

**HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
REGULAR BOARD OF DIRECTORS MEETING
1002 North School Street, Building A Boardroom
Honolulu, Hawaii 96817
September 15, 2016
9:00 a.m.**

AGENDA

I. CALL TO ORDER/ESTABLISHING QUORUM

II. APPROVAL OF MINUTES

A. HPHA Regular Meeting Minutes, August 18, 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 Appoint Mr. Jerry Ballard for a Four Year Term to the Oahu Eviction Board B and Oahu Eviction Board C; and as a Floating Resident Board Member for Hilo, Kona, Kauai, and Maui Eviction Boards

V. REPORTS

- Financial Report for the Month of August 2016. The July 2016 Financial Report is provided to the board in the monthly packet. Unaudited FDS is due to HUD on October 15, 2016.
- The Report on Contracts Executed During August 2016 and Planned Solicitations for September 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 August 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: Status of Applications and Waiting List. Status of the Special Rent Supplement Program Targeted to Homeless Families. The Section 8 Report is provided to the Board in the monthly packet.
 - Compliance: Complaints Alleging Discrimination
 - Status of Redevelopment at Mayor Wright Homes with MWH Partners: Establishment of the Community Advisory Committee; Design Charrettes Schedule.
 - Proposed Legislation and Preparing for the 2017 Legislative Session

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 REGULAR MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING A
HONOLULU, HAWAII 96817
ON THURSDAY, AUGUST 18, 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, August 18, 2016. At approximately 9:06 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 Laura Smith
Director Myoung Oh
Director En Young

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

EXCUSED: Director Lisa Darcy
Director Rachael Wong

STAFF PRESENT: Hakim Ouansafi, Executive Director
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
Sam Liu, Property Management Specialist
Nelson Lee, IT Specialist
Maricar Campos, Property Management Specialist
Kau'i Martinez, Resident Services Program Specialist
Jonessa Burns, Secretary

OTHERS PRESENT (and signing in as):

Jerry Ballard, Punchbowl Homes tenant
Ira Calkins, Punchbowl Homes tenant
U'i Goods, Medical-Legal Partnership
Belynda Harry, Kalihi Valley Homes tenant
Christina Kibin, Kalihi Valley Homes tenant
Desiree Kihano, Palolo Valley Homes tenant
Bob Loren, Punchbowl Homes tenant
Jeanne Lorrin, Punchbowl Homes tenant
Sandra Menzsa, Kalihi Valley Homes tenant
Holly Nojima, Punchbowl Homes tenant
Andrew Nakoa, Sr., Mayor Wright Homes tenant
Patricia Souza, Punchbowl Valley Homes tenant

Proceedings:

Chairperson Shim declared a quorum present.

Approval of Minutes:

Director Oh moved,

To approve the Annual Meeting Minutes of July 21, 2016.

The minutes were unanimously approved as presented.

Director Espero moved,

To approve the Regular Meeting Minutes of July 21, 2016.

The minutes were unanimously approved as presented.

Chairperson Shim requested that the public give special consideration to the policy on limiting testimony to 3 minutes per agenda item due to memorial services for the Late Representative Mark Takai.

Public testimony:

Ira Calkins, Punchbowl Homes tenant stated that he is the corresponding secretary for the Punchbowl Homes Resident Association (PHRA). Mr. Calkins stated that the landlord tenant code requires that the name and address of the property manager be posted in the elevator. Mr. Calkins further stated residents were not officially notified about the change in management and found out about the change by word of mouth.

Mr. Calkins stated that Punchbowl Homes should have security cameras to give the security guards a broader prospective of the property and provide increased security. He feels that one security guard for Punchbowl Homes is not sufficient. Mr. Calkins requested that the PHRA be provided with keys to the bathroom for the recreation room.

Holly Nojima, Punchbowl Homes tenant stated that she is the PHRA recording secretary. She also requested the bathroom keys and feels that it's degrading when the association is not provided to have keys to the bathroom. She further stated that the tenants are responsible adults who can take care of the bathroom and clean it.

Ms. Nojima expressed concerns regarding people coming onto the Punchbowl Homes property via Alapai Street. She stated that the gate is wide open and allows unauthorized people on the property. She also reported that people sleep near the back gate. Ms. Nojima stated security needs to be improved to address safety issues and also recommended the installation of security cameras.

Jeannie Lorrin, Punchbowl Homes tenant stated that she's a volunteer at the Punchbowl Homes recreation room and requested keys to the bathroom. She stated that she is unable to enjoy the use of the recreation room because she has to use the bathroom in her apartment. Ms. Lorrin stated that the volunteers should have the key to the recreation room and not only management.

Bob Loren, Punchbowl Homes tenant stated that elections for the PHRA were held in March resulting in a duly elected board. He stated they are still not certified as of today. Mr. Loren stated that the communication with Hawaii Public Housing Authority needs to be improved.

Mr. Loren stated that the bathroom keys are a health issue especially for the elderly and seniors that monitor the recreation room. He stated that the residents did not have use of the bathrooms for two months. Mr. Loren invited the Board to come to Punchbowl Homes and offered them adult diapers and buckets in lieu of access to a restroom.

Christina Kibin, Kalihi Valley Homes tenant stated that her 10-year old son is autistic and her fiancé has cancer. She stated that their current place has constant noise that prevents her fiancé from getting rest and scares her son. Ms. Kibin requested assistance for a reasonable place on behalf of her fiancé and son.

Executive Director Ouansafi asked Ms. Kibin if she requested a transfer under the reasonable accommodation policy. Ms. Kibin stated that she did submit a request for a transfer.

Belynda Harry, Kalihi Valley Homes tenant stated that her son is in a wheelchair and has not been to school or the doctor's for one year. She stated that the management told her there is a waiting list to transfer units. Ms. Harry would like to know how long she needs to wait for a transfer.

Jerry Ballard, Punchbowl Homes tenant stated that he was the previous President of the Punchbowl Homes Resident Association. Mr. Ballard advised the current PHRA to work with the Hawaii Public Housing Authority to be duly recognized. He further stated that the current Association is not using the format set forth by the Hawaii Public Housing Authority. Mr. Ballard also disputed the statement that the HPHA is not providing information to the tenants and produced the HPHA newsletter regarding construction at Punchbowl Homes.

Patricia Souza, Punchbowl Homes tenant voiced her concern that during a recent tenant meeting a secretary was elected. She noticed, however, that the PHRA recording secretary did not take any notes during the meeting. Ms. Souza was informed that Ira Calkins was recording the meeting. She stated that she felt her rights were violated because she was not notified that the meeting was being recorded. Ms. Souza stated that she would like to know when meetings at Punchbowl Homes are going to be recorded.

Andrew Nakoa, Mayor Wright Homes tenant stated that there has been a slight improvement in security since he reported an earlier incident. He further complained, however, that there was an incident with his next door neighbor threatening his family. He reported that the security guards did not respond timely in that incident and also appeared to side with the other family.

Mr. Nakoa stated that he attended the charrette at Mayor Wright Homes and was able to share his concerns and ideas with the planners. He stated that having a roadway and eliminating speed bumps through the property are not sensible. Mr. Nakoa stated the developers should listen to resident's concerns and urged the residents for form a resident association.

For Action:

Director Smith moved:

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 Action Necessary to Submit the SEMAP Certification to the U.S. Department of Housing and Urban Development

Executive Director Ouansafi stated that the SEMAP is a federally mandated scoring system. He stated that the U.S. Department of Housing and Urban Development has detailed guidelines that we must follow. Executive Director Ouansafi stated that the staff provides the data that is submitted to HUD and a final score is given.

Executive Director Ouansafi stated that the Hawaii Public Housing Authority continues to be high performers of Section 8 program.

Chairperson Shim requested an explanation for Item #14: Self-Sufficiency (FSS) Enrollment and Escrow Account.

Executive Director Ouansafi stated that the FSS program is contracted to the City & County of Honolulu and is completely voluntary in nature. Under the FSS program, families are enrolled and receive service which assist them to improve or increase their self-sufficiency. This year, staff was increased for this program and the contractor was instructed to increase the services being provided.

Director Espero asked Executive Director Ouansafi for the amount of households served by the Hawaii Public Housing Authority in the last fiscal year and the method used to notify tenants of the program.

Executive Director Ouansafi stated that all Section 8 tenants are notified during their initial lease up into the Section 8 program and then at their annual certification. He explained that the contractor also does outreach to potential program participants.

Director Espero asked if the FSS program was for only Section 8 tenants or could other HPHA tenants apply.

Executive Director Ouansafi stated that the motion under consideration only applied to the Section 8 program. The FSS program, however, is made available to interested tenants of public housing.

The motion was unanimously approved.

For Action:

Director Mederios moved:

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. Arielila Andrade to the Kona Eviction Board**
- 2. Sylvia Wilmeth to the Oahu Eviction Board**

Executive Director Ouansafi stated that HPHA is grateful to have individuals from the public interested in serving on the Eviction Board.

The motion was unanimously approved.

Reports:

Executive Director Ouansafi reported that on August 16, 2016 the Section 8 Housing Choice Voucher program's waiting list was opened and will close at midnight on August 18th. At the time of reporting, approximately 9,000 applicants had applied through the HPHA's web portal

Executive Director Ouansafi reported that kiosks were manned by staff to assist applicants and within the first hour of opening approximately 1,300 applicants had submitted an application on line.

