 |

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

Revised 03/31/16

Pages 20-21 were removed because they contained confidential information.

Approved by the Executive Director
April 21, 2016

## FOR ACTION

**MOTION:** To Approve the Updated Utility Allowance Rates for May 1, 2016 to May 31, 2017 for the Section 8 Housing Choice Voucher Program and to Authorize the Executive Director to Take All Steps Necessary to Implement the Updated Rates, Including Accepting Comments on the Updated Rates as Required

## I. FACTS

A. Under the provisions of the U.S. Housing Act of 1937, to keep assisted housing affordable for lower-income households, federal housing law directs that the resident's share of rent should equal 30 percent of the household's adjusted monthly income. In interpreting the federal housing law, the U.S. Department of Housing and Urban Development (HUD) has defined the total resident payment for "rent" to include both shelter and the costs for reasonable amounts of utilities. The amount that a Public Housing Authority (PHA) determines is necessary to cover the resident's reasonable utility costs is the utility allowance.

B. Such allowances are estimates of the expenses associated with different types of utilities and their uses. The utilities for which allowances may be provided include electricity, natural gas, propane, fuel oil, wood or coal, and water and sewage service, as well as garbage collection. The functions, or end-uses, covered by an allowance may include space heating, water heating, cooling, refrigeration, lighting, or appliances. Allowances are not provided for telephone service.

C. Whether a household receives an allowance for a given utility service depends on the actual services the voucher holder is responsible for. This is determined by the private landlord and is verified by staff.

## II. DISCUSSION

A. This year, the HPHA contracted National Facility Consultants, Inc. to conduct the utility allowance study.

B. The Section 8 allowances were developed in accordance with the requirements in 24 CFR Part 982.517. Allowances were established for each type of housing to reflect the actual reasonable utility consumption for an energy conservative household.

C. Rates were collected for each applicable utility for each type of property. All rate schedules were verified and any adjustments to rates were collected for the year period from January 1, 2015 through December 31, 2015. This is consistent with the approach utilized by the HPHA for the Public Housing program where adjustments that fluctuate every month are averaged over the preceding year. It should be noted that in cases where utility companies were granted an increase in their base rates by regulatory authorities, the monthly energy cost adjustments were reduced by the amount of the increase for the months prior to the effective date of the increase in order to prevent over compensation.

D. For water and sewer rates, the "single-family" rate was utilized for all types of housing based on information provided by the Board of Water Supply. The Board representative indicated that the multifamily rate is only used when the bill includes multiple units and that the single-family rate is used for an individual bill, regardless of the actual type of housing. Since a participant would not be provided the allowance if it were paid by the building owner, the multifamily rate was not utilized.

E. The study showed that utility rates over the previous period had decreased as confirmed by the HPHA's consultant and the Hawaii's utility companies. As such, the calculation of the proposed utility rates have also decreased.

F. Allowances for the Purchase of Refrigerators and Stoves

In accordance with HUD regulations, the cost of purchasing a refrigerator or stove is also included in the allowance. For refrigerators, a purchase price of $500 was assumed and that amount was amortized over a five-year period at an interest rate of 26%. For stoves, a purchase price of $450 was assumed and that amount was also amortized over a five-year period at an interest rate of 26%. The prices are based upon the Home Depot price for a base GE appliance. The interest rates are based upon that charged on a Home Depot credit account.

G. The chart below reflects a side by side comparison of the proposed 2016 all electric allowance amounts vs. the current all electric allowances by dwelling type and bedroom size.

| All Electric | Prop. 2016 | Current | Prop. 2016 | Current | Prop. 2016 | Current | Prop. 2016 | Current | Prop. 2016 | Current | Prop. 2016 | Current |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 0 BR | 0 BR | 1 BR | 1 BR | 2 BR | 2 BR | 3 BR | 3 BR | 4 BR | 4 BR | 5 BR | 5 BR |
| Single Family House | $81 | $100 | $92 | $115 | $122 | $153 | $156 | $197 | $187 | $235 | $210 | $265 |
| Duplex | $81 | $100 | $92 | $115 | $122 | $153 | $156 | $197 | $187 | $235 | $210 | $265 |
| Townhouse | $81 | $100 | $92 | $116 | $123 | $153 | $157 | $197 | $187 | $235 | $211 | $265 |
| Highrise | $80 | $99 | $91 | $114 | $122 | $152 | $156 | $196 | $186 | $234 | $210 | $264 |
| Lowrise | $80 | $99 | $92 | $115 | $122 | $153 | $156 | $196 | $186 | $234 | $210 | $265 |

The current allowance amounts are decreasing (amounts range from $19-$55) which increases the amount of rent paid by the voucher holder to the landlord. This decreases the amount of assistance paid by HPHA to the landlord.

Here's an example a landlord is renting his studio in a low rise building for $1000. The tenant's total payment is $224. The landlord is requiring the tenant to pay all of the electric. ($224 - $80 = $144) The tenant pays $144 in rent to the landlord and the HPHA pays $856 to the landlord. Last year, the tenant would have paid $125 to the landlord and the HPHA would have paid $875 to the landlord.

| | Current | Proposed |
|---|---|---|
| Gross Rent | $1000 | $1000 |
| Tenant rent (30% of gross) | $224 | $224 |
| Utility Allowance provided to the tenant | <$99> | <$80> |
| Tenant pays landlord | $125 | $144 |
| HPHA pays landlord | $875 | $856 |

H. All housing choice voucher households were sent a letter explaining the proposed utility allowance rates and requesting comments on the proposed rates. Staff have received approximately 100 calls from voucher holders asking for clarifications or assistance with understanding the proposed utility allowance rates.

## III. RECOMMENDATION

That the Board of Directors Approve the Updated Utility Allowance Rates for May 1, 2016 to May 31, 2017 for the Section 8 Housing Choice Voucher Program and to Authorize the Executive Director to Take All Steps Necessary to Implement the Updated Rates, Including Accepting Comments on the Updated Rates as Required

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

Attachments:

2016 Proposed Utility Chart – Single Family
2016 Proposed Utility Chart – Duplex
2016 Proposed Utility Chart – Townhouse
2016 Proposed Utility Chart – Highrise
2016 Proposed Utility Chart – Lowrise
Section 8 Utility Allowance Study

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

_____
Pono Shim
Chairperson

# Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

| Locality | Unit Type | Date (mm/dd/yyyy) |
|---|---|---|
| Hawaii Public Housing Authority | Single Family | 05/01/2016 |

| Utility or Service | | Monthly Dollar Allowances | | | | | |
|---|---|---|---|---|---|---|---|
| | | 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
| Heating | a. Natural Gas | | | | | | |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | | | | | | |
| | d. Coal / Other | | | | | | |
| Cooking | a. Natural Gas | 28 | 28 | 28 | 32 | 32 | 32 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 21 | 21 | 21 | 26 | 26 | 26 |
| | d. Coal / Other | | | | | | |
| Other Electric | | 48 | 48 | 54 | 60 | 67 | 67 |
| Air Conditioning | | | | | | | |
| Water Heating | a. Natural Gas | 22 | 32 | 51 | 70 | 89 | 109 |
| | b. Bottle Gas | | | | | | |
| | ~~c. Oil~~ / Electric | 12 | 23 | 47 | 70 | 94 | 117 |
| (Solar) | ~~d. Coal~~ / Other | 4 | 8 | 13 | 21 | 30 | 38 |
| Water | | 18 | 23 | 36 | 45 | 58 | 67 |
| Sewer | | 87 | 91 | 101 | 110 | 119 | 128 |
| Trash Collection | | | | | | | |
| Range/Microwave | | 14 | 14 | 14 | 14 | 14 | 14 |
| Refrigerator | | 15 | 15 | 15 | 15 | 15 | 15 |
| Other – specify | (All Electric) | 81 | 92 | 122 | 156 | 187 | 210 |

**Actual Family Allowances** To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

PAYMENT STANDARDS
Effective July 1, 2015, apply for initials. Effective July 1, 2015 apply for annual re-certifications, new hap or lease renewals without changes, transfers, incoming portables, and families remaining in their units with a new HAP contract (e.g., when the owner offers or requires a new lease, reassignment of utilities).

| 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR | 6 BR |
|---|---|---|---|---|---|---|
| $1386 | $1511 | $1991 | $2934 | $3367 | $3872 | $4453 |

| Utility or Service | per month cost |
|---|---|
| Heating | $ |
| Cooking | |
| Other Electric | |
| Air Conditioning | |
| Water Heating | |
| Water | |
| Sewer | |
| Trash Collection | |
| Range/Microwave | |
| Refrigerator | |
| Other | |
| | |
| Total | $ |

Previous editions are obsolete



form HUD-52667 (04/15)
ref. Handbook 7420.8

# Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

| Locality | Unit Type | Date (mm/dd/yyyy) |
|---|---|---|
| Hawaii Public Housing Authority | Duplex | 05/01/2016 |

| Utility or Service | | Monthly Dollar Allowances | | | | | |
|---|---|---|---|---|---|---|---|
| | | 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
| Heating | a. Natural Gas | | | | | | |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | | | | | | |
| | d. Coal / Other | | | | | | |
| Cooking | a. Natural Gas | 28 | 28 | 28 | 32 | 32 | 32 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 21 | 21 | 21 | 26 | 26 | 26 |
| | d. Coal / Other | | | | | | |
| Other Electric | | 48 | 48 | 54 | 60 | 67 | 67 |
| Air Conditioning | | | | | | | |
| Water Heating | a. Natural Gas | 22 | 32 | 51 | 70 | 89 | 109 |
| | b. Bottle Gas | | | | | | |
| | ~~c. Oil~~ / Electric | 12 | 23 | 47 | 70 | 94 | 117 |
| (Solar) | ~~d. Coal~~ / Other | 4 | 8 | 13 | 21 | 30 | 38 |
| Water | | 18 | 23 | 36 | 45 | 58 | 67 |
| Sewer | | 86 | 91 | 100 | 108 | 117 | 126 |
| Trash Collection | | | | | | | |
| Range/Microwave | | 14 | 14 | 14 | 14 | 14 | 14 |
| Refrigerator | | 15 | 15 | 15 | 15 | 15 | 15 |
| Other – specify | (All Electric) | 81 | 92 | 122 | 156 | 187 | 210 |

**Actual Family Allowances** To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

| Utility or Service | per month cost |
|---|---|
| Heating | $ |
| Cooking | |
| Other Electric | |
| Air Conditioning | |
| Water Heating | |
| Water | |
| Sewer | |
| Trash Collection | |
| Range/Microwave | |
| Refrigerator | |
| Other | |
| | |
| Total | $ |

PAYMENT STANDARDS
Effective July 1, 2015, apply for initials. Effective July 1, 2015 apply for annual re-certifications, new hap or lease renewals without changes, transfers, incoming portables, and families remaining in their units with a new HAP contract (e.g., when the owner offers or requires a new lease, reassignment of utilities).

| 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR | 6 BR |
|---|---|---|---|---|---|---|
| $1386 | $1511 | $1991 | $2934 | $3367 | $3872 | $4453 |

Previous editions are obsolete



form HUD-52667 (04/15)
ref. Handbook 7420.8

# Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

| Locality | Unit Type | Date (mm/dd/yyyy) |
|---|---|---|
| Hawaii Public Housing Authority | Townhouse | 05/01/2016 |

| Utility or Service | | Monthly Dollar Allowances | | | | | |
|---|---|---|---|---|---|---|---|
| | | 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
| Heating | a. Natural Gas | | | | | | |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | | | | | | |
| | d. Coal / Other | | | | | | |
| Cooking | a. Natural Gas | 28 | 28 | 28 | 32 | 32 | 32 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 21 | 21 | 21 | 26 | 26 | 26 |
| | d. Coal / Other | | | | | | |
| Other Electric | | 48 | 48 | 55 | 61 | 67 | 68 |
| Air Conditioning | | | | | | | |
| Water Heating | a. Natural Gas | 22 | 32 | 51 | 70 | 89 | 109 |
| | b. Bottle Gas | | | | | | |
| | ~~c. Oil~~ / Electric | 12 | 23 | 47 | 70 | 94 | 117 |
| (Solar) | ~~d. Coal~~ / Other | 4 | 8 | 13 | 21 | 30 | 38 |
| Water | | 18 | 23 | 36 | 45 | 58 | 67 |
| Sewer | | 86 | 91 | 100 | 108 | 117 | 126 |
| Trash Collection | | | | | | | |
| Range/Microwave | | 14 | 14 | 14 | 14 | 14 | 14 |
| Refrigerator | | 15 | 15 | 15 | 15 | 15 | 15 |
| Other – specify (All Electric) | | 81 | 92 | 123 | 157 | 187 | 211 |

**Actual Family Allowances** To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

| Utility or Service | per month cost |
|---|---|
| Heating | $ |
| Cooking | |
| Other Electric | |
| Air Conditioning | |
| Water Heating | |
| Water | |
| Sewer | |
| Trash Collection | |
| Range/Microwave | |
| Refrigerator | |
| Other | |
| | |
| Total | $ |

PAYMENT STANDARDS
Effective July 1, 2015, apply for initials. Effective July 1, 2015 apply for annual re-certifications, new hap or lease renewals without changes, transfers, incoming portables, and families remaining in their units with a new HAP contract (e.g., when the owner offers or requires a new lease, reassignment of utilities).

| 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR | 6 BR |
|---|---|---|---|---|---|---|
| $1386 | $1511 | $1991 | $2934 | $3367 | $3872 | $4453 |

form HUD-52667 (04/15)

Previous editions are obsolete



ref. Handbook 7420.8

# Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

| Locality | Unit Type | Date (mm/dd/yyyy) |
|---|---|---|
| Hawaii Public Housing Authority | Highrise | 05/01/2016 |

| Utility or Service | | Monthly Dollar Allowances | | | | | |
|---|---|---|---|---|---|---|---|
| | | 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
| Heating | a. Natural Gas | | | | | | |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | | | | | | |
| | d. Coal / Other | | | | | | |
| Cooking | a. Natural Gas | 28 | 28 | 28 | 32 | 32 | 32 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 21 | 21 | 21 | 26 | 26 | 26 |
| | d. Coal / Other | | | | | | |
| Other Electric | | 47 | 47 | 54 | 60 | 66 | 67 |
| Air Conditioning | | | | | | | |
| Water Heating | a. Natural Gas | 22 | 32 | 51 | 70 | 89 | 109 |
| | b. Bottle Gas | | | | | | |
| | ~~c. Oil~~ / Electric | 12 | 23 | 47 | 70 | 94 | 117 |
| (Solar) | ~~d. Coal~~ / Other | 4 | 8 | 13 | 21 | 30 | 38 |
| Water | | 18 | 23 | 36 | 45 | 58 | 67 |
| Sewer | | 86 | 91 | 100 | 108 | 117 | 126 |
| Trash Collection | | | | | | | |
| Range/Microwave | | 14 | 14 | 14 | 14 | 14 | 14 |
| Refrigerator | | 15 | 15 | 15 | 15 | 15 | 15 |
| Other – specify | (All Electric) | 80 | 91 | 122 | 156 | 186 | 210 |

**Actual Family Allowances** To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

PAYMENT STANDARDS
Effective July 1, 2015, apply for initials. Effective July 1, 2015 apply for annual re-certifications, new hap or lease renewals without changes, transfers, incoming portables, and families remaining in their units with a new HAP contract (e.g., when the owner offers or requires a new lease, reassignment of utilities).

| 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR | 6 BR |
|---|---|---|---|---|---|---|
| $1386 | $1511 | $1991 | $2934 | $3367 | $3872 | $4453 |

| Utility or Service | per month cost |
|---|---|
| Heating | $ |
| Cooking | |
| Other Electric | |
| Air Conditioning | |
| Water Heating | |
| Water | |
| Sewer | |
| Trash Collection | |
| Range/Microwave | |
| Refrigerator | |
| Other | |
| | |
| Total | $ |

form HUD-52667 (04/15)

Previous editions are obsolete



ref. Handbook 7420.8

# Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 04/30/2018)

See Public Reporting Statement and Instructions on back

| Locality | Unit Type | Date (mm/dd/yyyy) |
|---|---|---|
| Hawaii Public Housing Authority | Lowrise | 05/01/2016 |

| Utility or Service | | Monthly Dollar Allowances | | | | | |
|---|---|---|---|---|---|---|---|
| | | 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
| Heating | a. Natural Gas | | | | | | |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | | | | | | |
| | d. Coal / Other | | | | | | |
| Cooking | a. Natural Gas | 28 | 28 | 28 | 32 | 32 | 32 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 21 | 21 | 21 | 26 | 26 | 26 |
| | d. Coal / Other | | | | | | |
| Other Electric | | 47 | 48 | 54 | 60 | 66 | 67 |
| Air Conditioning | | | | | | | |
| Water Heating | a. Natural Gas | 22 | 32 | 51 | 70 | 89 | 109 |
| | b. Bottle Gas | | | | | | |
| | ~~c. Oil~~ / Electric | 12 | 23 | 47 | 70 | 94 | 117 |
| (Solar) | ~~d. Coal~~ / Other | 4 | 8 | 13 | 21 | 30 | 38 |
| Water | | 18 | 23 | 36 | 45 | 58 | 67 |
| Sewer | | 86 | 91 | 100 | 108 | 117 | 126 |
| Trash Collection | | | | | | | |
| Range/Microwave | | 14 | 14 | 14 | 14 | 14 | 14 |
| Refrigerator | | 15 | 15 | 15 | 15 | 15 | 15 |
| Other – specify | (All Electric) | 80 | 92 | 122 | 156 | 186 | 210 |

**Actual Family Allowances** To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

PAYMENT STANDARDS
Effective July 1, 2015, apply for initials. Effective July 1, 2015 apply for annual re-certifications, new hap or lease renewals without changes, transfers, incoming portables, and families remaining in their units with a new HAP contract (e.g., when the owner offers or requires a new lease, reassignment of utilities)

| 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR | 6 BR |
|---|---|---|---|---|---|---|
| $1386 | $1511 | $1991 | $2934 | $3367 | $3872 | $4453 |

| Utility or Service | per month cost |
|---|---|
| Heating | $ |
| Cooking | |
| Other Electric | |
| Air Conditioning | |
| Water Heating | |
| Water | |
| Sewer | |
| Trash Collection | |
| Range/Microwave | |
| Refrigerator | |
| Other | |
| | |
| Total | $ |

form HUD-52667 (04/15)

Previous editions are obsolete



ref. Handbook 7420.8

# UTILITY ALLOWANCE STUDY

MARCH 2016

## *SECTION 8 HOUSING CHOICE VOUCHER PROGRAM*

## HAWAII PUBLIC HOUSING AUTHORITY


**MS. STEPHANIE L. FO**
**CHIEF, SECTION 8 SUBSIDY PROGRAMS BRANCH**
**HAWAII PUBLIC HOUSING AUTHORITY**
**1002 NORTH SCHOOL STREET, BUILDING H**
**HONOLULU, HAWAII 96817**
**(808) 832-6040**



PREPARED BY: NATIONAL FACILITY CONSULTANTS, INC.
1225 JOHNSON FERRY ROAD, SUITE 460
MARIETTA, GEORGIA 30068 770.977.4134

NFC, INC.
THE PHA PROFESSIONALS™

NFC, Inc.
THE PHA PROFESSIONALS™

March 24, 2016

Ms. Stephanie L. Fo
Chief, Section 8 Subsidy Programs Branch
**Hawaii Public Housing Authority**
1002 North School Street, Building H
Honolulu, Hawaii 96817

Dear Ms. Fo:

Enclosed, please find the report of the Section 8 Utility Allowance Update for the Hawaii Public Housing Authority for your review and consideration. This report is provided in accordance with Purchase Order #16K01305 dated March 10, 2016.

The enclosed report includes a summary of the methodology utilized in the establishment of the consumption allowances including any assumptions that were made. The cost allowances utilize current rates and adjustments averaged over the period from January 1, 2015 through December 31, 2015, consistent with the current Public Housing allowance methodology. A Form HUD-52667 is provided for each housing type and the backup calculations are provided under the tab for each housing type.

As you are aware, the field office must be provided a copy of the allowances, along with the backup information. We will forward an electronic copy of the report for this purpose to expedite HUD's review. Once reviewed, the allowances can be implemented.

As always, we appreciate this opportunity to work with you and the Hawaii Public Housing Authority. If you should have any questions or concerns regarding the allowances or need additional information or clarification of any kind, please don't hesitate to contact me at (770) 977-4134.

Sincerely,

W. Sawyer Shirley
*President*
***NFC, Inc.***

WSS/mp

1225 JOHNSON FERRY ROAD, SUITE 460, MARIETTA, GEORGIA 30068-2727
TEL: 770/977-4134 FAX: 770/977-0156

# SECTION 8 UTILITY ALLOWANCES

# FOR THE

# HAWAII PUBLIC HOUSING AUTHORITY

*March 24, 2016*

## INTRODUCTION

The Hawaii Public Housing Authority (HPHA) contracted with National Facility Consultants, Inc. (NFC) to update allowances for tenant-purchased utilities for units under the U. S. Department of HUD's Section 8 Housing Choice Voucher program. NFC has assisted the HPHA with the development and update of utility allowances for the Low-Income Public Housing Program and we utilized a similar approach to develop the Section 8 allowances.

The Section 8 allowances were developed in accordance with the requirements set forth at 24 CFR Part 982.517 Utility Allowance Schedule utilizing the methodology employed by the HPHA under the Pubic Housing Program regarding the application of rates and associated adjustments. Allowances were established for each type of housing to reflect the actual *reasonable* utility consumption for an energy conservative household.

Allowances for each type of housing are provided on Form HUD-52667 under the next tab. The backup calculations are provided under the tab for each type of housing. Note that only the allowances for the applicable tenant-paid utility and actual equipment are to be provided. The base charge for electrical service is included under the Other Electric category, which should be provided to all participants unless all utilities are paid by the owner.

## METHODOLOGY AND ASSUMPTIONS

As indicated above, the allowances were developed in accordance with the regulations set forth at 24 CFR Part 982.517, which require PHAs to establish utility allowances *must be determined based on the typical*

*cost of utilities and services paid by energy-conservative households that occupy housing of similar size and type in the same locality.* As a result, no allowance is provided for heat or air-conditioning, as these are not customary in the locality.

The allowances for each housing type are based upon the customary construction type and equipment for the locality. Since NFC developed the site-based allowances for the Public Housing program, that information was utilized to determine the expected equipment in Section 8 rental units.

Allowances were developed for the following usages:

- Allowances were developed for lighting based upon the prevalent fixtures utilized in the locality. The wattage of bulbs was multiplied by an estimate of the daily usage and then converted to a monthly usage. Since incandescent bulbs are no longer produced after January 1, 2014; any lamps that were included in the calculation (as a result of a room not having fixed fixtures) or any fixture that would have a standard base were assumed to have a 13-watt Compact Fluorescent Light (CFL) bulb.

- Miscellaneous small appliance usage was estimated based upon the regulatory standard of an energy-conservative household of modest circumstances. Allowances were provided for clocks, coffee makers, computers, computer monitors, fans, hair dryers, irons, microwave ovens, radios, smoke detectors, telephones, and televisions and were adjusted, as reasonably needed, for the size of the unit and number of occupants. The estimated watts per appliance were multiplied by the hours of daily use and converted to a total monthly usage estimate. It should be noted that the list of items is not intended to be exact; rather, it is intended to reflect an estimate of usage based upon the standard. For example, an individual household may not use a computer, but may use a gaming system instead and the allowance is intended to cover that usage. It is not intended to include the usage of excessive equipment beyond the standard.

- Usage for a refrigerator is provided as a non Energy-Star, frost-free model that utilizes a total of 600 kWh per year.

- An allowance for cooking was established for efficiency to two-bedroom units and then for three bedroom to five bedroom units to adjust for extensive changes in numbers of occupants.

- An allowance for water heating was established for each unit size based upon the maximum number of occupants in a unit in accordance with the Authority's occupancy standards as stated in the Administrative Plan. In addition, a more accurate estimate of the inlet water temperature was utilized; therefore, there was a decrease in the consumption for this category.

- An allowance for solar water heating was established for each unit size based upon the number of occupants. Staff should verify that the solar system is in good repair prior to applying that allowance.

- Allowances were also developed for the cost of various types of medical equipment in accordance with the requirements under Section 504 of the Housing and Redevelopment Act. As the Authority grants reasonable accommodation for the various allowances, they should be provided to the resident accordingly. These medical allowances are presented for each housing type under the applicable tab.

- Water and sewer allowances were developed based on the expected usage of an energy-conservative household. It was assumed that the maximum number of occupants (based on occupancy standards) is in the household to provide a "worst-case" scenario.

Rates were collected for each applicable utility for each type of property. All rate schedules were verified and any adjustments to rates were collected for the year period from January 1, 2015 through December 31, 2015. This is consistent with the approach utilized by the HPHA for the Public Housing program where adjustments that fluctuate every month are averaged over the preceding year. It should be noted that in cases where utility companies were granted an increase in their base rates by regulatory authorities, the monthly energy cost adjustments were reduced by the amount of the increase for the months prior to the effective date of the increase in order to prevent over compensation.

Where rate schedules are graduated with increased rates are in effect for higher usage, the entire first two tiers were averaged to formulate a weighted average rate for the resident. Since all of the total consumption allowances are above the total for the consumption of the first tier yet below the consumption of the first two tiers combined, this is also to the benefit of the participant.

For water and sewer rates, the "single-family" rate was utilized for all types of housing based on information provided by the Board of Water Supply. The Board representative indicated that the

multifamily rate is only used when the bill includes multiple units and that the single-family rate is used for an individual bill, regardless of the actual type of housing. Since a participant would not be provided the allowance if it were paid by the building owner, the multifamily rate was not utilized.

## ALLOWANCES FOR THE PURCHASE OF REFRIGERATORS AND STOVES

In accordance with HUD regulations, the cost of purchasing a refrigerator or stove is also included in the allowance. For refrigerators, a purchase price of $500 was assumed and that amount was amortized over a five-year period at an interest rate of 26%. For stoves, a purchase price of $450 was assumed and that amount was also amortized over a five-year period at an interest rate of 26%. The prices are based upon the Home Depot price for a base GE appliance. The interest rates are based upon that charged on a Home Depot credit account.

# Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 09/30/2017)

Public Reporting Statement and Instructions on back

| Locality | Unit Type | Date (mm/dd/yyyy) |
|---|---|---|
| Hawaii Public Housing Authority | Single Family | 05/01/2016 |

| Utility or Service | | Monthly Dollar Allowances | | | | | |
|---|---|---|---|---|---|---|---|
| | | 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
| Heating | a. Natural Gas | | | | | | |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | | | | | | |
| | d. Coal / Other | | | | | | |
| Cooking | a. Natural Gas | 28 | 28 | 28 | 32 | 32 | 32 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 21 | 21 | 21 | 26 | 26 | 26 |
| | d. Coal / Other | | | | | | |
| Other Electric | | 48 | 48 | 54 | 60 | 67 | 67 |
| Air Conditioning | | | | | | | |
| Water Heating | a. Natural Gas | 22 | 32 | 51 | 70 | 89 | 109 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 12 | 23 | 47 | 70 | 94 | 117 |
| (Solar) | d. Coal / Other | 4 | 8 | 13 | 21 | 30 | 38 |
| Water | | 18 | 23 | 36 | 45 | 58 | 67 |
| Sewer | | 87 | 91 | 101 | 110 | 119 | 128 |
| Trash Collection | | | | | | | |
| Range/Microwave | | 14 | 14 | 14 | 14 | 14 | 14 |
| Refrigerator | | 15 | 15 | 15 | 15 | 15 | 15 |
| Other -- specify | | | | | | | |

**Actual Family Allowances** To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

| Utility or Service | per month cost |
|---|---|
| Heating | $ |
| Cooking | |
| Other Electric | |
| Air Conditioning | |
| Water Heating | |
| Water | |
| Sewer | |
| Trash Collection | |
| Range/Microwave | |
| Refrigerator | |
| Other | |
| | |
| Total | $ |

Previous editions are obsolete



form HUD-52667 (09/14)
ref. Handbook 7420.3

# Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 09/30/2017)

Public Reporting Statement and Instructions on back

| Locality | Unit Type | Date (mm/dd/yyyy) |
|---|---|---|
| Hawaii Public Housing Authority | Duplex | 05/01/2016 |

| Utility or Service | | Monthly Dollar Allowances | | | | | |
|---|---|---|---|---|---|---|---|
| | | 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
| Heating | a. Natural Gas | | | | | | |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | | | | | | |
| | d. Coal / Other | | | | | | |
| Cooking | a. Natural Gas | 28 | 28 | 28 | 32 | 32 | 32 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 21 | 21 | 21 | 26 | 26 | 26 |
| | d. Coal / Other | | | | | | |
| Other Electric | | 48 | 48 | 54 | 60 | 67 | 67 |
| Air Conditioning | | | | | | | |
| Water Heating | a. Natural Gas | 22 | 32 | 51 | 70 | 89 | 109 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 12 | 23 | 47 | 70 | 94 | 117 |
| (Solar) | d. Coal / Other | 4 | 8 | 13 | 21 | 30 | 38 |
| Water | | 18 | 23 | 36 | 45 | 58 | 67 |
| Sewer | | 86 | 91 | 100 | 108 | 117 | 126 |
| Trash Collection | | | | | | | |
| Range/Microwave | | 14 | 14 | 14 | 14 | 14 | 14 |
| Refrigerator | | 15 | 15 | 15 | 15 | 15 | 15 |
| Other – specify | | | | | | | |

**Actual Family Allowances** To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

| Utility or Service | per month cost |
|---|---|
| Heating | $ |
| Cooking | |
| Other Electric | |
| Air Conditioning | |
| Water Heating | |
| Water | |
| Sewer | |
| Trash Collection | |
| Range/Microwave | |
| Refrigerator | |
| Other | |
| | |
| Total | $ |

Previous editions are obsolete



form HUD-52667 (09/14)
ref. Handbook 7420.8

# Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 09/30/2017)

Public Reporting Statement and Instructions on back

| Locality | Unit Type | Date (mm/dd/yyyy) |
|---|---|---|
| Hawaii Public Housing Authority | Townhouse | 05/01/2016 |

| Utility or Service | | Monthly Dollar Allowances | | | | | |
|---|---|---|---|---|---|---|---|
| | | 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
| Heating | a. Natural Gas | | | | | | |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | | | | | | |
| | d. Coal / Other | | | | | | |
| Cooking | a. Natural Gas | 28 | 28 | 28 | 32 | 32 | 32 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 21 | 21 | 21 | 26 | 26 | 26 |
| | d. Coal / Other | | | | | | |
| Other Electric | | 48 | 48 | 55 | 61 | 67 | 68 |
| Air Conditioning | | | | | | | |
| Water Heating | a. Natural Gas | 22 | 32 | 51 | 70 | 89 | 109 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 12 | 23 | 47 | 70 | 94 | 117 |
| (Solar) | d. Coal / Other | 4 | 8 | 13 | 21 | 30 | 38 |
| Water | | 18 | 23 | 36 | 45 | 58 | 67 |
| Sewer | | 86 | 91 | 100 | 108 | 117 | 126 |
| Trash Collection | | | | | | | |
| Range/Microwave | | 14 | 14 | 14 | 14 | 14 | 14 |
| Refrigerator | | 15 | 15 | 15 | 15 | 15 | 15 |
| Other -- specify | | | | | | | |

**Actual Family Allowances** To be used by the family to compute allowance.
Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

| Utility or Service | per month cost |
|---|---|
| Heating | $ |
| Cooking | |
| Other Electric | |
| Air Conditioning | |
| Water Heating | |
| Water | |
| Sewer | |
| Trash Collection | |
| Range/Microwave | |
| Refrigerator | |
| Other | |
| | |
| **Total** | $ |

Previous editions are obsolete



form HUD-52667 (09/14)
ref. Handbook 7420.8

# Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 09/30/2017)

Public Reporting Statement and Instructions on back

| Locality | Unit Type | Date (mm/dd/yyyy) |
|---|---|---|
| Hawaii Public Housing Authority | Lowrise | 05/01/2016 |

| Utility or Service | | Monthly Dollar Allowances | | | | | |
|---|---|---|---|---|---|---|---|
| | | 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
| Heating | a. Natural Gas | | | | | | |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | | | | | | |
| | d. Coal / Other | | | | | | |
| Cooking | a. Natural Gas | 28 | 28 | 28 | 32 | 32 | 32 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 21 | 21 | 21 | 26 | 26 | 26 |
| | d. Coal / Other | | | | | | |
| Other Electric | | 47 | 48 | 54 | 60 | 66 | 67 |
| Air Conditioning | | | | | | | |
| Water Heating | a. Natural Gas | 22 | 32 | 51 | 70 | 89 | 109 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 12 | 23 | 47 | 70 | 94 | 117 |
| (Solar) | d. Coal / Other | 4 | 8 | 13 | 21 | 30 | 38 |
| Water | | 18 | 23 | 36 | 45 | 58 | 67 |
| Sewer | | 86 | 91 | 100 | 108 | 117 | 126 |
| Trash Collection | | | | | | | |
| Range/Microwave | | 14 | 14 | 14 | 14 | 14 | 14 |
| Refrigerator | | 15 | 15 | 15 | 15 | 15 | 15 |
| Other – specify | | | | | | | |

