HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
REGULAR BOARD OF DIRECTORS MEETING
1002 North School Street, Building A Boardroom
Honolulu, Hawaii 96817
August 18, 2016
9:00 a.m.

AGENDA

I. CALL TO ORDER/ESTABLISHING QUORUM

II. APPROVAL OF MINUTES

A. HPHA Annual Meeting Minutes, July 21, 2016
B. HPHA Regular Meeting Minutes, July 21, 2016

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 Adopt Resolution No. 16-07 Approving the Section Eight (8) Management Assessment Program (SEMAP) Certification For Fiscal Year July 1, 2015 to June 30, 2016 and to Authorize Executive Director to Undertake All Actions Necessary to Submit the SEMAP Certification to the U.S. Department of Housing and Urban Development.

B. **MOTION**: To Appoint the Following Individual for a Four Year Term:

1. Clyde Namu'o to the Oahu Eviction Board

To Reappoint the Following Individuals for an Additional Four-Year Term:

1. Arleila Andrade to the Kona Eviction Board
2. Sylvia Wilmeth to the Oahu Eviction Board

V. REPORTS

- Financial Report for the Month of July 2016. The July 2016 Financial Report is provided to the board in the monthly packet. Unaudited FDS is due to HUD on August 31, 2016. HUD financial monitoring August 1 – 5, 2016
- The Report on Contracts Executed During June 2016 and Planned Solicitations for July 2016 are provided to the Board in the monthly packet. No formal report is planned.
- Property Management and Maintenance Services Lease up Status and Eviction Hearings for the Month of May 2016. No formal report is planned.
- 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. No formal report is planned.
- Section 8 Subsidy Programs Voucher Tentative Schedule for Accepting On Line Applications. Status of the Special Rent Supplement Program Targeted to Homeless Families. The Section 8 Report is provided to the Board in the monthly packet.
- Status of Redevelopment at Mayor Wright Homes with MWH Partners: Establishment of the Community Advisory Committee; Design Charrettes Schedule.

If any person requires special needs (i.e., large print, taped materials, sign language interpreter, etc.) please call Ms. Jonessa Burns at (808) 832-4694 by close of business three 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 ANNUAL MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING E,
HONOLULU, HAWAII 96817
ON THURSDAY, JULY 21, 2016
IN THE COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority held its Annual Board Meeting at 1002 North School Street, on Thursday, July 21, 2016. At approximately 9:10 a.m. Chairperson Shim called the meeting to order. Those present were as follows:

PRESENT: Director Pono Shim, Chairperson
Director Alena Mederios, Vice Chairperson
Director Jason Espero, Secretary
Director George DeMello
Director Lisa Darcy
Director Myong Oh
Director Rachael Wong

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

EXCUSED: Director Laura Smith
Director En Young

STAFF PRESENT: Barbara Arashiro, Executive Assistant
Chong Gu, Chief Financial Management Advisor
Becky Choi, State Housing Development Administrator
Joanna Renken, Acting Public Housing Supervisor VI
Renee Blondin-Nip, Hearings Officer
Shirley Befitel, Personnel Supervisor
Rick Sogawa, Contracts & Procurement Officer
Stephanie Fo, Section 8 Branch Chief
Nelson Lee, IT Specialist
Sam Liu, Property Management Specialist
David Nygaard, Budget Resource Specialist
Maricar Campos, Property Management Specialist
Kau`i Martinez, Resident Services Program Specialist
Jonessa Burns, Secretary
Esther Yasuda, Social Services Aide

OTHERS PRESENT (and signing in as):

Ira Calkins, Punchbowl Homes tenant
Mark Hashem, State Representative
Mary Hall, Punchbowl Homes tenant
Desiree Kihano, Palolo Valley Homes tenant
Duck Geo Kim, Punchbowl Homes tenant
U'i Goods, Medical-Legal Partnership
Fetu Kolio, Punchbowl Homes tenant
Bob Loren, Punchbowl Homes tenant
Jeanne Lorrin, Punchbowl Homes tenant
Andrew Nakoa Sr., Mayor Wright Homes tenant
Bernice Nakoa, Mayor Wright Homes tenant
Holly Nojima, Punchbowl Homes tenant
Benjamin Park, Senate Ways and Means Committee
Pura Patino, Punchbowl Homes tenant
Jill Saito, Kaahumanu Homes

Proceedings:

Chairperson Shim declared a quorum present.

Chairperson Shim asked for a moment of silence to honor the passing of the Late Senator Mark Takai

Public Testimony

Ira Calkins, Punchbowl Homes tenant stated that the Hawaii Public Housing Authority's By-laws do not indicate how many members constitute a quorum. He stated that the State law establishes the quorum at six members and requires eleven members on the Board of Directors. Mr. Calkins further stated that there are only 10 current Board members and one more needs to be appointed.

Mr. Calkins stated that he feels that the outcome of the election is predetermined, despite the requirement that board members cannot meet without posting a notice first.

Mr. Calkins stated that the board members absent already knew the outcome to the election.

(Director Medeiros entered the meeting at approximately 9:17 a.m.)

Pura Patino, Punchbowl Homes tenant stated they have concerns about their living quarters that have been deteriorating for the last 40 years. She also stated the residents are not allowed to use the bathroom facilities when utilizing the recreation room.

Chairperson Shim requested that Ms. Patino hold her testimony for the Regular Board meeting instead of the Annual Board meeting.

Chairperson Shim asked whether anyone wanted to provide testimony related to the election of officers.

Election of Chairperson

Director Shim moved,

> To Open up Nominations for Chairperson for the Hawaii Public Housing Authority.

Director Medeiros nominated Director Shim.

Director Shim accepted the nomination of Chairperson. With no further nominations, Chairperson Shim closed the nominations.

Director Darcy expressed her support for Chairperson Shin and stated that working under his leadership has been a positive experience. Director Darcy further stated that she is proud to be a part the Board and looks forward to another year of working together.

Director Wong agreed and thanked Chairperson Shim for continuing his role as Chair. Director Wong stated that the agency has made great progress working together - the Board, management, and the community. Director Wong publicly stated they she has not been made part of any conversation related to selecting positions on the board.

Director Medeiros echoed Director Darcy and Director Wong's comments on the leadership of Chairperson Shim over the past year. Director Medeiros expressed appreciation for Chairperson Shim, his leadership, and the tone he set for the Board. She commended the way the Chair supported transparency and respectful treatment of individuals. Director Mederios further stated she supports Chairperson Shim leadership for another term.

Director Shim was unanimously elected as Chairperson.

Election of Vice Chairperson

Director Shim moved,

> To Open up Nominations for Vice Chairperson for the Hawaii Public Housing Authority.

Director Oh nominated Director Medeiros for the Vice Chairperson.

Director Medeiros accepted the nomination of Vice Chairperson. With no further nominations, Chairperson Shim closed the nominations.

Director Darcy expressed support of Director Mederios' nomination for Vice Chair. She stated that Director Mederios' style compliments Chairperson Shim and her experience has contributed breadth of experience on the board. Director Darcy stated that she has confidence in both of their abilities and would appreciate the continuation of their leadership going forward.

Director DeMello stated that he learned a lot from Director Mederios and added that her straightforwardness is a plus for him.

Director Wong agreed and commented that one of Director Mederios' strengths is that she always brings the Board back to their mission. Director Wong thanked Director Mederios for her contributions to the Board.

Chairperson Shim stated that the Board has not cancelled any meetings and it's a testament to commitment of the Board members. When he first joined the board, he emphasized that Hawaii was in a crisis with public housing, homelessness, land use and affordable housing. Chairperson Shim stated that the HPHA is part of the solution. He stated that Director Mederios' ability to process information is an asset critical to the housing authority.

Chairperson Shim expressed his appreciation that Director Mederios is willing to support him and provide wisdom and knowledge on the Board.

> **Director Medeiros was unanimously elected as Vice Chairperson.**

<u>Election of Secretary</u>

Director Medeiros moved,

> To Open up Nominations for Secretary for the Hawaii Public Housing Authority.

Director Mederios nominated Director Espero for Secretary.

Director Espero accepted the nomination for Secretary. With no further nominations, Vice Chairperson Espero closed the nominations.

Director Wong stated that Director Espero has many roles at HPHA and in the community. She thanked him for bringing institutional knowledge to the Board. She further stated his history with the Board in being one of the longest serving makes for a good team and brings much needed continuity.

Director Darcy stated that Director Espero has a subtle way of bringing important information forward. She further stated for Director Espero to maintain the Secretary role is critical for the Board to continue its forward progress.

Chairperson Shim thanked Director Espero for stepping forward and encouraged him to continue doing the work he does in the community. He further stated that Director Espero could lead the current board as well as any other board.

Director Espero was unanimously elected as Secretary.

For Information:

Board Resolution No. 18, dated July 18, 2009 Which Amended the By Laws of the Board of Directors, Paragraph 2 of Article VI, Section 1 to Require the Submission of an Annual Report to the Board of Directors at the Annual Meeting or Any Meeting in the Subsequent Fiscal Year, as Determined by the Board of Directors; and Distribution of Updated Copy

Executive Assistant Arashiro stated that in September 2015 the Board of Directors were provided a copy of the HPHA's By laws which inadvertently omitted the 2009 revisions.

Executive Assistant Arashiro further stated that the copy given at today's board meeting is complete with all revisions.

Adjournment

There was no further business to discuss, Chairperson Shim asked for a motion to adjourn the Annual Meeting.

Director Oh moved,

To adjourn the Annual Hawaii Public Housing Authority Board meeting.

The motion was unanimously approved.

The meeting was adjourned at approximately 9:32 a.m.

MINUTES CERTIFICATION

Minutes Prepared by:

_____

Jonessa Burns Date
Secretary to the Board

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on August 18, 2016: [ ] As Presented [ ] As Amended

_____

Director Jason Espero Date
Secretary

HAWAII PUBLIC HOUSING AUTHORITY
MINUTES OF THE REGULAR MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING A
HONOLULU, HAWAII 96817
ON THURSDAY, JULY 21, 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, July 21, 2016. At approximately 9:40 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 Jason Espero, Secretary
Director George De Mello
Director Lisa Darcy
Director Rachael Wong
Director Myoung Oh

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

EXCUSED: Director En Young
Director Laura Smith

STAFF PRESENT: Barbara Arashiro, Executive Assistant
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, Human Resources Supervisor
Renee Blondin-Nip, Hearings 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
Jonessa Burns, Secretary
Esther Yasuda, Social Services Aide

OTHERS PRESENT (and signing in as):

Ira Calkins, Punchbowl Homes tenant
Representative Mark Hashem
Mary K. Hall, Punchbowl Homes tenant
Duck Geo Kim, Punchbowl Homes tenant
U'i Goods, Medical-Legal Partnership
Desiree Kihano, Palolo Valley Homes tenant
Fetu Kolio, Makamae tenant
Bob Loren, Punchbowl Homes tenant
Jeanne Lorrin, Punchbowl Homes tenant
Holly Nojima, Punchbowl Homes tenant
Andrew Nakoa, Sr., Mayor Wright Homes tenant
Bernice Nakoa, Mayor Wright Homes tenant
Pura Patino, Punchbowl Homes tenant
Benjamin Park, Senate Ways and Means Committee
Jill Saito, Kaahumanu Homes

Proceedings:

Chairperson Shim declared a quorum present.

Approval of Minutes:

Director Darcy moved,

To approve the Regular Meeting Minutes of June 16, 2016.

Director Wong requested to make a correction to the spelling of her name.

Executive Director Arashiro reported that the updated minutes distributed to the Board included the date change on the last page to reflect the correct date of July 21, 2016, instead of June 16, 2016.

The minutes were unanimously approved as corrected.

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

Executive Session, May 19, 2016
Executive Session, June 16, 2016

Public testimony:

Pura Patino, Punchbowl Homes tenant stated it was difficult to hear during the Board Meeting and suggested the use of microphones. Ms. Patino stated she has concerns about not having access to the bathrooms in recreation room. She further stated that they would be required to clean the bathrooms to obtain a key. Ms. Patino also stated that handicap tenants need a closer bathroom other than going to their apartment.

Ms. Patino requested that the parking lot at Punchbowl Homes be repaved. She stated that tenants track gravel back into their apartments due to lose gravel. She further suggested that repaving the parking lot would also make it more accessible.

Duck Geo Kim, Punchbowl Homes tenant stated he is the Vice President of the Punchbowl Homes Resident Association. Mr. Kim requested assistance at Punchbowl Homes and also stated that the Korean community was happy that Punchbowl Homes has a new Social Service Aide, Esther Yasuda, who speaks Korean.

Esther Yasuda, Social Service Aide for AMP 35, introduced herself to the Board and confirmed that she is fluent in Korean and assists with interpretations at meetings.

Holly Nojima, Punchbowl Homes tenant stated they have asked numerous times for the bathroom key in the recreation room and have been denied. She stated that the tenants need the bathroom key when they utilize the recreation room.

Ms. Nojima reported there are drug problems and more homeless coming on to the property at Punchbowl Homes. She stated that the residents don't feel safe with at night. Ms. Nojima stated that Punchbowl Homes needs a property manager who is able to assist and speak on their behalf.

Ira Calkins, Punchbowl Homes tenant stated that he was told only one person is allowed to communicate and speak on the behalf of Punchbowl Homes tenants. He stated there are no laws or rules stating this and feels that it's inaccurate.

Mr. Calkins thanked Executive Director Ouansafi for having maintenance construct a fence to deter trespassers from accessing the building. He further stated there are drug dealers at Punchbowl Homes and in every complex of the Hawaii Public Housing Authority. Mr. Calkins alleged that the police are a part of the activities because nothing is being done about the situation.

Mr. Calkins stated that when employees at Hawaii Public Housing Authority do not comply with the code of federal regulations and the administrative rules, they are violating federal and state laws. He also stated that Management's obligation is to abide by all laws, rules and ordinances. Mr. Calkins stated the housing authority is required by law to recognize duly elected resident associations. He further stated that Punchbowl Homes is the only duly elected resident association in Hawaii.

Jeanne Lorrin, Punchbowl Homes tenant, stated the bathroom issue in the recreation room is a serious problem. She stated that the residents are senior citizens and this has become a sanitation issue. Ms. Lorrin further stated they want "beautification on the property".

Mary Hall, Punchbowl Homes tenant, stated she fears for her safety because sees drug usage on her floor and nothing being done about it. She requested to move into another unit, but was denied a transfer. Ms. Hall suggested having more security guards on the property to monitor the area.

Ms. Hall also reported residents speeding in the parking lot and suggested having a speed bump to control this problem. She stated she was almost hit three times and told security guards about the incident. Ms. Hall stated she didn't get a reply from the security or the office staff.