Director Espero requested for statistical information on applicants receiving SSI and SSDI.

Executive Director Ouansafi expressed his appreciation to Stephanie Fo, Nelson Lee, Gary Nakatsu and the HPHA staff for their efforts to launch the new on line portal. He commended them on a job well done and reported that the HPHA did not experience any issues during the opening due to their preparations.

Chairperson Shim also recognized the staff accomplishments and commented that the opening of the waiting list is "not a small feat and takes a lot of people to make it possible".

Executive Director Ouansafi directed the Board to the financial statements, but noted that it's the first month of the operating budget and there were no real variances to discuss.

Executive Director Ouansafi stated that the HPHA is preparing for the 2017 legislative session and would present the Board with proposed legislation for their discussion. He also requested that the board notify the HPHA if they had any legislative proposals to pursue.

Executive Director Ouansafi reported that the HUD field office performed a financial compliance monitoring and will present a to the HPHA report when it is completed.

Executive Director Ouansafi reported that the Hunt group and its design team held a week long charrette at Mayor Wright Homes from August 8 – 12, 2016. The HPHA staff were able to participate during the week, hear tenants and public input. He stated that the design team received a lot of useful feedback and the HPHA will continue to meet with the development team to work on a vision for the redevelopment.

Executive Espero commented on the Section 8 program and recognized Executive Director Ouansafi and the HPHA staff for the work that was done to launch the new online application portal. He stated that he received positive feedback from case managers and homeless outreach staff.

Executive Director Ouansafi stated that having the applicants submit information online equates to almost one full time position entering applicant information for almost a full year.

Adjournment:

Director Young moved,

To Adjourn the Meeting.

The motion was passed unanimously.

The meeting adjourned at approximately 10:05 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

FOR ACTION

MOTION: To Appoint Mr. Jerry Ballard for a Four Year Term to the Oahu Eviction Board B and Oahu Eviction Board C; and as a Floating Resident Board Member for the Hilo, Kona, Kauai, and Maui Eviction Boards

I. FACTS

- A. The Oahu and Neighbor Island Eviction Boards are composed of members of the community who 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 scheduled hearing.
- 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 HPHA continuously solicits 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 Eviction Boards allows 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. Ballard has been a long time resident of Punchbowl Homes and is in good standing with HPHA. Mr. Ballard has expressed a willingness to serve on the eviction board at a time when his services are greatly needed.
- F. Mr. Ballard also formerly served as the President of the Punchbowl Homes Resident Association and has provided volunteer services at the property where he resides.

III. RECOMMENDATION

That the Board of Directors Appoint the Mr. Jerry Ballard for a Four-Year Term to the Oahu Eviction Board B and Oahu Eviction Board C; and as a Floating Resident Board Member for the Hilo, Kona, Kauai, and Maui Eviction Boards

- A. Attachment A: List of Eviction Board Members and Term Appointments
- B. Attachment B: Letter of Interest from Mr. Jerry Ballard

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

**EVICTIION 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:			
Clyde Namu'o	08/18/16	08/18/20	New
Jane Moana Gray***	08/31/17	07/31/17	37
Sylvianne Young	12/19/97	07/31/17	19
Sylvia Wilmeth	11/18/10	11/31/20	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	09/31/20	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 08/31/16

**Hawaii Public Housing Authority
Report for the Month of August 2016**

I. Planning

A. Redevelopment Activities

- a. MWH Partners is establishing the Community Advisory Committee.
- b. RHF is working with the HPHA to establish a Community Advisory Committee.
- c. Continue to wait for KPT's team response to our letter regarding KPT Phase II development.

II. Fiscal Management

A. Variance Report for July 2016

1. Revenue for the Month of July

Dwelling Rental Income \$174,373 greater than budget

The favorable variances consist of \$174,058 more rental income, of which \$183,993 contributable to Federal Low Rent Program ("FLRP"), and \$315 more rent repayment agreement.

CFP Grant Income \$225,920 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 due to the fact all of \$28,710 July expenditure is capitalized, therefore zero is recognized as income under this line.

State CIP Fund \$315,306 more 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 favorable variance is due to the fact that out of July CIP expenditure of \$499,183, \$328,678 is for repair and maintenance and recognized as income under this line.

Grant Income \$342,614 less than budget

The unfavorable variance consists of less grant incomes of: \$28,758 for FLRP; \$84,086 for Section 8 program; \$217,064 for Central Office Cost Center ("COCC"), and \$125,103 for state family housing program.

The unfavorable variance is partially offset by more grant incomes of: \$94,088 for state rental supplemental program, and \$18,309 for state elder's housing program.

Other Income \$85,902 less than budget

The unfavorable variance consists of less incomes of: \$1,737 less tenant payment not directly related to dwelling unit rents; \$93,721 less fee charged by Multi-Skilled Workers Pilot Program (MSWPP) to programs, and \$9,855 less miscellaneous income that captures all types of incomes not specified otherwise.

The unfavorable variance is partially offset by more income than budget of: \$754 more investment revenue; \$11,500 more fraud recovery; \$52 more admin fee earned on port-in accounts, and \$7,105 more front line services fee.

2. Expenses for the Month of July

Administrative \$473,808 less than budget, a favorable variance

The \$473,808 variance consists of favorable variances of: \$192,994 less admin salaries and fringe benefits of HPHA employees, of which \$84,771

and \$65,266 contributable to COCC and FLRP, respectively; \$3,633 less admin salaries and fringe benefits of private management companies; \$72,081 less managing agent fees from privately managed AMPs and Bremerton, the company managing section 8 contract administration program; \$30,201 less auditing fees; \$12,998 less office expense; \$34,657 less admin furniture and equipment; \$54,943 less legal expense; \$31,063 less travel expense, and \$48,344 less other admin expense.

The favorable variance is partially offset by \$7,106 less front line service fee.

Tenant Services \$18,810 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 \$18,810 variance consists of \$11,388 less expense than budget for relocation costs; \$6,524 less resident participation program cost, and \$898 less other tenant service.

Protective Services \$89,973 less than budget, a favorable variance

The \$89,973 variance consists of budget savings of: \$53,205 for FLRP; \$18,333 and \$19,150 for state family and elders housing programs, respectively. The favorable variance is partially offset by budget overruns of \$73 and \$640 for Section 8 program and COCC, respectively.

Insurance \$17,441 less than budget, a favorable variance

The \$17,441 variance consists of budget savings of: \$839 for general liability; \$14,296 for workers' compensation, and \$3,513 for other insurance. The favorable variance is partially offset by budget overrun of \$1,207 for property.

Bad Debt Expense \$17,122 more than budget

Bad Debt Expense represents the estimated loss due to uncollectibility in relation to HPHA's accounts receivable. A non-cash expense, the variance represents estimated uncollectibility is less than budgeted.

General Expenses \$5,618 less than budget

The \$5,618 favorable variance consists of budget savings of: \$5,096 for motor pool vehicle rental expense, and \$1,011 for payment in lieu of tax. The favorable variance is partially offset by \$489 more expense of other general expense.

HAWAII PUBLIC HOUSING AUTHORITY

Agency Total

Actual vs Budget Comparison

For the Month of July 2016, and the 1 Months ended July 31, 2016

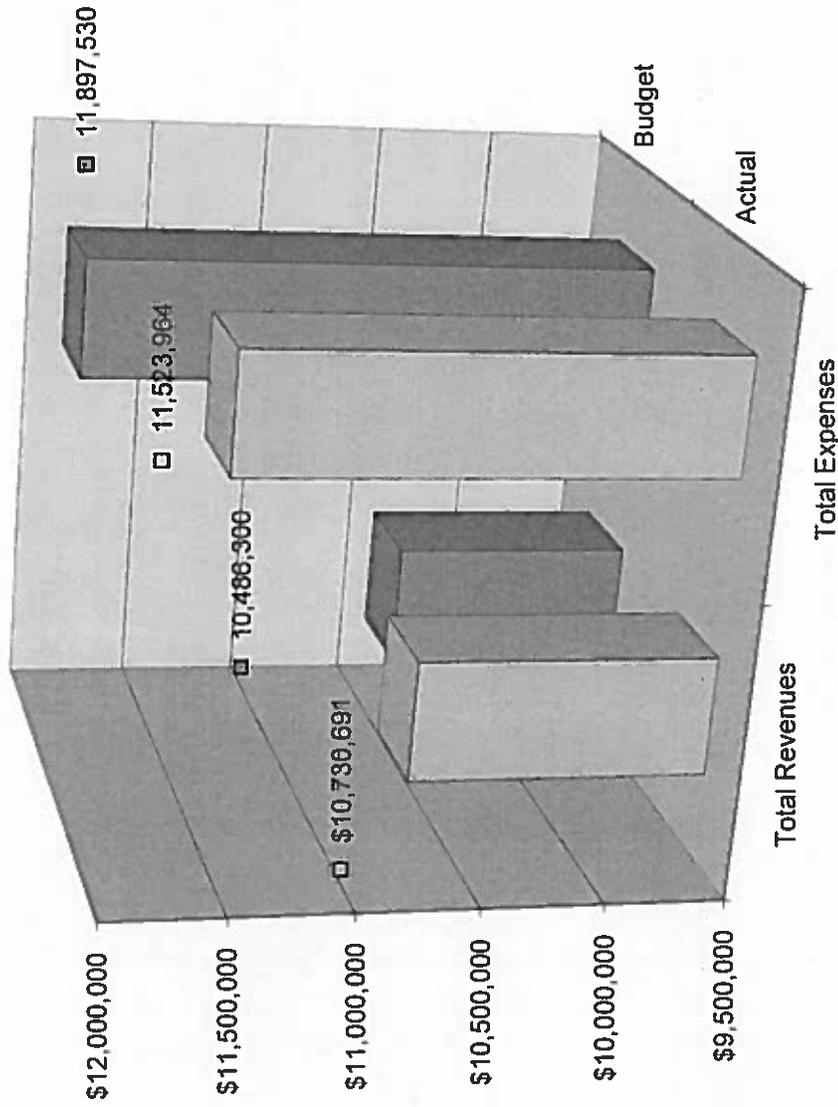
(Amounts in Full Dollars)