**Actual Family Allowances** To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

| Utility or Service | per month cost |
|---|---|
| Heating | $ |
| Cooking | |
| Other Electric | |
| Air Conditioning | |
| Water Heating | |
| Water | |
| Sewer | |
| Trash Collection | |
| Range/Microwave | |
| Refrigerator | |
| Other | |
| | |
| Total | $ |

Previous editions are obsolete



form HUD-52667 (09/14)
ref. Handbook 7420.8

# Allowances for Tenant-Furnished Utilities and Other Services

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

OMB Approval No. 2577-0169
(exp. 09/30/2017)

Public Reporting Statement and Instructions on back

| Locality | Unit Type | Date (mm/dd/yyyy) |
|---|---|---|
| Hawaii Public Housing Authority | Highrise | 05/01/2016 |

| Utility or Service | | Monthly Dollar Allowances | | | | | |
|---|---|---|---|---|---|---|---|
| | | 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
| Heating | a. Natural Gas | | | | | | |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | | | | | | |
| | d. Coal / Other | | | | | | |
| Cooking | a. Natural Gas | 28 | 28 | 28 | 32 | 32 | 32 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 21 | 21 | 21 | 26 | 26 | 26 |
| | d. Coal / Other | | | | | | |
| Other Electric | | 47 | 47 | 54 | 60 | 66 | 67 |
| Air Conditioning | | | | | | | |
| Water Heating | a. Natural Gas | 22 | 32 | 51 | 70 | 89 | 109 |
| | b. Bottle Gas | | | | | | |
| | c. Oil / Electric | 12 | 23 | 47 | 70 | 94 | 117 |
| (Solar) | d. Coal / Other | 4 | 8 | 13 | 21 | 30 | 38 |
| Water | | 18 | 23 | 36 | 45 | 58 | 67 |
| Sewer | | 86 | 91 | 100 | 108 | 117 | 126 |
| Trash Collection | | | | | | | |
| Range/Microwave | | 14 | 14 | 14 | 14 | 14 | 14 |
| Refrigerator | | 15 | 15 | 15 | 15 | 15 | 15 |
| Other – specify | | | | | | | |

**Actual Family Allowances** To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

| Utility or Service | per month cost |
|---|---|
| Heating | $ |
| Cooking | |
| Other Electric | |
| Air Conditioning | |
| Water Heating | |
| Water | |
| Sewer | |
| Trash Collection | |
| Range/Microwave | |
| Refrigerator | |
| Other | |
| | |
| Total | $ |

Previous editions are obsolete



form HUD-52667 (09/14)
ref. Handbook 7420.8

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Property Description:** Single Family
**Utility Type:** Electric
**Utility Provider:** HECO

**Average Residential DSM Adjustments (per kWh)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | $0.001423 | July-15 | $0.000348 |
| February-15 | $0.001423 | August-15 | $0.000348 |
| March-15 | $0.001423 | September-15 | $0.000348 |
| April-15 | $0.000348 | October-15 | $0.000348 |
| May-15 | $0.000348 | November-15 | $0.000348 |
| June-15 | $0.000348 | December-15 | $0.000348 |
| **Average Adjustment** | | | **$0.000617** |

**Average Energy Cost Adjustment Factors (per kWh)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | $0.01065 | July-15 | -$0.00997 |
| February-15 | -$0.00755 | August-15 | -$0.01673 |
| March-15 | -$0.01863 | September-15 | -$0.01343 |
| April-15 | -$0.01151 | October-15 | -$0.02793 |
| May-15 | -$0.01931 | November-15 | -$0.03179 |
| June-15 | -$0.01624 | December-15 | -$0.03353 |
| **Average Adjustment** | | | **-$0.01633** |

**IRP Cost Recovery Provision**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | 0.000% | July-15 | 0.000% |
| February-15 | 0.000% | August-15 | 0.000% |
| March-15 | 0.000% | September-15 | 0.000% |
| April-15 | 0.000% | October-15 | 0.000% |
| May-15 | 0.000% | November-15 | 0.000% |
| June-15 | 0.000% | December-15 | 0.000% |
| **Average Adjustment** | | | **0.000%** |

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Property Description:** Single Family
**Utility Type:** Electric
**Utility Provider:** HECO

**Rate Adjustment**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | 0.000% | July-15 | 0.000% |
| February-15 | 0.000% | August-15 | 0.000% |
| March-15 | 0.000% | September-15 | 0.000% |
| April-15 | 0.000% | October-15 | 0.000% |
| May-15 | 0.000% | November-15 | 0.000% |
| June-15 | 0.000% | December-15 | 0.000% |
| **Average Adjustment** | | | **0.000%** |

**Summary of Rate Schedule – Schedule "R"**

| | |
|---|---|
| Monthly Customer Base Charge*: | $10.42 |
| Non-Fuel Energy Charge**: | $0.089205 |
| Base Fuel/Energy Charge: | $0.136062 |
| IRP Cost Recovery Provision (Applies to Above 3 Charges): | 0.000% |
| Rate Adjustment (Applies to Above 3 Charges): | 0.000% |
| Average Residential DSM Adjustments: | $0.000617 |
| Average Energy Cost Adjustment Factors: | -$0.01633 |
| Public Benefits Surcharge/Avg Purch Power Adj/RBA Rate Adj/RE Surcharge: | $0.060655 |

* Includes Green Infrastructure Fee Surcharge

# *2016 Utility Allowances*

**Hawaii Public Housing Authority**

**Property Description:** Single Family
**Utility Type:** Electric
**Utility Provider:** HECO

**Consumption Allowances (kWh per Month)**

| Bedroom Size | Lights | Misc. | Refrig. | Total Basic | Electric Cooking | Electric Water Heating | Solar Water Heating* | Total |
|---|---|---|---|---|---|---|---|---|
| 0 | 32 | 56 | 50 | 138 | 78 | 43 | 16 | 274 |
| 1 | 34 | 56 | 50 | 139 | 78 | 87 | 31 | 335 |
| 2 | 36 | 76 | 50 | 162 | 78 | 174 | 47 | 460 |
| 3 | 43 | 92 | 50 | 185 | 95 | 261 | 78 | 619 |
| 4 | 45 | 113 | 50 | 208 | 95 | 348 | 110 | 760 |
| 5 | 47 | 114 | 50 | 211 | 95 | 434 | 141 | 882 |

*** Distribution by bedroom size based on number of occupants**

**Cost Allowances ($ per Month)**

| Bedroom Size | Lights | Misc. | Refrig. | Total Basic** | Electric Cooking | Electric Water Heating | Solar Water Heating | Total |
|---|---|---|---|---|---|---|---|---|
| 0 | $8.70 | $15.00 | $13.51 | $48 | $21 | $12 | $4 | $85 |
| 1 | $9.12 | $15.00 | $13.51 | $48 | $21 | $23 | $8 | $101 |
| 2 | $9.76 | $20.52 | $13.51 | $54 | $21 | $47 | $13 | $135 |
| 3 | $11.58 | $24.88 | $13.51 | $60 | $26 | $70 | $21 | $178 |
| 4 | $12.22 | $30.40 | $13.51 | $67 | $26 | $94 | $30 | $216 |
| 5 | $12.76 | $30.79 | $13.51 | $67 | $26 | $117 | $38 | $249 |

****Total Basic Includes Monthly Customer Base Charge. This is the amount for Other Electric.**

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Single Family
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 0

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 2 | 104 | 38 |
| Bedroom | 1 | 26 | 3 | 78 | 28 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 1

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 1 | 26 | 3 | 78 | 28 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Single Family
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 2

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 2 | 26 | 3 | 156 | 57 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 3

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 4 | 208 | 76 |
| Bedroom | 3 | 26 | 3 | 234 | 85 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 2 | 13 | 3 | 78 | 28 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Single Family
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 4

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 4 | 208 | 76 |
| Bedroom | 4 | 26 | 3 | 312 | 114 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 2 | 13 | 3 | 78 | 28 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 5

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 5 | 26 | 3 | 390 | 142 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 3 | 13 | 3 | 117 | 43 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Single Family
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 0

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 1 | 2 | 24.0 | 1.4 | 17 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 1 | 60 | 4.0 | 7.2 | 86 |
| Hair Dryer | 1 | 1200 | 0.1 | 3.0 | 36 |
| Iron | 1 | 1100 | 0.1 | 4.7 | 57 |
| Microwave Oven | 1 | 800 | 0.2 | 4.1 | 49 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

**Number of Bedrooms:** 1

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 1 | 2 | 24.0 | 1.4 | 17 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 1 | 60 | 4.0 | 7.2 | 86 |
| Hair Dryer | 1 | 1200 | 0.1 | 3.0 | 36 |
| Iron | 1 | 1100 | 0.1 | 4.7 | 57 |
| Microwave Oven | 1 | 800 | 0.2 | 4.1 | 49 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Single Family
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 2

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 2 | 2 | 24.0 | 2.9 | 35 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 2 | 60 | 4.0 | 14.4 | 173 |
| Hair Dryer | 2 | 1200 | 0.1 | 6.0 | 72 |
| Iron | 1 | 1100 | 0.3 | 9.4 | 113 |
| Microwave Oven | 1 | 800 | 0.3 | 8.2 | 98 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

**Number of Bedrooms:** 3

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 3 | 2 | 24.0 | 4.3 | 52 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 2 | 60 | 4.0 | 14.4 | 173 |
| Hair Dryer | 2 | 1200 | 0.1 | 6.0 | 72 |
| Iron | 1 | 1100 | 0.3 | 9.4 | 113 |
| Microwave Oven | 1 | 800 | 0.3 | 8.2 | 98 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Single Family
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 4

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 4 | 2 | 24.0 | 5.8 | 69 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 3 | 60 | 4.0 | 21.6 | 259 |
| Hair Dryer | 3 | 1200 | 0.1 | 9.0 | 108 |
| Iron | 1 | 1100 | 0.4 | 14.2 | 170 |
| Microwave Oven | 1 | 800 | 0.5 | 12.2 | 147 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

**Number of Bedrooms:** 5

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 5 | 2 | 24.0 | 7.2 | 86 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 3 | 60 | 4.0 | 21.6 | 259 |
| Hair Dryer | 3 | 1200 | 0.1 | 9.0 | 108 |
| Iron | 1 | 1100 | 0.4 | 14.2 | 170 |
| Microwave Oven | 1 | 800 | 0.5 | 12.2 | 147 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

# *2016 Allowances for Medical Equipment*

**Hawaii Public Housing Authority**

**Property Description:** Single Family
**Utility Type:** Electric
**Utility Provider:** HECO

| Description | Frequency | kWh/Year | kWh/Month | Monthly Dollar Allowance |
|---|---|---|---|---|
| Air Conditioner, window type, 10,000 BtuH unit | Continuously As Needed | 2,750 | 229 | $61.92 |
| Oxygen Concentrator, 400W | 18 Hrs/Day | 2,628 | 219 | $59.18 |
| Nebulizer, 75W | 2 Hrs/Day | 60 | 5 | $1.35 |
| Electric Hospital Bed, 200W | .2 Hrs/Day | 12 | 1 | $0.27 |
| Alternating Pressure Pad, 70W | 24 Hrs/Day | 612 | 51 | $13.78 |
| Low Air-Loss Mattress, 120W | 24 Hrs/Day | 1,056 | 88 | $23.78 |
| Power Wheelchair/ Scooter, 550W, Full-Time Use | 4 Hrs/Day Charge Time | 803 | 67 | $18.08 |
| Feeding Tube, 120W | 12 Hrs/Day | 526 | 44 | $11.84 |
| CPAP Machine, 30W | 10 Hrs/Day | 110 | 9 | $2.47 |
| Leg Pump, 14W | 6 Hrs/Day | 31 | 3 | $0.69 |

# *Water and Sewer Allowance Calculation*

**Hawaii Public Housing Authority**

**Property Description:** Single Family
**Utility Type:** Water/Sewer
**Utility Provider:** City/County of Honolulu

| Standards Used in Calculating Water Usage | | | | |
|---|---|---|---|---|
| **Fixture/Use** | **Gallons** | **Times** | **Frequency** | **Description** |
| Toilet | 3.5 | X | 5 | Flushes per Person per Day |
| Shower | 15 | X | 1 | Showers per Person per Day |
| Dishwasher | 3 | X | 0.5 | Dishloads per Person per Day |
| Laundry | 8 | X | 0.2 | Loads per Person per Day |
| Cooking | 0.1 | X | 3 | Meals per Person per Day |
| Handwashing | 0.1 | X | 10 | Handwashings per Person per Day |
| Other | 5 | X | 1 | Allowance per Person per Day |

| Calculation of Monthly Water Usage | | | | | | |
|---|---|---|---|---|---|---|
| **Bedroom Size >>>** | **0** | **1** | **2** | **3** | **4** | **5** |
| **# Occupants >>>** | 1 | 2 | 4 | 6 | 8 | 10 |
| Toilet | 17.5 | 35 | 70 | 105 | 140 | 175 |
| Shower | 15 | 30 | 60 | 90 | 120 | 150 |
| Diswasher | 1.5 | 3 | 6 | 9 | 12 | 15 |
| Clothes | 1.6 | 3.2 | 6.4 | 9.6 | 12.8 | 16 |
| Cooking | 0.3 | 0.6 | 1.2 | 1.8 | 2.4 | 3 |
| Handwashing | 1 | 2 | 4 | 6 | 8 | 10 |
| Other | 5 | 10 | 20 | 30 | 40 | 50 |
| **Gallons per Day** | 41.9 | 83.8 | 167.6 | 251.4 | 335.2 | 419 |
| **Gallons per Month** | 1274 | 2549 | 5098 | 7647 | 10196 | 12745 |
| **Water Billing Gallons** | 2000 | 3000 | 6000 | 8000 | 11000 | 13000 |
| **Sewer Billing Gallons*** | 2000 | 3000 | 5000 | 7000 | 9000 | 11000 |

| Water Rate Schedule | |
|---|---|
| Base Charge | $9.26 |
| Charge per 1000 Gals | $4.42 |

| Sewer Rate Schedule | |
|---|---|
| Base Charge | 77.55 |
| Charge per 1000 Gals | 4.63 |

| Monthly Cost Allowances | | | | | | |
|---|---|---|---|---|---|---|
| **Bedroom Size >>>** | **0** | **1** | **2** | **3** | **4** | **5** |
| Water Allowance | $18 | $23 | $36 | $45 | $58 | $67 |
| Sewer Allowance | $87 | $91 | $101 | $110 | $119 | $128 |

*Actual consumption reduced by 20% for water irrigation factor

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Utility Type:** LP -- Utility
**Property Description:** Single Family

**Fuel Adjustment Cost (FAC) (per Therm)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | -$0.1406 | July-15 | $0.6153 |
| February-15 | -$0.3309 | August-15 | $0.5426 |
| March-15 | $0.1178 | September-15 | $0.1512 |
| April-15 | $0.3805 | October-15 | -$0.0387 |
| May-15 | $0.2007 | November-15 | -$0.0100 |
| June-15 | $0.8148 | December-15 | -$0.3387 |
| **Average Adjustment** | | | **$0.1637** |

**Summary of Rate Schedule -- Schedule 20 - Residential**

| | |
|---|---|
| Monthly Customer Base Charge: | $8.50 |
| Commodity Charge -- All Therms | $3.8871 |
| Average Fuel Adjustment Cost: | $0.1637 |
| Applicable Tax Rate | 4.712% |

# *2016 Utility Allowances*

**Hawaii Public Housing Authority**

**Utility Type:** LP -- Utility
**Property Description:** Single Family

**Consumption Allowances (Therms per Month)**

| Bedroom Size | Cooking | Individual Water Heating | Total |
|---|---|---|---|
| 0 | 4.50 | 5.25 | 9.75 |
| 1 | 4.50 | 7.50 | 12.00 |
| 2 | 4.50 | 12.00 | 16.50 |
| 3 | 5.50 | 16.58 | 22.08 |
| 4 | 5.50 | 21.08 | 26.58 |
| 5 | 5.50 | 25.67 | 31.17 |

**Cost Allowances ($ per Month)**

| Bedroom Size | Cooking* | Individual Water Heating | Total |
|---|---|---|---|
| 0 | $28 | $22 | $50 |
| 1 | $28 | $32 | $60 |
| 2 | $28 | $51 | $79 |
| 3 | $32 | $70 | $103 |
| 4 | $32 | $89 | $122 |
| 5 | $32 | $109 | $141 |

***Total Basic Includes Monthly Customer Base Charge**

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Property Description:** Duplex
**Utility Type:** Electric
**Utility Provider:** HECO

**Average Residential DSM Adjustments (per kWh)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | $0.001423 | July-15 | $0.000348 |
| February-15 | $0.001423 | August-15 | $0.000348 |
| March-15 | $0.001423 | September-15 | $0.000348 |
| April-15 | $0.000348 | October-15 | $0.000348 |
| May-15 | $0.000348 | November-15 | $0.000348 |
| June-15 | $0.000348 | December-15 | $0.000348 |
| **Average Adjustment** | | | **$0.000617** |

**Average Energy Cost Adjustment Factors (per kWh)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | $0.01065 | July-15 | -$0.00997 |
| February-15 | -$0.00755 | August-15 | -$0.01673 |
| March-15 | -$0.01863 | September-15 | -$0.01343 |
| April-15 | -$0.01151 | October-15 | -$0.02793 |
| May-15 | -$0.01931 | November-15 | -$0.03179 |
| June-15 | -$0.01624 | December-15 | -$0.03353 |
| **Average Adjustment** | | | **-$0.01633** |

**IRP Cost Recovery Provision**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | 0.000% | July-15 | 0.000% |
| February-15 | 0.000% | August-15 | 0.000% |
| March-15 | 0.000% | September-15 | 0.000% |
| April-15 | 0.000% | October-15 | 0.000% |
| May-15 | 0.000% | November-15 | 0.000% |
| June-15 | 0.000% | December-15 | 0.000% |
| **Average Adjustment** | | | **0.000%** |

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Property Description:** Duplex
**Utility Type:** Electric
**Utility Provider:** HECO

**Rate Adjustment**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | 0.000% | July-15 | 0.000% |
| February-15 | 0.000% | August-15 | 0.000% |
| March-15 | 0.000% | September-15 | 0.000% |
| April-15 | 0.000% | October-15 | 0.000% |
| May-15 | 0.000% | November-15 | 0.000% |
| June-15 | 0.000% | December-15 | 0.000% |
| **Average Adjustment** | | | **0.000%** |

**Summary of Rate Schedule -- Schedule "R"**

| | |
|---|---|
| Monthly Customer Base Charge*: | $10.42 |
| Non-Fuel Energy Charge**: | $0.089205 |
| Base Fuel/Energy Charge: | $0.136062 |
| IRP Cost Recovery Provision (Applies to Above 3 Charges): | 0.000% |
| Rate Adjustment (Applies to Above 3 Charges): | 0.000% |
| Average Residential DSM Adjustments: | $0.000617 |
| Average Energy Cost Adjustment Factors: | -$0.01633 |
| Public Benefits Surcharge/Avg Purch Power Adj/RBA Rate Adj/RE Surcharge: | $0.060655 |

* Includes Green Infrastructure Fee Surcharge

# *2016 Utility Allowances*

**Hawaii Public Housing Authority**

**Property Description:** Duplex
**Utility Type:** Electric
**Utility Provider:** HECO

**Consumption Allowances (kWh per Month)**

| Bedroom Size | Lights | Misc. | Refrig. | Total Basic | Electric Cooking | Electric Water Heating | Solar Water Heating* | Total |
|---|---|---|---|---|---|---|---|---|
| 0 | 32 | 56 | 50 | 138 | 78 | 43 | 16 | 274 |
| 1 | 34 | 56 | 50 | 139 | 78 | 87 | 31 | 335 |
| 2 | 36 | 76 | 50 | 162 | 78 | 174 | 47 | 460 |
| 3 | 43 | 92 | 50 | 185 | 95 | 261 | 78 | 619 |
| 4 | 45 | 113 | 50 | 208 | 95 | 348 | 110 | 760 |
| 5 | 47 | 114 | 50 | 211 | 95 | 434 | 141 | 882 |

*** Distribution by bedroom size based on number of occupants**

**Cost Allowances ($ per Month)**

| Bedroom Size | Lights | Misc. | Refrig. | Total Basic** | Electric Cooking | Electric Water Heating | Solar Water Heating | Total |
|---|---|---|---|---|---|---|---|---|
| 0 | $8.70 | $15.00 | $13.51 | $48 | $21 | $12 | $4 | $85 |
| 1 | $9.12 | $15.00 | $13.51 | $48 | $21 | $23 | $8 | $101 |
| 2 | $9.76 | $20.52 | $13.51 | $54 | $21 | $47 | $13 | $135 |
| 3 | $11.58 | $24.88 | $13.51 | $60 | $26 | $70 | $21 | $178 |
| 4 | $12.22 | $30.40 | $13.51 | $67 | $26 | $94 | $30 | $216 |
| 5 | $12.76 | $30.79 | $13.51 | $67 | $26 | $117 | $38 | $249 |

****Total Basic Includes Monthly Customer Base Charge. This is the amount for Other Electric.**

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Duplex
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 0

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 2 | 104 | 38 |
| Bedroom | 1 | 26 | 3 | 78 | 28 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 1

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 1 | 26 | 3 | 78 | 28 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Duplex
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 2

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 2 | 26 | 3 | 156 | 57 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 3

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 4 | 208 | 76 |
| Bedroom | 3 | 26 | 3 | 234 | 85 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 2 | 13 | 3 | 78 | 28 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Duplex
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 4

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 4 | 208 | 76 |
| Bedroom | 4 | 26 | 3 | 312 | 114 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 2 | 13 | 3 | 78 | 28 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 5

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 5 | 26 | 3 | 390 | 142 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 3 | 13 | 3 | 117 | 43 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Duplex
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 0

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 1 | 2 | 24.0 | 1.4 | 17 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 1 | 60 | 4.0 | 7.2 | 86 |
| Hair Dryer | 1 | 1200 | 0.1 | 3.0 | 36 |
| Iron | 1 | 1100 | 0.1 | 4.7 | 57 |
| Microwave Oven | 1 | 800 | 0.2 | 4.1 | 49 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

**Number of Bedrooms:** 1

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 1 | 2 | 24.0 | 1.4 | 17 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 1 | 60 | 4.0 | 7.2 | 86 |
| Hair Dryer | 1 | 1200 | 0.1 | 3.0 | 36 |
| Iron | 1 | 1100 | 0.1 | 4.7 | 57 |
| Microwave Oven | 1 | 800 | 0.2 | 4.1 | 49 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Duplex
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 2

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 2 | 2 | 24.0 | 2.9 | 35 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 2 | 60 | 4.0 | 14.4 | 173 |
| Hair Dryer | 2 | 1200 | 0.1 | 6.0 | 72 |
| Iron | 1 | 1100 | 0.3 | 9.4 | 113 |
| Microwave Oven | 1 | 800 | 0.3 | 8.2 | 98 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

**Number of Bedrooms:** 3

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 3 | 2 | 24.0 | 4.3 | 52 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 2 | 60 | 4.0 | 14.4 | 173 |
| Hair Dryer | 2 | 1200 | 0.1 | 6.0 | 72 |
| Iron | 1 | 1100 | 0.3 | 9.4 | 113 |
| Microwave Oven | 1 | 800 | 0.3 | 8.2 | 98 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Duplex
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 4

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 4 | 2 | 24.0 | 5.8 | 69 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 3 | 60 | 4.0 | 21.6 | 259 |
| Hair Dryer | 3 | 1200 | 0.1 | 9.0 | 108 |
| Iron | 1 | 1100 | 0.4 | 14.2 | 170 |
| Microwave Oven | 1 | 800 | 0.5 | 12.2 | 147 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

**Number of Bedrooms:** 5

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 5 | 2 | 24.0 | 7.2 | 86 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 3 | 60 | 4.0 | 21.6 | 259 |
| Hair Dryer | 3 | 1200 | 0.1 | 9.0 | 108 |
| Iron | 1 | 1100 | 0.4 | 14.2 | 170 |
| Microwave Oven | 1 | 800 | 0.5 | 12.2 | 147 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

# *2016 Allowances for Medical Equipment*

**Hawaii Public Housing Authority**

**Property Description:** Duplex
**Utility Type:** Electric
**Utility Provider:** HECO

| Description | Frequency | kWh/Year | kWh/Month | Monthly Dollar Allowance |
|---|---|---|---|---|
| Air Conditioner, window type, 10,000 BtuH unit | Continuously As Needed | 2,750 | 229 | $61.92 |
| Oxygen Concentrator, 400W | 18 Hrs/Day | 2,628 | 219 | $59.18 |
| Nebulizer, 75W | 2 Hrs/Day | 60 | 5 | $1.35 |
| Electric Hospital Bed, 200W | .2 Hrs/Day | 12 | 1 | $0.27 |
| Alternating Pressure Pad, 70W | 24 Hrs/Day | 612 | 51 | $13.78 |
| Low Air-Loss Mattress, 120W | 24 Hrs/Day | 1,056 | 88 | $23.78 |
| Power Wheelchair/ Scooter, 550W, Full-Time Use | 4 Hrs/Day Charge Time | 803 | 67 | $18.08 |
| Feeding Tube, 120W | 12 Hrs/Day | 526 | 44 | $11.84 |
| CPAP Machine, 30W | 10 Hrs/Day | 110 | 9 | $2.47 |
| Leg Pump, 14W | 6 Hrs/Day | 31 | 3 | $0.69 |

# *Water and Sewer Allowance Calculation*

**Hawaii Public Housing Authority**

**Property Description:** Duplex
**Utility Type:** Water/Sewer
**Utility Provider:** City/County of Honolulu

| Standards Used in Calculating Water Usage | | | | |
|---|---|---|---|---|
| **Fixture/Use** | **Gallons** | **Times** | **Frequency** | **Description** |
| Toilet | 3.5 | X | 5 | Flushes per Person per Day |
| Shower | 15 | X | 1 | Showers per Person per Day |
| Dishwasher | 3 | X | 0.5 | Dishloads per Person per Day |
| Laundry | 8 | X | 0.2 | Loads per Person per Day |
| Cooking | 0.1 | X | 3 | Meals per Person per Day |
| Handwashing | 0.1 | X | 10 | Handwashings per Person per Day |
| Other | 5 | X | 1 | Allowance per Person per Day |

| Calculation of Monthly Water Usage | | | | | | |
|---|---|---|---|---|---|---|
| **Bedroom Size >>>** | **0** | **1** | **2** | **3** | **4** | **5** |
| **# Occupants >>>** | 1 | 2 | 4 | 6 | 8 | 10 |
| Toilet | 17.5 | 35 | 70 | 105 | 140 | 175 |
| Shower | 15 | 30 | 60 | 90 | 120 | 150 |
| Diswasher | 1.5 | 3 | 6 | 9 | 12 | 15 |
| Clothes | 1.6 | 3.2 | 6.4 | 9.6 | 12.8 | 16 |
| Cooking | 0.3 | 0.6 | 1.2 | 1.8 | 2.4 | 3 |
| Handwashing | 1 | 2 | 4 | 6 | 8 | 10 |
| Other | 5 | 10 | 20 | 30 | 40 | 50 |
| **Gallons per Day** | 41.9 | 83.8 | 167.6 | 251.4 | 335.2 | 419 |
| **Gallons per Month** | 1274 | 2549 | 5098 | 7647 | 10196 | 12745 |
| **Water Billing Gallons** | 2000 | 3000 | 6000 | 8000 | 11000 | 13000 |
| **Sewer Billing Gallons*** | 2000 | 3000 | 5000 | 7000 | 9000 | 11000 |

| Water Rate Schedule | |
|---|---|
| Base Charge | $9.26 |
| Charge per 1000 Gals | $4.42 |

| Sewer Rate Schedule | |
|---|---|
| Base Charge | 77.55 |
| Charge per 1000 Gals | 4.42 |

| Monthly Cost Allowances | | | | | | |
|---|---|---|---|---|---|---|
| **Bedroom Size >>>** | **0** | **1** | **2** | **3** | **4** | **5** |
| Water Allowance | $18 | $23 | $36 | $45 | $58 | $67 |
| Sewer Allowance | $86 | $91 | $100 | $108 | $117 | $126 |

*Actual consumption reduced by 20% for water irrigation factor

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Utility Type:** LP -- Utility
**Property Description:** Duplex

**Fuel Adjustment Cost (FAC) (per Therm)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | -$0.1406 | July-15 | $0.6153 |
| February-15 | -$0.3309 | August-15 | $0.5426 |
| March-15 | $0.1178 | September-15 | $0.1512 |
| April-15 | $0.3805 | October-15 | -$0.0387 |
| May-15 | $0.2007 | November-15 | -$0.0100 |
| June-15 | $0.8148 | December-15 | -$0.3387 |
| **Average Adjustment** | | | **$0.1637** |

**Summary of Rate Schedule -- Schedule 20 - Residential**

| | |
|---|---|
| Monthly Customer Base Charge: | $8.50 |
| Commodity Charge -- All Therms | $3.8871 |
| Average Fuel Adjustment Cost: | $0.1637 |
| Applicable Tax Rate | 4.712% |

# *2016 Utility Allowances*

**Hawaii Public Housing Authority**

**Utility Type:** LP -- Utility
**Property Description:** Duplex

**Consumption Allowances (Therms per Month)**

| Bedroom Size | Cooking | Individual Water Heating | Total |
|---|---|---|---|
| 0 | 4.50 | 5.25 | 9.75 |
| 1 | 4.50 | 7.50 | 12.00 |
| 2 | 4.50 | 12.00 | 16.50 |
| 3 | 5.50 | 16.58 | 22.08 |
| 4 | 5.50 | 21.08 | 26.58 |
| 5 | 5.50 | 25.67 | 31.17 |

**Cost Allowances ($ per Month)**

| Bedroom Size | Cooking* | Individual Water Heating | Total |
|---|---|---|---|
| 0 | $28 | $22 | $50 |
| 1 | $28 | $32 | $60 |
| 2 | $28 | $51 | $79 |
| 3 | $32 | $70 | $103 |
| 4 | $32 | $89 | $122 |
| 5 | $32 | $109 | $141 |

***Total Basic Includes Monthly Customer Base Charge**

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Property Description:** Townhouse
**Utility Type:** Electric
**Utility Provider:** HECO

**Average Residential DSM Adjustments (per kWh)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | $0.001423 | July-15 | $0.000348 |
| February-15 | $0.001423 | August-15 | $0.000348 |
| March-15 | $0.001423 | September-15 | $0.000348 |
| April-15 | $0.000348 | October-15 | $0.000348 |
| May-15 | $0.000348 | November-15 | $0.000348 |
| June-15 | $0.000348 | December-15 | $0.000348 |
| **Average Adjustment** | | | **$0.000617** |

**Average Energy Cost Adjustment Factors (per kWh)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | $0.01065 | July-15 | -$0.00997 |
| February-15 | -$0.00755 | August-15 | -$0.01673 |
| March-15 | -$0.01863 | September-15 | -$0.01343 |
| April-15 | -$0.01151 | October-15 | -$0.02793 |
| May-15 | -$0.01931 | November-15 | -$0.03179 |
| June-15 | -$0.01624 | December-15 | -$0.03353 |
| **Average Adjustment** | | | **-$0.01633** |

**IRP Cost Recovery Provision**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | 0.000% | July-15 | 0.000% |
| February-15 | 0.000% | August-15 | 0.000% |
| March-15 | 0.000% | September-15 | 0.000% |
| April-15 | 0.000% | October-15 | 0.000% |
| May-15 | 0.000% | November-15 | 0.000% |
| June-15 | 0.000% | December-15 | 0.000% |
| **Average Adjustment** | | | **0.000%** |

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Property Description:** Townhouse
**Utility Type:** Electric
**Utility Provider:** HECO

**Rate Adjustment**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | 0.000% | July-15 | 0.000% |
| February-15 | 0.000% | August-15 | 0.000% |
| March-15 | 0.000% | September-15 | 0.000% |
| April-15 | 0.000% | October-15 | 0.000% |
| May-15 | 0.000% | November-15 | 0.000% |
| June-15 | 0.000% | December-15 | 0.000% |
| **Average Adjustment** | | | **0.000%** |