Fetu Kolio, Makamae tenant, stated that he didn't feel that he had a fair trial for the criminal proceedings brought against him. Mr. Kolio stated that his rights were violated and he felt intimated with one judge presiding over the case. He further stated he is going to purse an appeal of his conviction with the Supreme Court.

Andrew Nakoa, Mayor Wright Homes tenant stated that security during the evening at Mayor Wright Homes needs to be addressed. He stated he called security on multiple occasions and security did not respond in a timely manner. He complained about youth walking around the property at night, loitering near the trash dumpsters and making noise after hours.

Mr. Nakoa stated he prevailed at a grievance hearing last year but has not been compensated. He also stated that he had concerns and questions about the redevelopment of Mayor Wright Homes and relocation status during the development. Mr. Nakoa requested to have a board established for Mayor Wright Homes to keep them informed.

Bob Loren, Punchbowl Homes tenant stated that he agreed with everything that was said about Punchbowl Homes and added that "communication is essential at AMP 35". He stated that Management and resident council are required to hold meetings with each other for communication. Mr. Loren stated this has not happened and the resident council is not being recognized by management. He also stated AMP 35 refuses to

provide information concerning HPHA's policies on tenant participation and management.

Mr. Loren stated he was told by a maintenance supervisor that he could not have a key to the bathrooms or activity room because it was on direct orders of the management. He further stated that staff refused to provide that instruction to him in writing. Mr. Loren stated they would like better communication between management and the resident association.

Mr. Loren stated that they do not want an adversarial relationship with Hawaii Public Housing Authority and would like to work together. He further stated that he would like to know the reason why the resident association at Punchbowl Homes is not recognized.

Director Mederios asked any of the Punchbowl Homes to clarify that they were told the bathrooms are available, but it would have to be cleaned.

Mr. Loren stated that if the tenants cleaned the bathrooms, they could have a key, but they do not agree with that rule. He stated that it's the responsibility of Hawaii Public Housing Authority to clean the bathrooms.

Mr. Loren stated they agreed to have a key to the recreation room where tenants could leave their I.D. to use the restrooms and views that as reasonable. He further stated that they constantly have to ask to get the rooms opened and they should have access to all public areas.

Director Mederios asked if the residents use the recreation room for an activity, whether they are cleaning up after usage of the room. A few tenants responded that they clean the recreation room, but not the bathrooms. They stated they are willing to maintain the bathrooms, but it hasn't been cleaned in years and it's not their responsibility.

Holly Nojima stated that the intercom service at Punchbowl Homes aren't working properly.

Mr. Loren stated he also has problems with the intercom system and has requested the issue to be resolved in the past.

For Action:

Director Oh moved:

> **To Authorize the Executive Director to Close the Waiting List for the Federally-Assisted Public Housing Project, the State-Aided Elderly Public Housing Projects and the State-Aided Family Public Housing Projects on**

Oahu and to Authorize the Executive Director to Reopen the Waiting List(s) in Whole or Part Pursuant to Applicable Waiting List Rules

Executive Assistant Arashiro congratulated the elected officers on the HPHA Board of Directors.

Executive Assistant Arashiro reported that based on the current waiting lists, the HPHA would not be able to serve all applicants in a reasonable amount of time. She further stated that staff are requesting to close the waiting lists for the Federally-Assisted Public Housing, the State-Aided Elderly Public Housing and the State-Aided Family Public Housing on Oahu only.

Director Darcy acknowledged that it's a difficult decision to close the waiting list especially with the recognition that there are a lot of people who need assistance.

Director Espero asked how many people on the current wait list are elderly and identified as a preference groups.

Executive Assistant Arashiro referred to page 19 (in the Board packet) which provided a breakdown of the number of applicants currently on the Oahu waiting lists.

Director Darcy asked whether other counties could be reflected on the waiting list.

Executive Assistant Arashiro clarified that under this action only waitlist for Oahu would be closed. Waiting lists for the other counties will remain open.

Director Espero asked whether the closure of the Oahu waiting lists would encourage people to apply for housing on the neighbor islands.

Executive Assistant Arashiro stated that is a possibility for people to apply for public housing on the neighbor islands. Staff also took into consideration the anticipated opening of the Section 8 Housing Choice Voucher program waiting list which would provide families other housing assistance options.

Director Wong asked if the agency was setting a precedent in closing the waiting lists.

Executive Assistant Arashiro clarified that the For Action is requesting authority to both close the waiting lists and to reopen the waiting lists in whole or in part when necessary. The goal was not to close the waiting lists in perpetuity.

The motion was unanimously approved.

Appointment of Task Force: Staffing

Pursuant to section 92-2.5(b), HRS, Chairperson Shim appointed a task force to review the current staffing levels and future staffing needs of the HPHA, including training programs or resources for new and existing employees.

The Board discussed the purpose of the task force and the time commitment involved. Chairperson Shim stated that the task force would review current staffing needs, including the quality and capacity of staff and staff training needs. He also clarified that the task force would review agency as a whole, not just the Oahu staff.

Director Wong asked whether she was allowed to send staff to represent her on the task force.

Deputy Attorney General Klemen Urbanc stated that a task force may include participants that are not Directors. However, interactions with non-board members are limited to communication with task force members. Therefore, a delegate would not be able to communicate with other members of the regular board.

Director Wong asked if the delegate could communicate as a task force member and Attorney General Urbanc stated that would be allowed.

Director Darcy, Director Oh, Director Mederios, Director Espero and Director Wong volunteered for the Task Force.

Chairperson Shim stated the maximum for the task force shall be less than a quorum and a total of five.

The Board took a short recess at 10:48 am and reconvened at approximately 11:05 a.m.

Director Wong withdrew herself from the task force stating that the Department of Human Services' Human Resources Officer could serve as a resource to the task force instead of her participating as a task force member.

Appointment of Task Force: Site Visits

Pursuant to section 92-2.5(b), HRS, Chairperson Shim indicated the need to appoint three task forces of the Executive Committee (Chair, Vice Chair, Secretary) and the island representative to investigate the capital improvement and maintenance needs at the properties on Maui, Kauai, and the Big Island and review the projected budgetary needs for future budget requests

Chairperson Shim asked for volunteers for the three task forces

Chairperson Shim appointed himself, Vice Chair Medeiros, Secretary Espero and Director Darcy to the Maui task force.

Chairperson Shim appointed himself, Vice Chair Medeiros, Secretary Espero, Director DeMello, and Director Young to the Hawaii task force.

Chairperson Shim appointed himself, Vice Chair Medeiros, and Secretary Espero to the Kauai task force.

Director Wong exited the meeting at approximately 11:09 a.m.

Reports:

Executive Assistant Arashiro provided updates on the financial report. Staff have been working toward the deadline for the unaudited Financial Data Schedules that are due to HUD by August 31, 2016. She also stated that HUD scheduled a compliance monitoring for the HPHA on August 1 – 5, 2016. Executive Assistant Arashiro expressed concern with the timing of the compliance monitoring indicating that the on-site visit would significantly interrupt operations during a critical time.

Executive Assistant Arashiro reported that at the end of the fiscal year, no CIP funds lapsed. There is, however, an approximate $50,000 lapse of general funds.

Executive Assistant Arashiro made a correction on page 41 of the Board packet. The report for contract no. CMS 14-27-SC01 under T. Iida Contracting Ltd. incorrectly lists the property as Mayor Wright Homes. The property should be Koolau Village.

Executive Assistant Arashiro stated the Section 8 Subsidy Program has tentatively scheduled a date for the opening of the Section 8 Housing Choice Voucher Program waiting lists. HPHA has been working with the Governor's Office to make a formal announcement. She stated that there is no other information available at this time regarding the official opening.

Executive Assistant Arashiro reported that the Special Rent Supplement program is underway. As of Day 3, the contractor is processing 22 applications and looking forward to getting more people into the program. Executive Assistant Arashiro thanked Stephanie Fo and the Section 8 Branch staff for holding training and working with the contractor to implement the new program.

Executive Assistant Arashiro reported on the redevelopment of Mayor Wright Homes. Hunt is working in the community and established a community advisory committee. She further stated that predevelopment activities have started and Hunt will hold design and visioning sessions at Mayor Wright Homes the week of August 8 – 12, 2016.

Director Mederios moved,

To approve the Executive Session minutes for May 19, 2016 and June 16, 2016.

The minutes were approved unanimously.

Adjournment:

Director Mederios moved,

To Adjourn the Meeting.

The motion was passed unanimously.

The meeting adjourned at approximately 11:18 a.m.

MINUTES CERTIFICATION

Minutes Prepared by:

_____

Jonessa Burns
Secretary

Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on August 18, 2016: [ ] As Presented [ ] As Amended

_____

Director Jason Espero
Board Secretary

Date

Approved by the Executive Director
August 18, 2016

FOR ACTION

MOTION: To Adopt Resolution No. 16-07 Approving the Section Eight (8) Management Assessment Program (SEMAP) Certification For Fiscal Year July 1, 2015 to June 30, 2016 and to Authorize the Executive Director to Undertake All Actions Necessary to Submit the SEMAP Certification to the U.S. Department of Housing and Urban Development

I. FACTS

A. SEMAP is a federally-mandated management assessment system that the U.S. Department of Housing and Urban Development (HUD) uses annually to measure the performance of the public housing agencies (PHAs) that administer the Section 8 tenant-based rental assistance program.

B. SEMAP sets forth the following fourteen (14) indicators to measure program performance. SEMAP enables HUD to ensure program integrity and accountability by identifying PHA management capabilities and deficiencies and by improving risk assessment to effectively target monitoring and program assistance. Public housing agencies can use the SEMAP performance analysis to assess their own program operations on an annual basis.

C. After a public housing agency submits its SEMAP certification to HUD, the HUD office will review and certify the score.

D. The SEMAP score and overall performance rating identifies housing agencies as high performer, standard or troubled and identifies and requires corrective actions for SEMAP deficiencies, and imposes sanctions for troubled performers.

High Performer	90+% rating
Standard Performer	60%-89% rating
Troubled	< 60% rating

II. DISCUSSION

A. For the fiscal period that ended June 30, 3016, the HPHA anticipates a score of 140 out of 145 (97%) which would designate the HPHA's Section 8 program as a "**High Performer**" under the federal management assessment program.

The score breakdown for the fiscal year July 1, 2015 to June 30, 2016 and for the last two years are as follows:

Indicator	Maximum Points	**HPHA Projected Points for FY 15-16**	HPHA Actual Points for FY 14-15	HPHA Actual Points for FY 13-14
#1: Selection from the Wait List	15	**15**	15	15
#2: Reasonable Rent	20	**20**	20	20
#3: Determination of Adjusted Income	20	**20**	20	20
#4: Utility Allowance Schedule	5	**5**	5	5
#5: Housing Quality Standard (HQS) Quality Control Inspections	5	**5**	5	0
#6: HQS Enforcement	10	**10**	10	10
#7: Expanding Housing Opportunities	5	**5**	5	5
#8: Fair Market Rent (FMR) Limit and Payment Standards	5	**5**	5	5
#9: Annual Reexaminations	10	**10**	10	10
#10: Correct Tenant Rent Calculations	5	**5**	5	5
#11: Pre-Contract HQS Inspections	5	**5**	5	5
#12: Annual HQS Inspections	10	**10**	10	10
#13: Lease-Up	20	**20**	20	20
#14: Family Self-Sufficiency (FSS) Enrollment and Escrow Account	10	**5**	8	8
Total Score	145	**140**	143	138
#15: Deconcentration Bonus Optional points)	5	**0**	0	0

B. Indicator 1. Selection from the Waiting List 15 of 15 points

The Hawaii Public Housing Authority (HPHA) has written policies in its administrative plan for selecting applicants from the waiting list as required. The quality control review showed that all applicants were selected in the correct order in compliance with the HPHA's policies.

C. Indicator 2. Reasonable Rent 20 of 20 points

The HPHA has and implements a reasonable written method to determine and document for each unit leased that the rent charged by the owner is reasonable based on current rents for comparable unassisted units. The quality control review on 444 out of 445 files (99.9%) documented that the rent for leased units were reasonable and in compliance with the HPHA's policies.

D. Indicator 3. Determination of Adjusted Income. 20 of 20 points

The HPHA verified and correctly determined adjusted annual income for each assisted family at the time of admission and annually thereafter as required. Where the family is responsible for utilities under the lease, the HPHA used the appropriate updated utility allowance schedule for the unit leased in determining the gross rent. The quality control review on 414 of 445 files (93%) indicated that HPHA correctly determined the adjusted annual income.

E. Indicator 4. Utility Allowance Schedule 5 of 5 points

The HPHA maintains an up-to-date utility allowance schedule which was last updated on May 1, 2016.

F. Indicator 5. Housing Quality Standards (HQS) Quality Control Inspections 5 of 5 points

The HPHA's supervisor reinspects a sample of units under contract during HA fiscal year, under HUD's Quality Control sample guidelines. The quality control review of 403 of 2235 (18%) indicated that the units were re-inspected by a Supervisor.

G. Indicator 6. HQS Enforcement 10 of 10 points

Following each HQS inspection of a unit under contract where the unit fails to meet HQS, any cited life-threatening HQS deficiencies are corrected within 24 hours from the inspection and all other cited HQS deficiencies are corrected within no more than 30 calendar days from the inspection or any HPHA-approved extension. The quality control review of

398 of 403 files (99%) indicated that HPHA took prompt action to enforce the family and/or landlord obligations.

H. Indicator 7. Expanding Housing Opportunities 5 of 5 points

The HPHA has adopted and implemented a written policy to encourage participation by owners of units located outside areas of poverty or minority concentration, informs rental voucher and certificate holders of the full range of areas where they may lease units both inside and outside the HPHA's jurisdiction, and supplies a list of landlords or other parties who are willing to lease units or help families finds units, including units outside areas of poverty or minority concentration. The Section 8 Branch Chief and Supervisor continue to participate in outreach efforts to encourage participation in the Section 8 Program.

I. Indicator 8. Fair Market Rent (FMR) Limit and Payment Standards 5 of 5 points

The HPHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and has payment standards which do not exceed 110 percent of current applicable FMR and which are not less than 90 percent of the current FMR.

J. Indicator 9. Annual Reexaminations 10 of 10 points

The HPHA completes a reexamination for each participating family at least every 12 months.

K. Indicator 10. Correct Tenant Rent Calculations 5 of 5 points

The HPHA correctly calculates tenant rent in: a) the rental certificate program, and, b) the family's share of the rent to owner in the rental voucher program. During the quality control review 4 of 445 files showed errors that affected the family's share of rent which is 1%. All errors have been corrected. Due to the percent of errors being less than 2% the HPHA gets five points for this category.