	Month of July 2016			Year to Date ended July 31, 2016			Variance	
	Actual	Budget	%	Actual	Budget	%	Amount	%
REVENUES								
Dwelling Rental Income	1,671,326	1,496,954	12%	1,671,326	1,496,954	12%	174,373	11%
HUD Operating Subsidies	7,283,593	7,065,193	3%	7,283,593	7,065,193	3%	218,400	4%
CFP Grant Income	-	225,920	-100%	-	225,920	-100%	(225,920)	-100%
COCC Fee Income	378,313	394,746	-4%	378,313	394,746	-4%	(16,433)	1%
State CIP Fund	328,678	13,372	2358%	328,678	13,372	2358%	315,306	3325%
Grant Income	586,625	929,239	-37%	793,807	929,239	-15%	(135,432)	26%
Other Income	274,975	360,877	-24%	274,975	360,877	-24%	(85,902)	21%
Total Revenues	\$ 10,523,510	10,486,300	0%	\$ 10,730,691	10,486,300	2%	244,392	9%

	Month of July 2016			Year to Date ended July 31, 2016			Variance	
	Actual	Budget	%	Actual	Budget	%	Amount	%
EXPENSES								
Administrative								
Asset Management Fees	1,313,246	1,787,055	27%	1,313,246	1,787,055	27%	473,808	3%
Management Fees	322,165	319,538	-1%	322,165	319,538	-1%	(2,627)	0%
Bookkeeping Fees	56,148	57,388	2%	56,148	57,388	2%	(1,240)	-2%
Housing Assistance Payments	4,992,607	4,830,256	-3%	4,992,607	4,830,256	-3%	(162,350)	-1%
Tenant Services	19,632	38,442	49%	19,632	38,442	49%	18,810	13%
Utilities	1,030,060	1,060,812	3%	1,030,060	1,060,812	3%	30,752	-4%
Maintenance	1,954,318	1,917,359	-2%	1,954,318	1,917,359	-2%	(36,960)	-34%
Protective Services	242,402	332,375	27%	242,402	332,375	27%	89,973	-39%
Insurance	64,702	82,143	21%	64,702	82,143	21%	17,441	6%
Depreciation Expense	1,512,364	1,433,102	-6%	1,512,364	1,433,102	-6%	(79,262)	-8%
Bad Debt Expense	13,826	30,948	55%	13,826	30,948	55%	17,122	18%
General Expenses	2,495	8,113	69%	2,495	8,113	69%	5,618	83%
Total Expenses	11,523,964	11,897,530	3%	11,523,964	11,897,530	3%	373,566	-6%
Net Income (Loss)	\$ (1,000,454)	(1,411,230)	29%	\$ (793,273)	(1,411,230)	44%	617,958	21%

CASH BASIS:								
Net Income (loss) per Above	(1,000,454)	(1,411,230)	29%	(793,273)	(1,411,230)	44%	617,958	21%
Add back non cash items:								
Depreciation Expense	1,512,364	1,433,102	6%	1,512,364	1,433,102	6%	79,262	8%
Bad Debt Expense	13,826	30,948	-55%	13,826	30,948	-55%	(17,122)	-18%
TOTAL CASH BASIS	\$ 525,736	52,820	895%	\$ 732,917	52,820	1288%	680,098	79%

HPHA July 31, 2016 Actual vs Budget



	Total Revenues	Total Expenses
Actual	\$10,730,691	11,523,964
Budget	10,486,300	11,897,530

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

	<u>As of</u>	<u>As of</u>	<u>Increase</u>
	<u>July 31 2016</u>	<u>June 30 2016</u>	<u>(Decrease)</u>
ASSETS:			
Cash	76,113,461	71,170,930	4,942,531
Receivables:			
Tenant Receivables	1,057,831	1,025,754	32,077
Other	1,214,555	1,351,352	(136,798)
Less Allowance for Doubtful Accounts	(924,431)	(954,408)	29,977
Total receivables	1,347,954	1,422,698	(74,744)
Accrued Interest	4,536	4,536	-
Prepaid Expenses	2,440,777	2,451,629	(10,851)
Inventories	663,741	663,492	249
Interprogram Due From	(312,414)	1,589,108	(1,901,522)
Total Current Assets	80,258,055	77,302,392	2,955,663
Property, Plant & Equipment:			
Land	23,824,737	23,824,737	-
Buildings	618,728,607	609,842,446	8,886,160
Furniture & Equipment	5,743,191	5,743,191	-
Motor vehicles	1,691,849	1,691,849	-
Construction in Progress	45,688,230	54,375,185	(8,686,955)
Less: Accumulated Depreciation	(379,780,690)	(378,269,172)	(1,511,518)
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	\$ 408,007,929	\$ 406,364,579	1,643,350
LIABILITIES AND NET POSITION			
Accounts Payable	3,233,342	2,251,225	982,117
Accrued Expenses	-	-	-
Accrued Salaries & Wages	885,306	885,306	-
Accrued Vacation	1,567,973	1,508,903	59,070
Tenant Security Deposits	755,001	751,616	3,385
Other Liabilities & Deferred Income	3,439,090	1,798,651	1,640,439
Total Current Liabilities	9,880,712	7,195,701	2,685,011
Accrued Liabilities	20,849,869	20,849,869	-
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	315,895,924	317,208,236	(1,312,312)
Restricted Net Assets	(26,915,629)	371,180	(27,286,809)
Unrestricted Net Assets	62,831,338	34,273,423	28,557,916
Net Income Year to Date	(793,273)	207,181	(1,000,454)
Total Net Assets	351,018,360	352,060,021	(1,041,660)
Total Liabilities, Deferred Inflow of Resources & Net Position	\$ 408,007,929	\$ 406,364,579	1,643,350

HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program
Actual vs Budget Comparison
For the Month of July 2016, and the 1 Months ended July 31, 2016
(Amounts in Full Dollars)

	Month of July 2016			Year to Date ended July 31, 2016			Variance Amount	Variance %
	Actual	Budget	%	Actual	Budget	%		
REVENUES								
Dwelling Rental Income	1,401,592	1,217,195	15%	1,401,592	1,217,195	15%	184,397	15%
HUD Operating Subsidies	2,062,397	1,995,936	3%	2,062,397	1,995,936	3%	66,461	3%
CFP Grant Income	-	-	0%	-	-	0%	-	0%
COCC Fee Income	-	-	0%	-	-	0%	-	0%
State CIP Fund	328,678	-	100%	328,678	-	100%	328,678	100%
Grant Income	213,686	242,444	-12%	213,686	242,444	-12%	(28,758)	-12%
Other Income	27,980	36,434	-23%	27,980	36,434	-23%	(8,454)	-23%
Total Revenues	\$ 4,034,334	3,492,009	16%	\$ 4,034,334	3,492,009	16%	542,325	16%
EXPENSES								
Administrative	504,731	615,809	18%	504,731	615,809	18%	111,078	18%
Asset Management Fees	-	-	0%	-	-	0%	-	0%
Management Fees	244,960	253,508	3%	244,960	253,508	3%	8,548	3%
Bookkeeping Fees	33,623	34,710	3%	33,623	34,710	3%	1,088	3%
Housing Assistance Payments	3,892	485	-702%	3,892	485	-702%	(3,407)	-702%
Tenant Services	5,250	17,578	70%	5,250	17,578	70%	12,329	70%
Utilities	857,016	875,706	2%	857,016	875,706	2%	18,689	2%
Maintenance	1,557,785	1,419,954	-10%	1,557,785	1,419,954	-10%	(137,831)	-10%
Protective Services	241,150	294,355	18%	241,150	294,355	18%	53,205	18%
Insurance	53,073	68,101	22%	53,073	68,101	22%	15,029	22%
Depreciation Expense	1,312,223	1,233,896	-6%	1,312,223	1,233,896	-6%	(78,327)	-6%
Bad Debt Expense	12,307	13,138	6%	12,307	13,138	6%	831	6%
General Expenses	-	2,416	100%	-	2,416	100%	2,416	100%
Total Expenses	4,826,010	4,829,658	0%	4,826,010	4,829,658	0%	3,648	0%
Net Income(Loss)	\$ (791,676)	(1,337,648)	41%	\$ (791,676)	(1,337,648)	41%	545,973	41%
CASH BASIS:								
Net Income(loss) per Above	(791,676)	(1,337,648)	41%	(791,676)	(1,337,648)	41%	545,973	41%
Add back non cash items:								
Depreciation Expense	1,312,223	1,233,896	6%	1,312,223	1,233,896	6%	78,327	6%
Bad Debt Expense	12,307	13,138	-6%	12,307	13,138	-6%	(831)	-6%
TOTAL CASH BASIS	\$ 532,854	(90,614)	688%	\$ 532,854	(90,614)	688%	623,468	688%

HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program by AMPs

Actual vs Budget Comparison
For the Month of July 2016, and the 1 Months ended July 31, 2016
(Amounts in Full Dollars)

	Month of July 2016				Year to Date ended July 31, 2016						
	Actual	Budget	Variance		Actual	Budget	Variance				
			Amount	%			Amount	%			
CASH BASIS											
REVENUES											
Asset Management Project - 30	314,157	320,781	(6,624)	-2%	314,157	320,781	(6,624)	-2%	289,605	24,552	8%
Asset Management Project - 31	387,321	345,458	41,863	12%	387,321	345,458	41,863	12%	339,733	47,588	14%
Asset Management Project - 32	451,332	350,658	100,674	29%	451,332	350,658	100,674	29%	362,269	89,063	25%
Asset Management Project - 33	287,112	255,521	31,591	12%	287,112	255,521	31,591	12%	260,433	26,679	10%
Asset Management Project - 34	460,703	364,091	96,612	27%	460,703	364,091	96,612	27%	350,427	110,275	31%
Asset Management Project - 35	422,641	406,851	15,790	4%	422,641	406,851	15,790	4%	397,715	24,926	6%
Asset Management Project - 37	196,014	186,401	9,614	5%	196,014	186,401	9,614	5%	200,067	(4,052)	-2%
Asset Management Project - 38	266,353	208,483	57,870	28%	266,353	208,483	57,870	28%	220,781	45,571	21%
Asset Management Project - 39	170,447	149,312	21,135	14%	170,447	149,312	21,135	14%	149,639	20,808	14%
Asset Management Project - 40	197,583	181,646	15,937	9%	197,583	181,646	15,937	9%	174,538	23,045	13%
Asset Management Project - 43	157,095	123,765	33,329	27%	157,095	123,765	33,329	27%	133,373	23,722	18%
Asset Management Project - 44	168,874	187,834	(18,960)	-10%	168,874	187,834	(18,960)	-10%	181,246	(12,372)	-7%
Asset Management Project - 45	198,163	141,208	56,955	40%	198,163	141,208	56,955	40%	147,241	50,922	35%
Asset Management Project - 46	23,604	70,228	(46,624)	-66%	23,604	70,228	(46,624)	-66%	65,756	(42,152)	-64%
Asset Management Project - 49	231,290	111,164	120,126	108%	231,290	111,164	120,126	108%	107,626	123,664	115%
Asset Management Project - 50	101,646	88,609	13,036	15%	101,646	88,609	13,036	15%	86,314	15,331	18%
Total Revenues	\$ 4,034,334	3,492,009	542,325	16%	\$ 4,034,334	3,492,009	542,325	16%	3,466,763	567,571	16%
NET INCOME(LOSS)											
Asset Management Project - 30	62,484	4,655	57,828	1242%	62,484	4,655	57,828	1242%	76,637	(14,154)	-18%
Asset Management Project - 31	115,192	(6,122)	121,314	1981%	115,192	(6,122)	121,314	1981%	89,901	25,291	28%
Asset Management Project - 32	(91,506)	(548)	(90,958)	-16611%	(91,506)	(548)	(90,958)	-16611%	34,665	(126,171)	-364%
Asset Management Project - 33	30,106	(22,822)	52,928	232%	30,106	(22,822)	52,928	232%	8,103	22,003	272%
Asset Management Project - 34	27,326	6,712	20,614	307%	27,326	6,712	20,614	307%	95,131	(67,805)	-71%
Asset Management Project - 35	110,069	(5,684)	115,754	2036%	110,069	(5,684)	115,754	2036%	76,115	33,955	45%
Asset Management Project - 37	45,309	(5,822)	51,131	878%	45,309	(5,822)	51,131	878%	60,521	(15,212)	-25%
Asset Management Project - 38	40,723	(53,582)	94,304	176%	40,723	(53,582)	94,304	176%	(28,286)	69,009	244%
Asset Management Project - 39	10,859	4,097	6,762	165%	10,859	4,097	6,762	165%	29,575	(18,716)	-63%
Asset Management Project - 40	24,545	3,692	20,853	565%	24,545	3,692	20,853	565%	(6,489)	31,033	478%
Asset Management Project - 43	22,406	(5,981)	28,387	475%	22,406	(5,981)	28,387	475%	(15,139)	37,545	248%
Asset Management Project - 44	5,696	6,278	(582)	-9%	5,696	6,278	(582)	-9%	36,035	(30,339)	-84%
Asset Management Project - 45	72,842	(12,540)	85,382	681%	72,842	(12,540)	85,382	681%	31,897	40,945	128%
Asset Management Project - 46	8,277	(12,365)	20,642	167%	8,277	(12,365)	20,642	167%	13,114	(4,837)	-37%
Asset Management Project - 49	10,409	725	9,685	1337%	10,409	725	9,685	1337%	14,455	(4,045)	-28%
Asset Management Project - 50	38,118	8,695	29,423	338%	38,118	8,695	29,423	338%	22,315	15,803	71%
Total Net Income(Loss)	\$ 532,854	(90,614)	623,468	688%	\$ 532,854	(90,614)	623,468	688%	538,550	(5,696)	-1%

HAWAII PUBLIC HOUSING AUTHORITY
Housing Choice Voucher Program

Actual vs Budget Comparison
For the Month of July 2016, and the 1 Months ended July 31, 2016
(Amounts in Full Dollars)

	Month of July 2016			Year to Date ended July 31, 2016			Variance %
	Actual	Budget	Variance Amount	Actual	Budget	Variance Amount	
REVENUES							
Dwelling Rental Income	-	-	-	-	-	-	0%
HUD Operating Subsidies	2,573,782	2,453,931	119,851	2,573,782	2,453,931	119,851	5%
CFP Grant Income	-	-	-	-	-	-	0%
COCC Fee Income	-	-	-	-	-	-	0%
Grant Income	-	84,086	(84,086)	-	84,086	(84,086)	-100%
Other Income	22,581	11,002	11,579	22,581	11,002	11,579	105%
Total Revenues	\$ 2,596,363	2,549,019	47,343	\$ 2,596,363	2,549,019	47,343	2%
EXPENSES							
Administrative	129,863	192,477	62,613	129,863	192,477	62,613	33%
Asset Management Fees	-	-	-	-	-	-	0%
Management Fees	25,776	38,159	12,383	25,776	38,159	12,383	32%
Bookkeeping Fees	16,110	16,400	290	16,110	16,400	290	2%
Housing Assistance Payments	2,371,807	2,257,720	(114,087)	2,371,807	2,257,720	(114,087)	-5%
Tenant Services	14,163	9,510	(4,653)	14,163	9,510	(4,653)	-49%
Utilities	1,240	1,251	11	1,240	1,251	11	1%
Maintenance	1,425	3,725	2,300	1,425	3,725	2,300	62%
Protective Services	73	-	(73)	73	-	(73)	-100%
Insurance	167	6	(161)	167	6	(161)	-2687%
General Expenses	1,583	2,080	498	1,583	2,080	498	24%
Total Expenses	2,562,206	2,521,327	(40,879)	2,562,206	2,521,327	(40,879)	-2%
Net Income(Loss)	\$ 34,157	27,692	6,465	\$ 34,157	27,692	6,465	23%
CASH BASIS:							
Net Income(loss) per Above	34,157	27,692	6,465	34,157	27,692	6,465	23%
Add back non cash items:	-	-	-	-	-	-	0%
Depreciation Expense	-	-	-	-	-	-	0%
Bad Debt Expense	-	-	-	-	-	-	0%
TOTAL CASH BASIS	\$ 34,157	27,692	6,465	\$ 34,157	27,692	6,465	23%

HAWAII PUBLIC HOUSING AUTHORITY
State Low Rent

Actual vs Budget Comparison
For the Month of July 2016, and the 1 Months ended July 31, 2016
(Amounts in Full Dollars)