**Summary of Rate Schedule – Schedule "R"**

| | |
|---|---|
| Monthly Customer Base Charge*: | $10.42 |
| Non-Fuel Energy Charge**: | $0.089205 |
| Base Fuel/Energy Charge: | $0.136062 |
| IRP Cost Recovery Provision (Applies to Above 3 Charges): | 0.000% |
| Rate Adjustment (Applies to Above 3 Charges): | 0.000% |
| Average Residential DSM Adjustments: | $0.000617 |
| Average Energy Cost Adjustment Factors: | -$0.01633 |
| Public Benefits Surcharge/Avg Purch Power Adj/RBA Rate Adj/RE Surcharge: | $0.060655 |

* Includes Green Infrastructure Fee Surcharge

# *2016 Utility Allowances*

**Hawaii Public Housing Authority**

**Property Description:** Townhouse
**Utility Type:** Electric
**Utility Provider:** HECO

**Consumption Allowances (kWh per Month)**

| Bedroom Size | Lights | Misc. | Refrig. | Total Basic | Electric Cooking | Electric Water Heating | Solar Water Heating* | Total |
|---|---|---|---|---|---|---|---|---|
| 0 | 33 | 56 | 50 | 139 | 78 | 43 | 16 | 275 |
| 1 | 35 | 56 | 50 | 140 | 78 | 87 | 31 | 336 |
| 2 | 37 | 76 | 50 | 163 | 78 | 174 | 47 | 462 |
| 3 | 44 | 92 | 50 | 186 | 95 | 261 | 78 | 620 |
| 4 | 46 | 113 | 50 | 209 | 95 | 348 | 110 | 761 |
| 5 | 48 | 114 | 50 | 212 | 95 | 434 | 141 | 883 |

*** Distribution by bedroom size based on number of occupants**

**Cost Allowances ($ per Month)**

| Bedroom Size | Lights | Misc. | Refrig. | Total Basic** | Electric Cooking | Electric Water Heating | Solar Water Heating | Total |
|---|---|---|---|---|---|---|---|---|
| 0 | $9.02 | $15.00 | $13.51 | $48 | $21 | $12 | $4 | $85 |
| 1 | $9.44 | $15.00 | $13.51 | $48 | $21 | $23 | $8 | $101 |
| 2 | $10.08 | $20.52 | $13.51 | $55 | $21 | $47 | $13 | $135 |
| 3 | $11.90 | $24.88 | $13.51 | $61 | $26 | $70 | $21 | $178 |
| 4 | $12.54 | $30.40 | $13.51 | $67 | $26 | $94 | $30 | $216 |
| 5 | $13.08 | $30.79 | $13.51 | $68 | $26 | $117 | $38 | $249 |

****Total Basic Includes Monthly Customer Base Charge. This is the amount for Other Electric.**

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Townhouse
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 0

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 2 | 104 | 38 |
| Bedroom | 1 | 26 | 3 | 78 | 28 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 2 | 13 | 3 | 78 | 28 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 1

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 1 | 26 | 3 | 78 | 28 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 2 | 13 | 3 | 78 | 28 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Townhouse
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 2

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 2 | 26 | 3 | 156 | 57 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 2 | 13 | 3 | 78 | 28 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 3

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 4 | 208 | 76 |
| Bedroom | 3 | 26 | 3 | 234 | 85 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 3 | 13 | 3 | 117 | 43 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Townhouse
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 4

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 4 | 208 | 76 |
| Bedroom | 4 | 26 | 3 | 312 | 114 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 3 | 13 | 3 | 117 | 43 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 5

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 2 | 13 | 3 | 78 | 28 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 5 | 26 | 3 | 390 | 142 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 4 | 13 | 3 | 156 | 57 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Townhouse
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 0

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 1 | 2 | 24.0 | 1.4 | 17 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 1 | 60 | 4.0 | 7.2 | 86 |
| Hair Dryer | 1 | 1200 | 0.1 | 3.0 | 36 |
| Iron | 1 | 1100 | 0.1 | 4.7 | 57 |
| Microwave Oven | 1 | 800 | 0.2 | 4.1 | 49 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

**Number of Bedrooms:** 1

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 1 | 2 | 24.0 | 1.4 | 17 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 1 | 60 | 4.0 | 7.2 | 86 |
| Hair Dryer | 1 | 1200 | 0.1 | 3.0 | 36 |
| Iron | 1 | 1100 | 0.1 | 4.7 | 57 |
| Microwave Oven | 1 | 800 | 0.2 | 4.1 | 49 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Townhouse
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 2

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 2 | 2 | 24.0 | 2.9 | 35 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 2 | 60 | 4.0 | 14.4 | 173 |
| Hair Dryer | 2 | 1200 | 0.1 | 6.0 | 72 |
| Iron | 1 | 1100 | 0.3 | 9.4 | 113 |
| Microwave Oven | 1 | 800 | 0.3 | 8.2 | 98 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

**Number of Bedrooms:** 3

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 3 | 2 | 24.0 | 4.3 | 52 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 2 | 60 | 4.0 | 14.4 | 173 |
| Hair Dryer | 2 | 1200 | 0.1 | 6.0 | 72 |
| Iron | 1 | 1100 | 0.3 | 9.4 | 113 |
| Microwave Oven | 1 | 800 | 0.3 | 8.2 | 98 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Townhouse
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 4

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 4 | 2 | 24.0 | 5.8 | 69 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 3 | 60 | 4.0 | 21.6 | 259 |
| Hair Dryer | 3 | 1200 | 0.1 | 9.0 | 108 |
| Iron | 1 | 1100 | 0.4 | 14.2 | 170 |
| Microwave Oven | 1 | 800 | 0.5 | 12.2 | 147 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

**Number of Bedrooms:** 5

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 5 | 2 | 24.0 | 7.2 | 86 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 3 | 60 | 4.0 | 21.6 | 259 |
| Hair Dryer | 3 | 1200 | 0.1 | 9.0 | 108 |
| Iron | 1 | 1100 | 0.4 | 14.2 | 170 |
| Microwave Oven | 1 | 800 | 0.5 | 12.2 | 147 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

# *2016 Allowances for Medical Equipment*

**Hawaii Public Housing Authority**

**Property Description:** Townhouse
**Utility Type:** Electric
**Utility Provider:** HECO

| Description | Frequency | kWh/Year | kWh/Month | Monthly Dollar Allowance |
|---|---|---|---|---|
| Air Conditioner, window type, 10,000 BtuH unit | Continuously As Needed | 2,750 | 229 | $61.92 |
| Oxygen Concentrator, 400W | 18 Hrs/Day | 2,628 | 219 | $59.18 |
| Nebulizer, 75W | 2 Hrs/Day | 60 | 5 | $1.35 |
| Electric Hospital Bed, 200W | .2 Hrs/Day | 12 | 1 | $0.27 |
| Alternating Pressure Pad, 70W | 24 Hrs/Day | 612 | 51 | $13.78 |
| Low Air-Loss Mattress, 120W | 24 Hrs/Day | 1,056 | 88 | $23.78 |
| Power Wheelchair/ Scooter, 550W, Full-Time Use | 4 Hrs/Day Charge Time | 803 | 67 | $18.08 |
| Feeding Tube, 120W | 12 Hrs/Day | 526 | 44 | $11.84 |
| CPAP Machine, 30W | 10 Hrs/Day | 110 | 9 | $2.47 |
| Leg Pump, 14W | 6 Hrs/Day | 31 | 3 | $0.69 |

# *Water and Sewer Allowance Calculation*

**Hawaii Public Housing Authority**

**Property Description:** Townhouse
**Utility Type:** Water/Sewer
**Utility Provider:** City/County of Honolulu

| Standards Used in Calculating Water Usage | | | | |
|---|---|---|---|---|
| **Fixture/Use** | **Gallons** | **Times** | **Frequency** | **Description** |
| Toilet | 3.5 | X | 5 | Flushes per Person per Day |
| Shower | 15 | X | 1 | Showers per Person per Day |
| Dishwasher | 3 | X | 0.5 | Dishloads per Person per Day |
| Laundry | 8 | X | 0.2 | Loads per Person per Day |
| Cooking | 0.1 | X | 3 | Meals per Person per Day |
| Handwashing | 0.1 | X | 10 | Handwashings per Person per Day |
| Other | 5 | X | 1 | Allowance per Person per Day |

| Calculation of Monthly Water Usage | | | | | | |
|---|---|---|---|---|---|---|
| **Bedroom Size >>>** | **0** | **1** | **2** | **3** | **4** | **5** |
| **# Occupants >>>** | 1 | 2 | 4 | 6 | 8 | 10 |
| Toilet | 17.5 | 35 | 70 | 105 | 140 | 175 |
| Shower | 15 | 30 | 60 | 90 | 120 | 150 |
| Diswasher | 1.5 | 3 | 6 | 9 | 12 | 15 |
| Clothes | 1.6 | 3.2 | 6.4 | 9.6 | 12.8 | 16 |
| Cooking | 0.3 | 0.6 | 1.2 | 1.8 | 2.4 | 3 |
| Handwashing | 1 | 2 | 4 | 6 | 8 | 10 |
| Other | 5 | 10 | 20 | 30 | 40 | 50 |
| **Gallons per Day** | 41.9 | 83.8 | 167.6 | 251.4 | 335.2 | 419 |
| **Gallons per Month** | 1274 | 2549 | 5098 | 7647 | 10196 | 12745 |
| **Water Billing Gallons** | 2000 | 3000 | 6000 | 8000 | 11000 | 13000 |
| **Sewer Billing Gallons*** | 2000 | 3000 | 5000 | 7000 | 9000 | 11000 |

| Water Rate Schedule | |
|---|---|
| Base Charge | $9.26 |
| Charge per 1000 Gals | $4.42 |

| Sewer Rate Schedule | |
|---|---|
| Base Charge | 77.55 |
| Charge per 1000 Gals | 4.42 |

| Monthly Cost Allowances | | | | | | |
|---|---|---|---|---|---|---|
| **Bedroom Size >>>** | **0** | **1** | **2** | **3** | **4** | **5** |
| Water Allowance | $18 | $23 | $36 | $45 | $58 | $67 |
| Sewer Allowance | $86 | $91 | $100 | $108 | $117 | $126 |

*Actual consumption reduced by 20% for water irrigation factor

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Utility Type:** LP -- Utility
**Property Description:** Townhouse

**Fuel Adjustment Cost (FAC) (per Therm)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | -$0.1406 | July-15 | $0.6153 |
| February-15 | -$0.3309 | August-15 | $0.5426 |
| March-15 | $0.1178 | September-15 | $0.1512 |
| April-15 | $0.3805 | October-15 | -$0.0387 |
| May-15 | $0.2007 | November-15 | -$0.0100 |
| June-15 | $0.8148 | December-15 | -$0.3387 |
| **Average Adjustment** | | | **$0.1637** |

**Summary of Rate Schedule -- Schedule 20 - Residential**

| | |
|---|---|
| Monthly Customer Base Charge: | $8.50 |
| Commodity Charge -- All Therms | $3.8871 |
| Average Fuel Adjustment Cost: | $0.1637 |
| Applicable Tax Rate | 4.712% |

# *2016 Utility Allowances*

**Hawaii Public Housing Authority**

**Utility Type:** LP -- Utility
**Property Description:** Townhouse

**Consumption Allowances (Therms per Month)**

| Bedroom Size | Cooking | Individual Water Heating | Total |
|---|---|---|---|
| 0 | 4.50 | 5.25 | 9.75 |
| 1 | 4.50 | 7.50 | 12.00 |
| 2 | 4.50 | 12.00 | 16.50 |
| 3 | 5.50 | 16.58 | 22.08 |
| 4 | 5.50 | 21.08 | 26.58 |
| 5 | 5.50 | 25.67 | 31.17 |

**Cost Allowances ($ per Month)**

| Bedroom Size | Cooking* | Individual Water Heating | Total |
|---|---|---|---|
| 0 | $28 | $22 | $50 |
| 1 | $28 | $32 | $60 |
| 2 | $28 | $51 | $79 |
| 3 | $32 | $70 | $103 |
| 4 | $32 | $89 | $122 |
| 5 | $32 | $109 | $141 |

***Total Basic Includes Monthly Customer Base Charge**

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Property Description:** Lowrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Average Residential DSM Adjustments (per kWh)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | $0.001423 | July-15 | $0.000348 |
| February-15 | $0.001423 | August-15 | $0.000348 |
| March-15 | $0.001423 | September-15 | $0.000348 |
| April-15 | $0.000348 | October-15 | $0.000348 |
| May-15 | $0.000348 | November-15 | $0.000348 |
| June-15 | $0.000348 | December-15 | $0.000348 |
| **Average Adjustment** | | | **$0.000617** |

**Average Energy Cost Adjustment Factors (per kWh)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | $0.01065 | July-15 | -$0.00997 |
| February-15 | -$0.00755 | August-15 | -$0.01673 |
| March-15 | -$0.01863 | September-15 | -$0.01343 |
| April-15 | -$0.01151 | October-15 | -$0.02793 |
| May-15 | -$0.01931 | November-15 | -$0.03179 |
| June-15 | -$0.01624 | December-15 | -$0.03353 |
| **Average Adjustment** | | | **-$0.01633** |

**IRP Cost Recovery Provision**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | 0.000% | July-15 | 0.000% |
| February-15 | 0.000% | August-15 | 0.000% |
| March-15 | 0.000% | September-15 | 0.000% |
| April-15 | 0.000% | October-15 | 0.000% |
| May-15 | 0.000% | November-15 | 0.000% |
| June-15 | 0.000% | December-15 | 0.000% |
| **Average Adjustment** | | | **0.000%** |

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Property Description:** Lowrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Rate Adjustment**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | 0.000% | July-15 | 0.000% |
| February-15 | 0.000% | August-15 | 0.000% |
| March-15 | 0.000% | September-15 | 0.000% |
| April-15 | 0.000% | October-15 | 0.000% |
| May-15 | 0.000% | November-15 | 0.000% |
| June-15 | 0.000% | December-15 | 0.000% |
| **Average Adjustment** | | | **0.000%** |

**Summary of Rate Schedule – Schedule "R"**

| | |
|---|---|
| Monthly Customer Base Charge*: | $10.42 |
| Non-Fuel Energy Charge**: | $0.089205 |
| Base Fuel/Energy Charge: | $0.136062 |
| IRP Cost Recovery Provision (Applies to Above 3 Charges): | 0.000% |
| Rate Adjustment (Applies to Above 3 Charges): | 0.000% |
| Average Residential DSM Adjustments: | $0.000617 |
| Average Energy Cost Adjustment Factors: | -$0.01633 |
| Public Benefits Surcharge/Avg Purch Power Adj/RBA Rate Adj/RE Surcharge: | $0.060655 |

* Includes Green Infrastructure Fee Surcharge

# *2016 Utility Allowances*

**Hawaii Public Housing Authority**

**Property Description:** Lowrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Consumption Allowances (kWh per Month)**

| Bedroom Size | Lights | Misc. | Refrig. | Total Basic | Electric Cooking | Electric Water Heating | Solar Water Heating* | Total |
|---|---|---|---|---|---|---|---|---|
| 0 | 31 | 56 | 50 | 137 | 78 | 43 | 16 | 273 |
| 1 | 33 | 56 | 50 | 138 | 78 | 87 | 31 | 334 |
| 2 | 35 | 76 | 50 | 161 | 78 | 174 | 47 | 459 |
| 3 | 42 | 92 | 50 | 184 | 95 | 261 | 78 | 618 |
| 4 | 44 | 113 | 50 | 207 | 95 | 348 | 110 | 759 |
| 5 | 46 | 114 | 50 | 210 | 95 | 434 | 141 | 881 |

*** Distribution by bedroom size based on number of occupants**

**Cost Allowances ($ per Month)**

| Bedroom Size | Lights | Misc. | Refrig. | Total Basic** | Electric Cooking | Electric Water Heating | Solar Water Heating | Total |
|---|---|---|---|---|---|---|---|---|
| 0 | $8.37 | $15.00 | $13.51 | $47 | $21 | $12 | $4 | $84 |
| 1 | $8.80 | $15.00 | $13.51 | $48 | $21 | $23 | $8 | $101 |
| 2 | $9.44 | $20.52 | $13.51 | $54 | $21 | $47 | $13 | $135 |
| 3 | $11.26 | $24.88 | $13.51 | $60 | $26 | $70 | $21 | $177 |
| 4 | $11.90 | $30.40 | $13.51 | $66 | $26 | $94 | $30 | $215 |
| 5 | $12.44 | $30.79 | $13.51 | $67 | $26 | $117 | $38 | $248 |

****Total Basic Includes Monthly Customer Base Charge. This is the amount for Other Electric.**

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Lowrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 0

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 1 | 13 | 3 | 39 | 14 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 2 | 104 | 38 |
| Bedroom | 1 | 26 | 3 | 78 | 28 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 1

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 1 | 13 | 3 | 39 | 14 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 1 | 26 | 3 | 78 | 28 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Lowrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 2

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 1 | 13 | 3 | 39 | 14 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 2 | 26 | 3 | 156 | 57 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 3

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 1 | 13 | 3 | 39 | 14 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 4 | 208 | 76 |
| Bedroom | 3 | 26 | 3 | 234 | 85 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 2 | 13 | 3 | 78 | 28 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Lowrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 4

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 1 | 13 | 3 | 39 | 14 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 4 | 208 | 76 |
| Bedroom | 4 | 26 | 3 | 312 | 114 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 2 | 13 | 3 | 78 | 28 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 5

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 1 | 13 | 3 | 39 | 14 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 5 | 26 | 3 | 390 | 142 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 3 | 13 | 3 | 117 | 43 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Lowrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 0

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 1 | 2 | 24.0 | 1.4 | 17 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 1 | 60 | 4.0 | 7.2 | 86 |
| Hair Dryer | 1 | 1200 | 0.1 | 3.0 | 36 |
| Iron | 1 | 1100 | 0.1 | 4.7 | 57 |
| Microwave Oven | 1 | 800 | 0.2 | 4.1 | 49 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

**Number of Bedrooms:** 1

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 1 | 2 | 24.0 | 1.4 | 17 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 1 | 60 | 4.0 | 7.2 | 86 |
| Hair Dryer | 1 | 1200 | 0.1 | 3.0 | 36 |
| Iron | 1 | 1100 | 0.1 | 4.7 | 57 |
| Microwave Oven | 1 | 800 | 0.2 | 4.1 | 49 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Lowrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 2

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 2 | 2 | 24.0 | 2.9 | 35 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 2 | 60 | 4.0 | 14.4 | 173 |
| Hair Dryer | 2 | 1200 | 0.1 | 6.0 | 72 |
| Iron | 1 | 1100 | 0.3 | 9.4 | 113 |
| Microwave Oven | 1 | 800 | 0.3 | 8.2 | 98 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

**Number of Bedrooms:** 3

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 3 | 2 | 24.0 | 4.3 | 52 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 2 | 60 | 4.0 | 14.4 | 173 |
| Hair Dryer | 2 | 1200 | 0.1 | 6.0 | 72 |
| Iron | 1 | 1100 | 0.3 | 9.4 | 113 |
| Microwave Oven | 1 | 800 | 0.3 | 8.2 | 98 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Lowrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 4

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 4 | 2 | 24.0 | 5.8 | 69 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 3 | 60 | 4.0 | 21.6 | 259 |
| Hair Dryer | 3 | 1200 | 0.1 | 9.0 | 108 |
| Iron | 1 | 1100 | 0.4 | 14.2 | 170 |
| Microwave Oven | 1 | 800 | 0.5 | 12.2 | 147 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

**Number of Bedrooms:** 5

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 5 | 2 | 24.0 | 7.2 | 86 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 3 | 60 | 4.0 | 21.6 | 259 |
| Hair Dryer | 3 | 1200 | 0.1 | 9.0 | 108 |
| Iron | 1 | 1100 | 0.4 | 14.2 | 170 |
| Microwave Oven | 1 | 800 | 0.5 | 12.2 | 147 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

# *2016 Allowances for Medical Equipment*

**Hawaii Public Housing Authority**

**Property Description:** Lowrise
**Utility Type:** Electric
**Utility Provider:** HECO

| Description | Frequency | kWh/Year | kWh/Month | Monthly Dollar Allowance |
|---|---|---|---|---|
| Air Conditioner, window type, 10,000 BtuH unit | Continuously As Needed | 2,750 | 229 | $61.92 |
| Oxygen Concentrator, 400W | 18 Hrs/Day | 2,628 | 219 | $59.18 |
| Nebulizer, 75W | 2 Hrs/Day | 60 | 5 | $1.35 |
| Electric Hospital Bed, 200W | .2 Hrs/Day | 12 | 1 | $0.27 |
| Alternating Pressure Pad, 70W | 24 Hrs/Day | 612 | 51 | $13.78 |
| Low Air-Loss Mattress, 120W | 24 Hrs/Day | 1,056 | 88 | $23.78 |
| Power Wheelchair/ Scooter, 550W, Full-Time Use | 4 Hrs/Day Charge Time | 803 | 67 | $18.08 |
| Feeding Tube, 120W | 12 Hrs/Day | 526 | 44 | $11.84 |
| CPAP Machine, 30W | 10 Hrs/Day | 110 | 9 | $2.47 |
| Leg Pump, 14W | 6 Hrs/Day | 31 | 3 | $0.69 |

# *Water and Sewer Allowance Calculation*

**Hawaii Public Housing Authority**

**Property Description:** Lowrise
**Utility Type:** Water/Sewer
**Utility Provider:** City/County of Honolulu

| Standards Used in Calculating Water Usage | | | | |
|---|---|---|---|---|
| **Fixture/Use** | **Gallons** | **Times** | **Frequency** | **Description** |
| Toilet | 3.5 | X | 5 | Flushes per Person per Day |
| Shower | 15 | X | 1 | Showers per Person per Day |
| Dishwasher | 3 | X | 0.5 | Dishloads per Person per Day |
| Laundry | 8 | X | 0.2 | Loads per Person per Day |
| Cooking | 0.1 | X | 3 | Meals per Person per Day |
| Handwashing | 0.1 | X | 10 | Handwashings per Person per Day |
| Other | 5 | X | 1 | Allowance per Person per Day |

| Calculation of Monthly Water Usage | | | | | | |
|---|---|---|---|---|---|---|
| **Bedroom Size >>>** | **0** | **1** | **2** | **3** | **4** | **5** |
| **# Occupants >>>** | 1 | 2 | 4 | 6 | 8 | 10 |
| Toilet | 17.5 | 35 | 70 | 105 | 140 | 175 |
| Shower | 15 | 30 | 60 | 90 | 120 | 150 |
| Diswasher | 1.5 | 3 | 6 | 9 | 12 | 15 |
| Clothes | 1.6 | 3.2 | 6.4 | 9.6 | 12.8 | 16 |
| Cooking | 0.3 | 0.6 | 1.2 | 1.8 | 2.4 | 3 |
| Handwashing | 1 | 2 | 4 | 6 | 8 | 10 |
| Other | 5 | 10 | 20 | 30 | 40 | 50 |
| **Gallons per Day** | 41.9 | 83.8 | 167.6 | 251.4 | 335.2 | 419 |
| **Gallons per Month** | 1274 | 2549 | 5098 | 7647 | 10196 | 12745 |
| **Water Billing Gallons** | 2000 | 3000 | 6000 | 8000 | 11000 | 13000 |
| **Sewer Billing Gallons*** | 2000 | 3000 | 5000 | 7000 | 9000 | 11000 |

| Water Rate Schedule | |
|---|---|
| Base Charge | $9.26 |
| Charge per 1000 Gals | $4.42 |

| Sewer Rate Schedule | |
|---|---|
| Base Charge | 77.55 |
| Charge per 1000 Gals | 4.42 |

| Monthly Cost Allowances | | | | | | |
|---|---|---|---|---|---|---|
| **Bedroom Size >>>** | **0** | **1** | **2** | **3** | **4** | **5** |
| Water Allowance | $18 | $23 | $36 | $45 | $58 | $67 |
| Sewer Allowance | $86 | $91 | $100 | $108 | $117 | $126 |

*Actual consumption reduced by 20% for water irrigation factor

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Utility Type:** LP -- Utility
**Property Description:** Lowrise

**Fuel Adjustment Cost (FAC) (per Therm)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | -$0.1406 | July-15 | $0.6153 |
| February-15 | -$0.3309 | August-15 | $0.5426 |
| March-15 | $0.1178 | September-15 | $0.1512 |
| April-15 | $0.3805 | October-15 | -$0.0387 |
| May-15 | $0.2007 | November-15 | -$0.0100 |
| June-15 | $0.8148 | December-15 | -$0.3387 |
| **Average Adjustment** | | | **$0.1637** |

**Summary of Rate Schedule -- Schedule 20 - Residential**

| | |
|---|---|
| Monthly Customer Base Charge: | $8.50 |
| Commodity Charge -- All Therms | $3.8871 |
| Average Fuel Adjustment Cost: | $0.1637 |
| Applicable Tax Rate | 4.712% |

# *2016 Utility Allowances*

**Hawaii Public Housing Authority**

**Utility Type:** LP -- Utility
**Property Description:** Lowrise

**Consumption Allowances (Therms per Month)**

| Bedroom Size | Cooking | Individual Water Heating | Total |
|---|---|---|---|
| 0 | 4.50 | 5.25 | 9.75 |
| 1 | 4.50 | 7.50 | 12.00 |
| 2 | 4.50 | 12.00 | 16.50 |
| 3 | 5.50 | 16.58 | 22.08 |
| 4 | 5.50 | 21.08 | 26.58 |
| 5 | 5.50 | 25.67 | 31.17 |

**Cost Allowances ($ per Month)**

| Bedroom Size | Cooking* | Individual Water Heating | Total |
|---|---|---|---|
| 0 | $28 | $22 | $50 |
| 1 | $28 | $32 | $60 |
| 2 | $28 | $51 | $79 |
| 3 | $32 | $70 | $103 |
| 4 | $32 | $89 | $122 |
| 5 | $32 | $109 | $141 |

***Total Basic Includes Monthly Customer Base Charge**

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Property Description:** Highrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Average Residential DSM Adjustments (per kWh)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | $0.001423 | July-15 | $0.000348 |
| February-15 | $0.001423 | August-15 | $0.000348 |
| March-15 | $0.001423 | September-15 | $0.000348 |
| April-15 | $0.000348 | October-15 | $0.000348 |
| May-15 | $0.000348 | November-15 | $0.000348 |
| June-15 | $0.000348 | December-15 | $0.000348 |
| **Average Adjustment** | | | **$0.000617** |

**Average Energy Cost Adjustment Factors (per kWh)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | $0.01065 | July-15 | -$0.00997 |
| February-15 | -$0.00755 | August-15 | -$0.01673 |
| March-15 | -$0.01863 | September-15 | -$0.01343 |
| April-15 | -$0.01151 | October-15 | -$0.02793 |
| May-15 | -$0.01931 | November-15 | -$0.03179 |
| June-15 | -$0.01624 | December-15 | -$0.03353 |
| **Average Adjustment** | | | **-$0.01633** |

**IRP Cost Recovery Provision**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | 0.000% | July-15 | 0.000% |
| February-15 | 0.000% | August-15 | 0.000% |
| March-15 | 0.000% | September-15 | 0.000% |
| April-15 | 0.000% | October-15 | 0.000% |
| May-15 | 0.000% | November-15 | 0.000% |
| June-15 | 0.000% | December-15 | 0.000% |
| **Average Adjustment** | | | **0.000%** |

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Property Description:** Highrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Rate Adjustment**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | 0.000% | July-15 | 0.000% |
| February-15 | 0.000% | August-15 | 0.000% |
| March-15 | 0.000% | September-15 | 0.000% |
| April-15 | 0.000% | October-15 | 0.000% |
| May-15 | 0.000% | November-15 | 0.000% |
| June-15 | 0.000% | December-15 | 0.000% |
| **Average Adjustment** | | | **0.000%** |

**Summary of Rate Schedule -- Schedule "R"**

| | |
|---|---|
| Monthly Customer Base Charge*: | $10.42 |
| Non-Fuel Energy Charge**: | $0.089205 |
| Base Fuel/Energy Charge: | $0.136062 |
| IRP Cost Recovery Provision (Applies to Above 3 Charges): | 0.000% |
| Rate Adjustment (Applies to Above 3 Charges): | 0.000% |
| Average Residential DSM Adjustments: | $0.000617 |
| Average Energy Cost Adjustment Factors: | -$0.01633 |
| Public Benefits Surcharge/Avg Purch Power Adj/RBA Rate Adj/RE Surcharge: | $0.060655 |

* Includes Green Infrastructure Fee Surcharge

# *2016 Utility Allowances*

**Hawaii Public Housing Authority**

**Property Description:** Highrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Consumption Allowances (kWh per Month)**

| Bedroom Size | Lights | Misc. | Refrig. | Total Basic | Electric Cooking | Electric Water Heating | Solar Water Heating* | Total |
|---|---|---|---|---|---|---|---|---|
| 0 | 30 | 56 | 50 | 135 | 78 | 43 | 16 | 272 |
| 1 | 31 | 56 | 50 | 137 | 78 | 87 | 31 | 332 |
| 2 | 34 | 76 | 50 | 160 | 78 | 174 | 47 | 458 |
| 3 | 40 | 92 | 50 | 183 | 95 | 261 | 78 | 616 |
| 4 | 43 | 113 | 50 | 205 | 95 | 348 | 110 | 758 |
| 5 | 45 | 114 | 50 | 209 | 95 | 434 | 141 | 879 |

*** Distribution by bedroom size based on number of occupants**

**Cost Allowances ($ per Month)**

| Bedroom Size | Lights | Misc. | Refrig. | Total Basic** | Electric Cooking | Electric Water Heating | Solar Water Heating | Total |
|---|---|---|---|---|---|---|---|---|
| 0 | $8.05 | $15.00 | $13.51 | $47 | $21 | $12 | $4 | $84 |
| 1 | $8.48 | $15.00 | $13.51 | $47 | $21 | $23 | $8 | $100 |
| 2 | $9.12 | $20.52 | $13.51 | $54 | $21 | $47 | $13 | $134 |
| 3 | $10.94 | $24.88 | $13.51 | $60 | $26 | $70 | $21 | $177 |
| 4 | $11.58 | $30.40 | $13.51 | $66 | $26 | $94 | $30 | $215 |
| 5 | $12.11 | $30.79 | $13.51 | $67 | $26 | $117 | $38 | $248 |

****Total Basic Includes Monthly Customer Base Charge. This is the amount for Other Electric.**

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Highrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 0

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 0 | 0 | 3 | 0 | 0 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 2 | 104 | 38 |
| Bedroom | 1 | 26 | 3 | 78 | 28 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 1

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 0 | 0 | 3 | 0 | 0 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 1 | 26 | 3 | 78 | 28 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Highrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 2

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 0 | 0 | 3 | 0 | 0 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 0 | 0 | 2 | 0 | 0 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 2 | 26 | 3 | 156 | 57 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 1 | 13 | 3 | 39 | 14 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 3

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 0 | 0 | 3 | 0 | 0 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 4 | 208 | 76 |
| Bedroom | 3 | 26 | 3 | 234 | 85 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 2 | 13 | 3 | 78 | 28 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Lighting Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Highrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 4

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 0 | 0 | 3 | 0 | 0 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 4 | 208 | 76 |
| Bedroom | 4 | 26 | 3 | 312 | 114 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 2 | 13 | 3 | 78 | 28 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

**Number of Bedrooms:** 5

| Area Description | Number of Fixtures | Watts per Fixture | Hours per Day | Watts per Day | kWh per Year |
|---|---|---|---|---|---|
| Porches | 0 | 0 | 3 | 0 | 0 |
| Living Room | 1 | 39 | 5 | 195 | 71 |
| Dining Room | 1 | 26 | 2 | 52 | 19 |
| Kitchen | 1 | 128 | 4 | 512 | 187 |
| Pantry | 1 | 13 | 2 | 26 | 9 |
| Bathroom | 1 | 52 | 3 | 156 | 57 |
| Bedroom | 5 | 26 | 3 | 390 | 142 |
| Lamps | 0 | 0 | 4 | 0 | 0 |
| Hall/Stairs | 3 | 13 | 3 | 117 | 43 |
| Closet | 1 | 13 | 1 | 13 | 5 |
| Utility | 0 | 0 | 1 | 0 | 0 |
| Storage | 1 | 13 | 1 | 13 | 5 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Highrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 0

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 1 | 2 | 24.0 | 1.4 | 17 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 1 | 60 | 4.0 | 7.2 | 86 |
| Hair Dryer | 1 | 1200 | 0.1 | 3.0 | 36 |
| Iron | 1 | 1100 | 0.1 | 4.7 | 57 |
| Microwave Oven | 1 | 800 | 0.2 | 4.1 | 49 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