L. Indicator 11. Pre-Contract HQS Inspections 5 of 5 points

The HPHA requires that newly leased units pass HQS inspection on or before the beginning date of the assisted lease and Housing Assistance Payment (HAP) contract.

M. Indicator 12. Annual HQS Inspections 10 of 10 points

The HPHA inspects each unit under contract at least annually as required.

N. Indicator 13. Lease-Up 20 of 20 points

The HPHA enters HAP contracts for the number of units under budget for at least one year as required.

O. Indicator 14. Family Self-Sufficiency (FSS) Enrollment and Escrow Accounts 5 of 10 points

The FSS Program had 45% (51 of 114 available slots) of maximum enrollment resulting in a projected score of 5 of 10 points. The 3 point reduction in the score from last year was the result of graduations from the program and the inability to recruit new program participants.

In order to receive the maximum 10 points, the FSS Program needed to fill 80% of the maximum enrollment (or 91 slots). The HPHA continues to encourage voucher holders to participate in the FSS program, currently the HPHA has increased efforts to meet our goal of graduating 114 families from the program and receiving the maximum points next fiscal year.

III. RECOMMENDATION

That the Board of Directors of the Hawaii Public Housing Authority Adopt Resolution No. 16-07, Approving the Section 8 Management Assessment Program Certification for Fiscal Year July 1, 2015 to June 30, 2016 and Authorize the Executive Director to Undertake All Actions Necessary to Submit Such Certification to the U.S. Department of Housing and Urban Development

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

Attachment: Board Resolution No. 16-07
SEMAP Certification form HUD-52648

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

_____
Pono Shim
Chair

Section 8 Management Assessment Program (SEMAP) Certification

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

OMB Approval No. 2577-0215
(exp. 11/30/2016)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Instructions Respond to this certification form using the PHA's actual data for the fiscal year just ended.

PHA Name	For PHA FY Ending (mm/dd/yyyy)	Submission Date (mm/dd/yyyy)
Hawaii Public Housing Authority	06/30/2016	08/18/2016

Check here if the PHA expends less than $300,000 a year in Federal awards ☐
Indicators 1 - 7 will not be rated if the PHA expends less than $300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than $300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

1. Selection from the Waiting List. (24 CFR 982.54(d)(1) and 982.204(a))
(a) The PHA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response Yes ☑ No ☐

(b) The PHA's quality control samples of applicants reaching the top of the waiting list and of admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response Yes ☑ No ☐

2. Reasonable Rent. (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)
(a) The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units, and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response Yes ☑ No ☐

(b) The PHA's quality control sample of tenant files for which a determination of reasonable rent was required shows that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response ☑ **At least 98% of units sampled** ☐ **80 to 97% of units sampled** ☐ **Less than 80% of units sampled**

3. Determination of Adjusted Income. (24 CFR part 5, subpart F and 24 CFR 982.516)
The PHA's quality control sample of tenant files shows that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response ☑ **At least 90% of files sampled** ☐ **80 to 89% of files sampled** ☐ **Less than 80% of files sampled**

4. Utility Allowance Schedule. (24 CFR 982.517)
The PHA maintains an up-to-date utility allowance schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response Yes ☑ No ☐

5. HQS Quality Control Inspections. (24 CFR 982.405(b))
A PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of a cross section of inspectors.

PHA Response Yes ☑ No ☐

6. HQS Enforcement. (24 CFR 982.404)
The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response ☑ **At least 98% of cases sampled** ☐ **Less than 98% of cases sampled**

RESOLUTION NO. 16-07

HAWAII PUBLIC HOUSING AUTHORITY
STATE OF HAWAII

RESOLUTION APPROVING THE SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION
AUGUST 18, 2016

WHEREAS, the Board of Directors of the Hawaii Public Housing Authority, in compliance with the U.S. Department of Housing and Urban Development (HUD) management performance requirements for Fiscal Year July 1, 2015 to June 30, 2016, has reviewed the Section 8 Management Assessment Program (SEMAP) Certification (form HUD-52648, exp 11/30/2016) as attached hereto; and

WHEREAS, SEMAP provides policies and procedures for HUD's use in identifying Public Housing agency management capabilities and deficiencies; and

WHEREAS, HUD will utilize the SEMAP to practice accountability, monitoring, and risk management.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Hawaii Public Housing Authority hereby approves the SEMAP Certification for the fiscal period July 1, 2015 to June 30, 2015.

The **UNDERSIGNED**, hereby certifies that the foregoing Resolution No. 16-07 was duly adopted by the Directors of the Hawaii Public Housing Authority on August 18, 2016.

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

_____
Pono Shim
Chairperson

7. Expanding Housing Opportunities. (24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12)).
Applies only to PHAs with jurisdiction in metropolitan FMR areas.
Check here if not applicable ☐

(a) The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.
PHA Response Yes ☑ No ☐

(b) The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.
PHA Response Yes ☑ No ☐

(c) The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.
PHA Response Yes ☑ No ☐

(d) The PHA's information packet for voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.
PHA Response Yes ☑ No ☐

(e) The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.
PHA Response Yes ☑ No ☐

(f) The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.
PHA Response Yes ☑ No ☐

8. Payment Standards. The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

PHA Response Yes ☑ No ☐

Enter current FMRs and payment standards (PS)

0-BR FMR	1-BR FMR	2-BR FMR	3-BR FMR	4-BR FMR
$1334	$1507	$1985	$2893	$3140
PS $1386	PS $1511	PS $1991	PS $2934	PS $3367

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, attach similar FMR and payment standard comparisons for each FMR area and designated area.

9. Annual Reexaminations. The PHA completes a reexamination for each participating family at least every 12 months. (24 CFR 982.516)

PHA Response Yes ☑ No ☐

10. Correct Tenant Rent Calculations. The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program. (24 CFR 982, Subpart K)

PHA Response Yes ☑ No ☐

11. Precontract HQS Inspections. Each newly leased unit passed HQS inspection before the beginning date of the assisted lease and HAP contract. (24 CFR 982.305)

PHA Response Yes ☑ No ☐

12. Annual HQS Inspections. The PHA inspects each unit under contract at least annually. (24 CFR 982.405(a))

PHA Response Yes ☑ No ☐

13. Lease-Up. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year.

PHA Response Yes ☑ No ☐

14a. Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. (24 CFR 984.105)
Applies only to PHAs required to administer an FSS program.
Check here if not applicable ☐

PHA Response

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.) **114**

or, Number of mandatory FSS slots under HUD-approved exception **161**

b. Number of FSS families currently enrolled | 51

c. Portability: If you are the **initial** PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA | 0

Percent of FSS slots filled (b + c divided by a) | 45.00

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)
Applies only to PHAs required to administer an FSS program .
Check here if not applicable ☐

PHA Response **Yes** ☑ **No** ☐ | 55

Portability: If you are the **initial** PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Deconcentration Bonus Indicator (Optional and only for PHAs with jurisdiction in metropolitan FMR areas).

The PHA is submitting with this certification data which show that:

(1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;

(2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY;

or

(3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FYs is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response **Yes** ☐ **No** ☑ **If yes, attach completed deconcentration bonus indicator addendum.**

I hereby certify that, to the best of my knowledge, the above responses under the Section 8 Management Assessment Program (SEMAP) are true and accurate for the PHA fiscal year indicated above. I also certify that, to my present knowledge, there is not evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to administer Section 8 rental assistance in accordance with Federal law and regulations.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Executive Director, signature _____

Date (mm/dd/yyyy) _____

Chairperson, Board of Commissioners, signature _____

Date (mm/dd/yyyy) _____

The PHA may include with its SEMAP certification any information bearing on the accuracy or completeness of the information used by the PHA in providing its certification.

SEMAP Certification - Addendum for Reporting Data for Deconcentration Bonus Indicator

Date (mm/dd/yyyy) _____

PHA Name _____

Principal Operating Area of PHA _____
(The geographic entity for which the Census tabulates data)

Special Instructions for State or regional PHAs Complete a copy of this addendum for each metropolitan area or portion of a metropolitan area (i.e., principal operating areas) where the PHA has assisted 20 or more Section 8 families with children in the last completed PHA FY. HUD will rate the areas separately and the separate ratings will then be weighted by the number of assisted families with children in each area and averaged to determine bonus points.

1990 Census Poverty Rate of Principal Operating Area _____

Criteria to Obtain Deconcentration Indicator Bonus Points

To qualify for bonus points, a PHA must complete the requested information and answer yes for only one of the 3 criteria below. However, State and regional PHAs must always complete line 1) b for each metropolitan principal operating area.

1) _____ a. Number of Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY who live in low poverty census tracts. A low poverty census tract is a tract with a poverty rate at or below the overall poverty rate for the principal operating area of the PHA, or at or below 10% whichever is greater.

_____ b. Total Section 8 families with children assisted by the PHA in its principal operating area at the end of the last PHA FY.

_____ c. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last PHA FY (line a divided by line b).

Is line c 50% or more? **Yes** ☐ **No** ☐

2) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the last completed PHA FY.

_____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last completed PHA FY.

_____ c. Number of Section 8 families with children who moved during the last completed PHA FY.

_____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts during the last PHA fiscal year (line b divided by line c).

Is line d at least two percentage points higher than line a? **Yes** ☐ **No** ☐

3) _____ a. Percent of all Section 8 families with children residing in low poverty census tracts in the PHA's principal operating area at the end of the second to last completed PHA FY.

_____ b. Number of Section 8 families with children who moved to low poverty census tracts during the last two completed PHA FYs.

_____ c. Number of Section 8 families with children who moved during the last two completed PHA FYs.

_____ d. Percent of all Section 8 mover families with children who moved to low poverty census tracts over the last two completed PHA FYs (line b divided by line c).

Is line d at least two percentage points higher than line a? **Yes** ☐ **No** ☐

If one of the 3 criteria above is met, the PHA may be eligible for 5 bonus points.

See instructions above concerning bonus points for State and regional PHAs.

Approved by the Executive Director
August 18, 2016

FOR ACTION

MOTION: To Appoint the Following Individual for a Four-Year Term:

1. Clyde Namu'o to the Oahu Eviction Board

To Reappoint the Following Individuals for an Additional Four-Year Term:

1. Arleila Andrade to the Kona Eviction Board
2. Sylvia Wilmeth to the Oahu Eviction Board

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. Mr. Namu`o is the Executive Director of the Native Hawaiian Roll Commission and Polynesian Voyaging Society. He is a board member of several non-profits and serves as a mediator in matters requiring conflict resolutions. Mr. Namu'o has expressed a willingness to serve as a board member to the Oahu Eviction Board.

F. Ms. Arleila is currently the Chairperson of the Kona Eviction Board for the past 6 years and is currently employed as a worker's compensation hearing officer with the Kona Department of Labor and Industrial Relations. She has expressed her willingness to continue to serve in this capacity.

G. Ms. Wilmeth has served on the Oahu Eviction Board for the past 6 years and is a retired Punahou School English teacher and has expressed her willingness to continue to serve in this capacity.

III. RECOMMENDATION

To Appoint the Following Individual for a Four-Year Term:

1. Clyde Namu'o to the Oahu Eviction Board

To Reappoint the Following Individuals for an Additional Four-Year Term:

1. Arleila Andrade to the Kona Eviction Board
2. Sylvia Wilmeth to the Oahu Eviction Board

A. Attachment A: List of Eviction Board Members and Term Appointments
B. Attachment B: Clyde Namu'o
D. Attachment C: Arleila Andrade
E. Attachment D: Sylvia Wilmeth

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

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:			
Jane Moana Gray***	08/31/17	07/31/17	37
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	04/21/20	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	02/31/20	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	02/28/20	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 07/31/16

Hawaii Public Housing Authority
Report for the Month of July 2016

I. Planning

A. Redevelopment Activities

a. Executed the predevelopment agreement with MWH Partners for work at the Mayor Wright Homes. MWH Partners is establishing the Community Advisory Committee and prepared to hold a week long design charrette with the community on August 8 – 12, 2016.

b. Executed predevelopment agreement with RHF Foundation for work at the School Street Offices. RHF is working with the HPHA to establish a Community Advisory Committee.

B. Legislation

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

II. Fiscal Management

A. Variance Report for June 2016

1. Revenue for the Month of June

Dwelling Rental Income $161,736 greater than budget

The favorable variances consist of $165,435 more rental income, of which $158,297 is contributable to Federal Low Rent Program ("FLRP"); the favorable variance is partially offset by $3,699 less income from rent repayment agreement.

CFP Grant Income $271,354 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. Capitalization of CFP expenditure is reported in Balance Sheet under construction in progress.

The unfavorable variance is mainly because of fiscal year closing process. As the last month of the fiscal year, June is to record reversal of FY15 accrued accounts payable ("AP"), and to book FY16 accrued AP. As of the reporting date, FY15 AP reversal was booked, yet FY16 AP accrual has not been recorded pending receipts of invoices by August 15, the cut-off date.

Out of $987,921 June expenditure, $68,296 is for repair and maintenance and recognized as income under this line, offset by $92,944 reversal of FY15 AP, resulting in negative $24,648 reported as June actual.

State CIP Fund $264,239 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. Capitalization of CIP expenditure is reported in Balance Sheet under Construction in Progress.

The unfavorable variance is mainly because of fiscal year closing process. As the last month of fiscal year, June is to record reversal of FY15 accrued AP, and book FY16 accrued AP. As of the reporting date, FY15 AP reversal was booked, yet FY16 AP accrual has not been recorded pending receipts of invoices by August 15, the cut-off date.

Out of June CIP expenditure of $13,030,102, $64,221 is for repair and maintenance and recognized as income under this line, offset by $214,660 FY15 AP reversal, resulting in negative $150,439 reported as June actual.

Grant Income $3,986,916 more than budget

The favorable variances mainly because of $5,188,741.31 allotted from State CIP appropriation to reimburse HPHA for associated costs of administering State CIP projects for the fiscal years 2007 through 2013. It results in $4,398,495 favorable variance.

However, the favorable variance is offset by less grant incomes: $207,004 for FLRP; $82,308 and $49,677 for state family housing program and state elders housing program, respectively, and $72,590 for state rental supplemental program.

2. Expenses for the Month of June

Tenant Services $20,291 more than budget, an unfavorable variance

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

The unfavorable $20,291 variance consists of $35,444 more expense than budget for other tenant service of which $53,990 contributable to COCC. The unfavorable variance is partially offset by budget savings of $7,417 for relocation costs, and $7,736 for resident participation program cost.

Utilities $155,534 less than budget, a favorable variance

Utilities include water, sewer, electricity and gas expenses.