	Month of July 2016			Year to Date ended July 31, 2016			Variance		
	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%
REVENUES									
Dwelling Rental Income	94,251	97,182	-3%	94,251	97,182	-3%	95,138	\$ (887)	-1%
HUD Operating Subsidies	-	-	0%	-	-	0%	-	-	0%
CFP Grant Income	-	-	0%	-	-	0%	-	-	0%
COCC Fee Income	-	-	0%	-	-	0%	-	-	0%
State CIP Fund	(0)	13,372	-100%	(0)	13,372	-100%	-	(0)	-100%
Grant Income	61,453	186,556	-67%	61,453	186,556	-67%	-	61,453	100%
Other Income	2,738	262	945%	2,738	262	945%	416,571	(413,834)	-99%
Total Revenues	\$ 158,441	297,371	-47%	\$ 158,441	297,371	-47%	511,710	(353,268)	-69%
EXPENSES									
Administrative	25,770	42,783	40%	25,770	42,783	40%	25,135	(636)	-3%
Asset Management Fees	-	-	0%	-	-	0%	-	-	0%
Management Fees	15,502	16,369	5%	15,502	16,369	5%	15,252	(250)	-2%
Bookkeeping Fees	1,860	2,003	7%	1,860	2,003	7%	1,830	(30)	-2%
Housing Assistance Payments	-	-	0%	-	-	0%	-	-	0%
Tenant Services	-	1,167	100%	-	1,167	100%	-	-	0%
Utilities	62,372	72,214	14%	62,372	72,214	14%	68,694	6,322	9%
Maintenance	53,140	117,634	55%	53,140	117,634	55%	47,540	(5,600)	-12%
Protective Services	-	18,333	100%	-	18,333	100%	-	-	0%
Insurance	3,188	3,424	7%	3,188	3,424	7%	3,147	(42)	-1%
Depreciation Expense	76,880	76,879	0%	76,880	76,879	0%	76,880	-	0%
Bad Debt Expense	760	16,660	95%	760	16,660	95%	760	-	0%
General Expenses	-	-	0%	-	-	0%	-	-	0%
Total Expenses	239,473	367,465	35%	239,473	367,465	35%	239,238	(236)	0%
Net Income(Loss)	\$ (81,032)	(70,094)	-16%	\$ (81,032)	(70,094)	-16%	272,472	(353,504)	-130%
CASH BASIS:									
Net Income(loss) per Above	(81,032)	(70,094)	-16%	(81,032)	(70,094)	-16%	272,472	(353,504)	-130%
Add back non cash items:									
Depreciation Expense	76,880	76,879	0%	76,880	76,879	0%	76,880	-	0%
Bad Debt Expense	760	16,660	-95%	760	16,660	-95%	760	-	0%
TOTAL CASH BASIS	\$ (3,392)	23,445	-114%	\$ (3,392)	23,445	-114%	350,112	(353,504)	-101%

HAWAII PUBLIC HOUSING AUTHORITY
 State Elderly Program
 Actual vs Budget Comparison
 For the Month of July 2016, and the 1 Months ended July 31, 2016
 (Amounts in Full Dollars)

	Month of July 2016				Year to Date ended July 31, 2016							
	Actual	Budget	Variance		Actual	Budget	Variance					
			Amount	%			Amount	%	Amount	%		
	175,483	182,577	(7,094)	-4%	175,483	182,577	\$ (7,094)	-4%	168,919	6,564	4%	
Dwelling Rental Income	-	-	-	0%	-	-	-	0%	-	-	0%	
HUD Operating Subsidies	-	-	-	0%	-	-	-	0%	-	-	0%	
CFP Grant Income	-	-	-	0%	-	-	-	0%	-	-	0%	
COCC Fee Income	-	-	-	0%	-	-	-	0%	-	-	0%	
State CIP Fund	-	-	-	0%	-	-	-	0%	-	-	0%	
Grant Income	128,696	110,388	18,309	17%	128,696	110,388	18,309	17%	-	128,696	100%	
Other Income	4,684	6,245	(1,561)	-25%	4,684	6,245	(1,561)	-25%	1,183,863	(1,179,180)	-100%	
Total Revenues	\$ 308,863	299,209	9,654	3%	\$ 308,863	299,209	9,654	3%	1,352,782	(1,043,920)	-77%	
EXPENSES												
Administrative	44,360	45,649	1,288	3%	44,360	45,649	1,288	3%	36,478	(7,882)	-22%	
Asset Management Fees	-	-	-	0%	-	-	-	0%	-	-	0%	
Management Fees	35,443	11,501	(23,942)	-208%	35,443	11,501	(23,942)	-208%	35,256	(188)	-1%	
Bookkeeping Fees	4,253	4,275	23	1%	4,253	4,275	23	1%	4,230	(23)	-1%	
Housing Assistance Payments	-	-	-	0%	-	-	-	0%	-	-	0%	
Tenant Services	-	1,513	1,513	100%	-	1,513	1,513	100%	-	-	0%	
Utilities	99,730	102,446	2,715	3%	99,730	102,446	2,715	3%	107,636	7,906	7%	
Maintenance	78,780	101,957	23,177	23%	78,780	101,957	23,177	23%	43,192	(35,588)	-82%	
Protective Services	-	19,150	19,150	100%	-	19,150	19,150	100%	86	86	100%	
Insurance	8,195	5,199	(2,996)	-58%	8,195	5,199	(2,996)	-58%	8,162	(33)	0%	
Depreciation Expense	118,314	118,314	-	0%	118,314	118,314	-	0%	118,314	-	0%	
Bad Debt Expense	759	1,150	391	34%	759	1,150	391	34%	759	-	0%	
General Expenses	-	-	-	0%	-	-	-	0%	-	-	0%	
Total Expenses	389,834	411,153	21,319	5%	389,834	411,153	21,319	5%	354,113	(35,721)	-10%	
Net Income(Loss)	\$ (80,971)	(111,944)	30,973	28%	\$ (80,971)	(111,944)	30,973	28%	998,669	(1,079,640)	-108%	
CASH BASIS:												
Net Income(loss) per Above	(80,971)	(111,944)	30,973	28%	(80,971)	(111,944)	30,973	28%	998,669	(1,079,640)	-108%	
Add back non cash items:												
Depreciation Expense	118,314	118,314	-	0%	118,314	118,314	-	0%	118,314	-	0%	
Bad Debt Expense	759	1,150	(391)	-34%	759	1,150	(391)	-34%	759	-	0%	
TOTAL CASH BASIS	\$ 38,102	7,520	30,582	407%	\$ 38,102	7,520	30,582	407%	1,117,742	(1,079,640)	-97%	

HAWAII PUBLIC HOUSING AUTHORITY
State Rent Supplement Program
Actual vs Budget Comparison
For the Month of July 2016, and the 1 Months ended July 31, 2016
(Amounts in Full Dollars)

	Month of July 2016			Year to Date ended July 31, 2016			Variance			
	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%	
REVENUES										
Dwelling Rental Income	-	-	0%	-	-	0%	-	-	-	0%
HUD Operating Subsidies	-	-	0%	-	-	0%	-	-	-	0%
CFP Grant Income	-	-	0%	-	-	0%	-	-	-	0%
COCC Fee Income	-	-	0%	-	-	0%	-	-	-	0%
Grant Income	182,790	88,702	106%	182,790	88,702	106%	94,088	79,832	102,958	129%
Other Income	-	-	0%	-	-	0%	-	-	-	0%
Total Revenues	\$ 182,790	88,702	106%	\$ 182,790	88,702	106%	94,088	79,832	102,958	129%
EXPENSES										
Administrative	4,665	16,495	72%	4,665	16,495	72%	11,830	6,046	1,382	23%
Asset Management Fees	-	-	0%	-	-	0%	-	-	-	0%
Management Fees	483	-	-100%	483	-	-100%	(483)	411	(72)	-18%
Bookkeeping Fees	303	-	-100%	303	-	-100%	(303)	258	(45)	-18%
Housing Assistance Payments	34,356	72,051	52%	34,356	72,051	52%	37,695	28,778	(5,578)	-19%
Tenant Services	-	-	0%	-	-	0%	-	-	-	0%
Utilities	-	-	0%	-	-	0%	-	41	41	100%
Maintenance	125	40	-211%	125	40	-211%	(85)	227	102	45%
Protective Services	-	-	0%	-	-	0%	-	-	-	0%
Insurance	-	-	0%	-	-	0%	-	-	-	0%
General Expenses	-	-	0%	-	-	0%	-	-	-	0%
Total Expenses	39,931	88,586	55%	39,931	88,586	55%	48,655	35,761	(4,170)	-12%
Net Income(Loss)	\$ 142,859	116	123040%	\$ 142,859	116	123040%	142,743	44,071	98,788	224%
CASH BASIS:										
Net Income(loss) per Above	142,859	116	123040%	142,859	116	123040%	142,743	44,071	98,788	224%
Add back non cash items:	-	-	0%	-	-	0%	-	-	-	0%
Depreciation Expense	-	-	0%	-	-	0%	-	-	-	0%
Bad Debt Expense	-	-	0%	-	-	0%	-	-	-	0%
TOTAL CASH BASIS	\$ 142,859	116	123040%	\$ 142,859	116	123040%	142,743	44,071	98,788	224%

HAWAII PUBLIC HOUSING AUTHORITY
Section 8 Contract Administration
Actual vs Budget Comparison
For the Month of July 2016, and the 1 Months ended July 31, 2016
(Amounts in Full Dollars)