**Number of Bedrooms:** 1

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 1 | 2 | 24.0 | 1.4 | 17 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 1 | 60 | 4.0 | 7.2 | 86 |
| Hair Dryer | 1 | 1200 | 0.1 | 3.0 | 36 |
| Iron | 1 | 1100 | 0.1 | 4.7 | 57 |
| Microwave Oven | 1 | 800 | 0.2 | 4.1 | 49 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Highrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 2

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 2 | 2 | 24.0 | 2.9 | 35 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 2 | 60 | 4.0 | 14.4 | 173 |
| Hair Dryer | 2 | 1200 | 0.1 | 6.0 | 72 |
| Iron | 1 | 1100 | 0.3 | 9.4 | 113 |
| Microwave Oven | 1 | 800 | 0.3 | 8.2 | 98 |
| Radio | 1 | 15 | 6.0 | 2.7 | 32 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 1 | 100 | 4.0 | 12.0 | 144 |

**Number of Bedrooms:** 3

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 3 | 2 | 24.0 | 4.3 | 52 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 2 | 60 | 4.0 | 14.4 | 173 |
| Hair Dryer | 2 | 1200 | 0.1 | 6.0 | 72 |
| Iron | 1 | 1100 | 0.3 | 9.4 | 113 |
| Microwave Oven | 1 | 800 | 0.3 | 8.2 | 98 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

# *Miscellaneous Small Appliance Usage Tables*

**Hawaii Public Housing Authority**

**Property Description:** Highrise
**Utility Type:** Electric
**Utility Provider:** HECO

**Number of Bedrooms:** 4

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 4 | 2 | 24.0 | 5.8 | 69 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 3 | 60 | 4.0 | 21.6 | 259 |
| Hair Dryer | 3 | 1200 | 0.1 | 9.0 | 108 |
| Iron | 1 | 1100 | 0.4 | 14.2 | 170 |
| Microwave Oven | 1 | 800 | 0.5 | 12.2 | 147 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

**Number of Bedrooms:** 5

| Area Description | Number of Appliances | Watts per Appliance | Hours per Day | kWh per Month | kWh per Year |
|---|---|---|---|---|---|
| Clocks | 5 | 2 | 24.0 | 7.2 | 86 |
| Coffee Maker | 1 | 1000 | 0.2 | 5.1 | 61 |
| Computer, Desktop | 1 | 65 | 2.0 | 3.9 | 47 |
| Computer Monitor, 15" | 1 | 35 | 4.0 | 4.2 | 50 |
| Fan | 3 | 60 | 4.0 | 21.6 | 259 |
| Hair Dryer | 3 | 1200 | 0.1 | 9.0 | 108 |
| Iron | 1 | 1100 | 0.4 | 14.2 | 170 |
| Microwave Oven | 1 | 800 | 0.5 | 12.2 | 147 |
| Radio | 2 | 15 | 6.0 | 5.4 | 65 |
| Smoke Detector | 2 | 2 | 24.0 | 2.9 | 35 |
| Telephone | 1 | 6 | 24.0 | 4.3 | 52 |
| Television | 2 | 100 | 4.0 | 24.0 | 288 |

# *2016 Allowances for Medical Equipment*

**Hawaii Public Housing Authority**

**Property Description:** Highrise
**Utility Type:** Electric
**Utility Provider:** HECO

| Description | Frequency | kWh/Year | kWh/Month | Monthly Dollar Allowance |
|---|---|---|---|---|
| Air Conditioner, window type, 10,000 BtuH unit | Continuously As Needed | 2,750 | 229 | $61.92 |
| Oxygen Concentrator, 400W | 18 Hrs/Day | 2,628 | 219 | $59.18 |
| Nebulizer, 75W | 2 Hrs/Day | 60 | 5 | $1.35 |
| Electric Hospital Bed, 200W | .2 Hrs/Day | 12 | 1 | $0.27 |
| Alternating Pressure Pad, 70W | 24 Hrs/Day | 612 | 51 | $13.78 |
| Low Air-Loss Mattress, 120W | 24 Hrs/Day | 1,056 | 88 | $23.78 |
| Power Wheelchair/ Scooter, 550W, Full-Time Use | 4 Hrs/Day Charge Time | 803 | 67 | $18.08 |
| Feeding Tube, 120W | 12 Hrs/Day | 526 | 44 | $11.84 |
| CPAP Machine, 30W | 10 Hrs/Day | 110 | 9 | $2.47 |
| Leg Pump, 14W | 6 Hrs/Day | 31 | 3 | $0.69 |

# *Water and Sewer Allowance Calculation*

**Hawaii Public Housing Authority**

**Property Description:** Highrise
**Utility Type:** Water/Sewer
**Utility Provider:** City/County of Honolulu

| Standards Used in Calculating Water Usage | | | | |
|---|---|---|---|---|
| **Fixture/Use** | **Gallons** | **Times** | **Frequency** | **Description** |
| Toilet | 3.5 | X | 5 | Flushes per Person per Day |
| Shower | 15 | X | 1 | Showers per Person per Day |
| Dishwasher | 3 | X | 0.5 | Dishloads per Person per Day |
| Laundry | 8 | X | 0.2 | Loads per Person per Day |
| Cooking | 0.1 | X | 3 | Meals per Person per Day |
| Handwashing | 0.1 | X | 10 | Handwashings per Person per Day |
| Other | 5 | X | 1 | Allowance per Person per Day |

| Calculation of Monthly Water Usage | | | | | | |
|---|---|---|---|---|---|---|
| **Bedroom Size >>>** | **0** | **1** | **2** | **3** | **4** | **5** |
| **# Occupants >>>** | 1 | 2 | 4 | 6 | 8 | 10 |
| Toilet | 17.5 | 35 | 70 | 105 | 140 | 175 |
| Shower | 15 | 30 | 60 | 90 | 120 | 150 |
| Diswasher | 1.5 | 3 | 6 | 9 | 12 | 15 |
| Clothes | 1.6 | 3.2 | 6.4 | 9.6 | 12.8 | 16 |
| Cooking | 0.3 | 0.6 | 1.2 | 1.8 | 2.4 | 3 |
| Handwashing | 1 | 2 | 4 | 6 | 8 | 10 |
| Other | 5 | 10 | 20 | 30 | 40 | 50 |
| **Gallons per Day** | 41.9 | 83.8 | 167.6 | 251.4 | 335.2 | 419 |
| **Gallons per Month** | 1274 | 2549 | 5098 | 7647 | 10196 | 12745 |
| **Water Billing Gallons** | 2000 | 3000 | 6000 | 8000 | 11000 | 13000 |
| **Sewer Billing Gallons*** | 2000 | 3000 | 5000 | 7000 | 9000 | 11000 |

| Water Rate Schedule | |
|---|---|
| Base Charge | $9.26 |
| Charge per 1000 Gals | $4.42 |

| Sewer Rate Schedule | |
|---|---|
| Base Charge | 77.55 |
| Charge per 1000 Gals | 4.42 |

| Monthly Cost Allowances | | | | | | |
|---|---|---|---|---|---|---|
| **Bedroom Size >>>** | **0** | **1** | **2** | **3** | **4** | **5** |
| Water Allowance | $18 | $23 | $36 | $45 | $58 | $67 |
| Sewer Allowance | $86 | $91 | $100 | $108 | $117 | $126 |

*Actual consumption reduced by 20% for water irrigation factor

# *2016 Rate Calculation Form*

**Hawaii Public Housing Authority**

**Utility Type:** LP -- Utility
**Property Description:** Highrise

**Fuel Adjustment Cost (FAC) (per Therm)**

| Month | Amount | Month | Amount |
|---|---|---|---|
| January-15 | -$0.1406 | July-15 | $0.6153 |
| February-15 | -$0.3309 | August-15 | $0.5426 |
| March-15 | $0.1178 | September-15 | $0.1512 |
| April-15 | $0.3805 | October-15 | -$0.0387 |
| May-15 | $0.2007 | November-15 | -$0.0100 |
| June-15 | $0.8148 | December-15 | -$0.3387 |
| **Average Adjustment** | | | **$0.1637** |

**Summary of Rate Schedule -- Schedule 20 - Residential**

| | |
|---|---|
| Monthly Customer Base Charge: | $8.50 |
| Commodity Charge -- All Therms | $3.8871 |
| Average Fuel Adjustment Cost: | $0.1637 |
| Applicable Tax Rate | 4.712% |

# *2016 Utility Allowances*

**Hawaii Public Housing Authority**

**Utility Type:** LP -- Utility
**Property Description:** Highrise

**Consumption Allowances (Therms per Month)**

| Bedroom Size | Cooking | Individual Water Heating | Total |
|---|---|---|---|
| 0 | 4.50 | 5.25 | 9.75 |
| 1 | 4.50 | 7.50 | 12.00 |
| 2 | 4.50 | 12.00 | 16.50 |
| 3 | 5.50 | 16.58 | 22.08 |
| 4 | 5.50 | 21.08 | 26.58 |
| 5 | 5.50 | 25.67 | 31.17 |

**Cost Allowances ($ per Month)**

| Bedroom Size | Cooking* | Individual Water Heating | Total |
|---|---|---|---|
| 0 | $28 | $22 | $50 |
| 1 | $28 | $32 | $60 |
| 2 | $28 | $51 | $79 |
| 3 | $32 | $70 | $103 |
| 4 | $32 | $89 | $122 |
| 5 | $32 | $109 | $141 |

***Total Basic Includes Monthly Customer Base Charge**

Approved by the Executive Director
April 21, 2016

## FOR ACTION

**MOTION:** *(1)* Repeal Chapter 184 of Title 15, Hawai'i Administrative Rules ("HAR"), entitled "Rent Supplement Program"; *(2)* Adopt Proposed New Chapter 2033 of Title 17, HAR, entitled "Rent Supplement Program" which is substantially based on Chapter 15-184, HAR, and includes the proposed amendments to Chapter 15-184, HAR, previously adopted by the HPHA Board of Directors on January 21, 2016, and sets forth the rules and requirements for HPHA's Rent Supplement Program which is a program that offers rent subsidies to a qualified person or family; and *(3)* Authorize the Executive Director to Conduct Public Hearings and Undertake All Other Actions Necessary under Chapter 91, Hawai'i Revised Statutes, and Administrative Directive No. 09-01 to Implement the Repeal and Adoption of New Rules, including Making Non-Substantive Revisions to Formatting as May be Required

## I. FACTS

A. The Hawaii Public Housing Authority (HPHA) Rent Supplement Program is governed by a variety of state and agency statutes and rules, such as Chapter 356D, Hawaii Revised Statutes (HRS) and Chapter 521, HRS.

B. Act 196, Session Laws of Hawaii (SLH) 2005, as amended by Act 180, SLH 2006, separated the housing financing and development functions from the Housing and Community Development Corporation of Hawaii (HCDCH) resulting in the creation of the Hawaii Housing Finance and Development Corporation (HHFDC), and the Hawaii Public Housing Authority (HPHA). Act 196 became effective on July 1, 2006. Act 196 provided that all HCDCH administrative rules would remain in effect until amended.

C. Section 356D-4, HRS (Attachment A), authorizes the HPHA to adopt administrative rules with the force and effect of law to govern the Rent Supplement Program.

D. The HPHA has consistently managed the Rent Supplement Program in accordance with Chapter 15-184 "Rent Supplement Program", HAR.

## II. DISCUSSION

A. On January 21, 2016, the HPHA Board of Directors adopted substantive changes to Chapter 15-184, "Rent Supplement Program," HAR, to, place the administrative rules chapter governing the Rent Supplement Program under Title 17, to correctly reflect that the HPHA is administratively attached to the Department of Human Services, by renumbering Chapter 15-184, HAR, to Chapter 17-2033, HAR, and add new definitions and sections, and amend and repeal various sections to better govern the Rent Supplement Program;

B. Upon further review, the Department of the Attorney General recommended the repeal of Chapter 15-184, HAR, and adoption of new proposed Chapter 17-2033, HAR, to be adopted as a new chapter under Title 17, due to the extensive amendments to Chapter 15-184, HAR, previously adopted by the HPHA Board on January 21, 2016, which includes but is not limited to:

1. Changing title numbers from Title 15, HAR, to Title 17, HAR; changing subtitle numbers from Subtitle 14, HAR, to Subtitle 5, HAR; and changing chapter numbers from Chapter 184, HAR, to Chapter 2033, HAR;
2. Changing the state department to which HPHA is administratively attached, from Department of Business, Economic Development and Tourism, to Department of Human Services;
3. Changing certain Subchapter titles;
4. Deleting four (4) sections from Title 15, HAR, specifically, §§ 15-184-14 [Preference]; 15-184-15 [Removal from Waiting List], 15-184-16 [Ineligible Applicant], and 15-184-17 [Closing the Waiting List], from subchapter 2 of Chapter 15-184, HAR, and adding these sections with minor changes to subchapter 3 of Chapter 17-2033, HAR; and
5. Other substantive revisions;

to comply with the procedures set forth in Chapter 91, HRS, Hawai‘i Administrative Rules Drafting Manual, and for the purposes of clarity;

C. Upon further review, the Department of the Attorney General recommended, in addition to the above, additional housekeeping revisions to the draft rules previously adopted by the HPHA Board of Directors, such as revising references to certain HRS sections in the source notes, deleting all references to the original Exhibit A, Method for calculating income limits, renumbering and attaching the Occupancy Standards dated August 27, 1999 to the draft rules, updating certain references to the HRS and federal laws and citation form, and other similar housekeeping changes.

D. This motion is to reflect the Board's intent to repeal Chapter 15-184, HAR, and adopt new proposed Chapter 17-2033, HAR, with the same substantive changes that were adopted by the HPHA Board of Directors at the regular board meeting on January 21, 2016, as well as to make the housekeeping revisions identified in the paragraph above;

E. The proposed draft rules in the form attached as Attachment B, repealing Chapter 15-184, HAR, and adopting proposed new Chapter 17-2033, HAR, have been reviewed and approved by the Department of the Attorney General.

F. Attachment C shows the differences between proposed new Chapter 17-2033, HAR, and Chapter 15-184, HAR, to be repealed, upon which new Chapter 17-2033, HAR, is substantially based, and which were approved in substance by the HPHA Board of Directors on January 21, 2016, as well as the housekeeping revisions identified above.

G. Once approved by the HPHA Board of Directors, the agency must request permission to take the proposed Rule to public hearing from the Governor. The HPHA staff must give thirty days notice to the public and hold hearings on the Islands of Kauai, Oahu, Maui, and Hawaii.

H. Following approval from the Governor to hold public hearings on the proposed amendments, the Executive Director will hold public hearings on the Islands of Kauai, Oahu, Maui, and Hawaii at a date and locations to be determined.

I. Based on testimony received during the public viewing and comment period, the Executive Director will make any non-substantive amendments to the draft amendments to and compilation of the Rule prior to or following the public hearing.

J. After the public hearings, the Executive Director will transmit amendments to Chapter 15-186, HAR, to the Governor for final approval provided that no substantive amendments are made. Staff anticipates the following updated approximate schedule of the process:

| Action | Timeframe |
|---|---|
| Board For Action (adopt amendments) | April 21, 2016 |
| Request to Governor for public hearing | April 22, 2016 |
| Receive Governor authorization | May 23, 2016 |
| Publish hearing notice (30 day notice) | May 30, 2016 |
| Public Hearing | July 1, 2016 |
| Finalize Rule/Transmit to Governor for Adoption | July 15, 2016 |
| Rule effective | September 1, 2016 |

## III. RECOMMENDATION

That The Board *(1)* Repeal Chapter 184 of Title 15, Hawai‘i Administrative Rules (“HAR”), entitled “Rent Supplement Program”; *(2)* Adopt Proposed New Chapter 2033 of Title 17, HAR, entitled “Rent Supplement Program” which is substantially based on Chapter 15-184, HAR, and includes the proposed amendments to Chapter 15-184, HAR, previously adopted by the HPHA Board of Directors on January 21, 2016, and sets forth the rules and requirements for HPHA’s Rent Supplement Program which is a program that offers rent subsidies to a qualified person or family; and *(3)* Authorize the Executive Director to Conduct Public Hearings and Undertake All Other Actions Necessary under Chapter 91, Hawai‘i Revised Statutes, and Administrative Directive No. 09-01 to Implement the Repeal and Adoption of New Rules, including Making Non-Substantive Revisions to Formatting as May be Required

Attachment A: Sections 356D-4, Hawaii Revised Statutes
Attachment B: Draft Rules repealing Chapter 15-184, Hawaii Administrative Rules, and adopting new Chapter 17-2033, Hawaii Administrative Rules
Attachment C: Ramseyer format draft showing changes to Chapter 15-184, Hawaii Administrative Rules, for illustration purposes

Prepared by: Kiriko Oishi, Chief Compliance Officer _____

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

_____
Pono Shim
Chairperson

**§356D-4 General powers of the authority.** (a) The authority may:

(1) Sue and be sued;

(2) Have a seal and alter the same at pleasure;

(3) Make and execute contracts and other instruments necessary or convenient to the exercise of its powers;

(4) Adopt bylaws and rules in accordance with chapter 91 for its organization, internal management, and to carry into effect its purposes, powers, and programs;

(5) Sell, lease, rent, hold, maintain, use, and operate any property, real, personal, or mixed, tangible or intangible, in support of its purposes, powers, and programs; provided that the sale of real property shall be subject to legislative approval;

(6) Receive by gift, grant, devise, bequest, or otherwise from any source, any property, real, personal, or mixed, intangible or tangible, absolutely or in trust, to be used and disposed of, either the principal or the income thereof, for the benefit only of the residents assisted by its programs; provided that no gift to the authority that has an estimated value of $1,000 or more shall be accepted unless approved or confirmed by the board; and

(7) Engage the services of volunteers as deemed appropriate by the authority without regard to chapter 76, 89, 90, 103, or 103D.

(b) In addition to other powers conferred upon it, the authority may do all things necessary and convenient to carry out the powers expressly provided in this chapter. [L 2006, c 180, pt of §2; am L 2013, c 148, §1]

Attachment B

DEPARTMENT OF HUMAN SERVICES

Repeal of Chapter 15-184 and
Adoption of Chapter 17-2033
Hawaii Administrative Rules

April 21, 2016

1. Chapter 184 of Title 15, Hawaii Administrative Rules, entitled “Rent Supplement Program” is repealed.

2. Chapter 2033 of Title 17, Hawaii Administrative Rules, entitled “Rent Supplement Program” is adopted.

HAWAII ADMINISTRATIVE RULES

TITLE 15

DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT AND TOURISM

SUBTITLE 14

HOUSING AND COMMUNITY DEVELOPMENT CORPORATION OF HAWAII

CHAPTER 184

RENT SUPPLEMENT PROGRAM

Repealed

§§15-184-1 to 15-184-52 Repealed. [ ]

"HAWAII ADMINISTRATIVE RULES

TITLE 17

DEPARTMENT OF HUMAN SERVICES

SUBTITLE 5

HAWAII PUBLIC HOUSING AUTHORITY

CHAPTER 2033

RENT SUPPLEMENT PROGRAM

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Historical Note. Chapter 2033 of Title 17, Hawaii Administrative Rules, is substantially based upon Chapter 15-184 Hawaii Administrative Rules. [Eff 2/18/82; am 2/18/92; R 10/25/99; am and comp 3/23/2001; R ]

## SUBCHAPTER 1

## GENERAL PROVISIONS

§17-2033-1 Purpose. These rules are adopted under chapter 91, HRS, and shall govern the requirements for participation by eligible families and housing owners in the rent supplement program as administered by the authority. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-151, 356D-156)

§17-2033-2 Definitions. As used in this chapter:

"Applicant" means an individual or family who submits an application to participate in the program but is not yet a participant in the program.

"Assets" means total cash, securities, real and personal property less any outstanding liabilities secured by the assets. Assets do not include necessary personal property such as clothing, household furniture and automobiles.

"Authority" means the Hawaii public housing authority.

"Criminal activity" means any act or conduct which constitutes a criminal offense under any Federal or State law, rule or regulation, or county or municipal ordinance, committed by a tenant, a member of the tenant’s household, a guest of the tenant or any person who is on the premises with the express or implied consent of the tenant, regardless if the person engaging in the act or conduct has been arrested or convicted for the applicable criminal offense.

"Displaced" means a family or elderly individual who is without housing, about to be without housing or was without housing within three years prior to applying for housing assistance and was displaced by some public or governmental action.

"Drug" means a controlled substance as defined in section 102 of the Controlled Substances Act (21

U.S.C. §802) as it existed on December 18, 2014.

"Drug-related criminal activity" means the illegal possession, manufacture, sale, distribution, use or possession with intent to manufacture, sell, distribute, or use, of a controlled substance as defined in Section 102 of the Controlled Substances Act (21 U.S.C. §802).

"Dwelling unit" means a house, apartment or group of rooms, intended for residential occupancy as separate living quarters with each unit having direct access from either the outside of the building or through a common hall with each unit being equipped with complete kitchen and bathroom facilities for the exclusive use of the occupants. Dwelling units that present a serious health or safety hazard shall not be acceptable for use by participants of the program.

"Elderly" means a family whose head, spouse, or sole member or spouse has attained the age of sixty-two.

"Family" means:

(1) One or more persons who live or intend to occupy a dwelling unit and whose income and resources are available to meet the family's need and who may, but need not be, related by blood, marriage, or operation of law, including foster children and hanai children and whose head of household has reached the age of majority, or is otherwise legally emancipated;

(2) A person who is pregnant or in the process of securing legal custody of a minor child or children, and who has reached the age of majority or is otherwise emancipated.

"Foster children" means a person or persons, under eighteen years of age, who may not be related to the foster parent by blood, marriage, or adoption and who is in need of parenting care.

"Foster parent" means any adult person who gives parenting care and maintenance to a foster child pursuant to placement by an authorized agency.

"Gender identity or expression" includes a person's actual or perceived gender, as well as a person's gender identity, gender-related self-image, gender-related

appearance, or gender-related expression, regardless of whether that gender identity, gender-related self-image, gender-related appearance, or gender-related expression is different from that traditionally associated with the person's sex at birth.

"Hanai children" means a person or persons, under eighteen years of age, for whom a tenant provides food, nourishment and support for a minimum period of at least a year and who is acknowledged as the tenant’s child among friends, relatives, and the community.

"Household" includes "family", "elderly", and "displaced".

"Household income" means all income from any source before deductions or exemptions, anticipated to be received during the twelve month period following admission or redetermination of household income, as the case may be, by all persons occupying, or who are to occupy the dwelling, and by a household head temporarily separated from the household. Household income does not include the employment income of a minor or amounts specifically paid to the household for or in reimbursement of the cost of medical expenses for any household member.

"Housing owner" means the same as defined in section 356D-152, HRS, and may include an agent of an owner.

"HRS" means the Hawaii revised statutes.

"HUD" means the United States Department of Housing and Urban Development.

"Minor" means a person less than eighteen years of age. An unborn child may not be counted as a minor.

"Participant" means the same as tenant.

"Program" means the rent supplement program administered by the authority.

"Rent" means the monthly charge to a tenant for the use of a dwelling unit.

"Security deposit" means a monetary deposit required by a landlord prior to occupancy of the dwelling unit.

"Staff" means the employees or agents of the authority.

"Shared housing" means a dwelling unit with two

or more bedrooms that is occupied by more than one person or household which share the housing cost for the dwelling.

"Standard unit" means the same as "dwelling unit".

"Tenant" means a qualified person or family that is participating in the program.

"Unassisted household" means a person or family who is not participating in the program.

"U.S.C." means the United States Code.

"Very low income" means 50 per cent of the median household income for the area as determined by the U.S. Department of Housing and Urban Development.

"Violent criminal activity" means any criminal activity that includes the use, attempted use, or threatened use of physical force substantial enough to cause, or be reasonably likely to cause, serious bodily injury or property damage. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-152, 356D-153)

§17-2033-3 Income limits. To be eligible to participate or continue participation in the program, an applicant's or tenant's adjusted household income shall not exceed the very low income limits most recently determined by the U.S. Department of Housing and Urban Development. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-153)

§17-2033-4 Asset limits. (a) An elderly family having assets valued at more than twice its applicable income limit is ineligible to participate in the program.

(b) A non-elderly family having assets which are valued at more than one and one half times its applicable income limit is ineligible to participate in the program. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-155)

§17-2033-5 Asset transfer. All assets transferred or assigned to another party, within a twenty-four month period prior to submitting an application or for the purpose of continuing to qualify for participation in the program, shall be included in determining a household's assets.
[Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-155)

§17-2033-6 Occupancy guidelines. Eligible applicants and tenants shall abide by the occupancy standards for admission and continued occupancy in this program as prescribed in exhibit A, entitled "Occupancy Standards", dated August 27, 1999, located at the end of this chapter. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-4, 356D-156)

§§17-2033-7 to 17-2033-10 (Reserved).

SUBCHAPTER 2

ELIGIBILITY

§17-2033-11 Application. (a) A person seeking to participate in the program shall submit a completed application form, provided by the authority. The form shall include, but not be limited to, information relating to household income, household composition, social security number or a certification that the member does not have a social security number for each household member, evidence of citizenship or eligible immigrant status as provided under 24 C.F.R. §5.508, as it existed on April 7, 2016, for each household member, financial condition, and other program information necessary to determine eligibility and program demographics.

(b) The applicant shall be placed on a waiting list upon submission of a completed application form.

Placement on a waiting list shall not be deemed a determination on eligibility or admission.

(c) An applicant who has misrepresented material information or has willfully withheld important information on the application form submitted to the authority shall not be eligible to file an application with the authority for twelve months from the date of written notification from the authority.

[Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-153, 356D-155)

§17-2033-12 Verification. Applicants and tenants in the program shall provide, prior to admission or as the authority may require, documentation setting forth information concerning household income, household composition, social security number or a certification that the member does not have a social security number for each household member, evidence of citizenship or eligible immigrant status as provided under 24 C.F.R. §5.508, as it existed on April 7, 2016, for each household member, financial condition or other information as may be requested. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-153, 356D-155)

§17-2033-13 Eligibility for participation. To be eligible to participate or continue participation in the program, the applicant and applicant's household members or tenant and tenant's household members shall:

(1) Qualify as a household;
(2) Have an adjusted household income which does not exceed the applicable income limit;
(3) Have assets which do not exceed the applicable asset limit;
(4) Have earning capabilities or whose financial situation gives reasonable assurance of meeting the rental payments on time as they become due;
(5) Not own, in whole or a majority interest in,

a dwelling unit in the state of Hawaii;

(6) Not have an outstanding debt owed to the authority;

(7) Be eligible for a monthly rent supplement payment of a minimum of $25 and not more than $500;

(8) Provide a social security number for all family members or certify that the person does not have a social security number;

(9) Meet all requirements of part VIII, chapter 356D, HRS;

(10) Have their primary place of residence in Hawaii;

(11) Not have a recent history of criminal activity involving crimes to persons or property or criminal acts that affect the health, safety, or right to peaceful enjoyment of the premises by other residents. A person convicted for such a crime shall not be eligible for participation in the program until three years after completion of probation or the serving of the sentence;

(12) Not have been evicted from any of the authority’s housing programs for drug related criminal activity for three years prior to admission. For purposes of this subsection, in determining eligibility, the authority may consider whether the evicted applicant or household member has successfully completed a rehabilitation program approved by the authority, or whether the circumstances leading to eviction no longer exist;

(13) Not engage in any drug related or violent criminal activity. For the purposes of this subsection, "violent criminal activity" means any illegal criminal activity that has as one of its elements the use, attempted use, or threatened use of physical force against the person or property of another;

(14) Not engage in the illegal use of a controlled substance or give the authority

reasonable cause to believe that the illegal use of a controlled substance, pattern of illegal use, abuse of alcohol, or pattern of abuse of alcohol may interfere with the health and safety of the residents, or the right to peaceful enjoyment of the premises by other residents;

(A) For the purposes of this subsection "reasonable cause to believe" means by the preponderance of the evidence;

(B) For the purposes of this subsection, in determining whether to deny eligibility based on a pattern of use of a controlled substance or a pattern of abuse of alcohol, the authority may consider rehabilitation as provided for under 42 U.S.C. §13661(b)(2)(A)-(C) effective October 1, 1999;

(15) Except for a newborn child, a person shall not be permitted to join or rejoin the household until it is verified that the person meets the eligibility requirements set forth in this section;

(16) Not engage in or threaten abusive or violent behavior toward the authority's staff. For purposes of this subsection, "threaten" means an oral or written threat or physical gestures that communicate intent to abuse or commit violence. Abusive or violent behavior may be verbal or physical and include racial epithets, or other language, written or oral, that is customarily used to intimidate;

(17) Not cause any harm or damage to the authority, its staff, agents, representatives, or programs; and

(18) Furnish evidence of citizenship or eligible immigrant status as provided for in 24 C.F.R. §5.508, as it existed on April 7, 2016. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-153, 356D-155, 356D-156)

§§17-2033-14 to 17-2033-20 (Reserved).

SUBCHAPTER 3

TENANT SELECTION

§17-2033-21 Nondiscrimination. (a) The authority shall not deny any family or individual the opportunity to apply for or receive assistance under this chapter on the basis of race, color, sex, religion, marital status, creed, national or ethnic origin, age, familial status, gender identity, sexual orientation, handicap or disability or HIV infection.

(b) The authority shall comply with state and federal nondiscrimination laws and with rules and regulations governing fair housing and equal opportunity in the administration of the Program. The authority shall provide a family with the United States Department of Housing and Urban Development discrimination complaint form and information on how to file a fair housing complaint if the family claims that discrimination prevented them from finding or leasing a suitable unit under the Program. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-7; 24 C.F.R. §§982.53, 982.304)

§17-2033-22 Waiting list. (a) The authority shall maintain a statewide waiting list of applicants who may be eligible to obtain a certification of rent supplement eligibility.

(b) Placement of applicants on the waiting list shall be based upon the following:

(1) Applicable preference, if any; and

(2) Date and time of application's receipt.

(c) An applicant must notify the authority, at least annually, of any change that may affect the applicant's place on the waiting list and the authority's ability to contact the applicant. Changes include, but are not limited to, familial status,

financial status, preference status, mailing address and current residence. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-153)

§17-2033-23 Preference. Participation in the program shall be determined by the date of application except for those displaced by a governmental action and not due to tenant's actions, who will be given preference. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-153, 356D-155)

§17-2033-24 Removal from waiting list. An applicant shall be removed from the waiting list for one of the following reasons:

(1) The applicant requests that the applicant's name be removed;
(2) The applicant fails to notify the authority of the applicant's continued interest for housing at least once every twelve months;
(3) The applicant no longer meets the eligibility criteria set forth in section 17-2033-13;
(4) The applicant fails to respond to the authority's reasonable efforts such as correspondence to the last known address to contact them;
(5) The applicant fails without good cause to keep a scheduled interview or to provide requested information necessary to determine eligibility; or
(6) An applicant who has misrepresented material information or has wilfully withheld important information from the authority shall be removed from the waiting list for twelve months. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-153, 356D-155)

§17-2033-25 Ineligible applicant. An applicant determined to be ineligible for participation in the program shall be notified in writing of the termination and the reasons thereof by the authority. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-153, 356D-155)

§17-2033-26 Closing the waiting list. (a) The authority, at its discretion, may restrict or refuse acceptance of applications to the waiting list, when it determines that it is unable to assist applicants on the waiting list within a reasonable period of time.

(b) The authority shall publicly announce any closure and reopening of the application process. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-153, 356D-155)

§§17-2033-27 to 17-2033-30 (Reserved).

## SUBCHAPTER 4

## RENT

§17-2033-31 Rent supplement payments. (a) The authority shall pay directly to the housing owner, or authorized representative, on behalf of a tenant, a monthly amount which is the difference between the established monthly rent for the tenant’s dwelling unit and the tenant’s allocable share of rent as established in section 17-2033-32; provided that the authority shall not make any monthly payments that exceed $500 on behalf of any tenant.

(b) Rent supplement payments will be made on behalf of a tenant for the period that the rental unit is occupied; except that if the tenant vacates the dwelling unit without proper notice, rent supplement payments will be continued to the time that the rental agreement could legally be terminated or to the date

that the unit is re-rented, or to the last day of the month that the tenant vacated the unit and rent supplement payment was already made, whichever comes first. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-151, 356D-154, 356D-155)

§17-2033-32 Rent calculation. (a) Effective April 1, 2001, the tenant's allocable share of monthly rent shall be determined by subtracting $100 per minor child from the household income; multiplied by thirty per cent; divided by twelve and rounded to the closest dollar amount.

