



EXECUTIVE CHAMBERS

HONOLULU

NEIL ABERCROMBIE  
GOVERNOR

December 30, 2013

The Honorable Donna Mercado Kim,  
President  
and Members of the Senate  
Twenty-Seventh State Legislature  
State Capitol, Room 409  
Honolulu, Hawaii 96813

The Honorable Joseph M. Souki, Speaker  
and Members of the House of  
Representatives  
Twenty-Seventh State Legislature  
State Capitol, Room 431  
Honolulu, Hawaii 96813

Dear President Kim, Speaker Souki, and Members of the Legislature:

For your information and consideration, I am transmitting a copy of the Hawaii Public Housing Authority Annual Report for 2013, pursuant to section 356D-20, Hawaii Revised Statutes (HRS). The annual audit will be provided as soon as it becomes available. In accordance with section 93-16, HRS, I am also informing you that the report may be viewed electronically at: <http://hpha.hawaii.gov/reportsstudies/index.htm>.

Sincerely,

NEIL ABERCROMBIE  
Governor, State of Hawaii

Enclosures

# Hawaii Public Housing Authority

Department of Human Services  
State of Hawaii

**Annual Report**  
**Fiscal Year 2013**  
**July 1, 2012 - June 30, 2013**



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## CHAIRMAN’S MESSAGE

Aloha mai kakou,

On behalf of the Hawaii Public Housing Authority Board of Directors, we are most grateful for the support of the Legislature, both in terms of funding and legislative enactments providing the agency with greater flexibility in hiring and enforcement of laws, rules, and regulations.

The support of the Legislature is crucial in ensuring that the HPHA can continue to provide safe, decent, sanitary, and temporary affordable housing for extremely low income residents of the State of Hawaii.

The Board of Directors provides policy guidance to the HPHA, and established priorities for the fiscal year



2013 in the areas of providing well-managed and financially viable rental housing where people are proud to live; improving our Section 8 Housing Choice Voucher plan and the distribution of vouchers; improving the quality of life for residents and following through with the much needed modernization of our aging properties.

We are extremely pleased to note that the HPHA was able to execute a significant number of capital improvement projects for fiscal year 2013, and we will continue to look for opportunities to leverage new sources of state and federal funds to redevelop our aging properties and transform the surrounding communities. The Board will continue to work on policy decisions that will reduce costs and achieve greater cost effectiveness, while exploring options to create incentive based programs and training for hard working families.

We are proud of the tremendous improvements that the agency has made and in looking toward the future, we will improve the lives of our most economically challenged residents by working with and through experienced non-profit service providers and other local government agencies to deliver access to health care, education and social services. Our ongoing efforts seek to improve public safety, strengthen our business systems and operations and investing in the future of public housing in the State of Hawaii to better serve our current tenants and for the generations to come.

Respectfully,

David J. Gierlach, Chairman

## **Board of Directors**

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The Hawaii Public Housing Authority is governed by a Board of eleven directors representing a cross section of public and private entities. The members meet monthly to oversee the Authority and to provide professional assistance concerning policy matters. This report is submitted pursuant to Section 356D-20, Hawaii Revised Statutes.

**David J. Gierlach**  
*Chairperson*  
*Oahu*

**Matilda A. Yoshioka**  
*Vice-Chairperson*  
*Kauai*

**Jason Espero**  
*Secretary*  
*Oahu*

**Trevor N. Tokishi**  
*Maui*

**George Yokoyama**  
*Hawaii*

**Myoung Oh**  
*Oahu (appointed October 2013)*

**Vacant**  
*Resident Member*

**Barbara Yamashita**  
*Ex-Officio Designee*  
*Deputy Director*  
*Department of Human Services*

**Debbie Shimizu**  
*Ex-Officio, Legislative Coordinator*  
*Designee of Governor Neil Abercrombie*

### **Our Mission**

***The Hawaii Public Housing Authority is committed to promoting adequate and affordable housing, economic opportunity and a suitable living environment, for low income families and individuals, free from discrimination.***



*Choice Neighborhood Planning Grant Meeting of the Neighborhood Task Force*

## Message from the Executive Director

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It is with warmest aloha that I submit this Annual Report for your information and consideration.

Fiscal Year 2013 was a very busy one for the Hawaii Public Housing Authority (HPHA) staff. Our staff worked tirelessly to improve the agency to provide increased support for the thousands of needy tenants served statewide, and we are extremely proud to inform you of our Fiscal Year 2013 accomplishments.

This year, the HPHA achieved two major milestones with the Federal Government. The first was the closing of an 11 year long Corrective Action Order with the U.S. Department of Housing and Urban Development, which ends a decade of federal oversight over the HPHA in all areas including procurement, obligation of federal capital funds, operation of public housing and financial management. The second was fulfilling the requirements of the Consent Agreement and Final Order by the U.S. Environmental Protection Agency by successfully converting or closing all of HPHA's large capacity cesspools statewide.

Other successful accomplishments include improving the statewide average occupancy in public housing from 89% to about 97%, improving security and safety for our tenants and staff, upgrading the computer software which provides improved financial accounting and improved functionality in the management of over 20,000 client and applicant files, creating a "No Smoking" policy, reducing tenant accounts receivables from \$3.2 million to \$800,000, and increased lease-up of housing vouchers for Veterans.

The Towers at Kuhio Park marks the first public-private partnership between a private developer and the HPHA and demonstrates our commitment to transform and preserve affordable housing for the state's neediest population with the completion of a \$135 million dollar renovation. In addition, after being awarded a federal \$300,000 Choice Neighborhoods Initiative Planning Grant, we are in the process of developing a comprehensive neighborhood revitalization and transformation plan for potential improvements of the Kuhio Homes and Kuhio Low-Rise properties with the hopes of attaining a \$30 million Choice Neighborhoods Implementation Grant.

While we continue to deal with the challenges of managing an aging inventory, we recognize that our efforts are for the families that are still unhoused and others in desperate need of the HPHA's services. We look forward to continuing our efforts to engage the communities, and will continue to address the dire need for elderly housing and focus on our core function of offering well-managed and financially viable rental housing while providing supportive services to encourage upward mobility for our tenants.

Respectfully,

Hakim Ouansafi  
Executive Director

# Agency Timeline

1935

The Hawaii Housing Authority was created by the Territorial Legislature to provide safe and sanitary housing for low-income residents of Hawaii.

1960

The Governor issued an executive order implementing the Government Reorganization Act of 1959. The order created a new Department, and placed the Hawaii Housing Authority in the Department of Social Services for administrative purposes only. The new Commissioners were sworn into office by Chief Justice Wilfred S. Tsukiyama of the Supreme Court of the State of Hawaii.



*After taking oath (March 1960), the new Hawaii Housing Authority Commissioners witness legal certification by Chief Justice Wilfred S. Tsukiyama of the Supreme Court*



1987

The State of Hawaii's Housing Finance and Development Corporation was created by Act 337 as part of Governor John Waihee's initiative to create one streamlined State organization to promote and develop a continuum of affordable housing .

*Ground breaking ceremonies in 1985.*

1997

Act 350, under the Cayetano Administration, consolidated the Hawaii Housing Authority and Housing Finance and Development Corporation into a single housing agency known as the Housing and Community Development Corporation of Hawaii (HCDCH).

2005

On July 5, 2005, Act 196 effectively bifurcated the HCDCH into two agencies, the Hawaii Public Housing Authority (HPHA) and the Hawaii Housing Finance and Development Corporation (HHFDC). Under this new structure, HPHA's core function is to manage federal and state public housing programs, including Section 8 and senior housing. In the next year, Homeless Programs are transferred to the Department of Human Services.