	Month of July 2016			Year to Date ended July 31, 2016			Variance			
	Actual	Budget	%	Actual	Budget	%	Amount	%	Amount	%
REVENUES										
Dwelling Rental Income	-	-	0%	-	-	0%	-	-	-	0%
HUD Operating Subsidies	2,641,005	2,603,925	1%	2,641,005	2,603,925	1%	37,080	1%	2,774,362	(133,357)
CFP Grant Income	-	-	0%	-	-	0%	-	-	-	0%
COCC Fee Income	-	-	0%	-	-	0%	-	-	-	0%
Grant Income	-	-	0%	-	-	0%	-	-	-	0%
Other Income	18	-	100%	18	-	100%	18	100%	(30,745)	30,763
Total Revenues	\$ 2,641,023	2,603,925	1%	\$ 2,641,023	2,603,925	1%	37,098	1%	2,743,617	(102,595)
EXPENSES										
Administrative	-	81,498	100%	-	81,498	100%	81,498	100%	73,237	73,237
Asset Management Fees	-	-	0%	-	-	0%	-	0%	-	0%
Management Fees	-	-	0%	-	-	0%	-	0%	-	0%
Bookkeeping Fees	-	-	0%	-	-	0%	-	0%	-	0%
Housing Assistance Payments	2,582,552	2,500,000	-3%	2,582,552	2,500,000	-3%	(82,552)	-3%	2,677,998	95,446
Tenant Services	-	-	0%	-	-	0%	-	0%	-	0%
Utilities	-	-	0%	-	-	0%	-	0%	-	0%
Maintenance	-	-	0%	-	-	0%	-	0%	-	0%
Protective Services	-	-	0%	-	-	0%	-	0%	-	0%
Insurance	-	-	0%	-	-	0%	-	0%	-	0%
General Expenses	-	-	0%	-	-	0%	-	0%	-	0%
Total Expenses	2,582,552	2,581,498	0%	2,582,552	2,581,498	0%	(1,054)	0%	2,751,235	168,683
Net Income(Loss)	\$ 58,471	22,427	161%	\$ 58,471	22,427	161%	36,044	161%	(7,617)	66,088
CASH BASIS:										
Net Income(loss) per Above	58,471	22,427	161%	58,471	22,427	161%	36,044	161%	(7,617)	66,088
Add back non cash items:	-	-	0%	-	-	0%	-	0%	-	-
Depreciation Expense	-	-	0%	-	-	0%	-	0%	-	-
Bad Debt Expense	-	-	0%	-	-	0%	-	0%	-	-
TOTAL CASH BASIS	\$ 58,471	22,427	161%	\$ 58,471	22,427	161%	36,044	161%	(7,617)	66,088

HAWAII PUBLIC HOUSING AUTHORITY
Central Office Cost Center

Actual vs Budget Comparison
For the Month of July 2016, and the 1 Months ended July 31, 2016
(Amounts in Full Dollars)

	Month of July 2016			Year to Date ended July 31, 2016		
	Actual	Budget	Variance Amount %	Actual	Budget	Variance Amount %
REVENUES						
Dwelling Rental Income	-	-	0%	-	-	0%
Ongoing Admin Fee Earned	6,409	-	100%	6,409	-	100%
CFP Grant Income	-	225,920	-100%	(225,920)	-	-100%
COCC Fee Income	378,313	394,746	-4%	(16,433)	373,158	1%
Grant Income	-	217,064	-100%	(217,064)	-	0%
Other Income	216,974	306,933	-29%	(89,959)	217,229	0%
Total Revenues	\$ 601,696	1,144,663	-47%	(542,967)	590,387	2%
EXPENSES						
Administrative	603,857	792,345	24%	188,489	619,909	3%
Asset Management Fees	-	-	0%	-	-	0%
Management Fees	-	-	0%	-	-	0%
Bookkeeping Fees	-	-	0%	-	-	0%
Housing Assistance Payments	-	-	0%	-	-	0%
Tenant Services	219	8,674	97%	8,455	-	-100%
Utilities	9,701	9,197	-5%	(505)	11,082	12%
Maintenance	263,064	274,048	4%	10,984	244,104	-8%
Protective Services	1,179	537	-119%	(641)	1,112	-6%
Insurance	78	5,412	99%	5,334	3,055	97%
Depreciation Expense	4,947	4,013	-23%	(934)	4,013	-23%
General Expenses	912	3,616	75%	2,704	5,640	84%
Total Expenses	883,958	1,097,843	19%	213,885	888,915	1%
Net Income(Loss)	\$ (282,262)	46,819	-703%	(329,081)	(298,528)	5%
CASH BASIS:						
Net Income(loss) per Above	(282,262)	46,819	-703%	(329,081)	(298,528)	5%
Add back non cash items:						
Depreciation Expense	4,947	4,013	23%	934	4,013	23%
Bad Debt Expense	-	-	0%	-	-	0%
TOTAL CASH BASIS	\$ (277,315)	50,832	-646%	(328,147)	(294,515)	6%

III. Procurement

A. Solicitation(s) Issued in August 2016:

Solicitation No.	Title	Due Date
RFP PMB-2016-31	Property Management, Maintenance and Resident Services for the Federal Low-Income Public Housing Properties under Asset Management Project 49 on the Island of Oahu	August 30, 2016
RFP SPB-2016-41	Issuance of Section 8 Veterans Affairs Supportive Housing Project Based Vouchers to a Qualified Firm or Organization Statewide	September 6, 2016

B. Contract(s) Executed in August 2016:

Contract No.	Contractor & Description	Amount
CMS 16-14	Paradigm Construction Provide Labor, Material, and Equipment for Site and Building Improvements at Kauioikalani (AMP 44) on Oahu Completion Date: 480 Calendar Days from Notice to Proceed	Total Amount: \$7,634,000.00
CMS 16-03-SC01	The Limtiaco Consulting Group Provide Additional Design and Consultant Services for Individual Wastewater Systems and Site Improvements at Home Nani (AMP 38), Kekaha Haaheo (AMP 38), Hale Hookipa (AMP 43), Kaimalino (AMP 43), Nani Olu (AMP 43), Noelani I (AMP 46) and Noelani II (AMP 46) on Kauai and Hawaii End Date: October 6, 2018	Suppl Amount: \$10,281,18 Total Amount: \$221,065.77
CMS 15-04-SC04	T. Iida Contracting, Ltd. Provide Additional Labor, Material, and Equipment for Modernization of Puahala Homes (AMP 31), Phase 1B on Oahu Completion Date: December 12, 2016	Suppl Amount: \$22,152.00 Total Amount: \$5,120,733.40

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

Contract No.	Contractor & Description	Amount
CMS 15-06-CO03	T. Iida Contracting, Ltd. Provide Additional Labor, Material, and Equipment and Extension of Time of 14 Calendar Days for Site and Dwelling Improvements at Kalihi Valley Homes (AMP 31) on Oahu Completion Date: November 17, 2016	Suppl Amount: \$178,167.92 Total Amount: \$9,170,000.03
CMS 15-03-CO03	StarCom Builders, Inc. No-Cost Extension of Time of 60 Calendar Days for Repair to Trash Chute at Makua Alii (AMP 35) on Oahu Completion Date: September 3, 2016	Suppl Amount: n/a Total Amount: \$871,302.49
CMS 14-23-SC03	Helber Hastert & Fee dba HHF Planners No-Cost Time Extension of 180 Calendar Days for the 2015 Environmental Review of State and Federal Public Housing Properties Statewide End Date: January 9, 2017	Suppl Amount: n/a Total Amount: \$375,468.00
CMS 14-14-SC05	Constructors Hawaii Provide Additional Labor, Material, and Equipment and Reduction in Scope of Work for Physical Improvements to Lanakila Homes (AMP 37) on Hawaii Completion Date: August 20, 2016	Suppl Amount: (\$10,401.00) Credit Total Amount: \$2,134,504.00
CMS 14-10-SC05	Heartwood Pacific, LLC Provide Additional Labor, Material, and Equipment for Site and Building Improvements at Pomaikai (AMP 37) on Hawaii Completion Date: August 29, 2016	Suppl Amount: \$20,537.00 Total Amount: \$3,657,603.00
CMS 13-22-SC04	GYA Architects, Inc. Provide Additional Design and Consultant Services and Extension of Time of 497 Calendar Days for Site and Dwelling Improvements at David Malo Circle (AMP 39) on Maui End Date: December 26, 2017	Suppl Amount: \$9,026.25 Total Amount: \$406,204.87