Example: tenant's household income = $15,000
number of minor children = 2

| | | |
|---|---|---|
| | $l5,000 | (household income) |
| - | $ 200 | (less $100 for each minor) |
| | $14,800 | |
| x | 30% | |
| | $ 4,440 | |
| ÷ | 12 | |
| | $ 370 | tenant's allowable share of monthly rent |

(b) The tenant shall pay to the landlord the allocable share of monthly rent as determined in subsection (a). [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-151, 356D-154, 356D-155)

§17-2033-33 Reexamination. (a) The authority shall review the household's income, household composition and any other related matter to adjust, if necessary, the tenant's allocable share of monthly rent and the authority's rent supplement payment.

(b) A non-elderly household shall be reexamined at least once every twelve months.

(c) An elderly household shall be reexamined at least once every twenty-four months.

(d) If at the time of admission or annual reexamination, a household's income cannot be

reasonably determined for the next twelve months, a six month reexamination may be scheduled.

(e) The tenant's allocable share of monthly rent shall be adjusted between reexaminations when a person with income is added to the household and the adjustment shall be effective on the first day of the second month following the approved inclusion.

(f) Reexamination shall be performed either in-person or via mail. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-156)

§17-2033-34 Security deposits. No portion of the rent supplement payments by the authority shall be applied or allocated to any security deposit demanded by a housing owner. The authority shall not be responsible for nor be required to pay a housing owner for the security deposit. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-156)

§§17-2033-35 to 17-2033-40 (Reserved).

## SUBCHAPTER 5

## RENT SUPPLEMENT AGREEMENTS

§17-2033-41 Rent supplement agreement - housing owners. (a) A rent supplement agreement, used by the authority, shall be executed between the authority and housing owners who rent dwelling units to tenants of the program. The form shall include, but not be limited to, an acknowledgment of the rental agreement between the owner and participant, the amount of rent and supplemental assistance, date that payment is due, to whom payment is to be made and the owner’s and authority’s responsibilities.

(b) Amendments to the rent supplement agreement shall be in writing, and approved by the authority and

the housing owner. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-151, 356D-156)

§17-2033-42 Rent supplement agreement - tenants. (a) The head(s) of household of a tenant household shall execute a rent supplement agreement, used by the authority prior to participating in the program. The form shall include, but not be limited to, an acknowledgment of an agreement between the tenant and the authority, the rent and amount of supplemental assistance and the participant's and authority, responsibilities.

(b) The rent supplement agreement between the authority and tenant shall set forth the conditions of participation in the program. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-155, 356D-156)

§17-2033-43 Authority's responsibility. Other than the agreed-to rent supplement for the monthly rent, the authority shall not be held responsible to the housing owner for any portion of the tenant's allocable share of the rent, or be held responsible to the housing owner or tenant for any damages, breakage, or losses to the dwelling unit or any portion thereof, or to the furnishings, fixtures, and appliances where the same may have been caused by the tenant, housing owner or other causes. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-156)

§17-2033-44 Rent supplement agreement - termination. (a) A tenant shall give the authority at least thirty days written notice prior to the date that the tenant will withdraw from participation in the program.

(b) The authority may terminate a tenant's participation in the program when a tenant has:

(1) Established a pattern of late rent payments

or is chronically delinquent with rent payments;

(2) Submitted false or misleading information or willfully withheld important information from the authority;

(3) Violated any provision of the rules or chapter 356D, HRS, as related to this program;

(4) Had the rental agreement terminated by the housing owner; or

(5) Transferred without prior approval to a dwelling unit of same or higher rent that does not meet the authority’s occupancy standards.

(c) If a tenant has submitted false or misleading information or has willfully withheld important information which reduced the tenant’s allocable monthly share of rent, the tenant shall reimburse the authority for the amount of supplemental overpayment. Repayment shall be made in accordance with a repayment plan as approved by the authority.

(d) The authority may terminate the rent supplement agreement when a tenant, any member of the tenant's household or guest or other person under the tenant's control:

(1) Engages in the illegal use of a controlled substance;

(2) Whose illegal use of a controlled substance, or abuse of alcohol, is determined by the authority to interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents;

(3) Engages in criminal activity that interferes with the health, safety, or right to peaceful enjoyment of the premises by other residents; or

(4) Engages in any drug related criminal activity on or off the premises assisted by the program.

(e) The authority shall give a tenant thirty days written notice prior to the date of termination of the rent supplement agreement.

(f) A housing owner shall give the authority

thirty days written notice prior to the date the housing owner plans to withdraw from the program.

(g) The authority may suspend or terminate the rent supplement agreement based on the amount of funding available for the program.

[Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-156)

§§17-2033-45 to 17-2033-50 (Reserved).

SUBCHAPTER 6

QUALIFIED HOUSING DWELLING UNIT

§17-2033-51 Eligibility for shared housing. The following criteria shall apply for participation in shared housing:

(1) Eligibility requirements established in section 17-2033-13 shall apply;
(2) Preference provisions established in section 17-2033-23 shall apply;
(3) Two or more related or unrelated families may occupy a housing unit, provided that occupancy is in compliance with exhibit B, entitled "Occupancy Standards", dated August 27, 1999, located at the end of this chapter;
(4) Except for a studio and a one bedroom unit, a participant and an unassisted person or household, which may include the housing owner, may reside in a shared housing unit;
(5) Two or more participant families may reside in a shared housing unit; and
(6) A housing owner who resides in the shared housing unit may not be related to the participant. [Eff ](Auth: HRS §§356D-4, 356D-151, 356D-156)(Imp: HRS § §356D-153, 356D-155)

§17-2033-52 Eligible dwelling units. (a) An acceptable dwelling unit for shared housing is the same as defined in section 17-3022-2 with the following exceptions:

(1) Common space areas may be shared by all individuals and families living in the shared housing unit;

(2) Separate private bedrooms that are adequate in size for the participant's household size shall be available; and

(3) Areas, traditionally not designated for sleeping purposes, including but not limited to the bathroom(s), kitchen, dining room, utility room, and patio, shall be used as common areas unless mutually deemed by occupants of the dwelling unit to be exclusive use of an individual or household.

(b) The authority shall determine the acceptability of units for shared housing taking into consideration the adequacy of space, security, and other conditions so as not to pose any threat to health and safety of the participants.

(c) The authority shall determine the number of participants in this program. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-4, 356D-152)

§17-2033-53 Allocable share of rent. The allocable share of the dwelling unit rent shall be a prorated amount that is equitable and acceptable to the authority, the owner, and the participant. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §§356D-4, 356D-155, 356D-156)

§17-2033-54 Shared housing addendum. An addendum to the rent supplement agreements for the housing owner and tenant, setting forth the conditions for shared housing, shall be executed by the housing owner, participant and authority. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS

§§356D-4, 356D-156)

§§17-2033-55 to 17-2033-60 (Reserved).

SUBCHAPTER 7

MISCELLANEOUS PROVISIONS

§17-2033-61 Severability. If any part, section, sentence, clause, or phrase of this chapter, or its application to any person or transaction or other circumstances is for any reason held to be unconstitutional or invalid, the remaining parts, sections, sentences, clauses, and phrases of this chapter, or the application of this chapter to other persons or transactions or circumstances shall not be affected. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-4)

§17-2033-62 Number. The use of all words used in the singular shall extend to and include the plural. [Eff ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §1-17)

DEPARTMENT OF HUMAN SERVICES

The repeal of chapter 15-184 and the adoption of chapter 17-2033, Hawaii Administrative Rules on the Summary Page dated April 21, 2016 was adopted on ____ following public hearings held on Oahu, Maui, Hilo and, Kauai after public notice was given in the Honolulu Star Advertiser, the Hawaii Herald Tribune, West Hawaii Today, The Garden Isle, and The Maui News on __(date)_____.

The repeal and adoption shall take effect ten days after filing with the Office of the Lieutenant Governor.

_____
PONO SHIM
Chairperson
Board of Directors
Hawaii Public Housing Authority

APPROVED AS TO FORM:

_____
Deputy Attorney General

APPROVED:

_____
DAVID Y. IGE
Governor, State of Hawaii

Dated:_____

Filed:_____

Exhibit A

OCCUPANCY STANDARDS
August 27, 1999

In determining the appropriate dwelling unit size for assistance, the following criteria shall be applied:

1. The smallest unit suitable for the household's shall be considered and each bedroom shall be occupied by at least one person.

2. The dwelling unit shall permit up to the maximum number of persons to occupy the unit in accordance with prevailing zoning, and county building, health, and fire codes.

3. Every member of the household, regardless of age, shall be counted as a person; except that a child not yet born by a pregnant household member shall not be counted as a person in determining unit size.

4. Children who are in the process of being adopted, or whose legal custody is being obtained by a household, will be included as members of the household for the purposes of determining unit size.

5. A foster child shall be included in determining unit size only if the child will remain in the unit for more than six months.

6. Persons of different generations, persons of opposite sex (other than spouses) over the age of five, and unrelated adults may be allocated separate bedrooms.

7. A live-in attendant may be provided a separate bedroom; however, no additional bedrooms will be provided for the attendant's household.

8. A person with a valid medical ailment may be

allowed a separate bedroom, provided the necessity for the separate bedroom is verified by a signed statement from a medical doctor and other supporting data.

Attachment C

HAWAII ADMINISTRATIVE RULES

TITLE [15]17

DEPARTMENT OF [BUSINESS, ECONOMIC DEVELOPMENT, AND TOURISM] HUMAN SERVICES

SUBTITLE [14]5

[HOUSING AND COMMUNITY DEVELOPMENT CORPORATION OF HAWAII] HAWAII PUBLIC HOUSING AUTHORITY

CHAPTER [184]2033

RENT SUPPLEMENT PROGRAM

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Historical Note. Chapter [184] 2033 of Title [15,] 17, Hawaii Administrative Rules, is substantially based upon Chapter [17-510,] 15-184 Hawaii Administrative Rules.
Eff: 2/18/82; am 2/18/92; R 10/25/99; am and comp 3/23/2001; R ]

SUBCHAPTER 1

GENERAL PROVISIONS

§[15-184-1]17-2033-1 Purpose. These rules are adopted under chapter 91, HRS, and shall govern the requirements for participation by eligible families and housing owners in the rent supplement program as administered by the [housing and community development corporation of Hawaii.] authority. [Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-1 ] Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-236] §§356D-151, 356D-156)

§[15-184-2]17-2033-2 Definitions. As used in this chapter:

"Applicant" means [a] an individual or family [or person] who [submitted] submits an application to participate in the program[.] but is not yet a participant in the program.

"Assets" means total cash, securities, real and personal property less any outstanding liabilities secured by the assets. Assets do not include necessary personal property such as clothing, household furniture and automobiles.

["Corporation"] "Authority" means the [housing and community development corporation of Hawaii.] Hawaii public housing authority.

"Criminal activity" means any act or conduct

which constitutes a criminal offense under any Federal or State law, rule or regulation, or county or municipal ordinance, committed by a tenant, a member of the tenant's household, a guest of the tenant or any person who is on the premises with the express or implied consent of the tenant, regardless if the person engaging in the act or conduct has been arrested or convicted for the applicable criminal offense.

"Displaced" means a family or elderly individual who is without housing, about to be without housing or was without housing within three years prior to applying for housing assistance and was displaced by some public or governmental action.

"Drug" means a controlled substance as defined in section 102 of the Controlled Substances Act (21 U.S.C. §802) as it existed on December 18, 2014.

"Drug-related criminal activity" means the illegal possession, manufacture, sale, distribution, use or possession with intent to manufacture, sell, distribute, or use, of a controlled substance as defined in Section 102 of the Controlled Substances Act (21 U.S.C. §802).

"Dwelling unit" means a house, apartment or group of rooms, intended for residential occupancy as separate living quarters with each unit having direct access from either the outside of the building or through a common hall with each unit being equipped with complete kitchen and bathroom facilities for the exclusive use of the occupants. Dwelling units that present a serious health or safety hazard shall not be acceptable for use by participants of the program.

"Elderly" means a family whose head, spouse, or sole member or spouse has attained the age of sixty-two.

"Family" means:

(1) One or more persons who live or intend to occupy a dwelling unit and whose income and resources are available to meet the family's need and who may, but need not be, related by blood, marriage, or operation of law, including foster children and hanai children

and whose head of household has reached the age of majority, or is otherwise legally emancipated;

(2) A person who is pregnant or in the process of securing legal custody of a minor child or children, and who has reached the age of majority or is otherwise emancipated.

"Foster children" means a person or persons, under eighteen years of age, who [is] may not be related to the foster parent by blood, marriage, or adoption and who is in need of parenting care.

"Foster parent" means any adult person who gives parenting care and maintenance to a foster child pursuant to placement by an authorized agency.

"Gender identity or expression" includes a person's actual or perceived gender, as well as a person's gender identity, gender-related self-image, gender-related appearance, or gender-related expression, regardless of whether that gender identity, gender-related self-image, gender-related appearance, or gender-related expression is different from that traditionally associated with the person's sex at birth.

"Hanai children" means a person or persons, under eighteen years of age, for whom a tenant provides food, nourishment and support for a minimum period of at least a year and who is acknowledged as the tenant's child among friends, relatives, and the community.

"Household" includes "family", "elderly", and "displaced".

"Household income" means all income from any source before deductions or exemptions, anticipated to be received during the twelve month period following admission or redetermination of household income, as the case may be, by all persons occupying, or who are to occupy the dwelling, and by a household head temporarily separated from the household. Household income does not include the employment income of a minor or amounts specifically paid to the household for or in reimbursement of the cost of medical expenses for any household member.

"Housing owner" means the same as defined in [§201G-232,] section 356D-152, HRS, and may include an

agent of an owner.

"HRS" means the Hawaii revised statutes.

"HUD" means the United States Department of Housing and Urban Development.

"Minor" means a person less than eighteen years of age. An unborn child may not be counted as a minor.

"Participant" means the same as tenant.

"Program" means the rent supplement program administered by the [corporation.] authority.

"Rent" means the monthly charge to a tenant for the use of a dwelling unit.

"Security deposit" means a monetary deposit required by a landlord prior to occupancy of the dwelling unit.

"Staff" means the employees or agents of the authority.

"Shared housing" means a dwelling unit with two or more bedrooms that is occupied by more than one person or household which share the housing cost for the dwelling.

"Standard unit" means the same as "dwelling unit".

"Tenant" means a qualified person or family that is participating in the program.

"Unassisted household" means a person or family who is not participating in the program.

"U.S.C." means the United States Code.

"Very low income" means 50 per cent of the median household income for the area as determined by the [method set forth in exhibit A.] U.S. Department of Housing and Urban Development.

"Violent criminal activity" means any criminal activity that includes the use, attempted use, or threatened use of physical force substantial enough to cause, or be reasonably likely to cause, serious bodily injury or property damage. [Eff: 10/25/99; am and comp 3/23/2001; am and ren §17-2033-2, ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-235] §§356D-152, 356D-153)

§[15-184-3]17-2033-3 Income limits. To be eligible to participate or continue participation in the program, an applicant's or tenant's adjusted household income shall not exceed the very low income limits most recently determined by [the calculation using the method set forth in exhibit A, entitled "Method for Calculating Income Limits", located at the end of this chapter. ] the U.S. Department of Housing and Urban Development. [Eff: 10/25/99; am and comp 3/23/2001; ren §17-2033-3, ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-233] §356D-153)

§[15-184-4]17-2033-4 Asset limits. (a) An elderly family having assets valued at more than twice its applicable income limit is ineligible to participate in the program.

(b) A non-elderly family having assets which are valued at more than one and one half times its applicable income limit is ineligible to participate in the program. [Eff: 10/25/99; comp 3/23/2001; ren §17-2033-4, ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-235] §356D-155)

§[15-184-5]17-2033-5 Asset transfer. All assets transferred or assigned to another party, within a twenty-four month period prior to submitting an application or for the purpose of continuing to qualify for participation in the program, shall be included in determining a household's assets. [Eff: 10/25/99; comp 3/23/2001; ren §17-2033-5, ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-155)

§[15-184-6]17-2033-6 Occupancy guidelines. Eligible applicants and tenants shall abide by the occupancy standards for admission and continued occupancy in this program as prescribed in exhibit [B,] A, entitled "Occupancy Standards", dated August

27, 1999, located at the end of this chapter. [Eff: 10/25/99; am and comp 3/23/2001; ren §17-2033-6, ] (Auth: HRS [§§201G-4, 201G-113] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§§201G-111, 201G-113] §§356D-4, 356D-156)

§17-2033-7 through 17-2033-10 (Reserved).

SUBCHAPTER 2

[PARTICIPATION AND SELECTION] ELIGIBILITY

§[15-184-11]17-2033-11 Application. (a) A [household] person seeking to participate in the program shall submit a completed application form, provided by the [corporation.] authority. The form shall include, but not be limited to, information relating to household income, household composition, social security number or a certification that the member does not have a social security number for each household member, evidence of citizenship or eligible immigrant status as provided under 24 C.F.R. §5.508, as it existed on April 7, 2016, for each household member, financial condition, and other program information necessary to determine eligibility and program demographics.

(b) The applicant shall be placed on a waiting list upon submission of a completed application form. Placement on a waiting list shall not be deemed a determination on eligibility or admission.

(c) An applicant who has misrepresented material information or has willfully withheld important information on the application form submitted to the [corporation] authority shall not be eligible to file an application with the [corporation] authority for twelve months from the date of written notification from the [corporation.] authority.

[Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-11 ] (Auth: HRS [§201G-236]

§§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-235] §§356D-153, 356D-155)

§[15-184-12]17-2033-12 Verification. Applicants and tenants in the program shall provide, prior to admission or as the [corporation] authority may require, documentation setting forth information concerning household income, household composition, social security number or a certification that the member does not have a social security number for each household member, evidence of citizenship or eligible immigrant status as provided under 24 C.F.R. §5.508, as it existed on April 7, 2016, for each household member, financial condition or other information as may be requested. [Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-12, ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-235] §§356D-153, 356D-155)

§[15-184-13]17-2033-13 Eligibility for participation. To be eligible to participate or continue participation in the program, the applicant and applicant's household members or tenant and tenant's household members shall:

(1) Qualify as a household;
(2) Have an adjusted household income which does not exceed the applicable income limit;
(3) Have assets which do not exceed the applicable asset limit;
(4) Have earning capabilities or whose financial situation gives reasonable assurance of meeting the rental payments on time as they become due;
(5) Not own, in whole or a majority interest in, a dwelling unit [on the same island on which they seek assistance under the program;] in the state of Hawaii;
(6) Not have an outstanding debt owed to the [corporation;] authority;
(7) Be eligible for a monthly rent supplement

payment of a minimum of [$15 or more;] $25 and not more than $500; [and]

(8) Provide a social security number for all family members or certify that the person does not have a social security number;

(9) Meet all requirements of part [III,] VIII, chapter [201G,] 356D, HRS[.];

[(9)] (10) Have their primary place of residence in Hawaii [or demonstrate their intent to make Hawaii their primary place of residence.];

[(10)] (11) Not have a recent history of criminal activity involving crimes to persons or property or criminal acts that affect the health, safety, or right to peaceful enjoyment of the premises by other residents. A person convicted for such a crime shall not be eligible for participation in the program until three years after completion of probation or the serving of the sentence; [or]

[(11)] (12) Not have been evicted from any of the [corporation's] authority's housing programs for drug related criminal activity for three years prior to admission. For purposes of this subsection, in determining eligibility, the [corporation] authority may consider whether the evicted applicant or household member has successfully completed a rehabilitation program approved by the [corporation,] authority, or whether the circumstances leading to eviction no longer exist; [or]

[(12)] (13) Not engage in any drug related or violent criminal activity. For the purposes of this subsection, "violent criminal activity" means any illegal criminal activity that has as one of its elements the use, attempted use, or threatened use of physical force against the person or property of another; [or]

[(13)] (14) Not engage in the illegal use of a

controlled substance or give the [corporation] authority reasonable cause to believe that the illegal use of a controlled substance, pattern of illegal use, abuse of alcohol, or pattern of abuse of alcohol may interfere with the health and safety of the residents, or the right to peaceful enjoyment of the premises by other residents[.];

(A) For the purposes of this subsection "reasonable cause to believe" means by the preponderance of the evidence;

(B) For the purposes of this subsection, in determining whether to deny eligibility based on a pattern of use of a controlled substance or a pattern of abuse of alcohol, the [corporation] authority may consider rehabilitation as provided for under 42 U.S.C. §13661(b)(2)(A)-(C) effective October 1, 1999[.];

[(14)] (15) Except for a newborn child, a person shall not be permitted to join or rejoin the household until it is verified that the person meets the eligibility requirements set forth in this section[.];

(16) Not engage in or threaten abusive or violent behavior toward the authority's staff. For purposes of this subsection, "threaten" means an oral or written threat or physical gestures that communicate intent to abuse or commit violence. Abusive or violent behavior may be verbal or physical and include racial epithets, or other language, written or oral, that is customarily used to intimidate;

(17) Not cause any harm or damage to the authority, its staff, agents, representatives, or programs; and

(18) Furnish evidence of citizenship or eligible immigrant status as provided for in 24 C.F.R. §5.508, as it existed on April 7,

2016. [Eff: 10/25/99; am and comp 3/23/2001; am and ren §17-2033-13 ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-236] §§356D-153, 356D-155, 356D-156)

[§15-184-14 Preference. Participation in the program shall be determined by the date of application except for those displaced by a governmental action and not due to tenant's actions, who will be given preference. [R ] (Auth: HRS §201G-236) (Imp: HRS §201G-235)]

[§15-184-15 Removal from waiting list. An applicant shall be removed from the waiting list for one of the following reasons:

(1) The applicant requests that the applicant's name be removed;
(2) The applicant fails to notify the corporation of the applicant's continued interest for housing at least once every twelve months;
(3) The applicant no longer meets the eligibility criteria set forth in section 15-184-13;
(4) The applicant fails to respond to the corporation's reasonable efforts such as correspondence to the last known address to contact them;
(5) The applicant fails without good cause to keep a scheduled interview or to provide requested information necessary to determine eligibility; or
(6) An applicant who has misrepresented material information or has wilfully withheld important information from the corporation

shall be removed from the waiting list for twelve months. [R ] (Auth: HRS §201G-4) (Imp: HRS §201G-4)]

[§15-184-16 Ineligible applicant. An applicant determined to be ineligible for participation in the program shall be notified in writing of the termination and the reasons thereof by the corporation. [R ] (Auth: HRS §201G-236) (Imp: HRS §201G-235)]

[§15-184-17 Closing the waiting list. (a) The corporation, at its discretion, may restrict or refuse acceptance of applications to the waiting list, when it determines that it is unable to assist applicants on the waiting list within a reasonable period of time.

(b) The corporation shall publicly announce any closure and reopening of the application process. [R ] (Auth: HRS §201G-235) (Imp: HRS §201G-235)]

§17-2033-14 through 17-2033-20 (Reserved).

SUBCHAPTER 3

TENANT SELECTIONS

§17-2033-21 Nondiscrimination. (a) The authority shall not deny any family or individual the opportunity to apply for or receive assistance under this chapter on the basis of race, color, sex, religion, marital status, creed, national or ethnic origin, age, familial status, gender identity, sexual orientation, handicap or disability or HIV infection.

(b) The authority shall comply with state and federal nondiscrimination laws and with rules and

regulations governing fair housing and equal opportunity in the administration of the Program. The authority shall provide a family with the United States Department of Housing and Urban Development discrimination complaint form and information on how to file a fair housing complaint if the family claims that discrimination prevented them from finding or leasing a suitable unit under the Program. [Eff: ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-7; 24 C.F.R. §§982.53, 982.304)

§17-2033-22 Waiting list. (a) The authority shall maintain a statewide waiting list of applicants who may be eligible to obtain a certification of rent supplement eligibility.

(b) Placement of applicants on the waiting list shall be based upon the following:

(1) Applicable preference, if any; and

(2) Date and time of application's receipt.

(c) An applicant must notify the authority, at least annually, of any change that may affect the applicant's place on the waiting list and the authority's ability to contact the applicant. Changes include, but are not limited to, familial status, financial status, preference status, mailing address and current residence. [Eff: ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS §356D-153)

§[15-184-14]17-2033-23 Preference. Participation in the program shall be determined by the date of application except for those displaced by a governmental action and not due to tenant's actions, who will be given preference. [Eff: 10/25/99; am and comp 3/23/2001; ren §17-2033-23 ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-236] §§356D-153, 356D-155)

§[15-184-15]17-2033-24 Removal from waiting list. An applicant shall be removed from the waiting

list for one of the following reasons:

(1) The applicant requests that the applicant's name be removed;

(2) The applicant fails to notify the [corporation] authority of the applicant's continued interest for housing at least once every twelve months;

(3) The applicant no longer meets the eligibility criteria set forth in section [15-184-13;] 17-2033-13;

(4) The applicant fails to respond to the [corporation's] authority's reasonable efforts such as correspondence to the last known address to contact them;

(5) The applicant fails without good cause to keep a scheduled interview or to provide requested information necessary to determine eligibility; or

(6) An applicant who has misrepresented material information or has wilfully withheld important information from the [corporation] authority shall be removed from the waiting list for twelve months. [Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-24 ] (Auth: HRS §§356D-4, 356D-151, 356D-156) (Imp: HRS [§356D-4]§§356D-153, 356D-155)

§[15-184-16]17-2033-25 Ineligible applicant. An applicant determined to be ineligible for participation in the program shall be notified in writing of the termination and the reasons thereof by the [corporation.] authority. [Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-25 ] (Auth: HRS [§201G-4] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-4] §§356D-153, 356D-155)

§[15-184-17]17-2033-26 Closing the waiting list. (a) The [corporation,] authority, at its discretion, may restrict or refuse acceptance of applications to the waiting list, when it determines that it is unable to assist applicants on the waiting list within a

reasonable period of time.

(b) The [corporation] authority shall publicly announce any closure and reopening of the application process. [Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-26 ] (Auth: HRS [§201G-235] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-235] §§356D-153, 356D-155)

§17-2033-27 through 17-2033-30 (Reserved).

SUBCHAPTER [3] 4

RENT

§[15-184-21]17-2033-31 Rent supplement payments. (a) The [corporation] authority shall pay directly to the housing owner, or authorized representative, on behalf of a tenant, a monthly amount which is the difference between the established monthly rent for the tenant's dwelling unit and the tenant's allocable share of rent as established in [§15-184-22.] section 17-2033-32; provided that the authority shall not make any monthly payments that exceed $500 on behalf of any tenant.

[(b) The corporation shall not make payments on behalf of any tenant that exceeds the amounts contained in section 201G-231, HRS.]

[(c)] (b) Rent supplement payments will be made on behalf of a tenant for the period that the rental unit is occupied; except that if the tenant vacates the dwelling unit without proper notice, rent supplement payments will be continued to the time that the rental agreement could legally be terminated or to the date that the unit is re-rented, or to the last day of the month that the tenant vacated the unit and rent supplement payment was already made, whichever comes first. [Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-31 ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§§201G-236, 201G-236] §§356D-151, 356D-154, 356D-155)

§[15-184-22]17-2033-32 Rent calculation. (a) Effective April 1, 2001, the tenant's allocable share of monthly rent shall be determined by subtracting $100 per minor child from the household income; multiplied by thirty per cent; divided by twelve and rounded to the closest dollar amount.

Example: tenant's household income = $15,000
number of minor children = 2

| | | |
|---|---|---|
| | $15,000 | (household income) |
| - | $ 200 | (less $100 for each minor) |
| | $14,800 | |
| x | 30% | |
| | $ 4,440 | |
| ÷ | 12 | |
| | $ 370 | tenant's allowable share of monthly rent |

(b) The tenant shall pay to the landlord the allocable share of monthly rent as determined in subsection (a). [Eff: 10/25/99; am and comp 3/23/2001; ren §17-2033-32 ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-134] §356D-151, 356D-154, 356D-155)

§[15-184-23]17-2033-33 Reexamination. (a) The [corporation] authority shall review the household's income, household composition and any other related matter to adjust, if necessary, the tenant's allocable share of monthly rent and the [corporation's] authority's rent supplement payment.

(b) A non-elderly household shall be reexamined at least once every twelve months.

(c) An elderly household shall be reexamined at least once every twenty-four months.

(d) If at the time of admission or annual reexamination, a household's income cannot be reasonably determined for the next twelve months, a six month reexamination may be scheduled.

(e) The tenant's allocable share of monthly rent shall be adjusted between reexaminations when a person with income is added to the household and the

adjustment shall be effective on the first day of the second month following the approved inclusion.

(f) Reexamination shall be performed either in-person or via mail. [Eff: 10/25/99; comp 3/23/2001; ren §17-2033-33 ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-235] §356D-156)

§[15-184-24]17-2033-34 Security deposits. No portion of the rent supplement payments by the [corporation] authority shall be applied or allocated to any security deposit demanded by a housing owner. The [corporation] authority shall not be responsible for nor be required to pay a housing owner for the security deposit. [Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-34 ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-236] §356D-156)

§17-2033-35 through 17-2033-40 (Reserved).

SUBCHAPTER [4] 5

RENT SUPPLEMENT AGREEMENTS

§[15-184-31]17-2033-41 Rent supplement agreement - housing owners. (a) A rent supplement agreement, used by the [corporation,] authority, shall be executed between the [corporation] authority and housing owners who rent dwelling units to tenants of the program. The form shall include, but not be limited to, an acknowledgment of the rental agreement between the owner and participant, the amount of rent and supplemental assistance, date that payment is due, to whom payment is to be made and the owner's and [corporation's] authority's responsibilities.

(b) Amendments to the rent supplement agreement shall be in writing, and approved by the [corporation] authority and the housing owner. [Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-41 ]

(Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§§201G-231, 201G-236] §§356D-151, 356D-156)

§[15-184-32]17-2033-42 Rent supplement agreement - tenants. (a) The head(s) of household of a tenant household shall execute a rent supplement agreement, used by the [corporation] authority prior to participating in the program. The form shall include, but not be limited to, an acknowledgment of an agreement between the tenant and the [corporation,] authority, the rent and amount of supplemental assistance and the participant's and [corporation,] authority, responsibilities.

(b) The rent supplement agreement between the [corporation] authority and tenant shall set forth the conditions of participation in the program. [Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-42 ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-236] §§356D-155, 356D-156)

§[15-184-33]17-2033-43 [corporation's] Authority's responsibility. Other than the agreed-to rent supplement for the monthly rent, the [corporation] authority shall not be held responsible to the housing owner for any portion of the tenant's allocable share of the rent, or be held responsible to the housing owner or tenant for any damages, breakage, or losses to the dwelling unit or any portion thereof, or to the furnishings, fixtures, and appliances where the same may have been caused by the tenant, housing owner or other causes. [Eff: 10/25/99; comp 3/23/2001; ren §17-2033-43 ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-236] §356D-156)

§[15-184-34]17-2033-44 Rent supplement agreement termination. (a) A tenant shall give the [corporation] authority at least thirty days written notice prior to the date that the tenant will withdraw

from participation in the program.

(b) The [corporation] authority may terminate a tenant's participation in the program when a tenant has:

(1) Established a pattern of late rent payments or is chronically delinquent with rent payments;

(2) Submitted false or misleading information or willfully withheld important information from the [corporation;] authority;

(3) Violated any provision of the rules or chapter [201G,] 356D, HRS, as related to this program;

(4) Had the rental agreement terminated by the housing owner; or

(5) Transferred without prior approval to a dwelling unit of same or higher rent that does not meet the [corporation's] authority's occupancy standards.

(c) If a tenant has submitted false or misleading information or has willfully withheld important information which reduced the tenant's allocable monthly share of rent, the tenant shall reimburse the [corporation] authority for the amount of supplemental overpayment. Repayment shall be made in accordance with a repayment plan as approved by the [corporation.] authority.

(d) The [corporation] authority may terminate the rent supplement agreement when a tenant, any member of the tenant's household or guest or other person under the tenant's control:

(1) [Who engages] Engages in the illegal use of a controlled substance;

(2) Whose illegal use of a controlled substance, or abuse of alcohol, is determined by the [corporation] authority to interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents;

(3) [The corporation determines that tenants] Engages in criminal activity that interferes with the health, safety, or right to peaceful enjoyment of the premises by other

residents; or

(4) [Who the corporation determines engages] Engages in any drug related criminal activity on or off the premises assisted by the program.

(e) The [corporation] authority shall give a tenant thirty days written notice prior to the date of termination of the rent supplement agreement.

(f) A housing owner shall give the [corporation] authority thirty days written notice prior to the date the housing owner plans to withdraw from the program.

(g) The [corporation] authority may suspend or terminate the rent supplement agreement based on the amount of funding available for the program.

[Eff: 10/25/99; am and comp 3/23/2001; am and ren §17-2033-44 ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-236] §356D-156)

§17-2033-45 through 17-2033-50 (Reserved).