The $155,534 favorable variance consists of: $148,206 less electricity expense of which $106,436 contributable to FLRP, and $32,730 less gas expense of which $27,908 contributable to FLRP.

The favorable variances are partially offset by $17,981 more water expense of which $18,934 contributable to FLRP, and $7,421 more sewer expense of which $21,464 contributable to FLRP.

Insurance $12,574 less than budget, a favorable variance

The $12,574 variance consists of budget savings of: $1,356 for property; $2,151 for general liability; $8,755 for workers' compensation, and $312 for other insurance.

General Expenses $125,370 more than budget

The $125,370 unfavorable variance consists of budget overruns of: $144,241 for payment in lieu of tax; $1,098 for motor pool vehicle rental expense; $269 for severance expense. The unfavorable variance is partially offset by budget savings of $20,238 for other general expense.

3. Revenue year to date

CFP Grant Income $1,000,471 greater than budget

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 eLOCCS based on 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. Capitalization of CFP expenditure is reported in Balance Sheet under Construction in Progress.

YTD soft costs drawings of $2,663,650 (BLI 1406), $4,398 (BLI 1408) and $906,697 (BLI 1410) totaling $3,574,745 has been recognized under this line. Also included is $479,143 for repair & maintenance expenditure out of YTD hard costs drawings of $6,181,027, offset by reversal of FY15 AP of $92,944, resulting in $3,960,944 as YTD actual.

State CIP Fund $1,113,658 less than budget

State Legislature appropriates CIP fund. 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. Capitalization of CIP expenditure is reported in Balance Sheet under Construction in Progress.

$466,602 out of YTD $30,447,895 CIP expenditure is not capitalized therefore reported on this line as revenue, offset by $214,660 FY15 AP reversal, resulting in $251,942 reported as YTD actual.

Grant Income $1,762,847 more than budget

The favorable variances mainly because of $5,188,741.31 allotted from State CIP appropriation to reimburse associated costs of administering State CIP projects for the fiscal years 2007 through 2013. It results in $3,334,099 favorable variance for COCC year to date. The other favorable variance is $934,081 for state elders housing program.

The favorable variances are offset by less grant incomes: $2,386,734 for FLRP, and $62,188 for state family housing program, and $56,411 for state rental supplemental program.

Other Income $835,836 less than budget

The $835,836 variance consists of unfavorable variances of: $66,195 less tenant payments not directly related to dwelling unit rent, of which $45,838 contributable to FLRP; $3,819 less revenue of admin fee earned on port-in; $47,867 less front line services fee; $560,412 less work order revenue by central maintenance crew, and $745,622 less miscellaneous income that captures all types of income not specified otherwise.

The unfavorable variances are partially offset by favorable variances of: $33,632 more investment income; $605 more fraud recovery; $35,264 more FSS coordination fee, and $518,578 more work order revenue by Special Team members.

4. Expenses year to date

Administrative $2,508,115 less than budget, a favorable variance

The $2,508,115 variance consists of favorable variances of: $2,018,985 less administrative salaries and fringe benefits of HPHA employees, of which $1,491,435 and $430,912 contributable to COCC and FLRP, respectively; $10,120 less auditing fees; $170,135 less office expenses; $301,910 less furniture and equipment; $47,867 less front line services; $16,199 less legal expense; $34,513 less travel expense, and $46,859 less other admin cost that captures other administrative expenses not specified otherwise

The favorable variances are partially offset by budget overruns of: $81,313 for administrative salaries and fringe benefits of private management companies, and $57,160 for managing agent fee charged by private management companies and Bremerton, the company managing Section 8 contract administration program.

Tenant Services $511,517 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 $511,517 variance consists of $245,163 less relocation costs; $85,837 less resident participation program cost, and $180,517 less tenant service cost.

Utilities $1,732,828 less than budget, a favorable variance

Utilities include water, sewer, electricity and gas expenses.

The $1,732,828 favorable variance consists of: $1,631,367 less electricity expense of which $1,181,258 contributable to FLRP, and $444,073 less gas expense of which $391,862 contributable to FLRP.

The favorable variances are partially offset by $143,347 more water expense of which $148,867 contributable to FLRP, and $199,265 more sewer expense of which $176,247 contributable to FLRP.

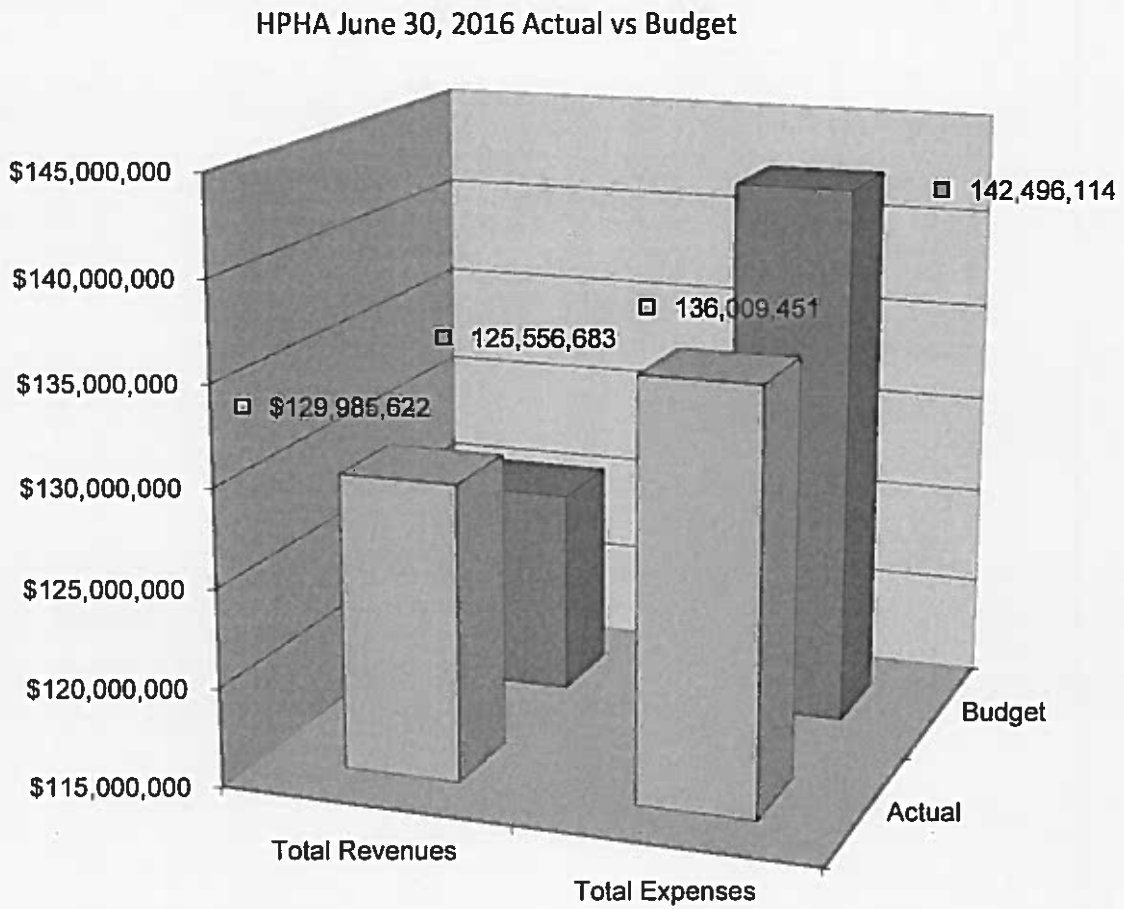
General Expenses $1,276,346 more than budget

The $1,276,346 unfavorable variance is mainly caused by an unbudgeted expense of $1,284,999 incurred in January 2016 as explained for January variance. Additional unfavorable variances include $9,766 for motor pool vehicle rental expense, and $129,335 for payment in lieu of taxes.

The unfavorable variance is partially offset by budget savings of $16,960 for severance expense, and $130,794 for other general expense.

HAWAII PUBLIC HOUSING AUTHORITY
Agency Total
Actual vs Budget Comparison
For the Month of June 2016, and the 12 Months ended June 30, 2016
(Amounts in Full Dollars)

Month of June 2016					Year to Date ended June 30, 2016						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
1,601,239	1,439,502	161,736	11%	Dwelling Rental Income	18,573,151	17,278,791	1,294,359	7%	17,527,524	1,045,627	6%
7,502,094	6,979,488	522,606	7%	HUD Operating Subsidies	86,404,044	83,784,734	2,619,310	3%	79,721,035	6,683,009	8%
(24,648)	246,706	(271,354)	-110%	CFP Grant Income	3,960,944	2,960,473	1,000,471	34%	1,360,904	2,600,040	191%
947,371	972,665	(25,294)	-3%	COCC Fee Income	5,067,785	5,366,340	(298,555)	-6%	4,916,240	151,545	3%
(150,439)	113,800	(264,239)	-232%	State CIP Fund	251,942	1,365,600	(1,113,658)	-82%	834,943	(583,001)	-70%
5,533,376	1,546,461	3,986,916	258%	Grant Income	12,076,717	10,313,871	1,762,847	17%	5,362,089	6,714,628	125%
357,807	370,250	(12,443)	-3%	Other Income	3,651,038	4,486,874	(835,836)	-19%	3,904,090	(253,052)	-6%
$ 15,766,800	11,668,872	4,097,929	35%	Total Revenues	$ 129,985,622	125,556,683	4,428,939	4%	113,626,826	16,358,796	14%
				EXPENSES							
1,482,477	1,596,612	114,136	7%	Administrative	16,628,866	19,136,981	2,508,115	13%	16,715,582	86,716	1%
568,440	573,240	4,800	1%	Asset Management Fees	568,440	573,240	4,800	1%	573,240	4,800	1%
322,782	346,612	23,830	7%	Management Fees	3,833,467	4,128,960	295,493	7%	3,680,446	(153,020)	-4%
56,150	55,306	(844)	-2%	Bookkeeping Fees	665,878	664,139	(1,740)	0%	662,554	(3,325)	-1%
4,948,323	5,067,469	119,146	2%	Housing Assistance Payments	59,257,735	60,531,628	1,273,893	2%	55,138,332	(4,119,403)	-7%
74,946	54,655	(20,291)	-37%	Tenant Services	317,998	829,515	511,517	62%	455,690	137,692	30%
999,219	1,154,752	155,534	13%	Utilities	12,119,022	13,851,850	1,732,828	13%	13,225,192	1,106,171	8%
1,810,366	1,791,670	(18,696)	-1%	Maintenance	20,624,907	22,011,084	1,386,178	6%	19,080,974	(1,543,932)	-8%
182,165	197,949	15,784	8%	Protective Services	2,243,821	2,375,388	131,566	6%	2,104,009	(139,812)	-7%
67,329	79,903	12,574	16%	Insurance	891,389	957,423	66,034	7%	946,065	54,675	6%
1,433,840	1,412,463	(21,377)	-2%	Depreciation Expense	17,105,903	16,949,556	(156,347)	-1%	16,516,720	(589,183)	-4%
13,473	14,025	552	4%	Bad Debt Expense	175,529	186,200	10,671	6%	100,296	(75,233)	-75%
147,007	21,637	(125,370)	-579%	General Expenses	1,576,496	300,150	(1,276,346)	-425%	352,676	(1,223,820)	-347%
12,106,515	12,366,293	259,779	2%	Total Expenses	136,009,451	142,496,114	6,486,663	5%	129,551,776	(6,457,675)	-5%
$ 3,660,285	(697,422)	4,357,707	625%	Net Income(Loss)	$ (6,023,829)	(16,939,431)	10,915,602	64%	(15,924,950)	9,901,121	62%
				CASH BASIS:							
3,660,285	(697,422)	4,357,707	625%	Net Income(loss) per Above	(6,023,829)	(16,939,431)	10,915,602	64%	(15,924,950)	9,901,121	62%
				Add back non cash items:							
1,433,840	1,412,463	21,377	2%	Depreciation Expense	17,105,903	16,949,556	156,347	1%	16,516,720	589,183	4%
13,473	14,025	(552)	-4%	Bad Debt Expense	175,529	186,200	(10,671)	-6%	100,296	75,233	75%
$ 5,107,598	729,066	4,378,533	601%	TOTAL CASH BASIS	$ 11,257,603	196,325	11,061,278	5634%	692,065	10,565,537	1527%



	Total Revenues	Total Expenses
Actual	$129,985,622	136,009,451
Budget	125,556,683	142,496,114

HAWAII PUBLIC HOUSING AUTHORITY
Consolidated Balance Sheet
Agency Total (Funds 130 To 150, 007, 020, 024, 181, 265, 318 & 337)
As of June 30, 2016 and May 31, 2016

	As of June 30 2016	As of May 31 2016	Increase (Decrease)
ASSETS:			
Cash	71,169,116	74,534,236	(3,365,121)
Receivables:			
Tenant Receivables	1,029,050	1,063,283	(34,233)
Other	941,161	1,197,781	(256,620)
Less Allowance for Doubtful Accounts	(891,574)	(937,748)	46,174
Total receivables	1,078,637	1,323,316	(244,679)
Accrued Interest	4,536	3,998	538
Prepaid Expenses	2,451,629	2,465,442	(13,814)
Inventories	542,769	544,102	(1,333)
Interprogram Due From	1,589,108	(552,070)	2,141,178
Total Current Assets	76,835,794	78,319,024	(1,483,230)
Property, Plant & Equipment:			
Land	23,824,737	23,824,737	-
Buildings	607,748,796	605,784,648	1,964,149
Furniture & Equipment	5,745,549	5,745,549	-
Motor vehicles	1,691,849	1,691,849	-
Construction in Progress	55,925,542	42,387,908	13,537,634
Less: Accumulated Depreciation	(378,079,887)	(376,646,047)	(1,433,840)
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	$ 405,546,331	$ 392,961,619	12,584,712
LIABILITIES AND NET POSITION			
Accounts Payable	2,221,256	3,449,048	(1,227,792)
Accrued Expenses	-	-	-
Accrued Salaries & Wages	885,306	806,694	78,612
Accrued Vacation	1,567,973	1,567,973	-
Tenant Security Deposits	751,466	744,752	6,714
Other Liabilities & Deferred Income	1,761,818	2,168,505	(406,687)
Total Current Liabilities	7,187,818	8,736,971	(1,549,153)
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	316,856,587	302,788,644	14,067,942
Restricted Net Assets	371,180	371,180	0
Unrestricted Net Assets	42,856,271	46,450,633	(3,594,362)
Net Income Year to Date	(6,023,829)	(9,684,114)	3,660,285
Total Net Assets	354,060,209	339,926,343	14,133,865
Total Liabilities, Deferred Inflow of Resources & Net Position	$ 405,546,331	392,961,619	12,584,712

HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program
Actual vs Budget Comparison
For the Month of June 2016, and the 12 Months ended June 30, 2016
(Amounts in Full Dollars)

Month of June 2016					Year to Date ended June 30, 2016						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
1,332,699	1,178,082	154,616	13%	Dwelling Rental Income	15,397,050	14,141,751	1,255,299	9%	14,442,082	954,968	7%
2,205,404	1,784,504	420,900	24%	HUD Operating Subsidies	24,013,147	21,444,934	2,568,213	12%	22,536,389	1,476,759	7%
(24,648)	78,309	(102,957)	-131%	CFP Grant Income	3,050,913	939,711	2,111,202	225%	1,360,904	1,690,009	124%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
(167,501)	105,500	(273,001)	-259%	State CIP Fund	210,945	1,266,000	(1,055,055)	-83%	717,814	(506,869)	-71%
151,462	358,466	(207,004)	-58%	Grant Income	1,904,118	4,290,852	(2,386,734)	-56%	-	1,904,118	100%
48,351	42,888	5,463	13%	Other Income	451,964	515,550	(63,587)	-12%	2,086,489	(1,634,526)	-78%
$ 3,545,767	3,547,749	(1,983)	0%	Total Revenues	$ 45,028,137	42,598,799	2,429,339	6%	41,143,678	3,884,459	9%
				EXPENSES							
484,031	556,389	72,358	13%	Administrative	5,657,001	6,483,221	826,220	13%	5,266,433	(390,568)	-7%
568,440	573,240	4,800	1%	Asset Management Fees	568,440	573,240	4,800	1%	573,240	4,800	1%
245,398	255,838	10,439	4%	Management Fees	2,912,379	3,039,672	127,293	4%	3,011,336	98,956	3%
33,608	34,718	1,110	3%	Bookkeeping Fees	398,048	417,083	19,035	5%	410,160	12,113	3%
3,466	115	(3,351)	-2914%	Housing Assistance Payments	30,101	1,380	(28,721)	-2081%	18,054	(12,047)	-67%
7,022	34,160	27,139	79%	Tenant Services	100,691	583,575	482,884	83%	299,029	198,338	66%
852,125	946,071	93,946	10%	Utilities	10,099,759	11,347,765	1,248,006	11%	10,967,655	867,896	8%
1,244,847	1,346,109	101,262	8%	Maintenance	15,417,136	16,761,039	1,343,903	8%	14,126,880	(1,290,256)	-9%
181,184	196,529	15,345	8%	Protective Services	2,230,979	2,358,352	127,373	5%	2,091,617	(139,361)	-7%
53,025	62,792	9,767	16%	Insurance	668,229	753,340	85,111	11%	760,897	92,668	12%
1,234,633	1,213,257	(21,376)	-2%	Depreciation Expense	14,715,419	14,559,084	(156,335)	-1%	14,147,346	(568,073)	-4%
11,954	12,425	471	4%	Bad Debt Expense	157,301	167,000	9,699	6%	32,350	(124,950)	-386%
139,021	7,605	(131,416)	-1728%	General Expenses	172,150	98,713	(73,437)	-74%	126,423	(45,727)	-36%
5,058,755	5,239,248	180,493	3%	Total Expenses	53,127,632	57,143,463	4,015,831	7%	51,831,420	(1,296,213)	-3%
$ (1,512,988)	(1,691,499)	178,511	11%	Net Income(Loss)	$ (8,099,495)	(14,544,664)	6,445,169	44%	(10,687,741)	2,588,247	24%
				CASH BASIS:							
(1,512,988)	(1,691,499)	178,511	11%	Net Income(loss) per Above	(8,099,495)	(14,544,664)	6,445,169	44%	(10,687,741)	2,588,247	24%
				Add back non cash items:							
1,234,633	1,213,257	21,376	2%	Depreciation Expense	14,715,419	14,559,084	156,335	1%	14,147,346	568,073	4%
11,954	12,425	(471)	-4%	Bad Debt Expense	157,301	167,000	(9,699)	-6%	32,350	124,950	386%
$ (266,401)	(465,817)	199,416	43%	TOTAL CASH BASIS	$ 6,773,225	181,420	6,591,805	3633%	3,491,955	3,281,270	94%

HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program by AMPs
Actual vs Budget Comparison
For the Month of June 2016, and the 12 Months ended June 30, 2016
(Amounts in Full Dollars)

Month of June 2016				ACCRUAL BASIS	Year to Date ended June 30, 2016						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
289,672	304,301	(14,630)	-5%	Asset Management Project - 30	3,559,475	3,640,878	(81,403)	-2%	3,716,060	(156,585)	-4%
396,320	310,393	85,928	28%	Asset Management Project - 31	4,807,250	3,732,571	1,074,679	29%	4,024,577	782,674	19%
459,404	352,199	107,205	30%	Asset Management Project - 32	4,670,296	4,231,464	438,833	10%	4,053,118	617,179	15%
285,137	235,717	49,420	21%	Asset Management Project - 33	3,859,365	2,832,669	1,026,697	36%	3,022,412	836,953	28%
372,666	379,629	(6,963)	-2%	Asset Management Project - 34	4,856,406	4,567,175	289,231	6%	4,326,294	530,112	12%
380,203	441,484	(61,281)	-14%	Asset Management Project - 35	4,942,949	5,297,813	(354,863)	-7%	4,832,328	110,621	2%
159,522	224,903	(65,381)	-29%	Asset Management Project - 37	2,295,243	2,698,839	(403,596)	-15%	2,104,858	190,385	9%
198,282	209,985	(11,703)	-6%	Asset Management Project - 38	2,599,573	2,521,600	77,974	3%	2,497,811	101,762	4%
110,103	168,993	(58,890)	-35%	Asset Management Project - 39	1,845,795	2,030,768	(184,974)	-9%	1,884,877	(39,082)	-2%
176,963	172,889	4,074	2%	Asset Management Project - 40	2,141,041	2,074,668	66,373	3%	2,278,031	(136,990)	-6%
117,544	147,438	(29,894)	-20%	Asset Management Project - 43	1,773,791	1,769,349	4,442	0%	1,477,950	295,840	20%
216,734	178,474	38,259	21%	Asset Management Project - 44	2,381,127	2,146,468	234,660	11%	2,111,987	269,141	13%
186,647	140,851	45,796	33%	Asset Management Project - 45	1,917,189	1,684,939	232,250	14%	1,538,534	378,656	25%
56,910	73,542	(16,632)	-23%	Asset Management Project - 46	928,045	886,190	41,855	5%	990,590	(62,546)	-6%
41,785	117,608	(75,823)	-64%	Asset Management Project - 49	1,365,081	1,411,296	(46,215)	-3%	1,216,201	148,881	12%
97,874	89,343	8,531	10%	Asset Management Project - 50	1,085,509	1,072,113	13,396	1%	1,068,050	17,459	2%
$ 3,545,767	3,547,749	(1,983)	0%	Total Revenues	$ 45,028,137	42,598,799	2,429,339	6%	41,143,678	3,884,459	9%
				NET INCOME(LOSS)							
(126,252)	(147,844)	21,593	15%	Asset Management Project - 30	(1,254,010)	(1,327,282)	73,272	6%	(878,781)	(375,229)	-43%
(219,720)	(223,186)	3,466	2%	Asset Management Project - 31	(783,738)	(2,264,339)	1,480,600	65%	(1,889,338)	1,105,600	59%
27,425	(62,470)	89,895	144%	Asset Management Project - 32	531,835	(311,198)	843,033	271%	(448,751)	980,586	219%
(32,525)	(101,334)	68,809	68%	Asset Management Project - 33	198,468	(746,410)	944,878	127%	(682,266)	880,734	129%
(91,198)	(129,670)	38,472	30%	Asset Management Project - 34	(59,229)	(833,362)	774,133	93%	(286,692)	227,462	79%
(113,722)	(136,481)	22,760	17%	Asset Management Project - 35	(311,010)	(956,792)	645,782	67%	(163,349)	(147,661)	-90%
(275,626)	(192,833)	(82,793)	-43%	Asset Management Project - 37	(1,799,117)	(2,118,574)	319,457	15%	(1,857,047)	57,931	3%
(129,874)	(94,670)	(35,205)	-37%	Asset Management Project - 38	(859,270)	(785,620)	(73,650)	-9%	(610,046)	(249,223)	-41%
(116,753)	(57,871)	(58,882)	-102%	Asset Management Project - 39	(586,793)	(692,555)	105,762	15%	(637,972)	51,179	8%
(12,519)	(21,631)	9,112	42%	Asset Management Project - 40	(104,462)	(25,062)	(79,399)	-317%	295,809	(400,271)	-135%
(158,142)	(93,968)	(64,174)	-68%	Asset Management Project - 43	(670,713)	(874,242)	203,529	23%	(949,164)	278,451	29%
(137,066)	(117,091)	(19,976)	-17%	Asset Management Project - 44	(935,108)	(1,139,047)	203,939	18%	(886,178)	(48,929)	-6%
4,024	(93,977)	98,001	104%	Asset Management Project - 45	(443,675)	(772,146)	328,470	43%	(600,035)	156,360	26%
(69,456)	(53,366)	(16,090)	-30%	Asset Management Project - 46	(524,259)	(590,315)	66,056	11%	(448,810)	(75,449)	-17%
(46,343)	(73,008)	26,666	37%	Asset Management Project - 49	(378,249)	(774,232)	395,983	51%	(623,981)	245,732	39%
(15,242)	(92,098)	76,857	83%	Asset Management Project - 50	(120,163)	(333,488)	213,325	64%	(21,140)	(99,024)	-468%
$ (1,512,988)	(1,691,499)	178,511	11%	Total Net Income(Loss)	$ (8,099,495)	(14,544,664)	6,445,169	44%	(10,687,741)	2,588,247	24%

HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program by AMPs
Actual vs Budget Comparison
For the Month of June 2016, and the 12 Months ended June 30, 2016
(Amounts in Full Dollars)

Month of June 2016				CASH BASIS	Year to Date ended June 30, 2016						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
289,672	304,301	(14,630)	-5%	Asset Management Project - 30	3,559,475	3,640,878	(81,403)	-2%	3,716,060	(156,585)	-4%
396,320	310,393	85,928	28%	Asset Management Project - 31	4,807,250	3,732,571	1,074,679	29%	4,024,577	782,674	19%
459,404	352,199	107,205	30%	Asset Management Project - 32	4,670,296	4,231,464	438,833	10%	4,053,118	617,179	15%
285,137	235,717	49,420	21%	Asset Management Project - 33	3,859,365	2,832,669	1,026,697	36%	3,022,412	836,953	28%
372,666	379,629	(6,963)	-2%	Asset Management Project - 34	4,856,406	4,567,175	289,231	6%	4,326,294	530,112	12%
380,203	441,484	(61,281)	-14%	Asset Management Project - 35	4,942,949	5,297,813	(354,863)	-7%	4,832,328	110,621	2%
159,522	224,903	(65,381)	-29%	Asset Management Project - 37	2,295,243	2,698,839	(403,596)	-15%	2,104,858	190,385	9%
198,282	209,985	(11,703)	-6%	Asset Management Project - 38	2,599,573	2,521,600	77,974	3%	2,497,811	101,762	4%
110,103	168,993	(58,890)	-35%	Asset Management Project - 39	1,845,795	2,030,768	(184,974)	-9%	1,884,877	(39,082)	-2%
176,963	172,889	4,074	2%	Asset Management Project - 40	2,141,041	2,074,668	66,373	3%	2,278,031	(136,990)	-6%
117,544	147,438	(29,894)	-20%	Asset Management Project - 43	1,773,791	1,769,349	4,442	0%	1,477,950	295,840	20%
216,734	178,474	38,259	21%	Asset Management Project - 44	2,381,127	2,146,468	234,660	11%	2,111,987	269,141	13%
186,647	140,851	45,796	33%	Asset Management Project - 45	1,917,189	1,684,939	232,250	14%	1,538,534	378,656	25%
56,910	73,542	(16,632)	-23%	Asset Management Project - 46	928,045	886,190	41,855	5%	990,590	(62,546)	-6%
41,785	117,608	(75,823)	-64%	Asset Management Project - 49	1,365,081	1,411,296	(46,215)	-3%	1,216,201	148,881	12%
97,874	89,343	8,531	10%	Asset Management Project - 50	1,085,509	1,072,113	13,396	1%	1,068,050	17,459	2%
$ 3,545,767	3,547,749	(1,983)	0%	Total Revenues	$ 45,028,137	42,598,799	2,429,339	6%	41,143,678	3,884,459	9%
				NET INCOME(LOSS)							
(14,330)	(36,625)	22,296	61%	Asset Management Project - 30	85,273	7,302	77,971	1068%	339,638	(254,364)	-75%
(27,906)	(31,222)	3,316	11%	Asset Management Project - 31	1,500,380	21,229	1,479,151	6968%	352,523	1,147,857	326%
55,838	(36,484)	92,322	253%	Asset Management Project - 32	854,497	3,903	850,594	21796%	(139,668)	994,165	712%
30,421	(38,375)	68,796	179%	Asset Management Project - 33	953,820	9,104	944,716	10377%	75,907	877,912	1157%
(17,105)	(59,275)	42,170	71%	Asset Management Project - 34	827,808	11,378	816,430	7175%	591,885	235,923	40%
(34,166)	(56,720)	22,555	40%	Asset Management Project - 35	662,370	18,856	643,513	3413%	805,626	(143,256)	-18%
(106,152)	(15,777)	(90,375)	-573%	Asset Management Project - 37	234,574	6,098	228,476	3747%	183,740	50,834	28%
(42,229)	(26,372)	(15,858)	-60%	Asset Management Project - 38	169,525	33,956	135,569	399%	160,763	8,763	5%
(58,972)	(90)	(58,882)	-65651%	Asset Management Project - 39	121,377	17,817	103,560	581%	96,999	24,378	25%
(10,281)	(19,447)	9,166	47%	Asset Management Project - 40	(77,606)	1,146	(78,751)	-6875%	226,668	(304,274)	-134%
(85,210)	(21,036)	(64,174)	-305%	Asset Management Project - 43	216,000	13,074	202,926	1552%	(47,415)	263,415	556%
(40,966)	(20,934)	(20,033)	-96%	Asset Management Project - 44	217,580	14,837	202,743	1366%	252,551	(34,970)	-14%
68,488	(29,596)	98,084	331%	Asset Management Project - 45	333,407	5,018	328,388	6544%	186,170	147,237	79%
(17,290)	(4,095)	(13,195)	-322%	Asset Management Project - 46	75,808	937	74,871	7991%	145,796	(69,989)	-48%
13,094	(6,835)	19,930	292%	Asset Management Project - 49	324,499	7,284	317,215	4355%	19,121	305,378	1597%
20,364	(62,934)	83,299	132%	Asset Management Project - 50	273,914	9,480	264,434	2790%	241,652	32,261	13%
$ (266,401)	(465,817)	199,416	43%	Total Net Income(Loss)	$ 6,773,225	181,420	6,591,805	3633%	3,491,955	3,281,270	94%