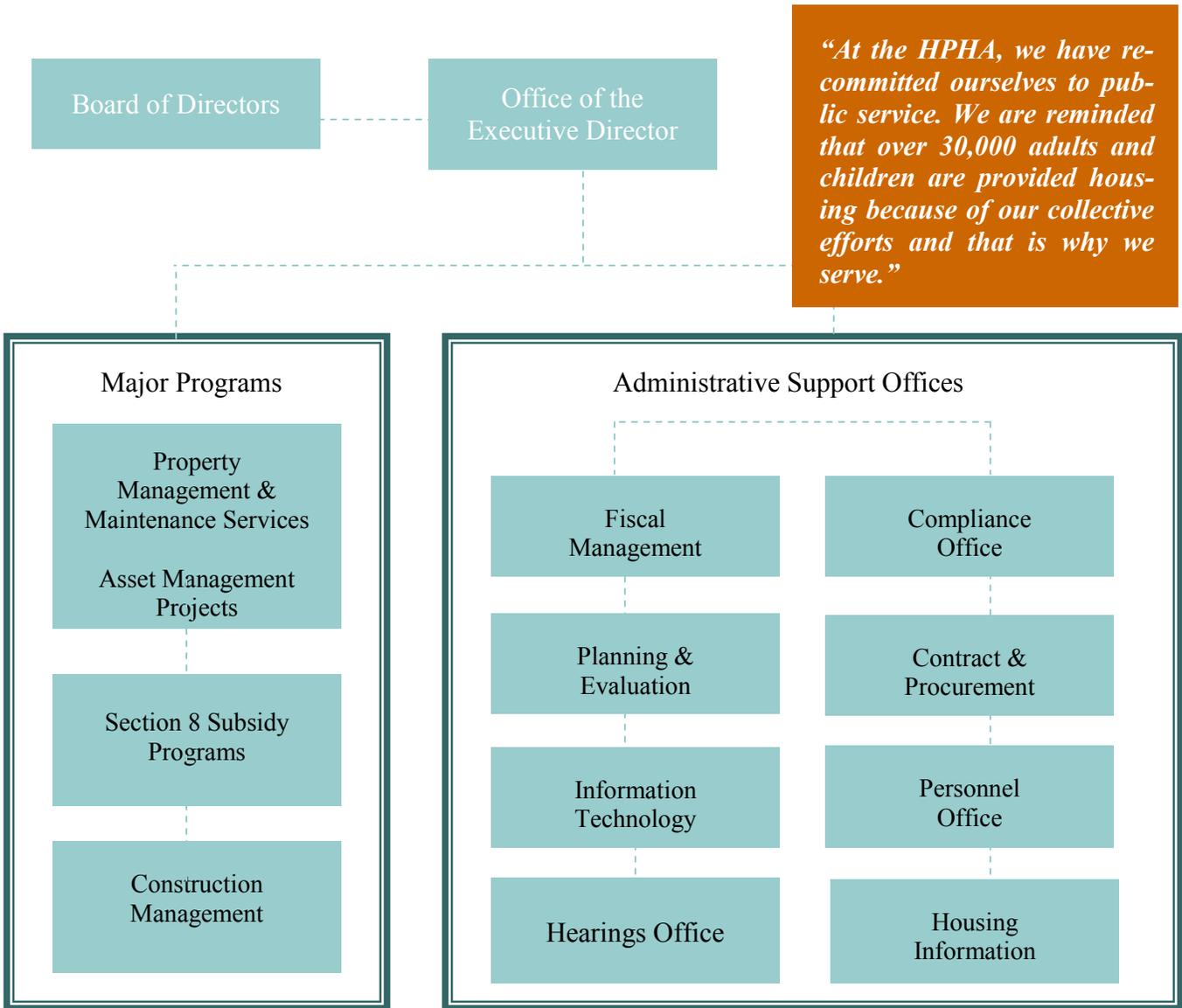


*U.S. Secretary Shaun Donovan, Governor Neil Abercrombie and Chair David Gierlach discuss housing concerns.*

2012

The Legislature appropriated the largest Biennial Capital Improvement Program (CIP) allocation in agency history, over \$91 Million and passed a number of important proposals to assist the HPHA in quickly hiring an expanded workforce of skilled labor, eliminating unit vacancies, and reducing unit turnaround time.

# HPHA Organization



*“At the HPHA, we have re-committed ourselves to public service. We are reminded that over 30,000 adults and children are provided housing because of our collective efforts and that is why we serve.”*

## OUR STAFF



Governor Neil Abercrombie, Chairman David Gierlach, and Executive Director Hakim Ouansafi congratulate Dennis Xiao, Section 8 Specialist during a service award ceremony. Many outstanding employees were recognized for their exceptional work during the fiscal year, including:

- Mannix Tesoro, BMW II- Sustained Superior Performance Award
- Kiriko Oishi, Chief Compliance Officer - Chief of the Year
- Rick Sogawa, Procurement Officer - Director’s Award
- Gail Lee, AMP Property Manager - Chairman’s Award
- Construction Branch - Governor’s Award

# Federal & State Low Income Public Housing Program

**FEDERAL PUBLIC HOUSING** is a U.S. Department of Housing and Urban Development (HUD) program established to provide decent, safe rental housing for eligible low-income families, the elderly, and persons with disabilities. There are approximately 1.2 million households living in public housing units nationwide, managed by some 3,300 Public Housing Agencies. Program eligibility and rents are income-based.

The Hawaii Public Housing Authority (HPHA) is the sole statewide public housing agency for the State of Hawaii, established by the Territory of Hawai'i in 1935 to provide safe, decent, and sanitary housing for low-income residents. Guided by an eleven (11) member Board of Directors appointed by the Governor of Hawaii, today the HPHA Federal and State Low Income Public Housing programs combine to serve over 6,100 families or more than 18,500 individuals.

HPHA's portfolio of **85 properties** consists of **6,195** units of public housing:

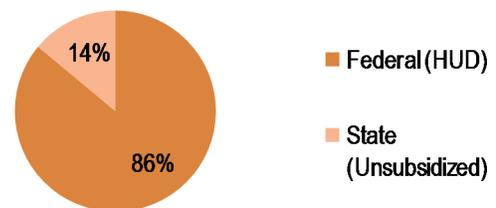
- **5,331 units** HUD subsidized
- **864 units** State (no subsidy)
- Units on Kaua'i, O'ahu, Moloka'i, Mau'i, and Hawai'i

Unit sizes range from studios to five (5) bedrooms

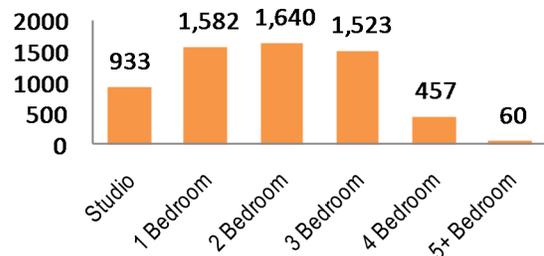
85 properties are grouped into **Sixteen (16) Asset Management Projects**

- **8 AMPs** managed by State employees
- **8 AMPs** managed by private contractors
- Accounting, budgeting, management, oversight, and evaluation are performed by AMP with Central Office assistance

**Public Housing Portfolio**



**Unit Mix**

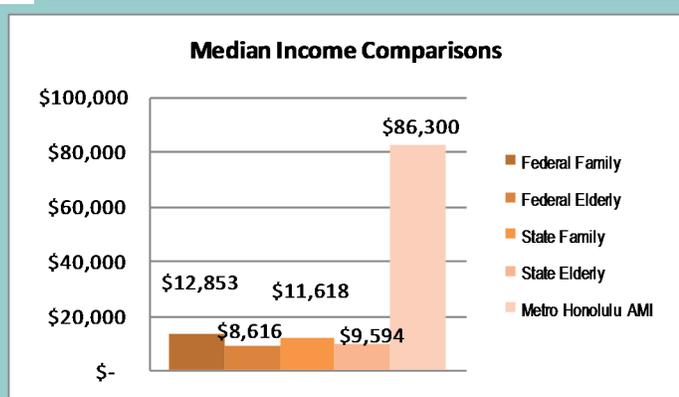
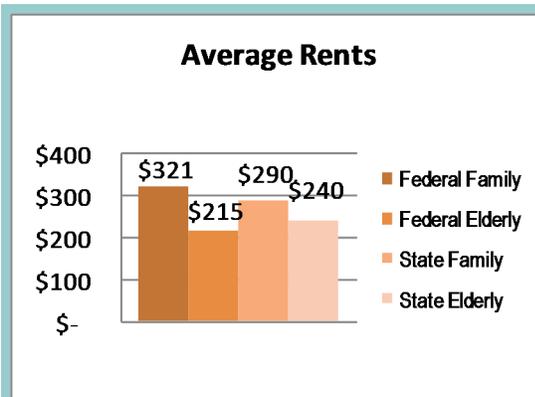
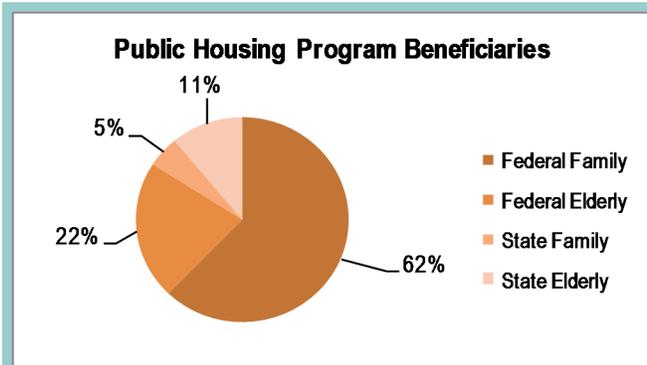


*Of the HPHA's 6,195 units statewide, the HPHA had an occupancy rate on June 30, 2013 of 96%, representing an increase from the 89% occupancy rate in July 1, 2012.*

## Public Housing Program - Tenant Characteristics

HPHA houses “Low Income” families earning **80% Area Median Income (AMI) or less**

- Honolulu Metropolitan Statistical Area AMI, family of 4 = **\$86,300**
- **Not less than 40%** of Federal family public housing units are restricted to “Extremely Low Income” families earning **30% AMI or less**



Program	Number of Families	Number of Individuals	Average Family Size
Federal Family Low Income Public Housing	3,370	11,882	3.37
Federal Elderly Low Income Public Housing	1,140	1,337	1.14
<b>Total Federal Tenants</b>	<b>4,510</b>	<b>13,219</b>	<b>2.93</b>
State Family Low Income Public Housing	267	832	3.07
State Elderly Low Income Public Housing	569	745	1.31
<b>Total State Tenants</b>	<b>836</b>	<b>1,577</b>	<b>1.89</b>
<b>Total Tenants</b>	<b>5,346</b>	<b>14,796</b>	<b>2.77</b>

# Property Management & Maintenance Services Branch

## PROGRAM GOALS

- Increase Occupancy to 97%
- Improve Rent Collections to 97%
- Reduce Type C Vacant Units
- Improve Quality of Services
- Increase Accessibility to Housing and Services

## MASS PLACEMENTS & CERTIFICATIONS

This past fiscal year, a major goal of the HPHA was to improve the statewide average occupancy level to 97%. In order to achieve this goal, the HPHA had been expeditiously interviewing potential tenants throughout the year, and also held a mass certification event in 2013. Over 350 families were informed to attend the meetings which brought them all one step closer to attaining public housing.