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

Contract No.	Contractor & Description	Amount
CMS 13-20-SC04	<p>M5 Architecture LLC dba Media5 Architecture Provide Additional Design and Consultant Services and Extension of Time of 300 Calendar Days for Site and Dwelling Improvements at Puahala Homes (AMP 31) on Oahu End Date: September 26, 2017</p>	<p>Suppl Amount: \$4,634.79 Total Amount: \$364,270.87</p>
CMS 13-13-SC01	<p>Aqua Engineers, Inc. Continue to Provide Individual Wastewater System Maintenance for Hale Hoolulu, Kalaheo Homes and Kekaha Haaheo (AMP 38) on Kauai End Date: July 14, 2017</p>	<p>Suppl Amount: \$152,608.40 Total Amount: \$610,027.79</p>
CMS 12-04-SC05	<p>Allana Buick and Bers, Inc. No-Cost Time Extension of 365 Calendar Days for Design and Consultant Services for Site and Building Improvements at Pomaikai, Hale Aloha O Puna and Pahala (AMP 37) on Hawaii End Date: July 7, 2017</p>	<p>Suppl Amount: n/a Total Amount: \$897,720.00</p>
CMS 12-04-SC05	<p>RMA Architects, Inc. No-Cost Time Extension 91 Calendar Days and Name Change for Design and Consultant Services for ADA Accessibility Compliance at Eleele Homes, Hale Hoonanea, Home Nani, and Kekaha Haaheo (AMP 38) on the Island of Kauai End Date: November 30, 2016</p>	<p>Suppl Amount: n/a Total Amount: \$866,153.37</p>
ITO 15-01-SC01	<p>Emphasys Computer Solutions, Inc. dba Emphasys Software Continue the Provision of Emphasys Elite Software Maintenance, Technical and Training Support Services End Date: June 30, 2017</p>	<p>Suppl Amount: \$113,116.27 Total Amount: \$200,973.77</p>

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

Contract No.	Contractor & Description	Amount
SPB 15-01-SC01	Housing Authority of the City of Bremerton Provide Additional Section 8 Performance Based Contract Administration Services to Include Management and Occupancy Reviews End Date: December 31, 2017	Suppl Amount: Est. \$56,740.00 Total Amount: Est. \$353,740.00

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

Solicitation(s):

- Issue Invitation-for-Bids for Provision of Refrigerators to State and Federal Low Income Public Housing Properties Statewide.
- Issue Request-for-Proposals for Property Management, Maintenance and Resident Services for AMP 50 on the Island of Oahu.
- Issue Invitation-for-Bids for Laundry Services for AMP 38 on the Island of Kauai.
- Issue Invitation-for-Bids for Laundry Services for AMP 45 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 Provision of Refrigerators for State and Federal Low Income Public Housing Properties Statewide.
- Execute New Contracts to Provide Laundry Services for AMP 34 on the Island of Oahu and AMP 39 on the Island of Molokai.
- 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 Provision of Refrigerators for State and Federal Low Income Public Housing Properties Statewide
- Execute Supplemental Contract to Continue to Provide Property Management, Maintenance and Resident Services for AMP 40 on the Island of Oahu.
- Execute Supplemental Contract to Continue to Provide Property Management and Maintenance Services for the Ka Hale O Kamehaikana Community Resource Center on the Island of Oahu.
- Execute Supplemental Contract to Continue Furnishing of Printing and Mailing Services for the Monthly Tenant Rent Bills Statewide.
- Execute Supplemental Contracts to Continue Security Services at AMP 30 and AMP 33.
- 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 Preventive Maintenance Services to Fire Prevention Systems at AMP 34, AMP 35 and MU 42 on the Island of Oahu.
- Execute Supplemental Contract to Continue to Provide Individual Wastewater System Maintenance for AMP 37, AMP 43 and AMP 46 on the Island of Hawaii.

IV. Property Management and Maintenance Services

A.

Total Move Ins for August:	25 units
<u>Vacancies:</u>	<u>37 units</u>
Net loss/gain:	12 unit

This month, HPHA has been placing existing tenants seeking Health & Safety and Reasonable Accommodation transfers to other units, as well as new applicants from our pools of verified Preference and Non-Preference applicants, from our December 2015 and June 2016 mass placement interviews, respectively.

B. Formal Grievance Hearings

HPHA's grievance process affords tenants an opportunity for a hearing if they dispute HPHA's action or failure to act, which adversely affects their rights, duties, welfare or status, pursuant to their rental agreement with HPHA or under HPHA's regulations.

The hearing requests we receive are varied, as shown below. Apart from rent delinquencies, many of the cases directly affect and are reported by other tenants at their Asset Management Project (AMP).

In the month of August, HPHA logged and dealt with over 45 tenant complaints and sent out 3 response letters to elected officials acting on their behalf.

Island	Federal Public Housing (number of cases heard in August)	Type of Grievance Hearing Conducted
Oahu	5	Misconduct, unauthorized occupants, rent delinquency, drinking, and physical violence
Big Island	1	Drinking and misconduct

C. Hearings

19 Eviction cases heard for the month of August 2016, for rent, criminal activities and other non-rent violations.

D. Program Activities

1. HPHA is pleased to have received four draft By-Laws from our residents in different AMPs who wish to form Resident Associations/Councils.
2. HPHA again braced our staff and AMPs for approaching Hurricanes Lester and Madeline. In the end, though projected to hit the Big Island, they both weakened and no damage or injury was reported in any of our sites, from Oahu to the neighbor Islands.
3. This month, HPHA completed its parts of HUD's extensive Compliance Audit of HPHA, the KMH LLP annual Low-Income Public Housing (LIPH) tenant-file audit, and its Capital Fund IMS/PIC Certification for 2017.

E. Planned Activities for August 2016

1. Equipped with AMP managers own REAC Plans of Action (RPOA), the HPHA REAC team will be undertaking outreach and site walks with AMP management and maintenance staff, to assess and expedite their REAC preparedness.
2. To ensure that we continue to meet the goals and objectives of the HPHA, we will begin the annual review and update of our Policy and Procedure Manual, to implement changes in our operations and regulatory requirements.

V. Construction Management

A. Program Activities and Major Projects

Vacant Units Undergoing Modernization as of August 25, 2016

1. On-going construction and design continues on vacant units undergoing modernization (requiring work beyond that of routine maintenance and repairs) totaling 242 units of which 23 are State units and 219 are Federal units.
2. HPHA completed 6 major remodeled units in the month of August as part of larger modernization projects.
3. Status by County of Vacant Units under construction or design:
 - a. O`ahu: 133 units total
 - 1) Demo/dispo: 4
 - 2) Under Construction: 120

- 3) Bid: 6
- 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. No elevator problems were reported after Storm Darby.
 - 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 installed a new sump pump. Schindler's proposal has been approved and is waiting for parts and materials to arrive.

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 and to DPP for permitting. 0
- 2. Hale Laulima – Major Modernization
 - a. Phase 2 is under construction. Utility and interior work is underway. Estimated completion October 2016.

3. Pu'uwai Momi – Miscellaneous Repairs and Demolition of Failing Hot Water Tanks

HPHA is still working on an in-house plans and specifications to go out for bid.

4. 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. A third formal letter was sent on September 2, 2016. The attorney general is being consulted to evaluate potential liability concerns.

b. Work on Buildings 19 and 20 (Phase 4b) continues. Electrical and Plumbing rough in work along with concrete and rough carpentry work continues. A change order has been issued to the contractor to address the leaking fire hydrant.

c. HPHA is still reviewing the Phase 5 proposal from the consultant. Estimated bid date is Spring 2018 when we also hope to have enough construction funds.

5. 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, is continuing their permit review.

6. Mayor Wright Homes
 - a. Exterior & Interior Repairs and Site Improvements – Repair of selective solar hot water systems are in progress; units 12A and 12B were turned back to the AMP.
 - b. Security Camera System – Total of 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.
7. Ka'ahumanu Homes – Site and Building Improvements:
 - a. Phase 2 unit renovations in progress and Phase 1 unit renovation almost 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.
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. It is anticipated that completion of the 4 dwelling units in Building 4 will extend into October 2016 due to delay in getting HECO approval of the electrical service. Completion of the 6 ADA units in Building 5 is still anticipated in December 2016, but completion of the 6 units in Building 6 may extend into March 2017 due to delayed relocation of Building 6 tenants to Building 4.
 - b. Rock fall protection work is in progress. Now that the heavy brush has been cut back and the hillside exposed, the CMB is recommending increasing the extent of the rock fall protection drapery due to the close proximity of residents to the rock cut.
 - c. Site and Building Improvements Phases I – III – the Attorney General Office is reviewing the draft consultant contract.
9. Spencer House – Masonry Stabilization and Repairs

- a. HPHA is requesting Attorney General concurrence for its selection of the lowest responsive and responsible bidder before making an award.
10. Punchbowl Homes
- a. Exterior Repairs, Re-roofing, Site and ADA Improvements – The consultant has submitted the preliminary design package for HPHA review.
 - b. Alapai Street Sewer Repair –The CMB has requested OED approval to award and enter into contract with the contractor submitting the lowest quote.
11. Punchbowl Homes, Makamae, and Pumehana – Repair to Trash Chutes.
- a. Notice to Proceed is pending completion of DPP plan review.
12. 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. CMB is exploring a design change to the HW storage tanks at Ho`olulu and Kamalu, and negotiating a cost proposal.
 - 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.
13. AMP 34 & 35
- a. Improvement to Major Systems at AMP 34 & 35: Water Heaters, Heat Pumps and Booster Pumps – Contractor started work on AMP 34. Working on replacing the hot water

storage tank and booster pumps at Kalakaua. Construction work is in progress. Maintenance to all water heating systems is on schedule.

- 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. Bid review is on going.
- c. Installation of Backflow Preventers (AMP 34) – Contractor completed installation of the backflow preventer at Paoakanai and is working on installation of backflow preventer and expansion tanks at Kalakaua.