SUBCHAPTER [5] 6

[SHARED HOUSING] QUALIFIED HOUSING DWELLING UNIT

§[15-184-41]17-2033-51 Eligibility for shared housing. The following criteria shall apply for participation in shared housing:

(1) Eligibility requirements established in section [15-184-13] 17-2033-13 shall apply;

(2) Preference provisions established in section [15-184-14] 17-2033-23 shall apply;

(3) Two or more related or unrelated families may occupy a housing unit, provided that occupancy is in compliance with exhibit [B,] A, entitled "Occupancy Standards", dated August 27, 1999, located at the end of this chapter;

(4) Except for a studio and a one bedroom unit, a participant and an unassisted person or

household, which may include the housing owner, may reside in a shared housing unit;

(5) Two or more participant families may reside in a shared housing unit; and

(6) A housing owner who resides in the shared housing unit may not be related to the participant. [Eff: 10/25/99; am and comp 3/23/2001; am and ren §17-2033-51 ](Auth: HRS [§201G-235] §§356D-4, 356D-151, 356D-156)(Imp: HRS [§201G-235] §§356D-153, 356D-155)

§[15-184-42]17-2033-52 Eligible dwelling units. (a) An acceptable dwelling unit for shared housing is the same as defined in section [15-184-2] 17-3022-2 with the following exceptions:

(1) Common space areas may be shared by all individuals and families living in the shared housing unit;

(2) Separate private bedrooms that are adequate in size for the participant's household size shall be available; and

(3) Areas, traditionally not designated for sleeping purposes, including but not limited to the bathroom(s), kitchen, dining room, utility room, and patio, shall be used as common areas unless mutually deemed by occupants of the dwelling unit to be exclusive use of an individual or household.

(b) The [corporation] authority shall determine the acceptability of units for shared housing taking into consideration the adequacy of space, security, and other conditions so as not to pose any threat to health and safety of the participants.

(c) The [corporation] authority shall determine the number of participants in this program. [Eff: 10/25/99; am comp 3/23/2001; am and ren §17-2033-52 ] (Auth: HRS [§201G-4] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-4] §§356D-4, 356D-152)

§[15-184-43]17-2033-53 Allocable share of rent. The allocable share of the dwelling unit rent shall be a prorated amount that is equitable and acceptable to the [corporation,] authority, the owner, and the participant. [Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-53 ] (Auth: HRS [§201G-4] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-4] §§356D-4, 356D-155, 356D-156)

§[15-184-44]17-2033-54 Shared housing addendum. An addendum to the rent supplement agreements for the housing owner and tenant, setting forth the conditions for shared housing, shall be executed by the housing owner, participant and [corporation.] authority. [Eff: 10/25/99; comp 3/23/2001; am and ren §17-2033-54 ] (Auth: HRS [§201G-4] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-4] §§356D-4, 356D-156)

§17-2033-55 through 17-2033-60 (Reserved).

SUBCHAPTER [6] 7

MISCELLANEOUS PROVISIONS

§[15-184-51]17-2033-61 Severability. If any part, section, sentence, clause, or phrase of this chapter, or its application to any person or transaction or other circumstances is for any reason held to be unconstitutional or invalid, the remaining parts, sections, sentences, clauses, and phrases of this chapter, or the application of this chapter to other persons or transactions or circumstances shall not be affected. [Eff: 10/25/99; comp 3/23/2001; ren §17-2033-61 ] (Auth: HRS [§201G-4] §§356D-4, 356D-151, 356D-156) (Imp: HRS [§201G-4] §356D-4)

§[15-184-52]17-2033-62 Number. The use of all

words used in the singular shall extend to and include the plural. [Eff: 10/25/99; comp 3/23/2001; ren §17-2033-62 ] (Auth: HRS [§201G-236] §§356D-4, 356D-151, 356D-156) (Imp: HRS §1-17)

[Exhibit A

METHOD FOR CALCULATING INCOME LIMTS

Income limits are calculated using a set of formula relationships. The U.S. Department of Housing and Urban Development (HUD) estimates median family income based on the most recent census data estimates updated with a combination of local Bureau of Labor statistics data and census divisional data. Separate median family income estimates are calculated for all Metropolitan Statistical Areas, Primary Metropolitan Statistical Areas and Metropolitan Counties.

**Very Low-Income Limits:**
Income limits are calculated using a set of formula relationships. The very-low income limits are based on 50 percent of the estimated area median income for a four-person family as determined by HUD. Adjustments are then made if the 50 percent number is outside of formula constraints.

More specifically, the very low-income is calculated and set as the tentative four-person family income limit.

If it is lower, the four-person income limit is increased to the amount at which 35 percent of it equals 85 per cent of the annualized two-bedroom Section 8 Fair Market Rent of FMR (this adjusts income limits upward for areas where rental housing costs are unusually high in relation to the median income.

If it is higher, the four-person income limit is reduced to the amount at which 30 per cent of its equals 120 per cent of the two-bedroom FMR (this adjusts income limits downward for areas where rental housing costs are unusually low in relation to the median income);

To minimize program management problems, income limits are being held at the most recent fiscal year levels in areas where the FMR reductions would have resulted

in lower income limits; and

In no instance are income limits less than if based on the State non-metropolitan median family income level.
Family Size Adjustments:
Family size adjustments are made to provide higher income limits for larger families and lower income limits for smaller families. The factors used are as follows:

Number of Persons in Family and Percentage Adjustments

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---|---|---|---|---|---|---|---|
| 70% | 80% | 90% | Base | 108% | 116% | 124% | 132% |

Income limits for families with more than eight persons are not included in the printed lists because of space limitations. For each person in excess of eight, 8 percent of the four-person base should be added to the eight-person income limit. (For example, the nine-person limit equals 140 percent □132 + 8□ of the relevant four-person income limit.) All income limits are rounded to the nearest $50 to reduce administrative burden.

**Income limits for Admissions and Continued Occupancy**
Based upon the foregoing methodology, the following table sets forth the calculated income limits for admissions and continued occupancy in the Rent Supplement Program. These income limits are adjusted periodically whenever the HUD estimates of area median income are revised and are, therefore, subject to change.

Income and Continued Occupancy Limits
(Effective March 9, 2000)

| | 1 Person | 2 Persons | 3 Persons | 4 Persons | 5 Persons | 6 Persons | 7 Persons | 8 Persons |
|---|---|---|---|---|---|---|---|---|
| C&C of Honolulu | $22,600 | $25,850 | $29,050 | $32,300 | $34,900 | $37,450 | $40,050 | $42,650 |

| | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| County of Hawaii | 17,800 | 20,350 | 22,900 | 25,450 | 27,500 | 29,500 | 31,550 | 33,600 |
| County of Kauai | 22,600 | 25,850 | 29,050 | 32,300 | 34,900 | 37,450 | 40,050 | 42,650 |
| County of Maui | 23,750 | 27,150 | 30,550 | 33,950 | 36,650 | 39,400 | 42,100 | 44,800 |

]

Exhibit [B] A

OCCUPANCY STANDARDS
August 27, 1999

In determining the appropriate dwelling unit size for assistance, the following criteria shall be applied:

1. The smallest unit suitable for the household's shall be considered and each bedroom shall be occupied by at least one person.

2. The dwelling unit shall permit up to the maximum number of persons to occupy the unit in accordance with prevailing zoning, and county building, health, and fire codes.

3. Every member of the household, regardless of age, shall be counted as a person; except that a child not yet born by a pregnant household member shall not be counted as a person in determining unit size.

4. Children who are in the process of being adopted, or whose legal custody is being obtained by a household, will be included as members of the household for the purposes of determining unit size.

5. A foster child shall be included in determining unit size only if the child will remain in the unit for more than six months.

6. Persons of different generations, persons of opposite sex (other than spouses) over the age of five, and unrelated adults may be allocated separate bedrooms.

7. A live-in attendant may be provided a separate bedroom; however, no additional bedrooms will be provided for the attendant's household.

8. A person with a valid medical ailment may be

allowed a separate bedroom, provided the necessity for the separate bedroom is verified by a signed statement from a medical doctor and other supporting data.

**Hawaii Public Housing Authority**
**Report for the Month of March 2016**

## I. Planning

### A. Wellness & Public Health

Hawaii Public Housing Authority (HPHA) continues to work 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 determine approaches to address public health concerns in public housing, including ways to better enforce the no-smoking ban throughout HPHA properties.

### B. Redevelopment Activities

On March 24th, 2016, the HPHA executed a Predevelopment Agreement with a Master Developer Team, led by Hunt Companies, Inc. for the redevelopment of Mayor Wright Homes.

HPHA held conference calls with the Retirement Housing Foundation (RHF) on the redevelopment of the HPHA North School Street administrative offices. RHF has completed market studies for the project.

### C. Legislation

HPHA continued to hold discussions with legislators and submitted testimony on various bills.

### D. PHA Plan

On March 15, 2016, HPHA held a statewide public hearing on the draft Public Housing Agency (PHA) 2016-2017 Annual Plan. The public hearings were held in Honolulu, Hilo, Kailua-Kona, Kapaa and Wailuku. In total, one person submitted comments and five people provided oral testimony.

## II. Fiscal Management

### A. Variance Report for February 2016

1. Revenue for the Month of February

**CFP Grant Income** $246,706 less 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.

All of $402,209 February expenditure is capital. Therefore no amount is reported under this line.

**State CIP Fund** $101,200 less than budget

State Legislature appropriates Capital Improvement Project fund (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 February CIP expenditure of $2,295,358, $12,600 is for R & M and recognized as income under this line, causing $101,200 variance.

**Grant Income** $1,652,219 greater than budget

The monthly variance is mainly because of timing. The variance is combination of favorable variance of $1,963,196 more revenue for state elders housing program thanks to $2,113,196 operating transfer-in from general fund to reimburse operation expenses, and unfavorable variances of $87,994 less revenue for state rental supplemental program, $185,496 less revenue for FLRP and $37,487 less revenue for state family housing program.

**Other Income** $20,770 less than budget

The variance consists of unfavorable variances of: $11,781 less tenant payment not directly related to dwelling units rent; $1,406 less admin fee earned on port-in accounts; $4,152 less front line services fee; $46,701 less fee revenue from central maintenance crew, and $59,922 less misc. income that captures all types of income not specified otherwise.

The unfavorable variances are offset by the favorable variances of: $2,061 more investment revenue; $1,441 more fraud recovery; $5,836 more FSS coordination fee and $93,854 more fees charged by special team crew to program.

2. Expenses for the Month of February

**Administrative** $265,080 less than budget, a favorable variance

The $265,080 variance consists of favorable variances of: $191,405 less admin salaries and fringe benefits of HPHA employees, of which $126,650 and $49,633 contributable to COCC and FLRP, respectively; $744 less managing agent fees from privately managed AMPs and Bremerton, the company managing section 8 contract administration program; $8,879 less office expense; $20,552 less admin furniture and equipment; $4,152 less front line service fee; $34,402 less legal expense; $16,476 less travel expense, and $12,852 less other admin expense.

The favorable variance is offset by budget overrun of $8,798 more admin salaries and fringe benefits of private management companies and $15,584 more auditing fees.

**Tenant Services** $24,798 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 $24,798 variance consists of $12,417 less relocation costs; $7,736 less resident participation program cost, and $4,645 less tenant service cost.

**Utilities** $206,258 less than budget, a favorable variance

Utilities include water, sewer, electricity and gas expenses.

The variance consists of budget savings of $10,922 on water, $154,332 on electricity and $47,358 on gas, offset by budget overrun of $6,354 on sewer expenses.

**Insurance** $16,156 more than budget, an unfavorable variance
The $16,156 variance consists of unfavorable variance of $25,788 budget overrun for other insurance; the unfavorable variance is offset by budget savings of: $1,356 less for property insurance; $2,279 less for general liability and $5,997 less for workers compensation insurance.

**General Expenses** $37,314 less than budget, a favorable variance

The $37,314 favorable variance is mainly because of clearing of undistributed expense of Pcard charges. The favorable variance consists of budget savings of $1,744 for other general expense and $36,607 for severance expense.

The favorable variance is partially offset by budget overrun of $1,037 for motor pool vehicle rental expense.

3 Revenue YTD

**CFP Grant Income** $215,689 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 $215,689 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 February as explained above.

YTD soft costs drawings of $1,040,435 (BLI 1406) and $906,697 (BLI 1410) totaling $1,947,132 has been recognized under this line. Also included under this line is $242,205 for R & M expenditure out of YTD hard costs drawings of $3,324,149.

**State CIP Fund** $560,985 less than budget

State Legislature appropriates Capital Improvement Project fund (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 $560,985 variance is mainly because of timing, as the budgeted State CIP Fund revenue spreads out among 12 months. $349,415 out of YTD $11,012,932 CIP expenditure is not capitalized therefore reported on this line as revenue.

**Grant Income** $1,918,102 less than budget

The unfavorable variances consist of $1,607,836 less revenue for FLRP; $362,125 less revenue for state rental supplemental program; $1,104,542 less revenue for COCC mainly because budgeted $1,168,747 from State CIP appropriation to reimburse associated costs of administering State CIP projects did not happen. The unfavorable variance is offset by $1,059,152 more revenue for state elders housing program and $97,249 more revenue for state family housing program.

**Other Income** $698,913 less than budget

The $698,913 variance consists of unfavorable variances of: $70,408 less tenant payments not directly related to dwelling unit rent, of which $50,905 contributable to FLRP; $39,068 less front line services fee; $373,608 less work order revenue by central maintenance crew, and $553,941 less miscellaneous income that captures all types of income not specified otherwise.

The unfavorable variances are partially offset by favorable variances of: $18,304 more investment income; $4,669 more fraud recovery; $11,922 more FSS coordination fee; $1,944 more revenue of admin fee earned on port-in, and $301,273 more work order revenue by Special Team members.

4 Expenses YTD

**Administrative** $1,856,191 less than budget, a favorable variance

The $1,857,191 variance consists of favorable variances of: $1,378,847 less administrative salaries and fringe benefits of HPHA employees, of which $933,906 and $299,763 contributable to COCC and FLRP, respectively; $11,484 less managing agent fee charged by private management companies and Bremerton, the company managing section 8 contract administration program; $125,120 less office expenses; $256,858 less furniture and equipment; $39,068 less front line services; $113,449 less legal expense; $29,652 less travel expense, and $51,821 less other admin cost that captures other administrative expenses not specified otherwise.

The favorable variances are partially offset by budget overruns of: $70,841 for administrative salaries and fringe benefits of private management companies, and $79,267 auditing fees.

**Tenant Services** $416,269 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 $416,269 variance consists of $189,290 less relocation costs; $54,891 less resident participation program cost, and $172,088 less tenant service cost.

**Utilities** $1,151,567 less than budget, a favorable variance

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

The $1,151,567 favorable variance consists of; $1,000,712 less electricity expense of which $726,425 contributable to FLRP, and $307,011 less gas expense of which $276,097 contributable to FLRP.

The favorable variances are partially offset by $53,059 more water expense of which $61,682 contributable to FLRP, and $103, 097 more sewer expense of which $93,741 contributable to FLRP.

**Maintenance** $1,678,335 less than budget, a favorable variance

The $1,678,335 favorable variance consists of: $280,962 less salaries and fringe benefits for HPHA maintenance employees; $76,489 less materials and supplies for building, ground, safety, painting, electric, janitorial maintenances, etc.; $1,006,089 less furniture, appliance and equipment, and $1,001,786 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 partially offset by the following budget overruns: $335,600 more salary and benefit for maintenance employees of private management companies, and $351,391 more repair work done by central maintenance crew and special team members.

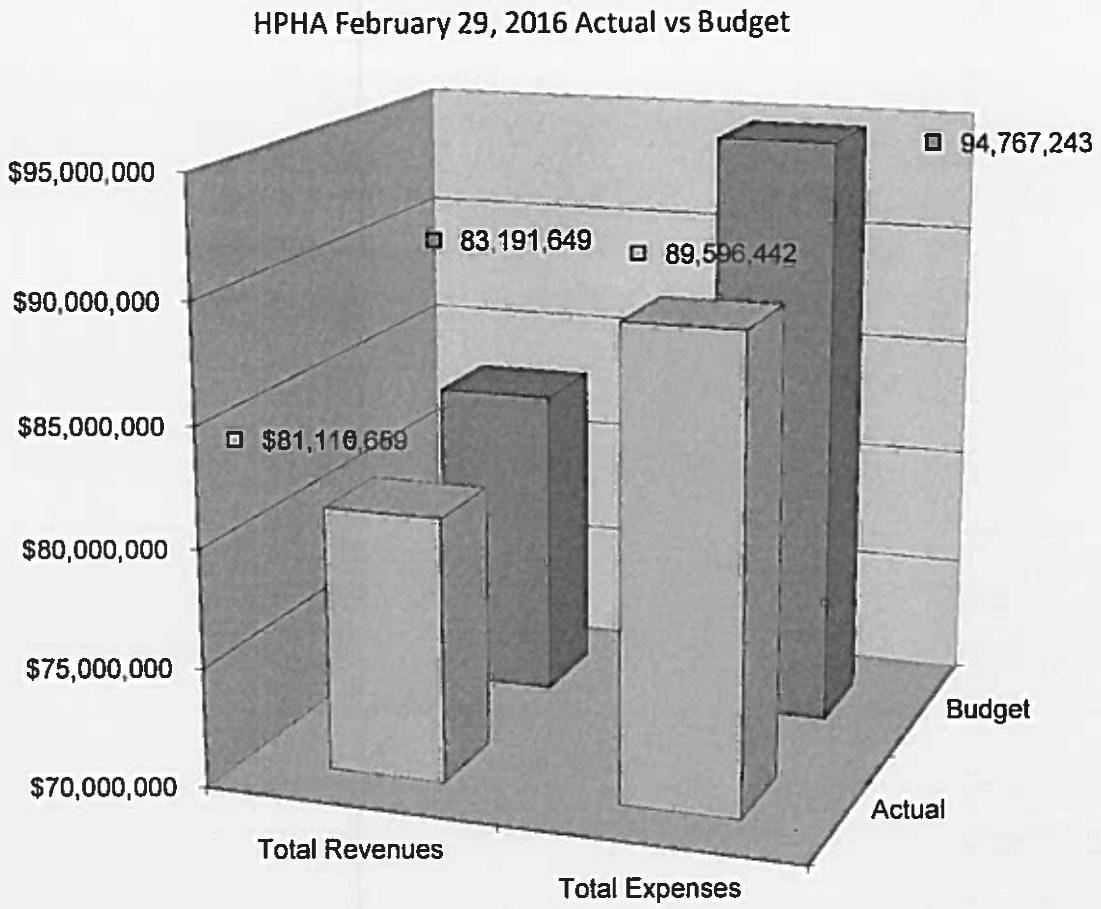
**General Expenses** $1,166,024 more than budget

The $1,166,024 unfavorable variance is mainly caused by an unbudgeted expense of $1,284,999 as explained for January variance. Additional unfavorable variances include $4,494 for motor pool vehicle rental expense, and $7,860 undistributed expense of Pcard charges.

The unfavorable variance is partially offset by budget savings of $84,257 for other general expense and $47,072 for severance expense.

**HAWAII PUBLIC HOUSING AUTHORITY**
**Agency Total**
**Actual vs Budget Comparison**
**For the Month of February 2016, and the 8 Months ended February 29, 2016**
**(Amounts in Full Dollars)**

| Month of February 2016 | | | | | Year to Date ended February 29, 2016 | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Variance | | | | | Variance | | | Variance | |
| Actual | Budget | Amount | % | | Actual | Budget | Amount | % | Prior Year | Amount | % |
| | | | | **REVENUES** | | | | | | | |
| 1,551,868 | 1,438,494 | 113,374 | 8% | Dwelling Rental Income | 12,273,081 | 11,518,881 | 754,201 | 7% | 11,577,499 | 695,582 | 6% |
| 7,099,426 | 6,982,227 | 117,199 | 2% | HUD Operating Subsidies | 56,191,352 | 55,857,788 | 333,564 | 1% | 51,942,845 | 4,248,507 | 8% |
| - | 246,706 | (246,706) | -100% | CFP Grant Income | 2,189,337 | 1,973,648 | 215,689 | 11% | 24,830 | 2,164,507 | 8717% |
| 375,034 | 399,425 | (24,391) | -6% | COCC Fee Income | 2,988,957 | 3,195,400 | (206,443) | -6% | 3,008,571 | (19,615) | -1% |
| 12,600 | 113,800 | (101,200) | -89% | State CIP Fund | 349,415 | 910,400 | (560,985) | -62% | 1,100,412 | (750,997) | -68% |
| 2,348,680 | 696,461 | 1,652,219 | 237% | Grant Income | 4,822,331 | 6,740,432 | (1,918,102) | -28% | 3,217,045 | 1,605,285 | 50% |
| 349,455 | 370,225 | (20,770) | -6% | Other Income | 2,296,186 | 2,995,099 | (698,913) | -23% | 2,536,208 | (240,022) | -9% |
| $ 11,737,062 | 10,247,338 | 1,489,725 | 15% | Total Revenues | $ 81,110,659 | 83,191,649 | (2,080,990) | -3% | 73,407,411 | 7,703,248 | 10% |
| | | | | **EXPENSES** | | | | | | | |
| 1,351,460 | 1,616,540 | 265,080 | 16% | Administrative | 10,868,002 | 12,724,193 | 1,856,191 | 15% | 10,051,498 | (816,503) | -8% |
| - | - | - | 0% | Asset Management Fees | - | - | - | 0% | - | - | 0% |
| 319,350 | 343,929 | 24,580 | 7% | Management Fees | 2,546,837 | 2,750,560 | 203,723 | 7% | 3,156,830 | 609,993 | 19% |
| 55,685 | 55,358 | (327) | -1% | Bookkeeping Fees | 442,120 | 442,759 | 639 | 0% | 436,047 | (6,073) | -1% |
| 4,936,636 | 5,044,469 | 107,833 | 2% | Housing Assistance Payments | 39,306,363 | 40,280,752 | 974,389 | 2% | 36,177,078 | (3,129,284) | -9% |
| 34,859 | 59,657 | 24,798 | 42% | Tenant Services | 168,413 | 584,682 | 416,269 | 71% | 377,010 | 208,597 | 55% |
| 948,096 | 1,154,354 | 206,258 | 18% | Utilities | 8,082,272 | 9,233,839 | 1,151,567 | 12% | 9,143,865 | 1,061,593 | 12% |
| 1,678,510 | 1,738,114 | 59,603 | 3% | Maintenance | 13,242,561 | 14,920,896 | 1,678,335 | 11% | 12,125,776 | (1,116,785) | -9% |
| 198,966 | 197,949 | (1,017) | -1% | Protective Services | 1,502,776 | 1,583,592 | 80,816 | 5% | 1,451,517 | (51,259) | -4% |
| 95,921 | 79,765 | (16,156) | -20% | Insurance | 602,913 | 637,949 | 35,037 | 5% | 628,453 | 25,541 | 4% |
| 1,438,948 | 1,412,463 | (26,485) | -2% | Depreciation Expense | 11,366,854 | 11,299,704 | (67,150) | -1% | 10,563,658 | (803,196) | -8% |
| 8,027 | 8,451 | 424 | 5% | Bad Debt Expense | 102,612 | 109,621 | 7,009 | 6% | 92,215 | (10,397) | -11% |
| (15,677) | 21,637 | 37,314 | 172% | General Expenses | 1,364,720 | 198,696 | (1,166,024) | -587% | 338,265 | (1,026,455) | -303% |
| 11,050,782 | 11,732,686 | 681,905 | 6% | Total Expenses | 89,596,442 | 94,767,243 | 5,170,801 | 5% | 84,542,213 | (5,054,229) | -6% |
| $ 686,280 | (1,485,349) | 2,171,629 | 146% | Net Income(Loss) | $ (8,485,783) | (11,575,594) | 3,089,812 | 27% | (11,134,802) | 2,649,020 | 24% |
| | | | | **CASH BASIS:** | | | | | | | |
| 686,280 | (1,485,349) | 2,171,629 | 146% | Net Income(loss) per Above | (8,485,783) | (11,575,594) | 3,089,812 | 27% | (11,134,802) | 2,649,020 | 24% |
| | | | | Add back non cash items: | | | | | | | |
| 1,438,948 | 1,412,463 | 26,485 | 2% | Depreciation Expense | 11,366,854 | 11,299,704 | 67,150 | 1% | 10,563,658 | 803,196 | 8% |
| 8,027 | 8,451 | (424) | -5% | Bad Debt Expense | 102,612 | 109,621 | (7,009) | -6% | 92,215 | 10,397 | 11% |
| $ 2,133,255 | (64,435) | 2,197,691 | 3411% | TOTAL CASH BASIS | $ 2,983,683 | (166,270) | 3,149,953 | 1894% | (478,929) | 3,462,612 | 723% |




| | Total Revenues | Total Expenses |
|---|---|---|
| Actual | $81,110,659 | 89,596,442 |
| Budget | 83,191,649 | 94,767,243 |

**HAWAII PUBLIC HOUSING AUTHORITY**
**Consolidated Balance Sheet**
**Agency Total (Funds 130 To 150, 007, 020, 024, 181, 265, 318 & 337)**
**As of February 29, 2016 and January 31, 2016**

| | As of February 29 2016 | As of January 31 2016 | Increase (Decrease) |
|---|---|---|---|
| **ASSETS:** | | | |
| Cash | 70,265,263 | 68,522,282 | 1,742,982 |
| Receivables: | | | |
| Tenant Receivables | 1,186,896 | 1,279,979 | (93,083) |
| Other | 1,278,042 | 1,394,652 | (116,610) |
| Less Allowance for Doubtful Accounts | (1,088,885) | (1,111,829) | 22,943 |
| Total receivables | 1,376,053 | 1,562,802 | (186,750) |
| Accrued Interest | 5,339 | 2,686 | 2,653 |
| Prepaid Expenses | 2,619,107 | 2,698,255 | (79,148) |
| Inventories | 541,757 | 536,526 | 5,231 |
| Interprogram Due From | (301,426) | 1,087,112 | (1,388,538) |
| **Total Current Assets** | 74,506,093 | 74,409,662 | 96,430 |
| Property, Plant & Equipment: | | | |
| Land | 23,824,737 | 23,824,737 | - |
| Buildings | 600,561,241 | 600,561,241 | - |
| Furniture & Equipment | 5,623,644 | 5,623,644 | - |
| Motor vehicles | 1,691,849 | 1,691,849 | - |
| Construction in Progress | 39,275,440 | 36,590,568 | 2,684,871 |
| Less: Accumulated Depreciation | (372,166,399) | (370,727,451) | (1,438,948) |
| Notes, Loans & Mortgage Receivable-Non Current | 8,716,630 | 8,716,630 | - |
| Other Long term assets | - | - | - |
| Deferred Outflows of Resources | 3,137,321 | 3,137,321 | - |
| **Total Assets & Deferred Outflow of Resources** | $ 385,170,555 | $ 383,828,201 | 1,342,354 |
| **LIABILITIES AND NET POSITION** | | | |
| Accounts Payable | 3,292,821 | 3,030,381 | 262,439 |
| Accrued Expenses | - | - | - |
| Accrued Salaries & Wages | 806,694 | 806,694 | - |
| Accrued Vacation | 1,486,141 | 1,486,141 | - |
| Tenant Security Deposits | 755,946 | 753,891 | 2,055 |
| Other Liabilities & Deferred Income | 2,154,640 | 2,680,547 | (525,907) |
| **Total Current Liabilities** | 8,496,241 | 8,757,654 | (261,413) |
| Accrued Liabilities | 18,039,316 | 18,039,316 | - |
| Net Pension Liability | 23,355,937 | 23,355,937 | - |
| Deferred Inflows of Resources | 2,903,051 | 2,903,051 | - |
| **Net Assets** | | | |
| Investment in capital assets | 298,810,512 | 297,564,589 | 1,245,923 |
| Restricted Net Assets | 371,180 | 371,180 | - |
| Unrestricted Net Assets | 41,680,101 | 42,008,538 | (328,437) |
| Net Income Year to Date | (8,485,783) | (9,172,063) | 686,280 |
| **Total Net Assets** | 332,376,010 | 330,772,243 | 1,603,767 |
| **Total Liabilities, Deferred Inflow of Resources & Net Position** | $ 385,170,555 | 383,828,201 | 1,342,354 |

**HAWAII PUBLIC HOUSING AUTHORITY**
**Federal Low Rent Program**
**Actual vs Budget Comparison**
**For the Month of February 2016, and the 8 Months ended February 29, 2016**
**(Amounts in Full Dollars)**

| Month of February 2016 | | | | | Year to Date ended February 29, 2016 | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Variance | | | | | Variance | | | Variance | |
| Actual | Budget | Amount | % | | Actual | Budget | Amount | % | Prior Year | Amount | % |
| | | | | **REVENUES** | | | | | | | |
| 1,285,562 | 1,177,074 | 108,488 | 9% | Dwelling Rental Income | 10,165,719 | 9,427,521 | 738,198 | 8% | 9,539,482 | 626,237 | 7% |
| 1,969,126 | 1,787,243 | 181,883 | 10% | HUD Operating Subsidies | 15,581,693 | 14,297,921 | 1,283,772 | 9% | 14,456,325 | 1,125,368 | 8% |
| - | 78,309 | (78,309) | -100% | CFP Grant Income | 1,282,640 | 626,474 | 656,166 | 105% | 24,830 | 1,257,810 | 5066% |
| - | - | - | 0% | COCC Fee Income | - | - | - | 0% | - | - | 0% |
| 9,029 | 105,500 | (96,471) | -91% | State CIP Fund | 316,887 | 844,000 | (527,113) | -62% | 1,038,813 | (721,926) | -69% |
| 172,970 | 358,466 | (185,496) | -52% | Grant Income | 1,259,889 | 2,867,725 | (1,607,836) | -56% | - | 1,259,889 | 100% |
| 30,571 | 42,863 | (12,292) | -29% | Other Income | 273,080 | 344,073 | (70,993) | -21% | 1,408,461 | (1,135,381) | -81% |
| $ 3,467,257 | 3,549,455 | (82,198) | -2% | Total Revenues | $ 28,879,909 | 28,407,715 | 472,194 | 2% | 26,467,911 | 2,411,997 | 9% |
| | | | | **EXPENSES** | | | | | | | |
| 473,448 | 539,830 | 66,382 | 12% | Administrative | 3,778,773 | 4,283,552 | 504,778 | 12% | 3,705,893 | (72,881) | -2% |
| - | - | - | 0% | Asset Management Fees | - | - | - | 0% | - | - | 0% |
| 241,793 | 253,155 | 11,362 | 4% | Management Fees | 1,935,267 | 2,024,368 | 89,101 | 4% | 1,973,861 | 38,594 | 2% |
| 33,098 | 34,770 | 1,673 | 5% | Bookkeeping Fees | 264,480 | 278,055 | 13,575 | 5% | 268,778 | 4,298 | 2% |
| 2,336 | 115 | (2,221) | -1931% | Housing Assistance Payments | 16,533 | 920 | (15,613) | -1697% | 3,789 | (12,744) | -336% |
| 11,333 | 39,162 | 27,829 | 71% | Tenant Services | 69,978 | 420,722 | 350,745 | 83% | 270,642 | 200,664 | 74% |
| 795,182 | 945,672 | 150,490 | 16% | Utilities | 6,717,339 | 7,564,478 | 847,139 | 11% | 7,580,723 | 863,385 | 11% |
| 1,266,151 | 1,300,157 | 34,006 | 3% | Maintenance | 10,031,463 | 11,431,029 | 1,399,566 | 12% | 8,957,439 | (1,074,024) | -12% |
| 198,015 | 196,529 | (1,485) | -1% | Protective Services | 1,493,449 | 1,572,235 | 78,785 | 5% | 1,443,893 | (49,556) | -3% |
| 60,128 | 62,793 | 2,665 | 4% | Insurance | 450,690 | 502,172 | 51,482 | 10% | 513,973 | 63,283 | 12% |
| 1,239,741 | 1,213,257 | (26,484) | -2% | Depreciation Expense | 9,773,198 | 9,706,056 | (67,142) | -1% | 8,989,052 | (784,146) | -9% |
| 6,508 | 6,851 | 343 | 5% | Bad Debt Expense | 90,460 | 96,821 | 6,361 | 7% | 92,215 | 1,755 | 2% |
| (9,027) | 7,605 | 16,632 | 219% | General Expenses | 12,159 | 60,840 | 48,681 | 80% | 80,994 | 68,835 | 85% |
| 4,318,707 | 4,599,897 | 281,190 | 6% | Total Expenses | 34,633,789 | 37,941,248 | 3,307,458 | 9% | 33,881,251 | (752,538) | -2% |
| $ (851,450) | (1,050,442) | 198,992 | 19% | Net Income(Loss) | $ (5,753,881) | (9,533,533) | 3,779,652 | 40% | (7,413,340) | 1,659,459 | 22% |
| | | | | **CASH BASIS:** | | | | | | | |
| (851,450) | (1,050,442) | 198,992 | 19% | Net Income(loss) per Above | (5,753,881) | (9,533,533) | 3,779,652 | 40% | (7,413,340) | 1,659,459 | 22% |
| | | | | Add back non cash items: | | | | | | | |
| 1,239,741 | 1,213,257 | 26,484 | 2% | Depreciation Expense | 9,773,198 | 9,706,056 | 67,142 | 1% | 8,989,052 | 784,146 | 9% |
| 6,508 | 6,851 | (343) | -5% | Bad Debt Expense | 90,460 | 96,821 | (6,361) | -7% | 92,215 | (1,755) | -2% |
| $ 394,799 | 169,666 | 225,134 | 133% | TOTAL CASH BASIS | $ 4,109,777 | 269,344 | 3,840,434 | 1426% | 1,667,928 | 2,441,850 | 146% |