Of the HPHA's 6,195 units statewide, the agency had an occupancy rate on June 30, 2013 of 96.8%, representing an increase from the 89% occupancy rate on July 1, 2012. The 201 vacant units represented a 36% reduction from the end of the previous calendar year, and rent collection rates were at 97%.



## SPECIAL TEAMS

In 2012, the State Legislature passed Act 159 and Governor Abercrombie signed it into law, providing the Hawaii Public Housing Authority with a temporary exemption from civil service recruitment requirements and allowed for the hiring of exempt trade workers and contracting of repair work for vacant units statewide.

In order to expeditiously serve wait list families and reach the 97% statewide average occupancy goal, vacant units needed to be repaired quickly. This skilled crew of men and women, including carpenters, plumbers, electricians, and laborers, went to work renovating vacant units with the speed and skill necessary to produce quality units.

## SPECIAL TEAM STATISTICS

Total Housing Units Renovated	49
Total Bldgs. Renovated on Campus	2
Total No. of Additional Repairs by Team	109
Total No. of Hours Worked	21603
Total Unloaded Dollars Labor	\$817,526.42
Total Material Cost	\$311,269.97



# Property Management & Maintenance Services Branch

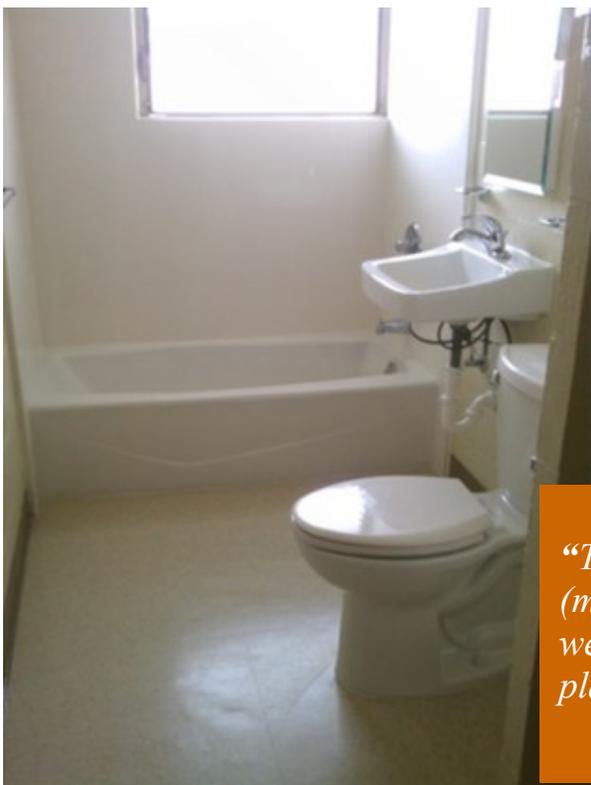
## COMMUNITY SAFETY

During the year 2012-2013, the HPHA continued its focus on security and safety issues in public housing. The HPHA worked with Legislators, resident associations, and service providers to improve safety within the public housing communities. Utilizing crime prevention through environmental design features, the HPHA installed additional lighting, erected new security fences, issued resident identification cards, and continued with private security at several properties on Oahu. Security improvements and cooperation by the residents at the public housing properties proved to be a winning combination.

Statistics from the Honolulu Police Department show that crime and criminal activities at Mayor Wright Homes, formerly a Weed & Seed site, has dropped significantly after the implementation of additional security measures in the past fiscal year.



## EXTERIOR AND INTERIOR UNIT RENOVATIONS



*Repairs completed under Act 159 to vacant units in the state.*

*“Thank you so much for sending the (maintenance) workers to fix my unit. They were very professional and did a good job. My place is like new.”*

*-Tenant Mayor Wright Homes*

## Construction Management Branch

The fiscal year 2012-2013 was a busy year for the HPHA's Construction Management Branch that was faced with 60% staff vacancies and millions of dollars to encumber. During the previous year, the Branch was able to successfully close or convert all large capacity cesspools which fulfilled the terms of the Consent Agreement and Final Order between the HPHA and the U.S. Environmental Protection Agency. The Construction Management Branch was also able to fully expend the \$16 Million in Stimulus funds provided by the American Recovery and Reinvestment Act (ARRA) with a clear financial audit of the funds by the U.S. Department of Housing and Urban Development. All Quarterly Federal Reporting for stimulus funds and the Annual Federal Section 3 Report were reported on time.

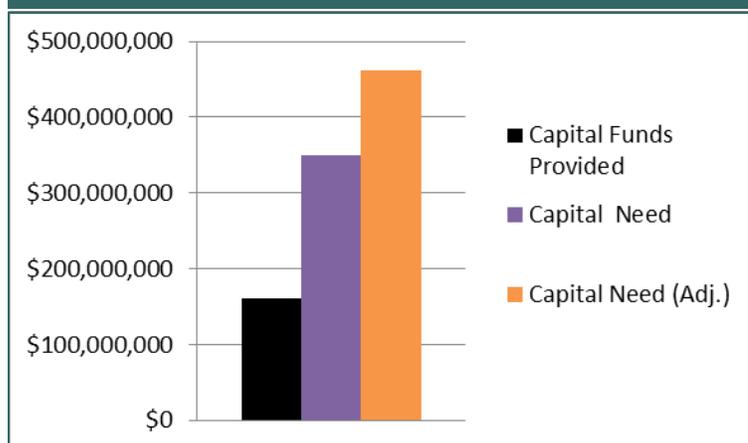
The HPHA's housing stock still has an extensive capital need that continues to be underfunded by HUD, currently estimated at approximately \$0.5 billion, an increase from 2009 estimates of \$350 million in capital needs. HPHA intends to request additional State CIP funds this biennium, to address much needed capital repairs. During the year, the HPHA successfully met all capital fund deadlines and instead, of-

ten had to wait due to delays caused by other agencies processing the HPHA's requests.

A physical needs assessment was conducted on all 65 Federal and 20 State Public Housing Developments statewide. In addition to the construction projects that were completed and the design and construction contracts they were able to encumber/obligate on time, the Construction Management Branch manages a little over 100 open and on-going design and construction contracts.

Encumbering, obligating and expending all capital improvement funds remains the HPHA's top priority. Additionally, modernizing vacant units for occupancy is given focused attention, particularly those that correct life, health and safety issues and invest in accessibility and accommodation improvements. The HPHA strives to keep its staff trained and apprised of all code and compliance changes. It is working toward developing an interactive tool providing important fixed assets inventory information and maintenance schedule to major building systems to get ahead of maintenance issues that lead to expensive remediation measures.

Capital Funds Provided Since 2009 v. PNA and HPHA Estimated



The HPHA continues its efforts to integrate energy efficiency and green design in all phases of design and construction. As good stewards of Hawaii's scarce resources, the HPHA intends to incorporate these concepts more aggressively as it moves forward with modernization projects throughout the State.

# Construction Management Branch

## Funding as of June 30, 2013:

### In Contract:

\$46,771,853 – Federal funds (Capital Fund Program, CFP)

\$56,485,906 – State funds (Capital Improvement Projects, CIP)

**\$103,257,759 – Total in Contract**

### Budgeted:

\$57,285,440 – Federal CFP funds appropriated and budgeted

\$134,728,830 – State CIP funds appropriated and budgeted

**\$192,014,270 – Total Budgeted**

## New Contracts in FY 2012-2013:

6 New Consultant Contracts

8 New Construction Contracts

1 In-house Design

**14 Total New Contracts (plus 1 in-house design)**

\$2,935,043 in New Consultant Contracts

\$16,067,449 in New Construction Contracts

**\$19,002,492 Total New Contracts**



**KUHIO HOMES: Exterior Repairs**  
*Spalling concrete, asbestos abatement, window replacement, repainting funded through State and Federal Capital appropriations.*

## Construction Management Branch



**WAHIAWA TERRACE:** Before and after photos of renovation work at Wahiawa Terrace which included kitchen and bath repairs. Repairs were funded through State CIP appropriations.

### Summary of Completed Construction Projects for FY 2012-2013:

\$1,232,587 in CIP for Design  
 \$1,753,921 in CIP for Construction  
 \$11,335,951 in CFP for Construction  
 \$722,175 in EPA for Construction  
**\$ 15,044,634 Total Construction**



### Completed Construction Projects FY 2012 - 2013

The HPHA has dozens of design and construction contracts that are ongoing. Below are completed projects for the fiscal year.