HAWAII PUBLIC HOUSING AUTHORITY
Housing Choice Voucher Program
Actual vs Budget Comparison
For the Month of June 2016, and the 12 Months ended June 30, 2016
(Amounts in Full Dollars)

Month of June 2016					Year to Date ended June 30, 2016						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
-	-	-	0%	Dwelling Rental Income	-	-	-	0%	-	-	0%
2,587,582	2,621,919	(34,337)	-1%	HUD Operating Subsidies	29,964,655	31,463,032	(1,498,377)	-5%	25,414,843	4,549,812	18%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
13,518	57,606	(44,088)	-77%	Other Income	140,198	691,272	(551,074)	-80%	661,062	(520,865)	-79%
$ 2,601,100	2,679,525	(78,425)	-3%	Total Revenues	$ 30,104,853	32,154,304	(2,049,451)	-6%	26,075,905	4,028,947	15%
				EXPENSES							
149,493	118,745	(30,748)	-26%	Administrative	1,439,833	1,567,325	127,492	8%	812,491	(627,342)	-77%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
25,764	23,270	(2,494)	-11%	Management Fees	305,772	279,240	(26,532)	-10%	280,452	(25,320)	-9%
16,103	14,550	(1,553)	-11%	Bookkeeping Fees	191,108	174,600	(16,508)	-9%	175,283	(15,825)	-9%
2,351,962	2,487,654	135,692	5%	Housing Assistance Payments	27,694,917	29,851,848	2,156,931	7%	24,598,735	(3,096,182)	-13%
13,295	19,155	5,860	31%	Tenant Services	134,082	229,860	95,778	42%	155,259	21,177	14%
1,251	4,300	3,049	71%	Utilities	14,093	51,600	37,507	73%	29,637	15,544	52%
(109)	1,210	1,319	109%	Maintenance	27,564	21,520	(6,044)	-28%	10,746	(16,817)	-156%
73	60	(13)	-22%	Protective Services	801	720	(81)	-11%	587	(214)	-36%
257	420	163	39%	Insurance	3,102	5,040	1,938	38%	2,695	(407)	-15%
3,003	8,300	5,297	64%	General Expenses	50,951	99,600	48,649	49%	63,513	12,562	20%
2,561,092	2,677,664	116,572	4%	Total Expenses	29,862,222	32,281,353	2,419,131	7%	26,129,398	(3,732,824)	-14%
$ 40,008	1,862	38,147	2049%	Net Income(Loss)	$ 242,631	(127,049)	369,680	291%	(53,492)	296,123	554%
				CASH BASIS:							
40,008	1,862	38,147	2049%	Net Income(loss) per Above	242,631	(127,049)	369,680	291%	(53,492)	296,123	554%
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ 40,008	1,862	38,147	2049%	TOTAL CASH BASIS	$ 242,631	(127,049)	369,680	291%	(53,492)	296,123	554%

HAWAII PUBLIC HOUSING AUTHORITY
State Low Rent
Actual vs Budget Comparison
For the Month of June 2016, and the 12 Months ended June 30, 2016
(Amounts in Full Dollars)

Month of June 2016					Year to Date ended June 30, 2016						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
94,352	92,175	2,177	2%	Dwelling Rental Income	1,111,998	1,106,100	$ 5,898	1%	1,048,608	$ 63,390	6%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
(6,858)	3,700	(10,558)	-285%	State CIP Fund	(6,341)	44,400	(50,741)	-114%	58,804	(65,145)	-111%
17,693	100,001	(82,308)	-82%	Grant Income	1,137,824	1,200,012	(62,188)	-5%	-	1,137,824	100%
4,314	4,090	224	5%	Other Income	39,960	49,460	(9,500)	-19%	1,688,291	(1,648,331)	-98%
$ 109,502	199,966	(90,464)	-45%	**Total Revenues**	$ 2,283,441	2,399,972	(116,531)	-5%	2,795,702	(512,261)	-18%
				EXPENSES							
22,383	30,821	8,438	27%	Administrative	295,772	357,661	61,890	17%	268,609	(27,163)	-10%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
15,565	16,123	558	3%	Management Fees	184,842	193,476	8,634	4%	188,280	3,438	2%
1,868	1,936	69	4%	Bookkeeping Fees	22,178	23,232	1,055	5%	22,590	413	2%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
-	-	-	0%	Tenant Services	440	-	(440)	-100%	137	(303)	-222%
40,589	70,448	29,859	42%	Utilities	737,042	845,376	108,334	13%	799,665	62,623	8%
75,997	77,629	1,632	2%	Maintenance	691,903	931,400	239,497	26%	675,287	(16,616)	-2%
-	-	-	0%	Protective Services	43	-	(43)	-100%	241	197	82%
3,280	3,280	(0)	0%	Insurance	38,144	39,362	1,218	3%	38,615	471	1%
76,880	76,879	(1)	0%	Depreciation Expense	922,560	922,548	(12)	0%	922,617	57	0%
760	800	40	5%	Bad Debt Expense	9,120	9,600	480	5%	32,377	23,257	72%
-	-	-	0%	General Expenses	(840)	7,453	8,293	111%	-	840	100%
237,323	277,917	40,595	15%	**Total Expenses**	2,901,203	3,330,108	428,905	13%	2,948,417	47,214	2%
$ (127,821)	(77,951)	(49,870)	-64%	**Net Income(Loss)**	$ (617,762)	(930,136)	312,374	34%	(152,715)	(465,047)	-305%
				CASH BASIS:							
(127,821)	(77,951)	(49,870)	-64%	Net Income(loss) per Above	(617,762)	(930,136)	312,374	34%	(152,715)	(465,047)	-305%
				Add back non cash items:							
76,880	76,879	1	0%	Depreciation Expense	922,560	922,548	12	0%	922,617	(57)	0%
760	800	(40)	-5%	Bad Debt Expense	9,120	9,600	(480)	-5%	32,377	(23,257)	-72%
$ (50,181)	(272)	(49,909)	-18345%	**TOTAL CASH BASIS**	$ 313,918	2,012	311,906	15504%	802,279	(488,361)	-61%

HAWAII PUBLIC HOUSING AUTHORITY
State Elderly Program
Actual vs Budget Comparison
For the Month of June 2016, and the 12 Months ended June 30, 2016
(Amounts in Full Dollars)

Month of June 2016					Year to Date ended June 30, 2016						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
174,188	169,245	4,943	3%	Dwelling Rental Income	2,064,103	2,030,940	$ 33,163	2%	2,036,834	27,269	1%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
3,977	2,600	1,377	53%	State CIP Fund	27,395	31,200	(3,805)	-12%	34,879	(7,484)	-21%
100,323	150,000	(49,677)	-33%	Grant Income	2,682,413	1,748,332	934,081	53%	-	2,682,413	100%
6,316	7,465	(1,149)	-15%	Other Income	76,201	89,580	(13,379)	-15%	628,445	(552,244)	-88%
$ 284,804	**329,310**	**(44,506)**	**-14%**	**Total Revenues**	**$ 4,850,112**	**3,900,052**	**950,060**	**24%**	**2,700,158**	**2,149,953**	**80%**
				EXPENSES							
17,891	52,150	34,259	66%	Administrative	513,049	610,950	97,901	16%	595,165	82,116	14%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
35,568	35,631	63	0%	Management Fees	424,755	427,572	2,816	1%	194,844	(229,912)	-118%
4,268	2,227	(2,041)	-92%	Bookkeeping Fees	50,963	26,724	(24,239)	-91%	51,053	90	0%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
-	700	700	100%	Tenant Services	-	8,400	8,400	100%	298	298	100%
94,157	121,185	27,028	22%	Utilities	1,159,848	1,454,220	294,372	20%	1,308,434	148,586	11%
142,953	98,777	(44,176)	-45%	Maintenance	1,137,894	1,170,960	33,066	3%	1,030,070	(107,824)	-10%
43	575	532	93%	Protective Services	1,550	6,900	5,350	78%	516	(1,034)	-200%
8,359	10,020	1,661	17%	Insurance	92,048	118,989	26,941	23%	98,547	6,499	7%
118,314	118,314	-	0%	Depreciation Expense	1,419,768	1,419,768	-	0%	1,419,756	(12)	0%
759	800	41	5%	Bad Debt Expense	9,108	9,600	492	5%	1,719	(7,389)	-430%
-	-	-	0%	General Expenses	-	-	-	0%	-	-	0%
422,311	**440,379**	**18,067**	**4%**	**Total Expenses**	**4,808,983**	**5,254,082**	**445,099**	**8%**	**4,700,402**	**(108,581)**	**-2%**
$ (137,507)	**(111,069)**	**(26,438)**	**-24%**	**Net Income(Loss)**	**$ 41,129**	**(1,354,030)**	**1,395,159**	**103%**	**(2,000,243)**	**2,041,372**	**102%**
				CASH BASIS:							
(137,507)	(111,069)	(26,438)	-24%	Net Income(loss) per Above	41,129	(1,354,030)	1,395,159	103%	(2,000,243)	2,041,372	102%
				Add back non cash items:							
118,314	118,314	-	0%	Depreciation Expense	1,419,768	1,419,768	-	0%	1,419,756	12	0%
759	800	(41)	-5%	Bad Debt Expense	9,108	9,600	(492)	-5%	1,719	7,389	430%
$ (18,434)	**8,045**	**(26,479)**	**-329%**	**TOTAL CASH BASIS**	**$ 1,470,005**	**75,338**	**1,394,667**	**1851%**	**(578,768)**	**2,048,773**	**354%**

HAWAII PUBLIC HOUSING AUTHORITY
State Rent Supplement Program
Actual vs Budget Comparison
For the Month of June 2016, and the 12 Months ended June 30, 2016
(Amounts in Full Dollars)

Month of June 2016					Year to Date ended June 30, 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%
15,404	87,994	(72,590)	-82%	Grant Income	999,516	1,055,928	(56,412)	-5%	1,060,534	(61,018)	-6%
-	-	-	0%	Other Income	-	-	-	0%	-	-	0%
$ 15,404	87,994	(72,590)	-82%	Total Revenues	$ 999,516	1,055,928	(56,412)	-5%	1,060,534	(61,018)	-6%
				EXPENSES							
9,626	7,212	(2,414)	-33%	Administrative	75,484	86,544	11,060	13%	639,229	563,744	88%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
486	-	(486)	-100%	Management Fees	5,718	-	(5,718)	-100%	5,535	(183)	-3%
305	-	(305)	-100%	Bookkeeping Fees	3,583	-	(3,583)	-100%	3,469	(115)	-3%
34,601	103,000	68,399	66%	Housing Assistance Payments	405,632	958,000	552,368	58%	404,609	(1,023)	0%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
-	625	625	100%	Utilities	41	7,500	7,459	99%	19,222	19,181	100%
284	240	(44)	-18%	Maintenance	2,467	3,000	533	18%	9,057	6,590	73%
-	-	-	0%	Protective Services	-	-	-	0%	220	220	100%
-	-	-	0%	Insurance	-	-	-	0%	941	941	100%
-	-	-	0%	General Expenses	-	-	-	0%	26,262	26,262	100%
45,302	111,077	65,775	59%	Total Expenses	492,926	1,055,044	562,118	53%	1,108,544	615,618	56%
$ (29,898)	(23,083)	(6,815)	-30%	Net Income(Loss)	$ 506,590	884	505,706	57207%	(48,010)	554,600	1155%
				CASH BASIS:							
(29,898)	(23,083)	(6,815)	-30%	Net Income(loss) per Above	506,590	884	505,706	57207%	(48,010)	554,600	1155%
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ (29,898)	(23,083)	(6,815)	-30%	TOTAL CASH BASIS	$ 506,590	884	505,706	57207%	(48,010)	554,600	1155%

HAWAII PUBLIC HOUSING AUTHORITY
Section 8 Contract Administration
Actual vs Budget Comparison
For the Month of June 2016, and the 12 Months ended June 30, 2016
(Amounts in Full Dollars)

Month of June 2016					Year to Date ended June 30, 2016						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
-	-	-	0%	Dwelling Rental Income	-	-	-	0%	-	-	0%
2,707,691	2,573,064	134,627	5%	HUD Operating Subsidies	32,366,730	30,876,768	1,489,962	5%	31,271,445	1,095,285	4%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%
17	15	2	12%	Other Income	196	180	16	9%	(186,832)	187,028	100%
$ 2,707,708	2,573,079	134,629	5%	**Total Revenues**	$ 32,366,925	30,876,948	1,489,977	5%	31,084,612	1,282,313	4%
				EXPENSES							
150,983	76,959	(74,024)	-96%	Administrative	1,000,244	931,008	(69,236)	-7%	979,599	(20,645)	-2%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
-	15,750	15,750	100%	Management Fees	-	189,000	189,000	100%	-	-	0%
-	1,875	1,875	100%	Bookkeeping Fees	-	22,500	22,500	100%	-	-	0%
2,558,294	2,476,700	(81,594)	-3%	Housing Assistance Payments	31,127,085	29,720,400	(1,406,685)	-5%	30,116,934	(1,010,150)	-3%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
-	-	-	0%	Utilities	-	-	-	0%	-	-	0%
-	795	795	100%	Maintenance	-	9,496	9,496	100%	-	-	0%
-	-	-	0%	Protective Services	-	-	-	0%	-	-	0%
-	-	-	0%	Insurance	-	-	-	0%	-	-	0%
-	450	450	100%	General Expenses	10,256	5,400	(4,856)	-90%	(5,506)	(15,761)	-286%
2,709,277	2,572,529	(136,748)	-5%	**Total Expenses**	32,137,584	30,877,804	(1,259,780)	-4%	31,091,028	(1,046,557)	-3%
$ (1,569)	550	(2,119)	-385%	**Net Income(Loss)**	$ 229,341	(856)	230,197	26892%	(6,415)	235,756	3675%
				CASH BASIS:							
(1,569)	550	(2,119)	-385%	Net Income(loss) per Above	229,341	(856)	230,197	26892%	(6,415)	235,756	3675%
				Add back non cash items:							
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	-	-	0%
$ (1,569)	550	(2,119)	-385%	**TOTAL CASH BASIS**	$ 229,341	(856)	230,197	26892%	(6,415)	235,756	3675%