14. Hau'iki

- a. Site and Building Improvements – On August 5, 2016, the consultant and CMB visited the project to observe drainage problems due to the recent storm. The upper parking area will require additional drainage swale to prevent excessive run-off to the adjacent property and an additional drainage swale above the existing play court to prevent the flooding of Bldg. 6. The consultant will submit a fee proposal for the additional services.
- b. Rockfall Mitigation – Awaiting approval of the consultant's proposal for the additional engineering services for the rockfall mitigation study.
- 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.

15. 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 was delayed due to the last several weeks of rainy weather as well as Tropical Storm Darby and Hurricanes Madeline and Lester. The parking lot was paved the week of August 15th. However, the front apron area may not be in compliance and

may possibly have to be re-done. The consultant is currently looking at the issue. 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.

16. Ko'olau Village – ADA Compliance

Construction is nearing completion. All units have been turned over to the AMP.

17. Ho'okipa Kahalu'u – ADA Compliance

Construction is on-going for 6 units, community center, and site improvements. Due to various unforeseen conditions, unit turnover was delayed.

18. Kauhale Ohana

- a. ADA Compliance –Slope fill and grading work has started.
- b. Maintenance of Lift Station – Maintenance service to sewage pumps is on schedule.

19. Makua Ali'i – Trash Chute Repair

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.

20. Kaui'okalani – Site and Building Improvements

Bids were opened on April 22, 2016. The CMB has recommended awarding the contract to the low bidder, Paradigm Construction. The contract was executed on August 24, 2016, and Pre-Con meeting scheduled for October 4, 2016.

21. Nanakuli Homes – Drainage and Site Improvements

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. The Executive Office is taking the lead with the Attorney General's Office.

22. 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. The CMB has reviewed the quote and found it is responsive and responsible. CMB will recommend this solicitation be awarded, even though the low bid is higher than the Independent Cost Estimate by 38%. The IOM was drafted and is being routed.

23. 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.

24. Kupuna Home O`Waiialua – Site and Building Improvements

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

25. Hale Po`ai Site and Building Improvements

The consultant contract was awarded to Architects Pacific on June 27, 2016. The draft contract is being sent to the Attorney General's Office for review.

26. 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) – The final Removal Action Report (RAR) was approved on August 15, 2016. The Construction Work Plan is still under review by the Hazard Evaluation and Emergency Response (HEER) Office of the Department of Health (DOH). Demolition of the concrete slabs resumed on August 16, 2016 and is on-going.

- b. Lanakila Public Housing – Phase IIIB & IV (HA 1105) –
Once the Construction Work Plan is approved the excavation of the Phase IIIB can commence upon approval of the additional work due to the modified excavation requirements to remove the contaminated soil.
 - c. Lanakila Fair Housing Site Improvements (HA 1004) –
Awaiting the AG's concurrence to resolve the bid irregularity.
- 2. Pomaikai Site and Building Improvements (HA 1029)

Building 925 nearly completed. The pre-final inspection was held on August 26, 2016. The punchlist work to be completed by early September with the turnover of the units to AMP 37 this month.
- 3. Hale Aloha O`Puna Site and Building Improvements (HA 1051)

Building permit not approved by the County due to the replacement cost exceeding 50% of the assessed property value. The consultant is assessing the impact of designing the project to comply with all current building, seismic and fire codes.
- 4. Pahala Site and Building Improvements (HA 1045)

The consultant has submitted a fee proposal to complete the design and to assess the project to comply with all current building, seismic and fire codes. The proposed fee proposal is being routed for approval.
- 5. Hale Hau`oli – Installation of New Sidewalk Ramp

Construction of the new ramp was completed and accepted on 8/17/2016.
- 6. Noelani I & II – Replacement to Waterlines and Solar Installation

Contractor continue to provide quarterly maintenance service to the new solar hot water system.
- 7. 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.
- 8. PHA-Wide Individual Wastewater System (IWS) Maintenance

- a. Kaimalino: The consultant located and uncovered all missing wells. The maintenance contractor is reporting findings to the DOH. The DOH is requesting a letter from the HPHA by September 26, 2016 outlining the timeline for construction to permanently bring to grade the wells. CMB is working on this timeline.
- b. Hale Ho`okipa: The Underground Injection Control (UIC) contractor performed their inspection in August 2016 and is submitting their findings to the Department of Health this month.

Mau`i County Projects:

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

Final inspection to Phase II, Buildings 109 (2 ADA units) was on 8/25/16. Final inspection to Buildings 101 (2 ADA units) & 102 (2 units) is scheduled for 9/8/16.
- 2. Pi`ilani Homes – Major Modernization

NTP was issued on 8/15/16. The consultant is currently conducting the HUD mandated noise assessment to determine what measures are required, if any, to mitigate the noise.
- 3. Kahale Mua (Federal) – Site and Building Improvements

Two bids were submitted and are still undergoing review by Contract and Procurement Office so it can be awarded.
- 4. Kahekili Terrace Environmental
 - a. A consultant has been selected to perform environmental testing at Kahekili Terrace at the requirement of the Department of Health. The consultant is currently working on the proposal which will also include a Lead Risk Assessment.

Kaua`i Projects:

- 1. AMP 38 – Infrastructure and Site Improvements

The consultant contract was awarded to Mitsunaga & Associates, Inc. The draft contract has been sent to the Attorney General's Office for review.

2. Kapa`a Housing – Major Modernization

The consultant contract was awarded to INK ARCH, LLC. The draft contract was sent to the Attorney General's Office for review.

3. Hale Nana Kai O Kea – Bathroom Modifications

The Invitation for Bids is being prepared for this in-house design project.

4. Kawailehua Unit Modification – Bathroom Modifications

The Invitation for Bids is being prepared for this in-house design project.

5. Ele`ele Homes – Building & Site Improvements

The consultant contract has been awarded to HDR Engineering, Inc. The draft contract was sent to the Attorney General's Office for review.

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 successfully expended the KVH EDI grant of \$380,000. HPHA is in the process of fully expending the \$475,000 grant for Lanakila Homes and is on track to meet the deadline if the contractor is not delayed due to Hurricanes Madeline and Lester and any other heavy rains.

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.

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:

Voucher Type	July 2016		
	# 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.

5. Special Rent Supplement Program

As of August 31, 2016, 47 referrals were received from Catholic Charities for the Special Rent Supplement Program. Thirty-four were reviewed and approved by the authority and were in search for a home. As of September 1, 2016 three of the homeless families moved into a home.

VII. Compliance

A. Program Activities for August

- 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;

- 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;
- Continued 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.
- Submitted semi-annual LEP reports of encounters and expenditures from all AMP's and branches.
- Assisting AG's office in gathering information needed to finalize the state's response to a pending lawsuit.

VIII. Information Technology

A. Program Activities

1. Needs and requirements Analysis for High Availability (HA) and Disaster Recovery (RD) completed for current end of life cycle servers. Procurement phase initiated with proposals from vendors.
2. WordPress platform favored to overhaul and replace existing extranet HPHA website. Migration from Linux TurnKey to Apache Windows 2012 R2 platform finished.
 - Intranet project pushed back due to shift in labor to prioritize extranet workload.
3. eSign – Workflow updated to allow for users who do not have a computer. ETS to modify the interface for eSign for clerical workers to submit transaction on behalf of certain users. ITO in process of generating workflow to match new process.
4. Scripting to automate and comply with ADA rules implemented for HPHA website. Career Opportunities subpages now provides a more accessible interface to visually impaired users.

5. HPHA migration to Outlook.
 - 14 users left for MS Outlook migration. Archives for remaining users to be processed during the weekend.
6. Ongoing maintenance phase with Emphasys and HPHA.
 - System updates for Elite servers completed.
 - Upgrade from current MR6 to MR7 packages scheduled for second week of September. Testing phase to follow and subsequent implementation to live environment thereafter.
7. VoIP – Meeting with procurement office to initiate determination of requirements and specifications for HPHA for streamlined conversion from (Plain Old Telephone System) POTS to VoIP.
8. PC life cycle replacement plan initiated. Ghosting of template machines finished. Delivery and distribution thereafter to all remote areas and campus.

IX. Human Resources

A. Summary of Staffing:

Filled positions (FTE):	282
Positions budgeted (recruit and fill)	46
Other vacancies	45

B. Program Activities:

1. New addition to HPHA Team: Asset Management Project (AMP) 38 Public Housing Specialist and General Laborers at AMP 30 and AMP32/33.
2. Effective September 1, 2016, HPHA Human Resources Office is being delegated the authority to access the State Recruiting Office's NEOGOV, on-line recruiting system, for open-competitive recruitment activities for HPHA vacant positions. The delegation enables HPHA HR Office to more efficiently handle the open comp recruitment in which we are able to view the immediate certified list of eligibles and better assist the managers in giving them sufficient time to conduct the interview.
3. HPHA attended the NEOGOV Delegation training at DHS to be in compliance with all Federal and State legal requirements in

statutes, administrative rules and policies and procedures that govern the open competitive recruitment process.

4. Worked with Chiefs and Managers on recruitment strategies and techniques in recruiting positions that are vacant more than two years.
5. Worked with the Information Technology Office to coordinate an agency-wide training for E-SIGN to assist the managers in approving leave records electronically and efficiently.
6. Worker's Compensation: 2 injuries reported with no lost time.

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