Kapa`a Type C Vacant Unit;	Des: \$13,567 CIP, Const: \$90,457 CFP
Kawailehua Site & Bldg;	Des: \$510,449 CIP, Const: \$2,476,702 CFP, \$1,026,732 CIP
Kahekili Terrace Type C Units	Des: <i>in-house</i> , Const: \$1,023,581 CFP
Noelani I Type C Vacant Units	Des: \$38,877 CIP, Const.: \$528,725 CFP
Noelani II Type C Vacant Units	Des: \$19,438 CIP, Const: \$87,135 CFP
Kekaha Ha`aheo LCCC	Des: \$172,838 CIP, Const: \$909,825 CFP & \$722,175 EPA
Ke Kumu Ekolu Type C Units	Des: \$38,877 CIP, Const: \$157,515 CFP
KPT low rise Type C Vacant Units	Des: \$33,953 CIP, Const: \$302,579 CFP
Kuhio Homes Type C Vacant Units	Des: \$11,318 CIP, Const: \$64,657 CFP
Palolo Valley Homes Type C Units	Des: \$13,570 CIP, Const. \$81,898 CFP
Hale Ho`okipa Type C Vacant Units	Des: \$19,438 CIP, Const. \$90,752 CFP
Mayor Wright Homes Type C Units	Des: \$67,860 CIP, Const: 407,016 CFP
Mayor Wright Homes Re-roof	Des: \$54,945 CIP; Const: \$715,266 CFP
Wahiawa Terrace Re-roof	Des: \$151,979 CIP, Const: \$827,999 CFP
Paoakalani Type C Vacant Units	Des: <i>in-house</i> , Const: \$77,339 CFP
Makua Ali`I Ph.2 Structural Repairs	Des: n/a, Const: \$3,128,453 CFP
Kalaheo Homes LCCC	Des: \$85,478 CIP, Const: \$366,052 CIP
Pu`uwai Momi Type C Units	Des: <i>in-house/DAGS</i> , Const: \$315,371 CIP

# Construction Management Branch

## INTERIOR UNIT REPAIRS



## EXTERIOR REPAIRS & REROOFING



## Section 8 Subsidy Programs Branch

**FEDERAL AND STATE RENTAL SUBSIDIES.** The Hawaii Public Housing Authority manages 7 different types of rental assistance or subsidy programs. Section 8 Housing Choice Voucher (HCV) Program, commonly known as “Section 8”, is a HUD program established to provide rental subsidies for standard-quality units that are chosen by the tenant in the private market with assistance given through tenant-based vouchers. It is the largest of the HPHA’s rental subsidy programs and is administered on Oahu only. The HPHA also administers Non-elderly Disabled Vouchers, Veteran’s Affairs Supportive Housing vouchers, Performance Based contract administration project based vouchers, tenant protection vouchers, and Section 8 project based vouchers. The State of Hawai’i provides the HPHA with limited funding for a similar Rent Supplement program that is administered in the same fashion as the Federal HCV Program and provides shallow rent subsidies for units statewide.

### PROGRAM STATISTICS

2,000	HUD Housing Choice Vouchers, Avg. Housing Assistance Payment (HAP) = <b>\$1,100</b> per month
175	Non-Elderly Disabled Vouchers (NED) Average HAP = <b>\$900</b> month
250	Veterans Affairs Supportive Housing (VASH) , Avg. HAP = <b>\$750</b> month
217	State Rent Supplement Program Avg. payment of <b>\$200</b> per household

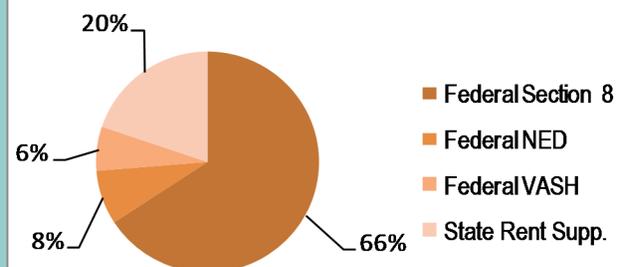


Governor Neil Abercrombie presents Mr. David Webb, FSS Program Graduate, with his escrow check.

### FAMILY SELF-SUFFICIENCY PROGRAM

The HPHA administers the Family Self-Sufficiency Program via a contract with the City and County

### Programs by Means of Funding



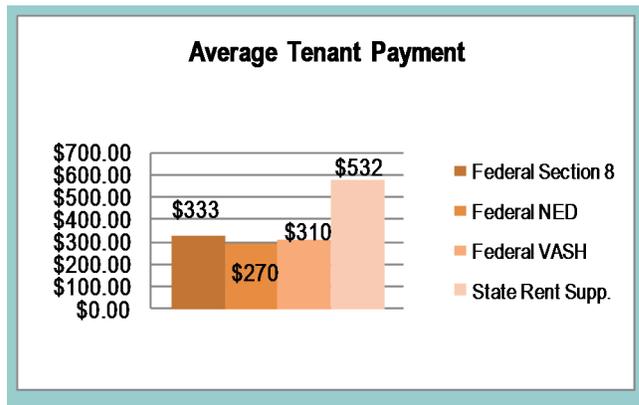
### Average HAP



of Honolulu. FSS participants are linked to social services to help them gain economic independence from government assistance. Participants sign a FSS contract which sets out goals for their progress. As part of the program, an interest-bearing FSS escrow account is established by the HPHA for each participating family. As their income grows, the funds are deposited into the escrow account for the family who is eligible to receive the funds at the completion of their contract.

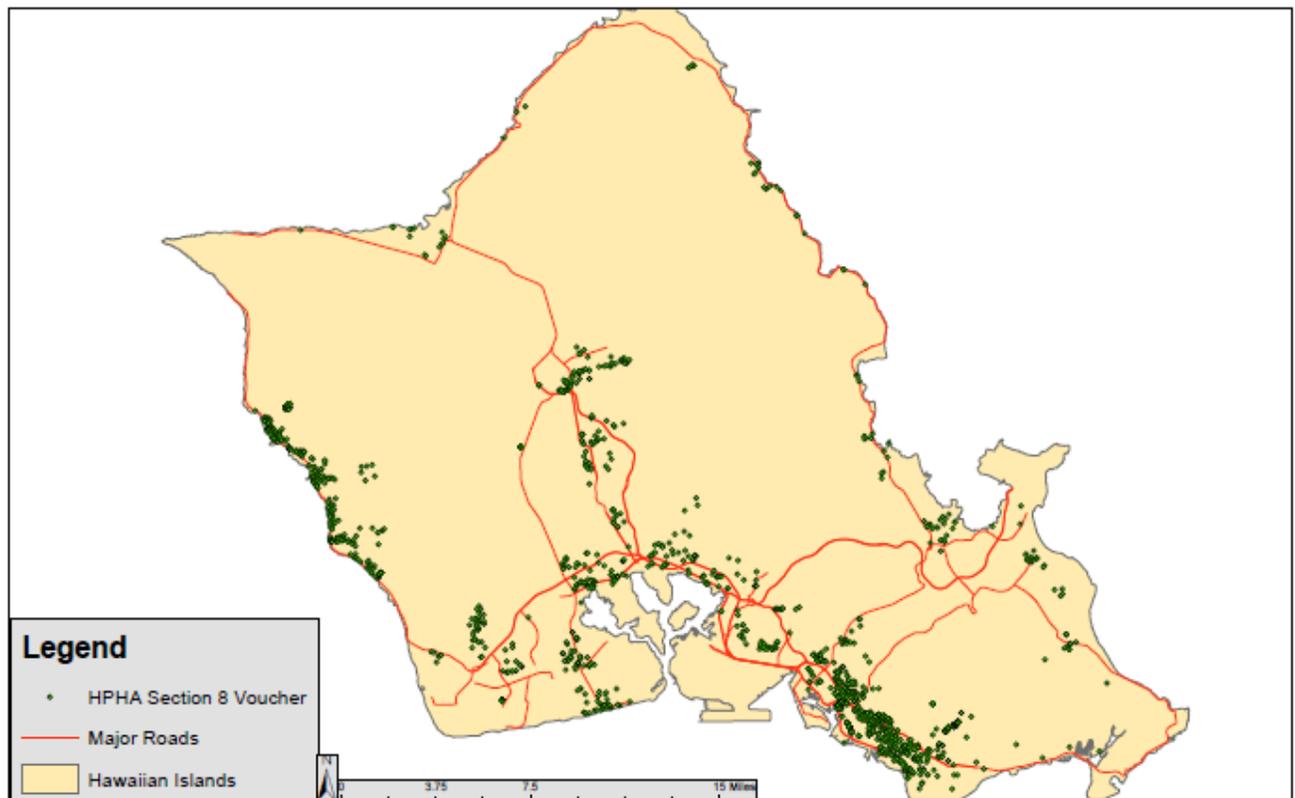
## Section 8 Subsidy Programs Branch

Program	Median Income
Federal Section 8	\$15,420
Federal NED	\$10,884
Federal VASH	\$12,252
State Rent Supplement	\$13,327
Honolulu AMI	<b>\$86,300</b>