HAWAII PUBLIC HOUSING AUTHORITY
Central Office Cost Center
Actual vs Budget Comparison
For the Month of June 2016, and the 12 Months ended June 30, 2016
(Amounts in Full Dollars)

Month of June 2016					Year to Date ended June 30, 2016						
		Variance					Variance			Variance	
Actual	Budget	Amount	%		Actual	Budget	Amount	%	Prior Year	Amount	%
				REVENUES							
-	-	-	0%	Dwelling Rental Income	-	-	-	0%	-	-	0%
1,416	-	1,416	100%	Ongoing Admin Fee Earned	59,513	-	59,513	100%	-	59,513	100%
-	168,397	(168,397)	-100%	CFP Grant Income	910,031	2,020,761	(1,110,731)	-55%	-	910,031	100%
947,371	972,665	(25,294)	-3%	COCC Fee Income	5,067,785	5,366,340	(298,555)	-6%	4,916,240	151,545	3%
5,248,494	850,000	4,398,494	517%	Grant Income	5,352,846	2,018,747	3,334,099	165%	-	5,352,846	100%
285,291	258,186	27,105	10%	Other Income	2,942,520	3,140,832	(198,312)	-6%	3,029,167	(86,648)	-3%
$ 6,482,572	2,249,248	4,233,324	188%	**Total Revenues**	$ 14,332,694	12,546,680	1,786,014	14%	7,945,408	6,387,287	80%
				EXPENSES							
648,068	754,336	106,268	14%	Administrative	7,638,435	9,100,272	1,461,837	16%	7,887,638	249,203	3%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Management Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Bookkeeping Fees	-	-	-	0%	-	-	0%
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%
54,630	640	(53,990)	-8436%	Tenant Services	82,786	7,680	(75,106)	-978%	968	(81,817)	-8450%
11,096	12,123	1,027	8%	Utilities	108,238	145,389	37,151	26%	100,579	(7,659)	-8%
346,393	266,910	(79,483)	-30%	Maintenance	3,347,943	3,113,670	(234,273)	-8%	3,228,934	(119,009)	-4%
864	785	(79)	-10%	Protective Services	10,449	9,416	(1,033)	-11%	10,828	379	4%
2,407	3,391	984	29%	Insurance	89,866	40,693	(49,173)	-121%	44,369	(45,496)	-103%
4,013	4,013	-	0%	Depreciation Expense	48,156	48,156	-	0%	26,999	(21,157)	-78%
4,984	5,282	298	6%	General Expenses	1,343,980	88,984	(1,254,996)	-1410%	141,984	(1,201,996)	-847%
1,072,455	1,047,479	(24,976)	-2%	**Total Expenses**	12,669,852	12,554,260	(115,592)	-1%	11,442,300	(1,227,552)	-11%
$ 5,410,117	1,201,768	4,208,349	350%	**Net Income(Loss)**	$ 1,662,842	(7,580)	1,670,422	22038%	(3,496,893)	5,159,735	148%
				CASH BASIS:							
5,410,117	1,201,768	4,208,349	350%	Net Income(loss) per Above	1,662,842	(7,580)	1,670,422	22038%	(3,496,893)	5,159,735	148%
				Add back non cash items:							
4,013	4,013	-	0%	Depreciation Expense	48,156	48,156	-	0%	26,999	21,157	78%
-	-	-	0%	Bad Debt Expense	-	-	-	0%	33,850	(33,850)	-100%
$ 5,414,130	1,205,781	4,208,349	349%	**TOTAL CASH BASIS**	$ 1,710,998	40,576	1,670,422	4117%	(3,436,043)	5,147,041	150%

III. Contract & Procurement Office

A. Solicitation(s) Issued in July 2016:

Solicitation No.	Title	Due Date
RFP PMB-2016-30	Property Management, Maintenance and Resident Services for Federal Low-Income Public Housing Properties under Asset Management Project 44 on the Island of Oahu	July 26, 2016
IFB PMB-2016-32	Furnish Refuse Collection Services for Kawailehua – State and Kawailehua – Federal under Asset Management Project 38 on the Island of Kauai	August 10, 2016
IFB PMB-2016-19	Provision of Refrigerators to State and Federal Low Income Public Housing Properties Statewide	August 19, 2016

B. Contract(s) Executed in July 2016:

Contract No.	Contractor & Description	Amount
CMS 16-13	**Architects Pacific, Inc.** Provide Design and Consultant Services for Site and Dwelling Improvements at Piilani Homes (AMP 39) on the Island of Maui Completion Date: 1000 Calendar Days from Notice to Proceed	Total Amount: $621,851.00
CMS 15-04-SC03	**T. Iida Contracting, Ltd.** Provide Additional Labor, Material, and Equipment, and Extension of Time of 60 Calendar Days for Abatement and Modernization of Puahala Homes – Phase I, Buildings 4, 5 & 6 (AMP 31) on the Island of Oahu Completion Date: December 12, 2016	Suppl Amount: $99,297.00 Total Amount: $5,098,581.40
CMS 15-02-CO02	**Artistic Builders Corporation, Inc.** Provide Additional Labor, Material and Equipment and Extension of Time of 56 Calendar Days for Site and Building Improvements at David Malo Circle and Makani Kai Hale (AMP 39) on the Island of Maui Completion Date: March 6, 2017	Suppl Amount: $88,690.21 Total Amount: $3,193,175.05

B. Contract(s) Executed in July 2016 (cont.):

Contract No.	Contractor & Description	Amount
CMS 14-28-CO06	**Diede Construction, Inc.** No-Cost Extension of Time of 60 Calendar Days for Accessibility and Site Improvements at Kauhale Ohana (AMP 45) on the Island of Oahu Completion Date: September 17, 2016	Suppl Amount: n/a Total Amount: $2,583,067.40
PMB 14-01-SC07	**Realty Laua LLC** Continue to Provide Property Management, Maintenance and Resident Services at Koolau Village, Hookipa Kahaluu, Kaneohe Apartments, Kauhale Ohana and Waimanalo Homes (AMP 45) on the Island of Oahu End Date: January 15, 2017	Suppl Amount: $288,847.50 Total Amount: $1,781,610.00
PMB 13-03-SC04	**Transportation Concepts, Inc. dba Pacific Appliance Group, Inc.** Continue to Furnish Refrigerators for Various Federal and State Public Housing Properties Statewide End Date: September 30, 2016	Suppl Amount: $116,213.65 Total Amount: $2,286,844.68
PMB 13-03-SC03	**Transportation Concepts, Inc. dba Pacific Appliance Group, Inc.** Provide Additional Compensation to Furnish Refrigerators for Various Federal and State Public Housing Properties Statewide End Date: June 30, 2016	Suppl Amount: $45,889.06 Total Amount: $2,170,631.03
PMB 12-06-SC07	**Realty Laua LLC** Provide Additional Compensation for Property Management, Maintenance and Resident Services at Kuhio Park Terrace – Lowrise and Kuhio Homes (AMP 40) on the Island of Oahu End Date: August 31, 2016	Suppl Amount: $350,000.00 Total Amount: $3,702,993.00

C. Planned Solicitation/Contract Activities for August/September 2016

Solicitation(s):

- Issue Invitation-for-Bids for Laundry Services for AMP 38 on the Island of Kauai.

- Issue Request-for-Proposals for Property Management, Maintenance and Resident Services for AMP 49 on the Island of Oahu.

Contract(s)

- Execute New Contracts to Provide Property Management, Maintenance and Resident Services for AMP 44 and AMP 49 on the Island of Oahu.

- Execute New Contract to Provide Refuse Collection Services for AMP 38 on the Island of Kauai.

- Execute New Contract for the Provision of Refrigerators to State and Federal Low Income Public Housing Properties Statewide.

- Execute New Contract to Provide Laundry Services for AMP 34 on the Island of Oahu.

- Execute New Contract to Provide Laundry Services for AMP 39 on the Island of Molokai.

- Execute New Contract for HPHA Website Redesign Services.

- Execute New Contract to Administer and Implement the Section 8 Family Self-Sufficiency Program, the Section 8 Homeownership Option Program, and the Federal Low Income Public Housing Family Self-Sufficiency Program.

- Execute Supplemental Contract to Continue to Provide Refuse Collection Services for AMP 39 on the Island of Molokai.

- Execute Supplemental Contract to Continue to Provide Property Management, Maintenance and Resident Services for AMP 44 on the Island of Oahu.

- Execute Supplemental Contract to Continue to Furnish Emphasys Elite Software Maintenance, Technical and Training Support Services.

- 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.

- Execute Supplemental Contract to Continue to Provide Call-for-Aid Systems Maintenance at Various AMPS on the Island of Oahu.

- Execute Supplemental Contract to Continue to Provide Individual Wastewater System Maintenance for AMP 38 on the Island of Kauai.

IV. Property Management and Maintenance Services Branch

A.

Total Move Ins for July:	31 units
Vacancies:	30 units
Net gain:	1 unit

HPHA filled all "vacant-ready" units following our mass placements in June 2016.

B. Formal Grievance Hearings

Our grievance process is essential whenever a tenant disputes HPHA's action or failure to act, pursuant to their rental agreement with HPHA or under HPHA's regulations.

In the month of July, HPHA responded to 48 tenant complaints. HPHA conducted two grievance hearings and received five requests for future grievance hearings.

Island	Federal Public Housing (number of cases heard for July)	Type of Grievance Hearing Conducted
Oahu	1	Drinking, loitering on property and assaulting an employee of HPHA's vendor.

C. Hearings Office

14 Eviction cases heard for the month of July 2016, 13 for rent, 1 for non-rent, criminal activities and other non-rent violations.

D. Program Activities

1. Following approval by the Board earlier this month, PMMSB announced the closure of HPHA's Low-Income Public Housing (LIPH) and State Housing waitlists in Oahu, effective June 26, 2016, then extended it to August 2, 2016. A surge in new applications which began in July 2016, after our mass applicant

placement in June 2016, averaged 20 per day before the mass placement, 30 per day after the mass, then surged to 60-70 per day since the impending list closure announcement.

2. The Family Self-Sufficiency (FSS) program has 19 active participants for our Federal Low-Income Public Housing residents, with only 11 active escrow accounts. The FSS program rewards a family by creating an FSS savings account; when the family's share of rent increases the FSS will match the increase in rent and make a monthly deposit until the family reaches their goals.

3. PMMSB did preventive preparedness and participated in the Governors emergency address for Tropical Storm Darby, which drenched Oahu late in the evening on Sunday, July 24, 2016. Notices were distributed to the AMPs to notify residents to be prepared for the storm by storing water, having extra batteries on hand, enough canned goods available, emergency shelter locations, and so forth. The AMPs were able to secure important documents, equipment, and to be on stand-by to react in case of an emergency. Staff from Central Office and our AMP managers on site worked extensively the following week to take stock, speak to residents, order repairs and future preventative work to be carried out, to file necessary insurance claims.

E. Planned Activities for August 2016

1. PMMSB and the Resident Advisory Board (RAB) will hold its first meeting for FY 2016 – 2017 on Wednesday, August 10, 2016 at 9:00 a.m., Building A – Conference Room. The meeting is to review and make recommendations to the Hawaii Public Housing Authority (HPHA) Public Housing Agency (PHA) FY 2017 Annual Plan.

V. Construction Management Branch

A. Program Activities and Major Projects

Vacant Units Undergoing Modernization as of July 27, 2016

1. On-going construction and design continues on vacant units undergoing modernization (requiring work beyond that of routine maintenance and repairs) totaling 244 units of which 23 are State units and 221 are Federal units.

2. Status by County of Vacant Units under construction or design:
   a. O`ahu: 135 units total
      1) Demo/dispo: 4

2) Under Construction: 115
3) Bid: 13
4) In Design/About to go out to bid: 3

b. Hawai`i: 86 units total
1) Demolished: 62
2) Under Construction: 10
3) In Design/About to go out to bid: 14

c. Maui: 7 units total
1) Under Construction: 7

d. Molokai: 16 units total
1) In Design: 9
2) Bid: 7

Multi-Site Projects:

1. Maintenance to Elevators

a. 16 Federal Elevators Maintenance and Repairs (Kone, Inc.)
Working closely with the contractor. Maintenance service to all elevators is on schedule. Storm Darby caused water infiltration to the elevators at Salt Lake. Kone was called in to assess the damages and complete repairs. Kone will check all other elevators for any damages Storm Darby may have caused.

b. 10 State Elevators Maintenance and Repairs (Schindler)
Working closely with the contractor. Maintenance service to all elevators is on schedule. Storm Darby flooded one of the elevators' pit at Hale Po`ai with water. The project maintenance staff pumped the water out. Schindler was called in to assess the damages and complete the repair. Schindler also will be checking all other elevators for any damages storm Darby may have caused.

O`ahu Projects:

1. Salt Lake Apartments – Major Modernization

The design for the new water lines, fire booster pump, backflow preventer, pump room and revising the ground floor layout to accommodate new scope has been submitted to the contractor for pricing. HPHA intends to occupy units as

they become available and once all common areas are complete and safe for occupancy.

2. Hale Laulima – Major Modernization

Phase 2 is under construction. Utility and interior work is underway.

3. Kalihi Valley Homes – Major Modernization

a. Through routine inspection another boulder has been sighted in the hillside above Kalihi Valley Homes. HPHA has contacted the Board of Water Supply, BWS, the property owner of the hillside, to investigate and remove the boulder and any other precarious boulders encountered in their investigation. BWS has retained a consultant to investigate and HPHA is awaiting a response from Board of Water Supply as to the result. HPHA sent a formal letter requesting status of the investigation on May 4, 2016. HPHA sent a second formal letter on June 21, 2016 requesting status.

b. Work on Buildings 19 and 20 (Phase 4b) continues. Electrical and Plumbing rough in work along. Concrete and rough carpentry work continues. The current issue is a leaking fire hydrant. The contractor has provided a cost to repair the hydrant and associated deteriorated water lines, pending HPHA approval.

c. CMB is reviewing the Phase 5 proposal from the consultant. This work would be to work on the Administration Office, retaining walls, site work, full modernization of the remaining buildings, 2 ADA units to be fully compliant, reroofing of the rest of the buildings that have not been reroofed and repairing the community center. Estimated bid date is spring 2018 when we also hope to have enough construction funds.

d. Tropical Storm Darby caused damage to the progress of the site work and utility work at Buildings 19 and 20. Installed sewer pipes were lifted creating cracks in the pipes. The pipes will need to be replaced. Mud and water also filled trenches. Removing this and drying out the area will take time.