**HAWAII PUBLIC HOUSING AUTHORITY**
**Federal Low Rent Program by AMPs**
**Actual vs Budget Comparison**
**For the Month of February 2016, and the 8 Months ended February 29, 2016**
**(Amounts in Full Dollars)**

| Month of February 2016 | | | | ACCRUAL BASIS | Year to Date ended February 29, 2016 | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Variance | | | | | Variance | | | Variance | |
| Actual | Budget | Amount | % | | Actual | Budget | Amount | % | Prior Year | Amount | % |
| | | | | **REVENUES** | | | | | | | |
| 299,495 | 304,301 | (4,806) | -2% | Asset Management Project - 30 | 2,369,228 | 2,434,409 | (65,180) | -3% | 2,553,448 | (184,220) | -7% |
| 341,398 | 310,393 | 31,006 | 10% | Asset Management Project - 31 | 3,220,466 | 2,491,001 | 729,465 | 29% | 2,289,496 | 930,970 | 41% |
| 361,565 | 352,199 | 9,366 | 3% | Asset Management Project - 32 | 3,059,948 | 2,820,976 | 238,972 | 8% | 2,574,987 | 484,961 | 19% |
| 270,447 | 235,713 | 34,734 | 15% | Asset Management Project - 33 | 2,408,942 | 1,888,443 | 520,499 | 28% | 1,933,418 | 475,524 | 25% |
| 358,663 | 382,213 | (23,550) | -6% | Asset Management Project - 34 | 2,907,113 | 3,042,199 | (135,086) | -4% | 3,034,401 | (127,288) | -4% |
| 401,797 | 441,484 | (39,687) | -9% | Asset Management Project - 35 | 3,261,944 | 3,531,875 | (269,931) | -8% | 3,382,039 | (120,096) | -4% |
| 184,425 | 224,903 | (40,479) | -18% | Asset Management Project - 37 | 1,526,890 | 1,799,226 | (272,336) | -15% | 1,316,169 | 210,722 | 16% |
| 211,816 | 209,985 | 1,832 | 1% | Asset Management Project - 38 | 1,732,688 | 1,681,662 | 51,026 | 3% | 1,553,082 | 179,606 | 12% |
| 147,502 | 168,968 | (21,466) | -13% | Asset Management Project - 39 | 1,207,890 | 1,353,879 | (145,989) | -11% | 1,123,195 | 84,695 | 8% |
| 179,062 | 172,889 | 6,173 | 4% | Asset Management Project - 40 | 1,398,409 | 1,383,112 | 15,297 | 1% | 1,216,819 | 181,589 | 15% |
| 128,748 | 147,446 | (18,698) | -13% | Asset Management Project - 43 | 1,050,389 | 1,179,571 | (129,182) | -11% | 973,510 | 76,879 | 8% |
| 174,354 | 178,474 | (4,121) | -2% | Asset Management Project - 44 | 1,443,525 | 1,432,570 | 10,954 | 1% | 1,510,761 | (67,236) | -4% |
| 147,157 | 139,994 | 7,163 | 5% | Asset Management Project - 45 | 1,217,562 | 1,122,393 | 95,169 | 8% | 1,047,153 | 170,409 | 16% |
| 62,923 | 73,542 | (10,619) | -14% | Asset Management Project - 46 | 528,985 | 590,793 | (61,808) | -10% | 466,267 | 62,718 | 13% |
| 104,698 | 117,608 | (12,910) | -11% | Asset Management Project - 49 | 851,210 | 940,864 | (89,654) | -10% | 780,892 | 70,319 | 9% |
| 93,207 | 89,343 | 3,865 | 4% | Asset Management Project - 50 | 694,720 | 714,742 | (20,022) | -3% | 712,273 | (17,553) | -2% |
| $ 3,467,257 | 3,549,455 | (82,198) | -2% | Total Revenues | $ 28,879,909 | 28,407,715 | 472,194 | 2% | 26,467,911 | 2,411,997 | 9% |
| | | | | **NET INCOME(LOSS)** | | | | | | | |
| (48,380) | (103,122) | 54,741 | 53% | Asset Management Project - 30 | (688,249) | (838,435) | 150,186 | 18% | (649,104) | (39,145) | -6% |
| (97,910) | (172,132) | 74,222 | 43% | Asset Management Project - 31 | (366,543) | (1,484,857) | 1,118,314 | 75% | (1,700,070) | 1,333,527 | 78% |
| (45,924) | (12,435) | (33,489) | -269% | Asset Management Project - 32 | 160,708 | (201,929) | 362,637 | 180% | (444,589) | 605,297 | 136% |
| 2,184 | (52,808) | 54,993 | 104% | Asset Management Project - 33 | 80,503 | (480,338) | 560,841 | 117% | (412,109) | 492,612 | 120% |
| (89,920) | (76,550) | (13,370) | -17% | Asset Management Project - 34 | (269,387) | (512,403) | 243,016 | 47% | 127,747 | (397,135) | -311% |
| (23,347) | (68,649) | 45,302 | 66% | Asset Management Project - 35 | (137,552) | (605,733) | 468,181 | 77% | 169,304 | (306,856) | -181% |
| (132,423) | (145,921) | 13,498 | 9% | Asset Management Project - 37 | (1,121,000) | (1,482,886) | 361,887 | 24% | (1,191,837) | 70,837 | 6% |
| (72,940) | (55,149) | (17,791) | -32% | Asset Management Project - 38 | (540,628) | (515,406) | (25,222) | -5% | (386,354) | (154,274) | -40% |
| (46,376) | (34,241) | (12,135) | -35% | Asset Management Project - 39 | (354,834) | (501,883) | 147,049 | 29% | (458,978) | 104,144 | 23% |
| (8,648) | (350) | (8,298) | -2371% | Asset Management Project - 40 | (61,344) | (2,381) | (58,963) | -2476% | (167,187) | 105,843 | 63% |
| (58,641) | (69,741) | 11,100 | 16% | Asset Management Project - 43 | (494,294) | (566,016) | 71,723 | 13% | (607,568) | 113,274 | 19% |
| (74,874) | (90,891) | 16,017 | 18% | Asset Management Project - 44 | (608,574) | (764,284) | 155,710 | 20% | (508,018) | (100,556) | -20% |
| (46,428) | (51,504) | 5,075 | 10% | Asset Management Project - 45 | (399,200) | (456,616) | 57,416 | 13% | (459,413) | 60,213 | 13% |
| (54,220) | (40,755) | (13,465) | -33% | Asset Management Project - 46 | (405,364) | (408,770) | 3,406 | 1% | (437,536) | 32,173 | 7% |
| (44,577) | (57,061) | 12,484 | 22% | Asset Management Project - 49 | (444,775) | (528,469) | 83,694 | 16% | (414,572) | (30,204) | -7% |
| (9,025) | (19,133) | 10,108 | 53% | Asset Management Project - 50 | (103,347) | (183,125) | 79,777 | 44% | 126,944 | (230,291) | -181% |
| $ (851,450) | (1,050,442) | 198,992 | 19% | Total Net Income(Loss) | $ (5,753,881) | (9,533,533) | 3,779,652 | 40% | (7,413,340) | 1,659,459 | 22% |

HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program by AMPs
Actual vs Budget Comparison
For the Month of February 2016, and the 8 Months ended February 29, 2016
(Amounts in Full Dollars)

| Month of February 2016 | | | | CASH BASIS | Year to Date ended February 29, 2016 | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Variance | | | | | Variance | | | Variance | |
| Actual | Budget | Amount | % | | Actual | Budget | Amount | % | Prior Year | Amount | % |
| | | | | **REVENUES** | | | | | | | |
| 299,495 | 304,301 | (4,806) | -2% | Asset Management Project - 30 | 2,369,228 | 2,434,409 | (65,180) | -3% | 2,553,448 | (184,220) | -7% |
| 341,398 | 310,393 | 31,006 | 10% | Asset Management Project - 31 | 3,220,466 | 2,491,001 | 729,465 | 29% | 2,289,496 | 930,970 | 41% |
| 361,565 | 352,199 | 9,366 | 3% | Asset Management Project - 32 | 3,059,948 | 2,820,976 | 238,972 | 8% | 2,574,987 | 484,961 | 19% |
| 270,447 | 235,713 | 34,734 | 15% | Asset Management Project - 33 | 2,408,942 | 1,888,443 | 520,499 | 28% | 1,933,418 | 475,524 | 25% |
| 358,663 | 382,213 | (23,550) | -6% | Asset Management Project - 34 | 2,907,113 | 3,042,199 | (135,086) | -4% | 3,034,401 | (127,288) | -4% |
| 401,797 | 441,484 | (39,687) | -9% | Asset Management Project - 35 | 3,261,944 | 3,531,875 | (269,931) | -8% | 3,382,039 | (120,096) | -4% |
| 184,425 | 224,903 | (40,479) | -18% | Asset Management Project - 37 | 1,526,890 | 1,799,226 | (272,336) | -15% | 1,316,169 | 210,722 | 16% |
| 211,816 | 209,985 | 1,832 | 1% | Asset Management Project - 38 | 1,732,688 | 1,681,662 | 51,026 | 3% | 1,553,082 | 179,606 | 12% |
| 147,502 | 168,968 | (21,466) | -13% | Asset Management Project - 39 | 1,207,890 | 1,353,879 | (145,989) | -11% | 1,123,195 | 84,695 | 8% |
| 179,062 | 172,889 | 6,173 | 4% | Asset Management Project - 40 | 1,398,409 | 1,383,112 | 15,297 | 1% | 1,216,819 | 181,589 | 15% |
| 128,748 | 147,446 | (18,698) | -13% | Asset Management Project - 43 | 1,050,389 | 1,179,571 | (129,182) | -11% | 973,510 | 76,879 | 8% |
| 174,354 | 178,474 | (4,121) | -2% | Asset Management Project - 44 | 1,443,525 | 1,432,570 | 10,954 | 1% | 1,510,761 | (67,236) | -4% |
| 147,157 | 139,994 | 7,163 | 5% | Asset Management Project - 45 | 1,217,562 | 1,122,393 | 95,169 | 8% | 1,047,153 | 170,409 | 16% |
| 62,923 | 73,542 | (10,619) | -14% | Asset Management Project - 46 | 528,985 | 590,793 | (61,808) | -10% | 466,267 | 62,718 | 13% |
| 104,698 | 117,608 | (12,910) | -11% | Asset Management Project - 49 | 851,210 | 940,864 | (89,654) | -10% | 780,892 | 70,319 | 9% |
| 93,207 | 89,343 | 3,865 | 4% | Asset Management Project - 50 | 694,720 | 714,742 | (20,022) | -3% | 712,273 | (17,553) | -2% |
| $ 3,467,257 | 3,549,455 | (82,198) | -2% | Total Revenues | $ 28,879,909 | 28,407,715 | 472,194 | 2% | 26,467,911 | 2,411,997 | 9% |
| | | | | **NET INCOME(LOSS)** | | | | | | | |
| 63,333 | 8,093 | 55,239 | 683% | Asset Management Project - 30 | 203,742 | 51,285 | 152,457 | 297% | 143,808 | 59,934 | 42% |
| 91,054 | 16,832 | 74,222 | 441% | Asset Management Project - 31 | 1,156,020 | 38,855 | 1,117,165 | 2875% | (269,130) | 1,425,150 | 530% |
| (19,938) | 13,551 | (33,489) | -247% | Asset Management Project - 32 | 368,596 | 5,959 | 362,637 | 6086% | (242,552) | 611,148 | 252% |
| 65,130 | 10,151 | 54,979 | 542% | Asset Management Project - 33 | 584,071 | 23,338 | 560,733 | 2403% | 94,877 | 489,194 | 516% |
| (15,827) | (6,155) | (9,672) | -157% | Asset Management Project - 34 | 321,278 | 50,757 | 270,521 | 533% | 637,941 | (316,663) | -50% |
| 56,209 | 11,112 | 45,097 | 406% | Asset Management Project - 35 | 511,740 | 44,699 | 467,041 | 1045% | 818,681 | (306,941) | -37% |
| 37,052 | 31,135 | 5,917 | 19% | Asset Management Project - 37 | 234,794 | (66,438) | 301,233 | 453% | 41,925 | 192,869 | 460% |
| 25,954 | 13,149 | 12,805 | 97% | Asset Management Project - 38 | 126,338 | 30,978 | 95,360 | 308% | 96,598 | 29,740 | 31% |
| 11,405 | 23,540 | (12,135) | -52% | Asset Management Project - 39 | 106,498 | (39,635) | 146,133 | 369% | 3,270 | 103,228 | 3157% |
| (6,410) | 1,834 | (8,244) | -450% | Asset Management Project - 40 | (43,440) | 15,091 | (58,531) | -388% | (149,715) | 106,275 | 71% |
| 14,291 | 3,191 | 11,100 | 348% | Asset Management Project - 43 | 96,848 | 25,528 | 71,321 | 279% | (5,558) | 102,406 | 1843% |
| 21,226 | 5,266 | 15,960 | 303% | Asset Management Project - 44 | 160,226 | 4,971 | 155,255 | 3123% | 280,385 | (120,159) | -43% |
| 17,953 | 12,877 | 5,075 | 39% | Asset Management Project - 45 | 118,968 | 61,876 | 57,092 | 92% | 62,523 | 56,445 | 90% |
| (4,949) | 8,516 | (13,465) | -158% | Asset Management Project - 46 | (11,534) | (14,602) | 3,068 | 21% | (43,368) | 31,835 | 73% |
| 13,368 | 7,542 | 5,826 | 77% | Asset Management Project - 49 | 21,769 | (8,505) | 30,274 | 356% | 4,104 | 17,664 | 430% |
| 24,949 | 9,031 | 15,918 | 176% | Asset Management Project - 50 | 153,865 | 45,187 | 108,677 | 241% | 194,139 | (40,274) | -21% |
| $ 394,799 | 169,666 | 225,134 | 133% | Total Net Income(Loss) | $ 4,109,777 | 269,344 | 3,840,434 | 1426% | 1,667,928 | 2,441,850 | 146% |

**HAWAII PUBLIC HOUSING AUTHORITY**
**Housing Choice Voucher Program**
**Actual vs Budget Comparison**
**For the Month of February 2016, and the 8 Months ended February 29, 2016**
**(Amounts in Full Dollars)**

| Month of February 2016 | | | | | Year to Date ended February 29, 2016 | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Variance | | | | | Variance | | | Variance | |
| Actual | Budget | Amount | % | | Actual | Budget | Amount | % | Prior Year | Amount | % |
| | | | | **REVENUES** | | | | | | | |
| - | - | - | 0% | Dwelling Rental Income | - | - | - | 0% | - | - | 0% |
| 2,453,606 | 2,621,919 | (168,313) | -6% | HUD Operating Subsidies | 19,174,257 | 20,975,355 | (1,801,098) | -9% | 16,699,106 | 2,475,151 | 15% |
| - | - | - | 0% | CFP Grant Income | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | COCC Fee Income | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Grant Income | - | - | - | 0% | - | - | 0% |
| 15,825 | 57,606 | (41,781) | -73% | Other Income | 90,470 | 460,848 | (370,378) | -80% | 417,078 | (326,608) | -78% |
| $ 2,469,431 | 2,679,525 | (210,095) | -8% | **Total Revenues** | $ 19,264,727 | 21,436,203 | (2,171,476) | -10% | 17,116,184 | 2,148,543 | 13% |
| | | | | **EXPENSES** | | | | | | | |
| 121,402 | 123,245 | 1,843 | 1% | Administrative | 828,254 | 1,076,346 | 248,093 | 23% | 698,091 | (130,162) | -19% |
| - | - | - | 0% | Asset Management Fees | - | - | - | 0% | - | - | 0% |
| 25,788 | 23,270 | (2,518) | -11% | Management Fees | 202,704 | 186,160 | (16,544) | -9% | 185,184 | (17,520) | -9% |
| 16,118 | 14,550 | (1,568) | -11% | Bookkeeping Fees | 126,690 | 116,400 | (10,290) | -9% | 115,740 | (10,950) | -9% |
| 2,298,536 | 2,487,654 | 189,118 | 8% | Housing Assistance Payments | 18,369,088 | 19,901,232 | 1,532,144 | 8% | 16,074,590 | (2,294,498) | -14% |
| 23,411 | 19,155 | (4,256) | -22% | Tenant Services | 97,523 | 153,240 | 55,717 | 36% | 105,559 | 8,035 | 8% |
| 952 | 4,300 | 3,348 | 78% | Utilities | 9,967 | 34,400 | 24,433 | 71% | 30,877 | 20,910 | 68% |
| - | 1,710 | 1,710 | 100% | Maintenance | 4,250 | 15,780 | 11,530 | 73% | 10,323 | 6,073 | 59% |
| 67 | 60 | (7) | -12% | Protective Services | 538 | 480 | (58) | -12% | 471 | (67) | -14% |
| 257 | 420 | 163 | 39% | Insurance | 2,072 | 3,360 | 1,288 | 38% | 3,010 | 938 | 31% |
| 3,038 | 8,300 | 5,262 | 63% | General Expenses | 31,696 | 66,400 | 34,704 | 52% | 60,811 | 29,114 | 48% |
| 2,489,569 | 2,682,664 | 193,095 | 7% | **Total Expenses** | 19,672,782 | 21,553,798 | 1,881,016 | 9% | 17,284,656 | (2,388,126) | -14% |
| $ (20,138) | (3,138) | (17,000) | -542% | **Net Income(Loss)** | $ (408,055) | (117,595) | (290,460) | -247% | (168,471) | (239,584) | -142% |
| | | | | **CASH BASIS:** | | | | | | | |
| (20,138) | (3,138) | (17,000) | -542% | Net Income(loss) per Above | (408,055) | (117,595) | (290,460) | -247% | (168,471) | (239,584) | -142% |
| | | | | Add back non cash items: | | | | | | | |
| - | - | - | 0% | Depreciation Expense | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Bad Debt Expense | - | - | - | 0% | - | - | 0% |
| $ (20,138) | (3,138) | (17,000) | -542% | **TOTAL CASH BASIS** | $ (408,055) | (117,595) | (290,460) | -247% | (168,471) | (239,584) | -142% |

**HAWAII PUBLIC HOUSING AUTHORITY**
**State Low Rent**
**Actual vs Budget Comparison**
**For the Month of February 2016, and the 8 Months ended February 29, 2016**
**(Amounts in Full Dollars)**

| Month of February 2016 | | | | | Year to Date ended February 29, 2016 | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Variance | | | | | Variance | | | Variance | |
| Actual | Budget | Amount | % | | Actual | Budget | Amount | % | Prior Year | Amount | % |
| | | | | **REVENUES** | | | | | | | |
| 93,578 | 92,175 | 1,403 | 2% | Dwelling Rental Income | 736,838 | 737,400 | $ (562) | 0% | 682,214 | $ 54,624 | 8% |
| - | - | - | 0% | HUD Operating Subsidies | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | CFP Grant Income | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | COCC Fee Income | - | - | - | 0% | - | - | 0% |
| - | 3,700 | (3,700) | -100% | State CIP Fund | - | 29,600 | (29,600) | -100% | 44,020 | (44,020) | -100% |
| 62,514 | 100,001 | (37,487) | -37% | Grant Income | 897,257 | 800,008 | 97,249 | 12% | - | 897,257 | 100% |
| 2,618 | 4,090 | (1,472) | -36% | Other Income | 27,106 | 32,900 | (5,794) | -18% | 104,450 | (77,344) | -74% |
| $ 158,710 | 199,966 | (41,256) | -21% | **Total Revenues** | $ 1,661,201 | 1,599,908 | 61,293 | 4% | 830,684 | 830,517 | 100% |
| | | | | **EXPENSES** | | | | | | | |
| 24,538 | 31,158 | 6,620 | 21% | Administrative | 199,854 | 234,285 | 34,430 | 15% | 200,760 | 906 | 0% |
| - | - | - | 0% | Asset Management Fees | - | - | - | 0% | - | - | 0% |
| 15,690 | 16,123 | 433 | 3% | Management Fees | 122,395 | 128,984 | 6,589 | 5% | 126,145 | 3,751 | 3% |
| 1,883 | 1,936 | 54 | 3% | Bookkeeping Fees | 14,685 | 15,488 | 803 | 5% | 15,135 | 450 | 3% |
| - | - | - | 0% | Housing Assistance Payments | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Tenant Services | 440 | - | (440) | -100% | 89 | (351) | -396% |
| 53,168 | 70,448 | 17,280 | 25% | Utilities | 493,078 | 563,584 | 70,506 | 13% | 536,083 | 43,005 | 8% |
| 55,048 | 82,300 | 27,251 | 33% | Maintenance | 419,431 | 624,613 | 205,182 | 33% | 418,953 | (478) | 0% |
| 43 | - | (43) | -100% | Protective Services | 43 | - | (43) | -100% | 241 | 197 | 82% |
| 3,236 | 3,280 | 44 | 1% | Insurance | 25,348 | 26,241 | 893 | 3% | 25,731 | 384 | 1% |
| 76,880 | 76,879 | (1) | 0% | Depreciation Expense | 615,040 | 615,032 | (8) | 0% | 615,046 | 6 | 0% |
| 760 | 800 | 40 | 5% | Bad Debt Expense | 6,080 | 6,400 | 320 | 5% | - | (6,080) | -100% |
| (840) | - | 840 | 100% | General Expenses | (840) | - | 840 | 100% | - | 840 | 100% |
| 230,406 | 282,924 | 52,519 | 19% | **Total Expenses** | 1,895,553 | 2,214,627 | 319,074 | 14% | 1,938,183 | 42,630 | 2% |
| $ (71,696) | (82,958) | 11,263 | 14% | **Net Income(Loss)** | $ (234,352) | (614,719) | 380,367 | 62% | (1,107,499) | 873,147 | 79% |
| | | | | **CASH BASIS:** | | | | | | | |
| (71,696) | (82,958) | 11,263 | 14% | Net Income(loss) per Above | (234,352) | (614,719) | 380,367 | 62% | (1,107,499) | 873,147 | 79% |
| | | | | Add back non cash items: | | | | | | | |
| 76,880 | 76,879 | 1 | 0% | Depreciation Expense | 615,040 | 615,032 | 8 | 0% | 615,046 | (6) | 0% |
| 760 | 800 | (40) | -5% | Bad Debt Expense | 6,080 | 6,400 | (320) | -5% | - | 6,080 | 100% |
| $ 5,944 | (5,279) | 11,224 | 213% | **TOTAL CASH BASIS** | $ 386,768 | 6,713 | 380,055 | 5661% | (492,453) | 879,221 | 179% |

**HAWAII PUBLIC HOUSING AUTHORITY**
**State Elderly Program**
**Actual vs Budget Comparison**
**For the Month of February 2016, and the 8 Months ended February 29, 2016**
**(Amounts in Full Dollars)**

| Month of February 2016 | | | | | Year to Date ended February 29, 2016 | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Variance | | | | | Variance | | | Variance | |
| Actual | Budget | Amount | % | | Actual | Budget | Amount | % | Prior Year | Amount | % |
| | | | | **REVENUES** | | | | | | | |
| 172,728 | 169,245 | 3,483 | 2% | Dwelling Rental Income | 1,370,525 | 1,353,960 | $ 16,565 | 1% | 1,355,803 | 14,722 | 1% |
| - | - | - | 0% | HUD Operating Subsidies | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | CFP Grant Income | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | COCC Fee Income | - | - | - | 0% | - | - | 0% |
| 3,571 | 2,600 | 971 | 37% | State CIP Fund | 22,931 | 20,800 | 2,131 | 10% | 17,579 | 5,352 | 30% |
| 2,113,196 | 150,000 | 1,963,196 | 1309% | Grant Income | 2,259,152 | 1,200,000 | 1,059,152 | 88% | - | 2,259,152 | 100% |
| 6,111 | 7,465 | (1,354) | -18% | Other Income | 50,569 | 59,720 | (9,151) | -15% | 355,901 | (305,332) | -86% |
| $ 2,295,606 | 329,310 | 1,966,296 | 597% | Total Revenues | $ 3,703,177 | 2,634,480 | 1,068,697 | 41% | 1,729,283 | 1,973,894 | 114% |
| | | | | **EXPENSES** | | | | | | | |
| 45,122 | 50,500 | 5,378 | 11% | Administrative | 360,700 | 404,000 | 43,300 | 11% | 186,300 | (174,400) | -94% |
| - | - | - | 0% | Asset Management Fees | - | - | - | 0% | - | - | 0% |
| 35,568 | 35,631 | 63 | 0% | Management Fees | 282,733 | 285,048 | 2,315 | 1% | 283,545 | 813 | 0% |
| 4,268 | 2,227 | (2,041) | -92% | Bookkeeping Fees | 33,923 | 17,816 | (16,107) | -90% | 34,020 | 98 | 0% |
| - | - | - | 0% | Housing Assistance Payments | - | - | - | 0% | - | - | 0% |
| - | 700 | 700 | 100% | Tenant Services | - | 5,600 | 5,600 | 100% | 193 | 193 | 100% |
| 91,821 | 121,185 | 29,364 | 24% | Utilities | 788,504 | 969,480 | 180,976 | 19% | 919,308 | 130,804 | 14% |
| 75,521 | 97,181 | 21,660 | 22% | Maintenance | 619,764 | 777,448 | 157,683 | 20% | 750,665 | 130,900 | 17% |
| 43 | 575 | 532 | 93% | Protective Services | 1,421 | 4,600 | 3,179 | 69% | 387 | (1,034) | -267% |
| 6,511 | 9,881 | 3,370 | 34% | Insurance | 60,460 | 79,048 | 18,588 | 24% | 65,105 | 4,645 | 7% |
| 118,314 | 118,314 | - | 0% | Depreciation Expense | 946,512 | 946,512 | - | 0% | 946,512 | - | 0% |
| 759 | 800 | 41 | 5% | Bad Debt Expense | 6,072 | 6,400 | 328 | 5% | - | (6,072) | -100% |
| - | - | - | 0% | General Expenses | - | - | - | 0% | - | - | 0% |
| 377,927 | 436,994 | 59,067 | 14% | Total Expenses | 3,100,089 | 3,495,951 | 395,863 | 11% | 3,186,035 | 85,947 | 3% |
| $ 1,917,679 | (107,684) | 2,025,363 | 1881% | Net Income(Loss) | $ 603,088 | (861,471) | 1,464,560 | 170% | (1,456,753) | 2,059,841 | 141% |
| | | | | **CASH BASIS:** | | | | | | | |
| 1,917,679 | (107,684) | 2,025,363 | 1881% | Net Income(loss) per Above | 603,088 | (861,471) | 1,464,560 | 170% | (1,456,753) | 2,059,841 | 141% |
| | | | | Add back non cash items: | | | | | | | |
| 118,314 | 118,314 | - | 0% | Depreciation Expense | 946,512 | 946,512 | - | 0% | 946,512 | - | 0% |
| 759 | 800 | (41) | -5% | Bad Debt Expense | 6,072 | 6,400 | (328) | -5% | - | 6,072 | 100% |
| $ 2,036,752 | 11,430 | 2,025,322 | 17719% | TOTAL CASH BASIS | $ 1,555,672 | 91,441 | 1,464,231 | 1601% | (510,241) | 2,065,913 | 405% |

**HAWAII PUBLIC HOUSING AUTHORITY**
**State Rent Supplement Program**
**Actual vs Budget Comparison**
**For the Month of February 2016, and the 8 Months ended February 29, 2016**
**(Amounts in Full Dollars)**

| Month of February 2016 | | | | | Year to Date ended February 29, 2016 | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Variance | | | | | Variance | | | Variance | |
| Actual | Budget | Amount | % | | Actual | Budget | Amount | % | Prior Year | Amount | % |
| | | | | **REVENUES** | | | | | | | |
| - | - | - | 0% | Dwelling Rental Income | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | HUD Operating Subsidies | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | CFP Grant Income | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | COCC Fee Income | - | - | - | 0% | - | - | 0% |
| - | 87,994 | (87,994) | -100% | Grant Income | 341,827 | 703,952 | (362,125) | -51% | 636,112 | (294,285) | -46% |
| - | - | - | 0% | Other Income | - | - | - | 0% | - | - | 0% |
| $ - | 87,994 | (87,994) | -100% | Total Revenues | $ 341,827 | 703,952 | (362,125) | -51% | 636,112 | (294,285) | -46% |
| | | | | **EXPENSES** | | | | | | | |
| 6,869 | 7,212 | 343 | 5% | Administrative | 50,863 | 57,696 | 6,833 | 12% | 47,849 | (3,014) | -6% |
| - | - | - | 0% | Asset Management Fees | - | - | - | 0% | - | - | 0% |
| 510 | - | (510) | -100% | Management Fees | 3,738 | - | (3,738) | -100% | 3,789 | 51 | 1% |
| 320 | - | (320) | -100% | Bookkeeping Fees | 2,342 | - | (2,342) | -100% | 2,374 | 32 | 1% |
| 71,809 | 80,000 | 8,191 | 10% | Housing Assistance Payments | 302,497 | 565,000 | 262,503 | 46% | 289,009 | (13,488) | -5% |
| - | - | - | 0% | Tenant Services | - | - | - | 0% | - | - | 0% |
| - | 625 | 625 | 100% | Utilities | 41 | 5,000 | 4,959 | 99% | 4,532 | 4,490 | 99% |
| - | 240 | 240 | 100% | Maintenance | 475 | 2,040 | 1,565 | 77% | 3,542 | 3,067 | 87% |
| - | - | - | 0% | Protective Services | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Insurance | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | General Expenses | - | - | - | 0% | - | - | 0% |
| 79,508 | 88,077 | 8,569 | 10% | Total Expenses | 359,956 | 629,736 | 269,780 | 43% | 351,095 | (8,861) | -3% |
| $ (79,508) | (83) | (79,425) | -95692% | Net Income(Loss) | $ (18,130) | 74,216 | (92,346) | -124% | 285,017 | (303,146) | -106% |
| | | | | **CASH BASIS:** | | | | | | | |
| (79,508) | (83) | (79,425) | -95692% | Net Income(loss) per Above | (18,130) | 74,216 | (92,346) | -124% | 285,017 | (303,146) | -106% |
| | | | | Add back non cash items: | | | | | | | |
| - | - | - | 0% | Depreciation Expense | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Bad Debt Expense | - | - | - | 0% | - | - | 0% |
| $ (79,508) | (83) | (79,425) | -95692% | TOTAL CASH BASIS | $ (18,130) | 74,216 | (92,346) | -124% | 285,017 | (303,146) | -106% |