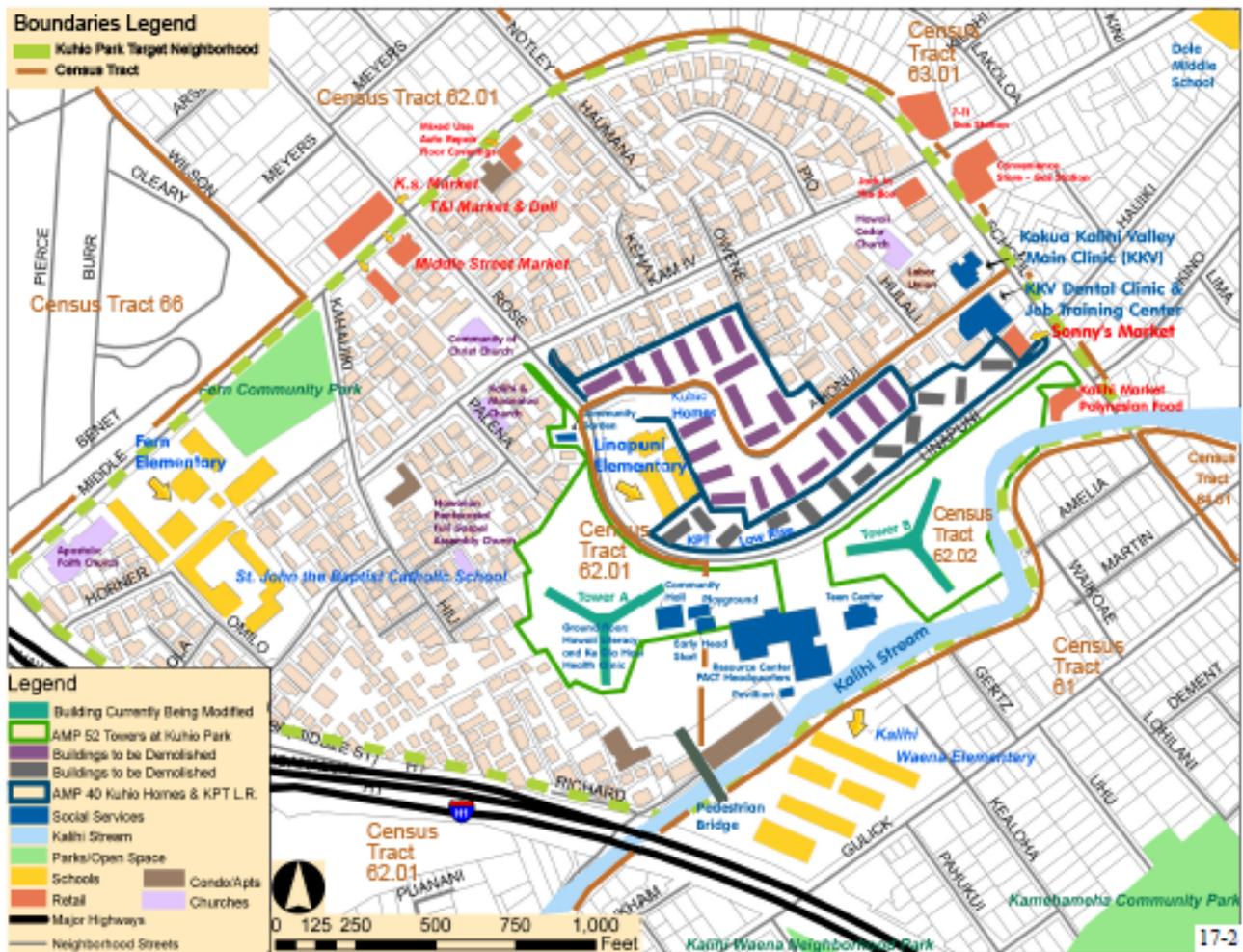


Program	Number of Families	Number of Individuals	Average Family Size
<b>Section 8</b>	1,367	6,099	4.42
<b>NED</b>	175	444	2.69
<b>VASH</b>	250	186	1.39
<b>Total Federal</b>	1,792	6,834	4.07
<b>State Rent Supp.</b>	217	1,462	3.51
<b>Total Recipients</b>	1,961	8,296	3.79

Although the Section 8 waitlist has been closed since 2006, the HPHA began serving waitlist applicants. During the year, the HPHA Board of Directors adopted a policy change to remove waitlist preferences for the Section 8 program. This allowed applications to be processed in an expeditious manner to assist more needy families who were on the brink of homelessness.



# Choice Neighborhoods Planning Grant



Neighborhood Map from the HPHA’s CNI Planning Grant Application

**CHOICE NEIGHBORHOODS** is one of the signature programs of the Obama Administration’s Neighborhood Revitalization Initiative, which is designed to support holistic strategies that bring public and private partners together to help break the cycle of poverty. In addition to supporting affordable housing, the Choice Neighborhoods grant programs seek to encourage collaboration among housing developers, educators, the criminal justice system, cities, states, and nonprofit organizations to create sustainable, mixed-income neighborhoods with quality housing, high performing schools and safe streets.

The HPHA teamed up with EJP Consulting Group and the Michaels Development Company and successfully applied for and received a Choice Neighborhoods Initiative Planning Grant award for \$300,000 from the U.S. Department of Housing and Urban Development for the Kuhio Homes public housing community.

The State Legislature was a key partner in submitting a competitive application: Senate Resolution 38, S.D. 1 was included in the application documenting the state’s support; and Act 106, Session Laws of Hawaii 2012 (the State Budget) appropriated \$600,000 in CIP funds that fulfilled the 100% match requirement.

## Choice Neighborhoods Planning Grant



**COMMUNITY PLANNING** Throughout the year, meetings were held to gather input from the Kalihi neighborhood and tenants. The Housing, People, Neighborhood and Education Task forces were formed with community stakeholders and monthly meetings have been occurring to develop a robust Transformation Plan to support an application for a \$30 Million Implementation Grant.

*Community meetings with service providers, tenants, neighbors, educators, legislators and numerous stakeholders form the basis of the transformation plan.*

**NEEDS ASSESSMENTS** The Pacific Resources for Education and Learning completed a comprehensive “Needs Assessment” for the Kuhio Park Low Rises, Kuhio Homes, the Towers of Kuhio Park, and the surrounding neighborhood. This was done to guide the Choice Neighborhoods Initiative team with the future planning of potential improvements that were collected by our tenants through the survey. A number of topics including but not limited to health, education, supportive services, transportation and others will be included in our draft “Transformation Plan” that will be due to the U.S. Department of Housing and Urban Development in April 2014.

For more information: <http://www.hpha.hawaii.gov/cni/>

**OUTLINING OUR VISION** The first deliverable was submitted to the U.S. Department of Housing and Urban Development (HUD). The “Annotated Outline” contains information regarding the Kuhio Park neighborhood, the future vision and strategies that were determined with all of the data that we have been collecting over the first half of Choice Neighborhoods Planning Grant Initiative. If you would like to review the “Annotated Outline”, you can view it on the HPHA website.



# Administrative Functions

## COMPLIANCE OFFICE

The Compliance Office provides oversight to ensure that programs and activities operate according to Federal and State requirements, agency policies, fair housing laws and regulations.

During Fiscal Year 2013, the Compliance Office provided Fair Housing, Language Access, Violence against Women’s Act (VAWA), Confirmatory Letters, and Reasonable Accommodations training for HPHA staff, private property management contractors, and public housing residents. The Compliance Office processed approximately 408 tenant requests for reasonable accommodations under Section 504 of the Rehabilitation Act and the Fair Housing Act.

There were no new discrimination complaints filed with the Hawaii Civil Rights Commission or the U.S. Department of Housing and Urban Development that required any action by the Hawaii Public Housing Authority. The two outstanding discrimination complaints filed with the Hawaii Civil Rights Commission were closed due to HCRC’s decision that there was no basis to the claim.



## HEARINGS OFFICE

Act 160, 2012 amended Section 356D-93, Hawaii Revised Statutes, to streamline the eviction process and allow eviction hearings by way of video conference to reduce travel costs to the HPHA.

Chapter 17-2020, Hawaii Administrative Rules, relating to Eviction Practice and Procedure was amended to implement the changes set forth in Act 160, 2012. The proposed Rule changes are awaiting public hearing and once this hearing process is completed the Rule must be adopted by the Governor and certified copies need to be filed with the Lieutenant Governor.

The Hearings Office maintained the required number of board members for quorum for the four (4) Neighbor Island eviction boards (Kauai, Maui, Hilo, and Kona) and three (3) Oahu eviction boards.

**MAHALO!** The HPHA sends their appreciation to the community volunteers who serve on the Eviction Boards and hear eviction cases in a fair and balanced manner.



### Hearings Office Statistics

160	eviction referrals
119	were for rent in arrears
41	were for non rent (criminal or drug cases)
76	families evicted for this period.
78	families were put on conditions or vacated their units willingly.