4. Kuhio Park Terrace – Roadway and Site Improvements

   a. Construction is on-going. Sidewalk work is almost complete. Roadway work will start during or after August 2016 when the Traffic Control Plan is submitted and approved.

   b. HPHA, has submitted for permit, as per discussions with the City and County of Honolulu regarding street ownership and maintenance of Linapuni and Ahonui Streets. The HPHA has met with the Managing Director who has agreed to allow the guard shacks to remain. The Department of Planning and Permitting, DPP, will continue their permit review, what had been placed on hold until the street ownership and maintenance issues could be resolved.

5. Mayor Wright Homes

   a. Exterior & Interior Repairs and Site Improvements – Repair of selective solar hot water systems are in progress; exterior concrete spall repairs are close to complete; 78 unit bathrooms have been renovated; asphalt repaving is completed; installation of playground is completed; stairwell roof replacement is completed; selective sections of concrete walkways have been replaced; mailboxes have been installed in front of administrative building.

   b. Security Camera System – 30 security cameras have been installed at Mayor Wright Homes; Antenna purchased and to be installed at the guard booths to provide wireless connection for security camera viewing.

6. Ka`ahumanu Homes – Site and Building Improvements:

   a. Phase 2 unit renovation in progress and Phase 1 unit renovation almost completed; asphalt repaving of Parking Lot 4 is in progress and Parking Lot 3 has been completed; replacing concrete walkways in progress; perimeter wall replacement with picket aluminum fence in progress; spall repair and building exterior painting on-going.

   b. Upcoming Work: Phases 3 and 4 of unit renovation; building signage; parking lots 1 and 2 to be repaved; solar post lighting; installation of new security camera system and secured access ID system.

7. Kamehameha Homes – Building & Site Improvements

HPHA is considering a reduced design to renovate unit interiors, building exteriors and site improvements.

8. 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 in December 2016.

   b. Rock fall protection work is in progress.

   c. Site and Building Improvements Phases I – III – the CMB is preparing the consultant contract.

9. Punchbowl Homes

   a. Exterior Repairs, Re-roofing, Site and ADA Improvements – Design work is ongoing.

   b. Alapai Street Sewer Repair –The CMB has requested OED approval to award and enter into contract with the contractor submitting the lowest quote.

10. Punchbowl Homes, Makamae, and Pumehana – Repair to Trash Chutes.

    Notice to Proceed is pending completion of DPP plan review.

11. State Elderly Projects (MU 42)

    a. Upgrade to Fire Prevention Systems – The controller for the Ho`olulu fire pump has arrived. The contractor is working with HECO for power shut-off to both Ho`olulu and Kamalu buildings to complete the installation. Currently the fire pump is working with the existing controller.

    b. Improvement to Major Systems: Water Heaters, Heat Pumps and Booster Pumps – The construction contract was awarded to Doonwood Engineering. Notice to proceed was issued for July 1, 2016. The Pre-Con meeting has been scheduled for August 3rd and 4th.

    c. Repair and Maintenance to Call for Aid Systems at Various Projects: Maintenance service to all systems is on schedule.

d. Upgrade to Fire Alarm Systems at Hale Poai: Consultant is working on final design documents. Estimated bid date is September 15, 2016.

12. AMP 34 & 35

a. Improvement to Major Systems at AMP 34: Water Heaters, Heat Pumps and Booster Pumps – The construction contract has been executed. Contractor started work on July 1, 2016. Construction work is in progress.

b. Upgrade to Fire Alarm Systems and Call for Aid Systems at Various Projects: Bids for AMP 34 and Punchbowl Homes (2 bid sets) were opened on June 2, 2016. Bids for Pumehana, Makamae & Kalaniuia, Spencer House (2 bid sets) were opened on June 6, 2016. CMB is requesting approval to award and enter into contract with the low bidders. The low bidder for AMP 34 was also the low bidder for Punchbowl Homes. The low bidder for Pumehana/Makamae, was also the low bidder for Kalanihuia/Spencer House. There will be four (4) construction contracts, but also four maintenance contracts.

c. Installation of Backflow Preventers (AMP 34) – The construction project was awarded to D&C Construction on May 11, 2016. Construction work started on July 11, 2016 with a completion date of October 10, 2016.

13. Hau`iki

a. Site and Building Improvements – The pre-final plans and specs are under review. Issuance of the IFB to follow.

b. Rockfall Mitigation – The approval of the consultant's proposal for the additional engineering services are currently under review.

c. Upgrade to Electrical Distribution System – No response from HECO to date regarding the indemnification requirements from the State for HECO's liability of temporarily connecting their electrical system to the HPHA-owned electrical system..

14. Palolo Valley Homes

    a. Major Modernization (Phases 1 & 2) – Building 14 and 15 are currently in construction. Electrical and mechanical rough in as well as work on the parking lot and interior carpentry work continues. The paving of the parking lot has been delayed due to the last several weeks of rainy weather as well as Tropical Storm Darby. The overall completion date is estimated at November 2016.

    b. Major Modernization (Phase 3) – The project went out to bid for Buildings 10 thru 13. The bid was opened on June 15, 2016. HPHA has received AG concurrence and is in the process of making an award. The building permit is still in review with the City and Country Building Department.

15. Kauhale Ohana

    a. ADA Compliance – Construction is finished for 3 units. Slope fill and grading work to be conducted shortly.

    b. Maintenance of Lift Station – Maintenance service to sewage pumps is on schedule.

16. Makua Ali`i – Trash Chute Repair

    a. The DPP has finally routed the Permit Drawings to the Honolulu Fire Department (HFD) for review. The construction contract has been extended to September 3, 2016 to accommodate the HFD inspection schedule.

17. Kaui`okalani – Site and Building Improvements

    a. Bids were opened on April 22, 2016. The CMB has recommended awarding the contract to the low bidder, Paradigm Construction and is in the process of being executed.

18. Nanakuli Homes – Drainage and Site Improvements

    a. Bids were opened on April 12, 2016. The CMB has requested AG concurrence regarding a minor informality in the bid proposal of the apparent low bidder before making an award.

19. Maili II – Sewer, Drainage and Site Repairs

A single quote for the Sewer and Drainage Repairs at Maili II was received on June 17, 2016.

20. Wahiawa Terrace – Site and Building Improvements

The construction contract was executed with Society Contracting, LLC on May 2, 2016. The start of construction is pending finalization of a relocation plan.

21. Kupuna Home O`Waialua – Site and Building Improvements

The consultant contract has been forwarded to the Attorney General for signature.

22. Hale Po`ai Site and Building Improvements

The consultant contract was awarded to Architects Pacific on June 27, 2016. The draft contract is currently in progress.

23. Kaneohe Apartments - Upgrade to Fire Alarm Systems

Consultant is working on final design documents. Estimated bid date is September 15, 2016.

Hawai`i Projects:

1. Lanakila Homes

a. Demolition of Phase IIIb (HA 1105) & IV (HA 1004) – Awaiting the issuance of the final RAR and the Construction Work Plan by the Hazard Evaluation and Emergency Response (HEER) Office of the Department of Health (DOH)..

b. Lanakila Public Housing – Phase IIIB & IV (HA 1105) – Once the Construction Work Plan is approved the excavation of the Phase IIIB can commence.

2. Pomaikai Site and Building Improvements -

Building 925 is 95% completed. Construction progressing satisfactorily. Completion is anticipated in early August 2016.

3. Hale Hau`oli – Installation of New Sidewalk Ramp

Notice to Proceed was issued on July 20, 2016 with construction completion date of September 3, 2016.

4. Noelani I & II – Replacement to Waterlines and Solar Installation

Contractor continue to provide quarterly maintenance service to the new solar hot water system.

5. AMP 46 – Investigation and Survey at Noelani I & II, Ke Kumu Ekahi, Ke Kumu Elua, Ke Kumu Ekolu for Unexploded Ordinances.

A consultant has been selected for the project. HPHA is currently working on fee negotiation and drafting the contract.

6. PHA-Wide Individual Wastewater System (IWS) Maintenance

a. Hale Aloha O Puna: Department of Health (DOH) approved UIC permit renewal on June 20, 2016.

b. Kaimalino: In order for DOH to issue the Permit renewal approval, HPHA needs to uncover the missing wells. A consultant conducted their site investigation on May 10, 2016 and was able to find one well. Supplemental Contract No. 1 for approval of the additional destructive investigation to find the wells sent to the Attorney General's office on July 18, 2016.

c. Hale Ho`okipa: In order for DOH to approve the Underground Injection Control (UIC) Renewal, HPHA must uncover the missing well and provide a report before the renewal extended deadline of October 14, 2016. The consultant's team found the well on May 10, 2016. The UIC contractor will schedule the inspection in August 2016.

Mau`i County Projects:

1. David Malo Circle and Makani Kai Hale – Physical Improvements

Contractor continue to work on Phase II, Buildings 101 (2 ADA units), 102 & 109 (2 ADA units). Estimated completion of Phase II is September 1, 2016.

2. Pi`ilani Homes – Major Modernization

The consultant contract was awarded to Architects Pacific on June 14, 2016 and has been signed by the consultant. .

B. State Capital Improvement Projects (CIP) & Federal Capital Fund Program (CFP)

1. HPHA fully expended the Capital Fund Program 2012 (CFP 722) by the expenditure deadline. The next Federal obligation deadline is April 12, 2017 for the 2015 (CFP 725).

2. Economic Development Initiative (EDI) Grants have two Expenditure Deadlines: September 30, 2016 for Lanakila and Kalihi Valley Homes; and September 30 2017 for Kahale Mua and Pahala. HPHA has submitted the closeout documents for the KVH EDI grant of $380,000. HUD approval is expected this month.

3. 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.

4. HPHA has met all deadlines to fully encumber the $71,643,000 in Biennium 2013 – 2015 CIP funds ($45,643,00 for FY 2014-2015). 7 construction bids were opened and 7 consultant contracts were negotiated and awarded on time to meet the June 30 encumbrance deadline.

5. HPHA submitted its annual electronic reporting into the HUD Energy Performance Information Center (EPIC) for its 17 open HUD grants by the July 31, 2016 deadline.

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 July 2016:

   - In support of management's direction to increase the voucher lease up count, HPHA expended a total of $2,363,133 (108.2 % of eligible HUD funds received) in housing assistance payments to private landlords on behalf of 2233 voucher holders in July 2016.

- Four families who received a Housing Choice Voucher (HCV) from the waitlist found rental units and moved into the unit in July 2016.

- HPHA expended $34,356 on behalf of 162 families served under the rent supplement program statewide in July 2016.

- As of July 2016, 414 veterans were assisted with Veterans Administration Supportive Housing Vouchers (VASH). Monetary assistance was $333,242. Seven veterans who were searching for a home found a rental unit and leased up. Eighteen veterans received VASH vouchers in July 2016 and are currently in housing search.

2. Voucher lease up activity for July 2016:

	July 2016		
Voucher Type	# leased	# of vacancies	# in housing search
Housing Choice Vouchers	5		29
VASH	7		50
Kuhio Park Towers	1	1	2
Palolo Homes Project Based Section 8	3	0	3
Port In (from other PHA)	7		19

3. Inspections update:

	July 2016
Housing Quality Standards (HQS) Inspections	115
HQS Failed Inspections	65
Quality Control Inspections	0

4. Family Self Sufficiency (FSS) Program

- The Family Self Sufficiency (FSS) program assisted 52 Section 8 clients in July 2016. There were 35 active escrow accounts with a total deposit of $5662 in July 2016.

VII. Compliance Office

A. Program Activities for July

- Continue to process tenant requests for reasonable accommodations under Section 504 of the Rehabilitation Act and the Fair Housing Act. The most common requests the office receives include:

    a. Transfers to accessible or ground floor units;

    b. Installation of air conditioning;

    c. Approval to keep assistance animal;

    d. Approval of live-in aides;

    e. Disability-related unit modifications;

    f. Utility allowances for disability-related medical equipment;

- Worked with the Department of the Attorney General to respond to various requests for government information including discussion of possible efforts to ask the legislature to reenact its vexatious requestor provision, which would allow the agency to ignore duplicative requests that have already been responded to;

- Attended "conducting investigations" training for conducting internal employment-related investigations, provided by DHRD, for 2 days.

- Worked with Department of the Attorney General to respond to inquiries from the OIP pertaining to our compliance with requests for information;

- Coordinated joint effort between the HPHA and the Department of Health to maintain safe soil conditions at HPHA properties;

- Opened series of discussions with Hawai'i Civil Rights Commission (HCRC) about reducing the time burden associated with discrimination investigations;

- Worked on Declarations of Trust and requests for procurement of title reports and read through NCHM ADA self-evaluation and transition plans for updating/finalizing.

- Requested and compiled semi-annual LEP reports of encounters and expenditures from all AMP's and branches.

- Atttended Fair Housing Coordinator's meeting at HUD headquarters.

B. Planned activities for August/September

- Attend training for language access 9/22-23.

- Respond to HCRC discrimination complaints filed by tenant and participate in pre-determination settlement discussions with Legal Aid Society of Hawaii (LASH) and HCRC.

- 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;

- 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;

- 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. High availability and migration of critical services being determined for upcoming migration of servers which are at near end of life cycle.

2. WordPress intranet for HPHA (HPHA-HALEWIKI) still in construction phase. Design phase completed. Knowledge base

content being uploaded. Expected end of project pushed to early September.

3. eSign – ETS to send specialized trainers for HPHA.

4. Ongoing maintenance phase with Emphasys and HPHA.
   - Public email account and AIS phone number published to WebApp.

5. VoIP – Diagrams and drops determined for HPHA buildings. Scope of Services and specifications initialized.

6. PC life cycle replacement plan in bidding phase. Ghosting of machines to follow when main PC template arrives.

7. HPHA web Site scripting implemented to automate update of Contracts and Procurement Office document web publishing.

IX. Human Resources

A. Summary of Staffing:

Filled positions (FTE):	285
Positions budgeted (recruit and fill)	42
Other vacancies	45

B. Program Activities:

1. New addition to HPHA Team: Section 8 Inspectors, Housing Planner, Asset Manager Project 39 Property Manager, Office Assistant, Account Clerk and Painter,

2. Interviewed applicants for Chief Compliance Officer, Public Housing Supervisor IVs and III, Public Housing Specialists, Account Clerk and trade works.

3. Met with individual team of Multi-Skilled Worker Pilot Program(MSWPP), to discuss the 10 months' progress, goals, expectations, what is working, what is not working, safety, and identifying training courses for staff and supervisors.

4. Continue to work with managers on Auditor's request on leave records and payroll information for Fiscal Year July 1, 2016 – June 30, 2016.

5. Review of agency-wide (BU1) sick leave abuse program for the period of January 1, 2016 through June 30, 2016, to ensure staff are in compliance with the Collective Bargaining Agreement Unit 1.

6. Worker's Compensation: 2 injuries reported with average lost time of 8 days.