**HAWAII PUBLIC HOUSING AUTHORITY**
**Section 8 Contract Administration**
**Actual vs Budget Comparison**
**For the Month of February 2016, and the 8 Months ended February 29, 2016**
**(Amounts in Full Dollars)**

| Month of February 2016 | | | | | Year to Date ended February 29, 2016 | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Variance | | | | | Variance | | | Variance | |
| Actual | Budget | Amount | % | | Actual | Budget | Amount | % | Prior Year | Amount | % |
| | | | | **REVENUES** | | | | | | | |
| - | - | - | 0% | Dwelling Rental Income | - | - | - | 0% | - | - | 0% |
| 2,667,880 | 2,573,064 | 94,816 | 4% | HUD Operating Subsidies | 21,396,718 | 20,584,512 | 812,206 | 4% | 20,770,234 | 626,484 | 3% |
| - | - | - | 0% | CFP Grant Income | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | COCC Fee Income | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Grant Income | - | - | - | 0% | - | - | 0% |
| 16 | 15 | 1 | 5% | Other Income | 127 | 120 | 7 | 6% | (130,260) | 130,388 | 100% |
| $ 2,667,896 | 2,573,079 | 94,817 | 4% | **Total Revenues** | $ 21,396,845 | 20,584,632 | 812,213 | 4% | 20,639,973 | 756,872 | 4% |
| | | | | **EXPENSES** | | | | | | | |
| 74,731 | 84,459 | 9,728 | 12% | Administrative | 601,806 | 623,172 | 21,366 | 3% | 74,379 | (527,427) | -709% |
| - | - | - | 0% | Asset Management Fees | - | - | - | 0% | - | - | 0% |
| - | 15,750 | 15,750 | 100% | Management Fees | - | 126,000 | 126,000 | 100% | 584,305 | 584,305 | 100% |
| - | 1,875 | 1,875 | 100% | Bookkeeping Fees | - | 15,000 | 15,000 | 100% | - | - | 0% |
| 2,563,955 | 2,476,700 | (87,255) | -4% | Housing Assistance Payments | 20,618,245 | 19,813,600 | (804,645) | -4% | 19,809,690 | (808,554) | -4% |
| - | - | - | 0% | Tenant Services | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Utilities | - | - | - | 0% | - | - | 0% |
| - | 791 | 791 | 100% | Maintenance | - | 6,328 | 6,328 | 100% | - | - | 0% |
| - | - | - | 0% | Protective Services | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Insurance | - | - | - | 0% | - | - | 0% |
| - | 450 | 450 | 100% | General Expenses | 10,256 | 3,600 | (6,656) | -185% | 3,303 | (6,952) | -210% |
| 2,638,686 | 2,580,025 | (58,661) | -2% | **Total Expenses** | 21,230,306 | 20,587,700 | (642,606) | -3% | 20,471,678 | (758,629) | -4% |
| $ 29,209 | (6,946) | 36,155 | 521% | **Net Income(Loss)** | $ 166,539 | (3,068) | 169,607 | 5528% | 168,296 | (1,756) | -1% |
| | | | | **CASH BASIS:** | | | | | | | |
| 29,209 | (6,946) | 36,155 | 521% | Net Income(loss) per Above | 166,539 | (3,068) | 169,607 | 5528% | 168,296 | (1,756) | -1% |
| | | | | Add back non cash items: | | | | | | | |
| - | - | - | 0% | Depreciation Expense | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Bad Debt Expense | - | - | - | 0% | - | - | 0% |
| $ 29,209 | (6,946) | 36,155 | 521% | **TOTAL CASH BASIS** | $ 166,539 | (3,068) | 169,607 | 5528% | 168,296 | (1,756) | -1% |

**HAWAII PUBLIC HOUSING AUTHORITY**
**Central Office Cost Center**
**Actual vs Budget Comparison**
**For the Month of February 2016, and the 8 Months ended February 29, 2016**
**(Amounts in Full Dollars)**

| Month of February 2016 | | | | | Year to Date ended February 29, 2016 | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Variance | | | | | Variance | | | Variance | |
| Actual | Budget | Amount | % | | Actual | Budget | Amount | % | Prior Year | Amount | % |
| | | | | **REVENUES** | | | | | | | |
| - | - | - | 0% | Dwelling Rental Income | - | - | - | 0% | - | - | 0% |
| 8,814 | - | 8,814 | 100% | Ongoing Admin Fee Earned | 38,684 | - | 38,684 | 100% | - | 38,684 | 100% |
| - | 168,397 | (168,397) | -100% | CFP Grant Income | 906,697 | 1,347,174 | (440,477) | -33% | - | 906,697 | 100% |
| 375,034 | 399,425 | (24,391) | -6% | COCC Fee Income | 2,988,957 | 3,195,400 | (206,443) | -6% | 3,008,571 | (19,615) | -1% |
| - | - | - | 0% | Grant Income | 64,205 | 1,168,747 | (1,104,542) | -95% | - | 64,205 | 100% |
| 294,315 | 258,186 | 36,129 | 14% | Other Income | 1,854,833 | 2,097,438 | (242,605) | -12% | 1,687,430 | 167,403 | 10% |
| $ 678,163 | 826,008 | (147,845) | -18% | **Total Revenues** | $ 5,853,376 | 7,808,759 | (1,955,383) | -25% | 4,696,001 | 1,157,375 | 25% |
| | | | | **EXPENSES** | | | | | | | |
| 604,762 | 780,136 | 175,374 | 22% | Administrative | 4,989,242 | 6,045,143 | 1,055,901 | 17% | 5,072,746 | 83,503 | 2% |
| - | - | - | 0% | Asset Management Fees | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Management Fees | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Bookkeeping Fees | - | - | - | 0% | - | - | 0% |
| - | - | - | 0% | Housing Assistance Payments | - | - | - | 0% | - | - | 0% |
| 115 | 640 | 525 | 82% | Tenant Services | 473 | 5,120 | 4,647 | 91% | 527 | 55 | 10% |
| 7,655 | 12,124 | 4,469 | 37% | Utilities | 74,025 | 96,897 | 22,872 | 24% | 72,342 | (1,683) | -2% |
| 281,789 | 255,735 | (26,055) | -10% | Maintenance | 2,167,178 | 2,063,658 | (103,521) | -5% | 1,984,855 | (182,323) | -9% |
| 798 | 785 | (13) | -2% | Protective Services | 7,325 | 6,277 | (1,047) | -17% | 6,525 | (799) | -12% |
| 25,789 | 3,391 | (22,398) | -660% | Insurance | 64,342 | 27,128 | (37,214) | -137% | 20,634 | (43,708) | -212% |
| 4,013 | 4,013 | - | 0% | Depreciation Expense | 32,104 | 32,104 | - | 0% | 13,048 | (19,056) | -146% |
| (8,848) | 5,282 | 14,130 | 268% | General Expenses | 1,311,450 | 67,856 | (1,243,594) | -1833% | 193,157 | (1,118,293) | -579% |
| 916,073 | 1,062,105 | 146,032 | 14% | **Total Expenses** | 8,646,138 | 8,344,183 | (301,955) | -4% | 7,363,834 | (1,282,304) | -17% |
| $ (237,911) | (236,098) | (1,813) | -1% | **Net Income(Loss)** | $ (2,792,762) | (535,424) | (2,257,338) | -422% | (2,667,833) | (124,929) | -5% |
| | | | | **CASH BASIS:** | | | | | | | |
| (237,911) | (236,098) | (1,813) | -1% | Net Income(loss) per Above | (2,792,762) | (535,424) | (2,257,338) | -422% | (2,667,833) | (124,929) | -5% |
| | | | | Add back non cash items: | | | | | | | |
| 4,013 | 4,013 | - | 0% | Depreciation Expense | 32,104 | 32,104 | - | 0% | 13,048 | 19,056 | 146% |
| - | - | - | 0% | Bad Debt Expense | - | - | - | 0% | - | - | 0% |
| $ (233,898) | (232,085) | (1,813) | -1% | **TOTAL CASH BASIS** | $ (2,760,658) | (503,320) | (2,257,338) | -448% | (2,654,785) | (105,873) | -4% |

## III. Contract & Procurement Office

A. Solicitation(s) Issued in March 2016:

| Solicitation No. | Title | Due Date |
|---|---|---|
| RFP PMB-2016-02 | Property Management, Maintenance, and Resident Services for Federal and State Low-Income Public Housing Properties under Asset Management Project 46 on the Island of Hawaii | April 4, 2016 |
| IFB CMB-2014-08 | Repair to Trash Chutes at Punchbowl Homes, Makamae and Pumehana; HPHA Job No. 13-012-00 | April 8, 2016 |
| IFB PMB-2016-03 | Furnish and Deliver New Maintenance Vehicles to the Hawaii Public Housing Authority's Administrative Offices on the Islands of Oahu and Hawaii | April 8, 2016 |
| IFB CMB-2015-12 | Site and Building Improvements at Kauiokalani; HPHA Job No. 12-031-191 | April 15, 2016 |
| IFB CMB-2016-09 | Installation of New Backflow Preventers at Paoakalani and Kalakaua Homes; HPHA Job No. 12-006-000 | April 20, 2016 |
| RFP PMB-2016-04 | Property Management and Maintenance Services for the Affordable Rental Housing Property known as Ke Kumu Ekahi on the Island of Hawaii | April 21, 2016 |

B. Contract(s) Executed in March 2016:

| Contract No. | Contractor & Description | Amount |
|---|---|---|
| CMS 16-03 | | Total Amount: |

| | | |
|---|---|---|
| | **Limtiaco Consulting Group, Inc.**<br>Provide Design and Consultant Services for Individual Wastewater System and Site Improvements at Home Nani and Kekaha Haaheo (AMP 38) on the Island of Kauai, Hale Hookipa, Nani Olu and Kaimalino (AMP 43) and Noelani I and Noelani II (AMP 46) on the Island of Hawaii<br>End Date: 930 Calendar Days from Notice to Proceed | $210,784.59 |
| CMS 15-04-SC01 | **T. Iida Contracting, Ltd.**<br>Provide Additional Labor, Material, and Equipment for Abatement and Modernization of Puahala Homes, Phase I (AMP 31) on the Island of Oahu<br>End Date: July 10, 2016 | Suppl Amount: $18,532.40<br><br>Total Amount: $4,936,532.40 |
| CMS 15-03-SC01 | **StarCom Builders, Inc.**<br>Provide Additional Labor, Material, and Equipment and Extension of Time of 55 Calendar Days for Repair to Trash Chute at Makua Alii (AMP 34) on the Island of Oahu<br>End Date: May 31, 2016 | Suppl Amount: $141,439.75<br><br>Total Amount: $866,839.75 |
| CMS 14-29-CO04 | **Shioi Construction, Inc. dba Creative Partition Systems**<br>Provide Additional Labor, Material, and Equipment and Extension of Time of 28 Calendar Days for Modernization of Kaahumanu Homes (AMP 33) on the Island of Oahu<br>End Date: January 30, 2017 | Suppl Amount: $63,678.00<br><br>Total Amount: $5,229,289.00 |
| CMS 14-24-SC01 | **INK ARCH, LLC**<br>Provide Additional Design and Consultant Services and Amend the Special Conditions for Physical Improvements at Lanakila Homes, Phase IIIB & IV (AMP 37) on the Island of Hawaii<br>End Date: August 8, 2018 | Suppl Amount: $244,006.00<br><br>Total Amount: $882,226.00 |
| CMS 13-30-SC01 | **Architects Hawaii Limited**<br>No Cost Extension of Time of 365 | Suppl Amount: n/a |

| | | |
|---|---|---|
| | Calendar Days and Amend the Special Conditions to Provide Design and Consultant Services for Site and Building Improvements at Wahiawa Terrace (AMP 49) on the Island of Oahu<br>End Date: May 12, 2017 | Total Amount:<br>$590,403.00 |
| CMS 13-24-SC02 | **KYA Design Group, Inc.**<br>Provide Additional Design and Consultant Services for Site and Building Improvements at Kauiokalani (AMP 44) on the Island of Oahu<br>End Date: May 19, 2016 | Suppl Amount:<br>$8,257.00<br><br>Total Amount:<br>$48,412.00 |
| CMS 13-18-SC01 | **INK ARCH, LLC**<br>Provide Additional Design and Consultant Services, Extension of Time of 365 Calendar Days and Amend the Special Conditions for Site and Infrastructure Improvements at Lanakila Homes (AMP 37) on the Island of Hawaii<br>End Date: April 14, 2017 | Suppl Amount:<br>$81,870.00<br><br>Total Amount:<br>$636,695.00 |
| CMS 13-12-SC01 | **Austin, Tsutsumi & Associates, Inc.**<br>No Cost Extension of Time of 365 Calendar Days for Site and Roadway Improvements at Kuhio Park Terrace (AMP 40) on the Island of Oahu<br>End Date: March 21, 2016 | Suppl Amount:<br>n/a<br><br>Total Amount:<br>$206,403.62 |
| CMS 12-04-SC03 | **Allana Buick & Bers, Inc.**<br>Provide Additional Design and Consultant Services for Site and Building Improvements at Pomaikai, Hale Aloha O Puna, and Pahala (AMP 37) on the Island of Hawaii<br>End Date: July 7, 2016 | Suppl Amount:<br>$28,319.00<br><br>Total Amount:<br>$891,890.00 |
| PMB 16-01 | **Pacific Property Management Services LLC**<br>Provide Tenant Recertification Services for AMPs 30, 31, 32, 33, 34 and 35 on the Island of Oahu<br>End Date: March 20, 2017 | Total Amount:<br>*Indefinite Quantity Contract*<br><br>*9 – 12 Months: $153.66/File*<br><br>*13 – 23 Months: $247.38/File*<br><br>*24 – 36 Months: 307.32* |
| PMB 14-03-SC03 | **Services Hawaii Rubbish Solutions** | Suppl Amount:<br>$12,054.00 |

| | | |
|---|---|---|
| | Continue to Provide Refuse Collection Services for Hale Hauoli (AMP 46) on the Island of Hawaii<br>End Date: May 31, 2016 | Total Amount:<br>$83,689.20 |
| PMB 14-02-SC02 | **Pacific Waste, Inc.**<br>Continue to Provide Refuse Collection Services for Noelani I, Noelani II, Ke Kumu Ekolu and Ke Kumu Elua (AMP 46) on the Island of Hawaii<br>End Date: May 31, 2016 | Suppl Amount:<br>$13,001.04<br><br>Total Amount:<br>$88,513.56 |
| PMB 12-09-SC07 | **Universal Protection Service, LP**<br>Continue to Provide Security Services for Kalihi Valley Homes (AMP 31), Mayor Wright Homes (AMP 32), Punchbowl Homes, Makamae, and Kalanihuia (AMP 35) on the Island of Oahu<br>End Date: May 1, 2016 | Suppl Amount:<br>$232,043.69<br><br>Total Amount:<br>$5,079,043.69 |

C. Planned Solicitation/Contract Activities for April/May 2016

Solicitation(s):

- Issue Invitation-for-Bids for Laundry Services for AMP 38 on the Island of Kauai.

- Issue Invitation-for-Bids for Provision of Refrigerators for State and Federal Low Income Housing Properties Statewide.

Contract(s)

- Execute New Contract to Provide Property Management, Maintenance and Resident Services for AMP 43 on the Island of Hawaii.

- Execute New Contract to Provide Property Management, Maintenance and Resident Services for AMP 46 on the Island of Hawaii.

- Execute New Contract to Provide Property Management and Maintenance Services for the Affordable Rental Housing Property Known as Ke Kumu Ekahi on the Island of Hawaii.

- Execute New Contract(s) to Provide Laundry Services at AMP 34 on the Island of Oahu and AMP 39 on the Island of Molokai.

- Execute New Contract(s) for Security Services for AMP 31, AMP 32, and AMP 35 on the Island of Oahu.

- Execute New Contract for Custodial Services at the HPHA Central Offices on the Island of Oahu.

- Execute New Contract for HPHA Website Redesign Services.
- Execute Supplemental Contract to Continue Property Management and Maintenance Services for the Ka Hale O Kamehaikana Community Resource Center on the Island of Oahu.
- Execute Supplemental Contracts to Continue to Provide Refuse Collection Services for Various AMPs Statewide.
- Execute Supplemental Contract to Continue to Provide Security Services at AMP 34 on the Island of Oahu.
- Execute Supplemental Contract to Continue to Provide Ranges for Various AMPs Statewide.
- Execute Supplemental Contract to Continue to Provide Emergency Generator Preventive Maintenance Services for Various AMPs on the Island of Oahu.
- Execute Supplemental Contract to Continue to Provide Elevator Preventive Maintenance Services for Various AMPs on the Island of Oahu.

## IV. Property Management and Maintenance Services

A. Total Move Ins for March: 50 units
Vacancies: 39 units
Net gain: 11 units

PMMSB has been very busy this month trying to conduct renovations to our vacant units, from Type A (minor) repairs to Type C (major) construction.

B. Formal Grievance Hearings

Our grievance process affords our tenants an opportunity for a fair hearing whenever they dispute HPHA's action or inaction, pursuant to their rental agreement with HPHA or under HPHA's regulations. This month, we have logged and dealt with 46 tenant complaints, sent out 32 response letters to tenants, 3 to elected officials acting on their behalf and 1 to the White House. Our HPHA Hearing Officer has conducted 7 grievance hearings and received 5 further requests for future grievance hearings.

| Island | Federal Public Housing (number of cases heard) for February | Type of Grievance Hearing Conducted |
|---|---|---|
| Oahu | 4 | Drugs and paraphernalia found in the tenant units, misconduct, drinking in common areas and destruction of units. |
| Hilo | 3 | Request for specific live-in aide, drinking and violence on the project. |

C. Hearings

23 Eviction cases heard for the month of March 2016, 18 for rent, 5 for non-rent, criminal activities and other violations.

D. Program Activities

1. AMP Quarterly Meetings (QMs) - PMMSB, in response to numerous resident requests, is having all our Asset Management Project (AMP) managers gradually reinstate QMs to give our residents an organized outlet for their concerns and complaints. This should also reduce the volume of complaints coming directly to PMMSB and more expeditious and effective resolutions for the residents.

2. Language Translations for Revised Rental Agreement - PMMSB has commissioned our updated Federal Low Income Public Housing (LIPH) Rental Agreement to be translated into at least 9 languages to cater to the needs of our varied ethnic communities. This is the final stage before implementation.

3. The HPHA Planning Office and PMMSB, held a public hearing on March 15, 2016, to discuss the Public Housing Agency 2016-2017 annual plan. The final version will be submitted to the Board for approval in April 2016.

## V. Construction Management Branch

A. Program Activities and Project Status

1. Lanakila Homes

a. Demolition of Phase IIIb (HA 1105) & IV (HA 1004) – The demolition contractor has completed the demolition of the concrete walls for all the buildings. The concrete debris has been left on the foundation slabs. The concrete foundations will remain until the soil mitigation plan has been finalized.

2. Salt Lake Apartments

a. Site investigation and testing work is ongoing by the consultant to resolve the unforeseen plumbing issues that were not per code. Design for the new water lines, fire booster pump, backflow preventer, pump room and revising the ground floor layout to accommodate everything is ongoing. The construction is on hold until the unforeseen plumbing issues can be resolved.

3. Palolo Valley Homes Major Modernization

a. HECO provided power to buildings 18 and 19 on 3/24/16. Work is continuing and the pre-final walk thru is schedule for early April with completion of the building in late April.

b. Work on Buildings 14 and 15 (12 units) will follow after completion of Buildings 18 and 19. The overall completion date is estimated at August 2016.

c. The consultant working on the redesign of Phase 3 (Buildings 10, 11, 12 and 13) to make a CIP encumbrance deadline of bid opening of June 30, 2016.

4. Maintenance to Elevators

   a. 16 Federal Elevators Maintenance and Repairs (Kone, Inc.) - Contractor
      1. On March 14 elevator at Makua Ali`i was out of service because of defective brake parts. The elevator was repaired and put back in service on March 17.

      2. Maintenance service to all elevators is on schedule.

   b. 10 State Elevators Maintenance and Repairs (Schindler)- Contractor
      1. Maintenance service to all elevators is on schedule.

5. Vacant Units Undergoing Modernization as of March 24, 2016

   a. On-going construction and design continues on vacant units undergoing modernization (requiring work beyond that of routine maintenance and repairs) totaling 254 units of which 25 are State units and 229 are Federal units.

   b. 5 Construction Management Branch (CMB) controlled vacant units were completed in the month of March as part of a larger modernization project.

   c. Status by County of Vacant Units under construction or design:
      1. O`ahu: 144 units total
         a) Demo/dispo: 4
         b) Under Construction: 127
         c) Bid: 4
         d) In Design/About to go out to bid: 9

      2. Hawai`i: 86 units total
         a) Demolished: 62
         b) Under Construction: 10
         c) In Design/About to go out to bid: 14

      3. Maui: 6 units total
         a) Under Construction: 6

      4. Molokai: 18 units total
         a. In Design/About to go out to bid: 18

6. Hale Laulima – Major Modernization

   a. Construction is on hold due to problems constructing the accessible route.

7. Waipahu I – Replace Deteriorated Hot Water Heater

   a. Construction is substantially complete. Contractor must complete punchlist and close out items.

8. Kahale Mua (Federal) – Site and Building Improvements

   a. The consultant is working on revising the drawings to go out for bid, estimated April 2016.

9. Pu`uwai Momi – Miscellaneous Repairs and Demolition of Failing Hot Water Tanks

   a. CMB is working on an in-house design to go out for bid by May 2016

10. Kalihi Valley Homes

    a. Work on Buildings 19 and 20 (Phase 4b) continues. Windows are starting to be installed along with further utility work. The progress of the utility work has been hampered by inconsistent as-built drawings and corroded water lines that are bursting and requiring emergency repairs.

    b. The consultant is working on the Phase 5 designs Estimated bid date is spring 2018 when we also hope to have enough construction funds.

11. PHA-Wide Individual Wastewater System (IWS) Maintenance

    a. Hale Aloha O Puna: Department of Health (DOH) is requiring two water bills after the repair was done on a major leak that was detected to verify that the water flow is reduced.

    b. Kaimalino: In order for DOH to issue the Permit renewal approval, HPHA needs to uncover the missing wells. This is part of the IWS and Site Improvements project which was issued Notice to Proceed (NTP) on March 21, 2016.

    c. Hale Ho`okipa: In order for DOH to approve the Underground Injection Control (UIC) status report, HPHA

must uncover the missing well. This is part of the IWS and Site Improvements project which was issued Notice to Proceed (NTP) on March 21, 2016.

12. Ko`olau Village – ADA Compliance

    a. Construction is on-going for 7 units, administration office and community center. A punchlist inspection was conducted for all units' bathroom ventilation, attic insulation, and screen doors and site improvements.

13. Ho`okipa Kahalu`u – ADA Compliance

    a. Construction is on-going for 6 units, community center, and site improvements. A punchlist inspection was conducted for the building A, B, and C windows.

14. Kauhale Ohana – ADA Compliance

    a. Construction is on-going for 3 units and site work.

15. Kapa`a Housing

    a. Kapa`a Modernization: The consultant selection is being routed for approval for the major modernization project.

    b. Kapa`a Reasonable Accommodations Request Modification: Closeout documents were reviewed and accepted.

    c. Kapa`a Sewer Improvements and Electrical Upgrades: The punchlist inspection for the lift station and emergency generator was conducted.

16. Ho`olulu Deteriorating Trellis Demo

    a. Construction contract is routing for execution.

17. Kuhio Park Terrace Roadway and Site Improvements

    a. Construction is on-going. Best Management Practices are in place and the DOH has been notified of the start of work.

18. AMP 38 (Kaua`i) Infrastructure and Site Improvements

    a. Consultant is being selected for the design.

19. Hale Nana Kai O Kea Reasonable Accommodations Request Bathroom Modifications

    a. Invitation for Bids about to be posted for this in-house design project.

20. Security Camera System at Mayor Wright Homes:

    a. Emergency Safety and Security Grant Expenditure Deadline completed by 3/19/2016; Two security cameras to be installed by APN at Mayor Wright Homes Administrative Office; Antenna purchased by AMP and to be installed by Central Maintenance at the guard booths to provide wireless connection for security camera viewing.

21. Ka`ahumanu Homes Modernization:

    a. Phase 1 unit renovation in progress (ADA conversion at 2A, 8A, 9B, 9C; partial mobility at 8B, 10A); asphalt repaving of Parking Lot 3 in progress; replacing concrete walkways in progress. (Upcoming Work: Phases 2, 3 and 4 of unit renovation; building exterior painting; building signage; spall repair; parking lots 1, 2 and 4 to be repaved; perimeter wall to be replaced with aluminum picket fence; solar post lighting; installation of new security camera system and secured access ID system.)

22. Home Nani & Kekaha Ha`aheo ADA Compliance
    a. Home Nani solar piping ready for final inspection, balance of the project is complete. Closeout documents are in progress.

23. `Ele`ele Homes ADA Compliance

    a. Project is complete. Closeout documents are in progress.

24. Hale Ho`onanea ADA Compliance

    a. Project is complete. Closeout documents are in progress.

25. `Ele`ele Homes Building & Site Improvements

    a. Consultant selection is being finalized

26. Kamehameha Homes Building & Site Improvements

    a. Consultant selection is being finalized

27. Noelani I & II – Replacement to Waterlines and Solar Installation

    a. Performed pre-final inspection on March 28, 2016

29. David Malo Circle and Makani Kai Hale – Physical Improvements

    a. Performed final inspection to Makani Kai Hale vacant units (unit # 34 & 52) on March 10, 2016. Units were accepted and turned over to the AMP. Schedule pre-final inspection for building 106, 107 & 108 (phase I of work) on April 7, 2016. After acceptance of these buildings, units will be used as hotel units to move people in and out during phase II & III of work.

30. State Elderly Projects (MU 42) – Upgrade to Fire Prevention Systems

    a. Contractor is working on replacing the fire sprinkler heads at Ho`olulu and Kamalu. Scheduled to replace the fire pumps at Hali Poai, Ho`olulu and Kamalu on April 18, 2016.

31. AMP 34 & 35 Improvement to Major Systems: Water Heaters, Heat Pumps and Booster Pumps

    a. Construction contract has been awarded and is routing for final execution.

32. State Elderly Projects (MU 42) Improvement to Major Systems: Water Heaters, Heat Pumps and Booster Pumps

    a. Construction contract about to be awarded

33. AMP 34, 35 & MU 42 – Upgrade to Fire Alarm System and Call for Aid System

    a. In design, expected to go out to bid early May.

34. Kauhale Ohana – Maintenance to Lift Station

    a. Construction contract was awarded and is routing for final execution.

35. AMP 34 – Install Backflow Preventers

a. Pre-bid meeting was held on March 30, 2016. Bid opening date is April 20, 2016.

36. Kekumu Elua – Renovation to the bathroom Reasonable Accommodations Request

a. Bid opened in HIePRO on March 11, 2016. Bid exceeded the budgeted amount. No action was taken.

37. Hale Hau`oli – Installation of New Sidewalk Ramp

a. Three quotes for this project were obtained on March 4, 2016. Award will be made to the lowest bidder.

38. Makua Ali`i – Trash Chute Repair

a. The construction is on track to complete by May 31, 2016.

39. Puahala Homes – Phase 1B Abatement and Modernization to Buildings 4, 5 & 6

a. Major modernization of sixteen 4 and 5 bedroom units is on-going. Construction is expected to complete October.

b. A large boulder precariously perched adjacent to Building 6 was found during the brush and tree clearing. A proposal to remove the boulder is pending approval.

40. Spencer House – Masonry Stabilization and Repairs

a. The bid documents are being finalized. Anticipated bid advertising date is early May 2016.

41. Punchbowl Homes – Exterior Repairs, Re-roofing, Site and ADA Improvements

a. The consultant has completed the initial inspections and surveys. The Preliminary Design Submittal is pending.

42. Punchbowl Homes – Alapai Street Sewer Repair

a. Solicitation on HIePRO is expected in April.

b. Construction is on-going for 7 units, administration office, and community center. A punchlist was conducted for all

units' bathroom ventilation, attic insulation, and screen doors and site improvements.

43. Maili II – Sewer, Drainage and Site Repairs

    a. The specifications are being finalized for AG review. The project will be solicited on HIePRO in May.

**B. State Capital Improvement Projects (CIP) & Federal Capital Fund Program (CFP)**

1. The Construction Management Branch staff attended the City & County Department of Planning and Permitting Code Training at the end of March. Several changes are being planned with stricter enforcement with Fire Codes and the Department of Health with regards to National Pollution Discharge Elimination System (NPDES).

2. The Construction Management Branch held an in-house HPHA Section 3 training for PMMSB, HRO and CPO regarding information needed in order to report required Section 3 efforts to HUD. HPHA is in the process of reporting for 2013, the year that HUD transitioned to an online reporting system.

3. A Notice of Violation from the Department of Health received for NPDES citations for the Palolo Modernization project was cancelled against the HPHA and directed to the contractor.

4. HPHA is on track and working diligently to meet all Federal CFP and State CIP deadlines.

5. 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 100% expenditure.

6. Emergency Safety and Security Grant Expenditure Deadline was March 19, 2016. HPHA was 100% expended by the deadline.

7. Replacement Housing Factor grant funds: There are varying federal deadlines for obligation and expenditure of these grants. The funds are entirely budgeted for the Lanakila demolition. HPHA has already expended most of the funds and is on track with all obligation and expenditure deadlines.

## 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 March 2016:

- In support of management's direction to increase the voucher lease up count, HPHA expended a total of $2,314,512 (107% of eligible HUD funds received) in housing assistance payments to private landlords on behalf of 2222 voucher holders in March 2016.

- Three families who received a Housing Choice Voucher (HCV) from the waitlist found rental units and moved into the unit in March 2016.

- HPHA expended $35,607 on behalf of 170 families served under the rent supplement program statewide in March 2016.

- As of March 2016, 393 veterans were assisted with Veterans Administration Supportive Housing Vouchers (VASH). Monetary assistance was $311,645. Fifteen veterans who were searching for a home found a rental unit and leased up. Five veterans received VASH vouchers in March 2016 and are currently in housing search.

2. Voucher lease up activity for March 2016:

| | March 2016 | | |
|---|---|---|---|
| Voucher Type | # leased | # of vacancies | # in housing search |
| Housing Choice Vouchers | 3 | | 74 |
| VASH | 9 | | 38 |
| Kuhio Park Towers | 1 | 0 | 7 |
| Palolo Homes Project Based Section 8 | 1 | 0 | 10 |
| Port In (from other PHA) | 0 | | 0 |

3. Inspections update:

| | March 2016 |
|---|---|
| Housing Quality Standards (HQS) | 251 |

| Inspections | |
|---|---|
| HQS Failed Inspections | 152 |
| Quality Control Inspections | 46 |

4. Family Self Sufficiency (FSS) Program

- The Family Self Sufficiency (FSS) program assisted 52 Section 8 clients in March 2016. There were 34 active escrow accounts with a total deposit of $4724 in March 2016.

## VII. Compliance

A. Program Activities for March

- Approximately 47 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. Transfers to accessible or ground floor units (4);
  b. Transfers for other reasons (1);
  c. Installation of air conditioning (5);
  d. Approval of live-in aide (2);
  e. Approval to keep assistance animal (6);
  f. Ramps and other accessibility modifications (1).

- Coordinated and completed training for all employees and privately contracted property management staff on the HPHA Language Access Plan;

- Worked with the Department of the Attorney General to record corrections of confirmations of ownership for Pumehana and Spencer House; and

- Continued planning for Fair Housing Month activities, including requesting from the Governor's Office, a proclamation to commemorate the 48th anniversary of the passage of the Fair Housing Act.

B. Planned activities for April/May

- Coordinate Fair housing Month activities, including fair housing awareness month proclamation from the governor, fair housing awareness day at the State Capitol, fair housing training for

management staff, and assistance with City & County of Honolulu's fair housing workshop at the Blaisdell Center;

- Continue to work on declarations of trust project by reviewing 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;

- Continue to draft proposed changes to the Administrative Rules for the State Elderly Housing Program;

- Recommend changes to Section 8 briefing packet and Administrative Plan based on recent changes to federal regulations;

- Work with the Fair Housing Coordinators of the Counties and Hawaii Housing Finance and Development Corporation to continue 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; 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 Office

### A. Program Activities

1. WordPress intranet for HPHA under construction (HPHA-HALEWIKI).
   - Server platform installed
2. WordPress extranet in best and final offer phase.
3. Executive Portal in testing phase.
4.. Migration from 2003 Domain Controller to MS Datacenter 2012 R2 virtual environment completed.
   - Integration and installation of secondary Domain Controller for -High Availability (HA) started.

5. Ongoing maintenance phase with Emphasys and HPHA.
   - The Emphasys WebApp online application system is almost ready to go live, currently being tested, with basic questions in ten different languages. New income limits for Section 8, which just became effective at the end of March, will need to get updated in the system. The Rent Supplement Program is expected to go online first, followed by Section 8.
   - Migration to virtual environment for Elite at maintenance phase.
   - Secondary RDS for Load Balancing initiated.
   - Upgrade of OS 2008 server initiated.

6. VoIP scope and specifications for RFQ being updated.

## IX. Personnel

### A. Summary of Staffing:

| | |
|---|---|
| Filled positions (FTE): | 273 |
| Positions budgeted (recruit and fill) | 41 |
| Other vacancies | 53 |

### B. Program Activities:

1. Hired a Public Housing Supervisor IV, Budget Resources Specialist and several Public Housing Specialist trainees who started in March 2016.

2. Potential applicants in review: Contract Administrator, Public Housing Supervisor V, Housing Development Specialist, Housing Planner, and Systems Administrator.

3. Invited all programs to participate in the 2016 Summer Youth Employment Program (SYEP) for student with disabilities. The purpose of this program is to provide work experience for students with disabilities, 16 to 24 years old. This is a worthwhile program which allows the HPHA to hire students at no cost as well as providing training.