# Administrative Functions

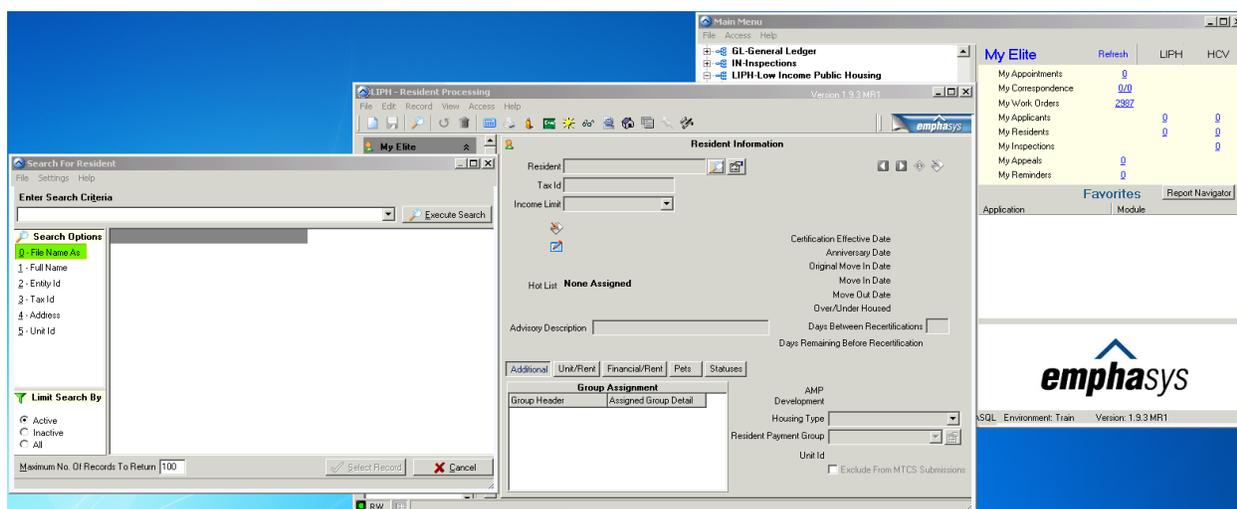
## INFORMATION TECHNOLOGY OFFICE

During the past fiscal year, the ITO staff brought the Emphasys Elite Low Income Public Housing and related modules online. Property management staff were set up to use this new Windows based software to manage data on tenants and applicants throughout the State.

Accounts, passwords, and access rights for more than 150 users were assigned in the new system. Training was accomplished with a combination of both onsite and remote instruction and AMP staff are currently using the new software for basic day to day operations.

The Windows interface is more intuitive, and provides a more stable platform than the older DOS system. Additional setup and training will be required in order to bring on additional modules. Inventory, fixed assets, and procurement modules are still in the process of being implemented, based upon HPHA's work processes.

ITO staff is currently in the process of designing dozens of customized reports to supplement those built into the Elite system, to address various staff needs. To date, well over 100 of these customized reports have been created.



During the fiscal year, ITO also configured numerous cellular phones and notebooks with Traveler services to provide better synchronized remote access to Lotus Notes email services to allow key supervisory and management staff to keep constantly informed and accessible during emergencies statewide.

ITO staff also created and maintained a new website for the Choice Neighborhoods Initiative Planning Grant, which can be found at <http://www.hpha.hawaii.gov/cni/>.

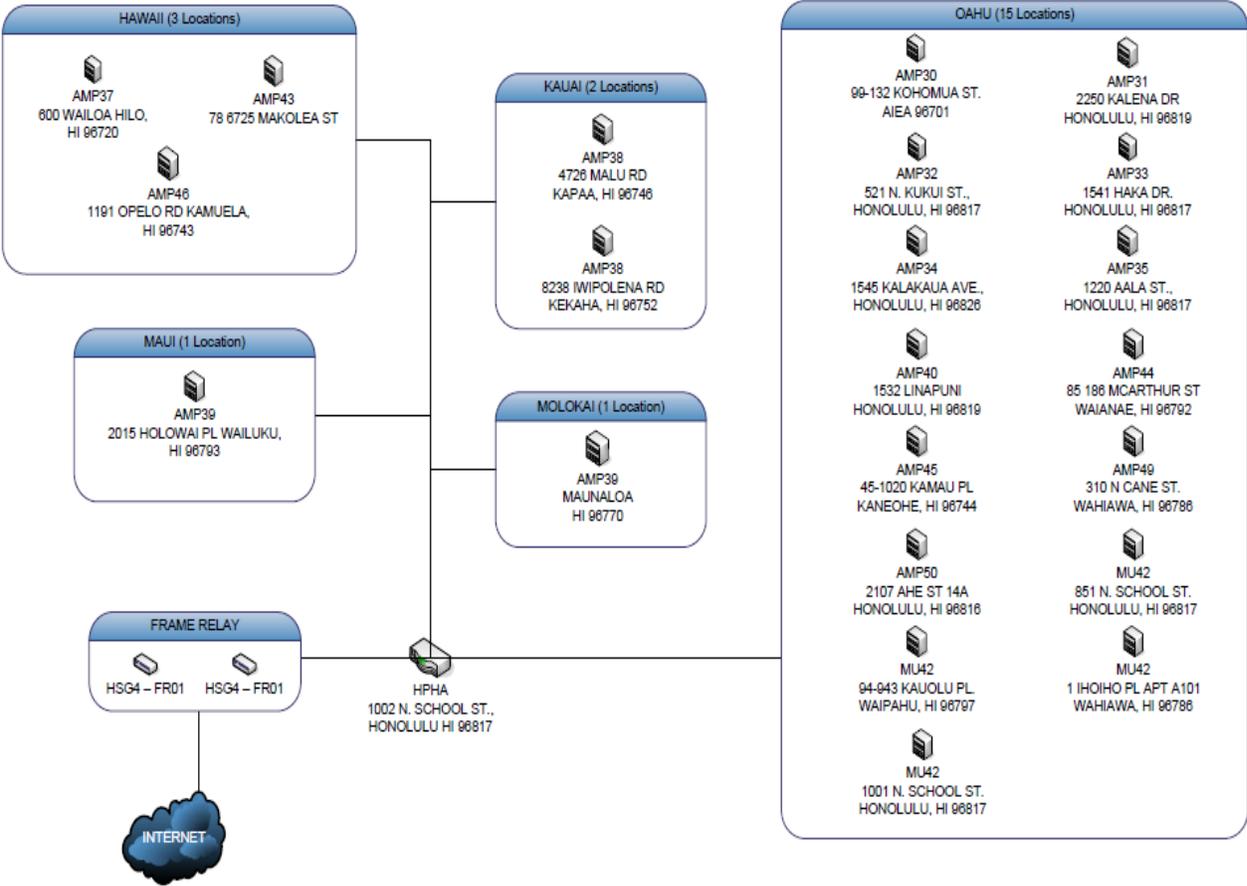
*(The main HPHA website is also in the process of being re-designed, in WordPress, and is expected to be released in early next fiscal year.)*

# Administrative Functions

## INFORMATION TECHNOLOGY OFFICE

ITO also worked with Hawaiian Telcom to begin the process of upgrading of the major network lines connecting all AMPs statewide. A total of 26 network lines are scheduled to be upgraded to provide increased bandwidth for faster response time and more reliable data transmissions.

HPHA WAN for Remote Locations – 5 Islands, 18 Projects, 22 Remote Sites



## Exempt Employment & Volunteer Report

The HPHA employed 283 Full Time Equivalents in a variety of Civil Service and Exempt capacities statewide as of June 30, 2013. Pursuant to Section 356D-2, HRS, the HPHA provides the following report on the employment of non-civil service positions. All positions are considered critical to agency operations and do not have a civil service equivalent or were hired under Act 159.

### HPHA Exempt New Hires – July 1, 2012 – June 30, 2013

Date of Hire	Office/Area	Position Title
11/15/12	CO	Hsg Comp & Eval SpcIt
02/13/13	CO	Hsg Comp & Eval SpcIt
01/15/13	PEO	Hsg Planner
04/10/13	PO	Hsg Contract SpcIt (Goods & Svcs)
12/17/12	CMB/CMS/CMU1	Project Engineer
08/10/12	CMSS	Hsg Welder I
10/04/12	CMSS	Hsg Plumber Helper
11/26/12	CMSS	Hsg Carpenter I
08/27/12	CMSS	Hsg Carpenter I
02/04/13	CMSS	Hsg Electrician I
08/27/12	CMSS	Hsg Plumber I
04/01/13	CMSS	Hsg Plumber I
02/04/13	CMSS	Hsg Bldg Maint Helper
10/04/12	PMMSB/MS/AMP 31	Hsg General Laborer II
02/05/13	PMMSB/MS/AMP 31	Hsg Welder I
08/27/12	PMMSB/MS/AMP 32/33	Hsg Gen Const & Maint Spvr I
08/13/12	PMMSB/MS/AMP 32/33	Hsg Bldg Maint Worker II
10/04/12	PMMSB/MS/AMP 32/33	Hsg Bldg Maint Worker I
08/20/12	PMMSB/MS/AMP 32/33	Hsg Bldg Maint Worker I
12/10/12	PMMSB/MS/AMP 32/33	Hsg General Laborer II
01/02/13	PMMSB/MS/AMP34	Hsg Gen Contr & Maint Spvr I
12/10/12	PMMSB/MS/AMP34	Hsg Painter I
10/16/12	PMMSB/MS/AMP 35	Hsg Bldg Maint Worker I
01/28/13	PMMSB/MS/AMP 35	Hsg Painter I
12/04/12	PMMSB/MS/AMP 37	Hsg Bldg Maint Spvr I
11/14/12	PMMSB/MS/AMP 38	Hsg Bldg Maint Worker II
12/03/12	PMMSB/MS/AMP 38	Hsg Plumber I
04/29/13	PMMSB/RSS	Prop SpcIt & Tnt Svc
01/02/13	PMMSB/RSS	Prop SpcIt & Tnt Svc
	<b>Total</b>	<b>29</b>



HPHA supervisors Mary Jane Hall-Ramiro and Stephanie Fo interview applicants at a job fair for skilled trade workers.

### MAHALO TO THE VOLUNTEERS!

Pursuant to Section 90-5, HRS, the HPHA provides the following report on the use of Volunteers:

**Total Number of Volunteers Utilized:  
Approximately 140**

**Total No. of Service Hours Logged:  
Over 1,900 hours**

## 2013 Legislative Acts

In 2013, the following eleven bills that affect the HPHA were enacted, and are currently in the process of being implemented.

Act	Title/Intent	Description
Act 40 (S.B. No. 1112)	Deleting State Public Housing Delinquent Accounts	Authorizes the Hawaii Public Housing Authority to delete delinquent accounts receivable records for state low-income public housing projects that have been delinquent at least ninety days and also authorizes the Hawaii Public Housing Authority to assign delinquent accounts to a collection agency.
Act 76 (S.B. No. 94 HD2 CD1)	Hawaii Interagency Council on Homelessness	Provides for the appointment of a House of Representatives member and a Senate member to serve as alternate members on the Hawaii Interagency Council on Homelessness in the absence of the House and Senate member, respectively. Provides for the appointment of a representative of the Hawaii public housing authority on the Hawaii Interagency Council on Homelessness. Effective upon approval.
Act 145 (H.B. No. 87 SD2 CD1)	Criminal Trespass; Public Housing Project	Broadens the petty misdemeanor crime of criminal trespass in the second degree to include a person who enters or remains unlawfully in or upon the premises of a public housing project or state low-income housing project after a reasonable request or warning to leave by housing authorities or a police officer; provided that no warning or request is necessary when property is closed and signage appropriately placed and using certain letter size provides notification of closure. Effective January 1, 2014
Act 146 (H.B. No. 514 HD2, SD1)	Tax Exemption	Establishes the state income tax and obligations exemption for public housing agencies among the laws governing the Hawaii Public Housing Authority. Effective upon approval.
Act 147 (H.B. No. 888 HD2, SD1, CD1)	Disposition of Abandoned or Seized Property	Establishes a process whereby the Hawaii Public Housing Authority may dispose of abandoned or seized property that it has acquired on state low-income housing projects. Effective July 1, 2013.

## 2013 Legislative Acts

Act	Title/Intent	Description
<p>Act 148 (S.B. No. 82 SD1, HD2, CD1)</p>	<p>General Powers and Waitlist</p>	<p>Authorizes Hawaii Public Housing Authority to receive, use, and dispose of property and sell real property subject to legislative approval; receive gifted property to benefit public housing residents; and use volunteer services. Directs the Hawaii Public Housing Authority to make available not less than fifty per cent of available federal and state low-income housing units for applicants without preference and up to fifty per cent of available federal and state low-income housing units for applicants with preference. Effective July 1, 2013.</p>
<p>Act 149 (S.B. No. 84 HD2, CD1)</p>	<p>Public Housing Project Definition</p>	<p>Expands the scope of the definition of "public housing project" to include any housing project controlled or managed by the Hawaii Public Housing Authority pursuant to federally assisted housing. Excludes state-owned public housing. Effective upon approval.</p>
<p>Act 150 (S.B. No. 88 SD1, HD2, CD1)</p>	<p>Liquor Prohibitions</p>	<p>Prohibits possessing open liquor containers in the common areas in state and federal public housing projects. Effective upon approval.</p>
<p>Act 151 (S.B. No. 305 SD1, HD1, CD1)</p>	<p>Public Housing Development</p>	<p>Authorizes the Hawaii public housing authority to develop public housing projects. Authorizes the Hawaii public housing authority to develop commercial and industrial properties and sell or lease other properties in connection with the development of public housing dwelling units. Effective July 1, 2013.</p>
<p>Act 152 (S.B. No. 1118 SD1, HD1, CD1)</p>	<p>HPHA Personnel</p>	<p>Authorizes the Hawaii Public Housing Authority (HPHA) Board of Directors to set the salaries, not to exceed the Governor's salary, of the HPHA executive director, executive assistant, chief financial management advisor, property management branch chief, chief planner, and redevelopment officer. Effective upon approval.</p>

## 2013 Legislative Acts

Act	Title/Intent	Description
Act 223  (H.B. No. 536 HD1, SD2, CD1)	HPHA Home Ownership; Eligibility	Clarifies preference in state low-income housing for disabled veterans. Authorizes the Hawaii Public Housing Authority to disqualify any applicant or tenant from state low-income housing if the applicant, tenant, or a household member owns or acquires a home within the State. Effective upon approval.

## 2014 Legislative Proposals

Looking forward, the HPHA tentatively intends to pursue the following legislative proposal in 2014 to further improve and streamline its operations to better serve its tenants and program applicants. This portion of the report is required under Section 356D-20(3)(B), Hawaii Revised Statutes.

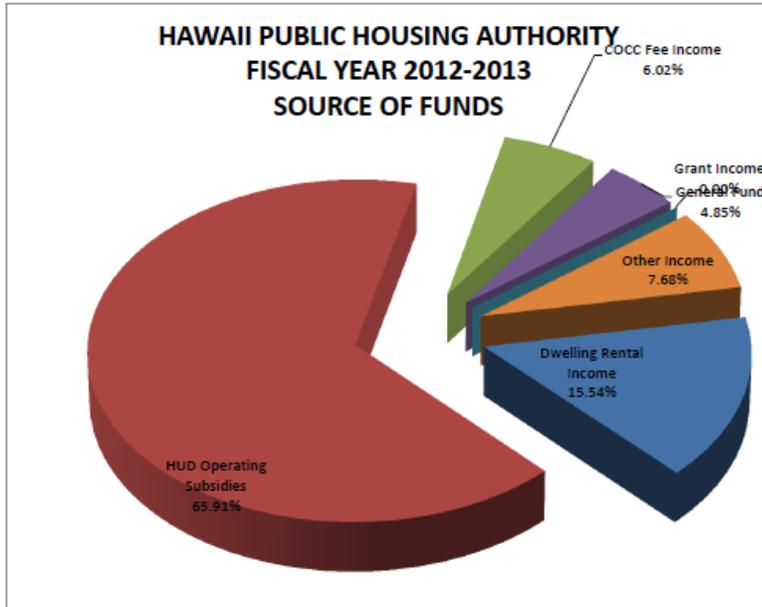
Title / Intent	Bill Purpose	DHS No.
Section 8 Housing Choice Voucher Non-Inheritance Bill	To prevent the passing of a Section 8 Housing Choice Voucher from the original household signers and circumventing the waitlist process, with exemptions for minor children in the event of the death of their parents.	HMS-12



*HPHA continues its modernization of public housing communities with the full support of the Legislature, the Governor's Administration, and the federal government.*

# Financial Data and Auditor's Report

	Total Revenues	Total Expenses	Surplus/Deficit
Actual	\$104,621,427	\$115,379,303	\$10,757,876
Budget	\$112,085,793	\$122,123,680	\$10,037,887

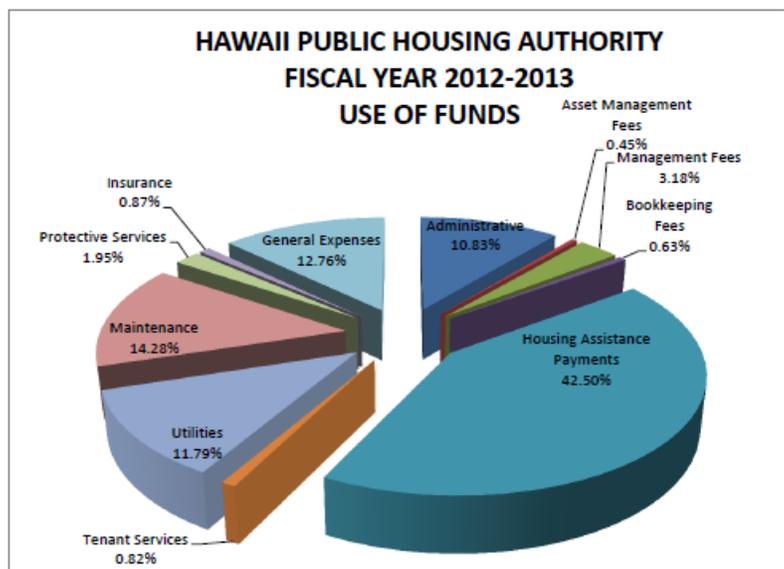


The HPHA's Fiscal Management Office oversees all budgeting and accounting needs of the housing authority. Due to the complexities of managing state and federal funds across both general and proprietary funding sources, the HPHA sought assistance from the Legislature and the Governor to provide for a competitive salary for a Chief Financial Management Advisor. Under Act 152, 2013, the HPHA was granted authority to set the salaries of key supervisory staff, which included the Chief Financial Management Advisor.

While the HPHA is administratively attached to DHS, the HPHA is a full-service agency with a full staff of back office services.

**[§356D-2] Hawaii public housing authority; establishment, staff.**

(a) There is established the Hawaii public housing authority to be placed within the department of human services for administrative purposes only. The authority shall be a public body and a body corporate and politic.



The above financial data is subject to audited year end adjustments.

The most recent financial and audit information is available on the HPHA website:

<http://www.hpha.hawaii.gov/reportsstudies/index.htm>

# Federal and State Public Housing Properties



## OAHU PROPERTIES

PROPERTY NAME	ADDRESS	CITY	ZIP	TOTAL UNITS	DATE OF INITIAL OCCUPANCY
<b>Asset Management Project 30</b>					
Puuwai Momi	99-132 Kohomua St.	Aiea	96701	260	07/15/69
Hale Laulima	1184 Waimano Home Rd.	Pearl City	96782	36	03/24/81
Salt Lake	2907 Ala Ilima St.	Honolulu	96818	28	06/25/82
Waipahu I	94-111 Pupuole St.	Waipahu	96797	19	04/20/70
Waipahu II	94-132 Pupupuhi St.	Waipahu	96797	20	01/05/70
<b>Asset Management Project 31</b>					
Kalihi Valley Homes	2250 Kalena Dr.	Honolulu	96819	373	08/25/53
Hauiki Homes	Meyers St.	Honolulu	96819	46	06/09/64
Puahala Homes I	Ahiahia Pl. & Hala Dr.	Honolulu	96817	28	04/19/52
Puahala Homes II	Ahiahia Pl.	Honolulu	96817	20	04/19/52
Puahala Homes III	Ahiahia Pl.	Honolulu	96817	40	07/15/59
Puahala Homes IV	School St. & Lanakila Ave.	Honolulu	96817	40	07/15/59
<b>Asset Management Project 32</b>					
Mayor Wright Homes	521 N. Kukui St	Honolulu	96817	364	10/27/52
<b>Asset Management Project 33</b>					
Kaahumanu Homes	Alokele & Kaiwiula St	Honolulu	96817	152	10/26/58
Kamehameha Homes	1541 Haka Dr.	Honolulu	96817	221	08/26/97
<b>Asset Management Project 34</b>					
Kalakaua Homes	1545 Kalakaua Ave.	Honolulu	96826	221	12/05/83
Makua Alii (E)	1541 Kalakaua Ave.	Honolulu	96826	211	12/06/67
Paoakalani (E)	1583 Kalakaua Ave.	Honolulu	96826	151	12/21/70
<b>Asset Management Project 35</b>					
Punchbowl Homes (E)	730 Captain Cooke Ave.	Honolulu	96813	156	12/27/60
Kalanihuaia (E)	1220 Aala St.	Honolulu	96817	151	01/16/69
Makamae (E)	21 S. Kuakini St.	Honolulu	96813	124	06/08/71
Spencer House	1035 Spencer St.	Honolulu	96822	17	11/16/86
Pumehana (E)	1212 Kinau St.	Honolulu	96814	139	04/04/72
<b>Asset Management Project 40</b>					
Kuhio Homes	Ahonui St.	Honolulu	96819	134	11/16/53
<b>Oahu Management Unit 42</b>					
Hale Po'ai (E)	1001 N. School St.	Honolulu	96817	206	06/01/89
La'iolala (E)	1 & 15 Ihoiho Pl.	Wahiawa	96786	108	10/01/91
Kamalu (E)	94-941 Kau'olu Pl.	Waipahu	96797	109	12/01/93
Ho'olulu (E)	94-943 Kau'olu Pl.	Waipahu	96797	112	02/02/95

# Federal and State Public Housing Properties

## OAHU PROPERTIES

### Asset Management Project 44

Waimaha-Sunflower	85-186 McArthur St.	Waianae	96792	130	07/01/80
Kau'iokalani	85-658 Farrington Hwy.	Waianae	96792	50	07/26/95
Maili I	Maliona St.	Waianae	96792	20	01/28/69
Maili II	Keliikipi St.	Waianae	96792	24	11/12/99
Nanakuli Homes	Lualei Pl. & Farrington Hwy.	Waianae	96792	36	11/24/69

### Asset Management Project 45

Koolau Village	45-1027 Kamau Pl.	Kaneohe	96744	80	11/05/69
Hookipa Kahaluu	47-330 Ahuimanu Rd.	Kaneohe	96744	56	08/18/83
Kaneohe Apartments	45-507 & 45-513 Pahia Rd.	Kaneohe	96744	24	04/19/84
Kauhale O'hana	41-1260 Kalaniana'ole Hwy.	Waimanalo	96795	25	04/06/95
Waimanalo Homes	Humuniki St. & Humuna Pl.	Waimanalo	96795	19	05/02/01
Waimanalo Homes II	Humuniki St. & Humuna Pl.	Waimanalo	96795	22	05/02/01

### Asset Management Project 49

Kauhale Nani	310 North Cane St.	Wahiawa	96786	50	07/10/80
Wahiawa Terrace	337 Palm St.	Wahiawa	96786	60	10/01/66
Kupuna Home O'Waialua (E)	67-088 Goodale Ave.	Waialua	96791	40	02/01/77

### Asset Management Project 50

Palolo Valley Homes	2107 Ahe Street	Honolulu	96816	118	06/30/57
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### Asset Management Project 52

Kuhio Park Terrace	1475 Linapuni St.	Honolulu	96819	614	02/02/65
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## HAWAII PROPERTIES

NAME	ADDRESS	CITY	ZIP	TOTAL UNITS	DATE OF INITIAL OCCUPANCY
<b>Asset Management Project 37 (East Hawaii)</b>					
Lanakila Homes I	600 Wailoa St	Hilo	96720	78	02/29/00
Lanakila Homes II	600 Wailoa St.	Hilo	96720	44	02/29/00
Lanakila Homes III	600 Wailoa St.	Hilo	96720	20	09/14/62
Lanakila Homes IV	600 Wailoa St.	Hilo	96720	48	04/26/05
Hale Aloha O Puna (E)	16-189 Pili Mua St.	Keaau	96749	30	11/08/77
Hale Olaloa (E)	144 Kamana St.	Hilo	96720	50	07/08/76
Kauhale O'Hanakahi	19 Pamala St.	Hilo	96720	20	02/28/97
Lokahi	Lokahi Circle	Hilo	96720	30	05/01/62

# Federal and State Public Housing Properties

## HAWAII PROPERTIES

Ka Hale Kahaluu	78-6725 Makolea St.	Kailua-Kona	96740	50	08/13/81
Hale Hookipa (E)	81-1038 Nani Kupuna Place	Kealakekua	96750	32	06/01/76
Kaimalino	74-5060 Kealakaa St.	Kailua-Kona	96740	40	06/28/71
Kealakehe	74-991 Manawale'a St.	Kailua-Kona	96740	48	08/28/85
Nani Olu (E)	81-1011 Nani Kupuna Place	Kealakekua	96750	32	08/31/81

### Asset Management Project 46 (North Hawaii)

Noelani II	65-1191 Opelo Rd.	Kamuela	96743	24	11/07/88
Hale Hauoli (E)	45-540 Koniaka Pl.	Honokaa	96727	40	03/04/70
Ke Kumu 'Ekolu	68-3385 Ke Kumu Pl.	Waikoloa	96738	20	02/28/97
Ke Kumu Elua	68-3367 Ke Kumu Pl.	Waikoloa	96738	26	10/22/95
Noelani I	65-1189 Opelo Rd.	Kamuela	96743	19	04/15/83

## KAUAI PROPERTIES

NAME	ADDRESS	CITY	ZIP	TOTAL UNITS	DATE OF INITIAL OCCUPANCY
<b>Asset Management Project 38 (Kauai)</b>					
Kapaa	4726 Malu Rd.	Kapaa	96746	36	07/19/66
Hale Hoolulu (E)	4264 Ala Muku Pl.	Kilauea	96754	12	04/02/74
Hale Nana Kai O Kea (E)	4850 Kawaihau Rd.	Kapaa	96746	38	10/15/77
Hui O Hanamaulu	Laukona St.	Hanamaulu	96715	46	05/18/66
Kalaheo	Puu Rd.	Kalaheo	96741	8	04/03/67
Kawailehua -State	5220 Paanau Rd.	Koloa	96756	26	11/23/93
Kekaha Ha'aheo	8238 Iwipolena Rd.	Kekaha	96752	78	10/12/82
Eleele Homes	Ahe St.	Eleele	96705	24	06/17/66
Hale Hoonanea (E) (Port Allen)	4401 Waialo Rd.	Eleele	96705	40	07/06/76
Home Nani (E)	Moana & Laau Rd.	Waimea	96796	14	07/07/70

## MAUI / MOLOKAI PROPERTIES

NAME	ADDRESS	CITY	ZIP	TOTAL UNITS	DATE OF INITIAL OCCUPANCY
<b>Asset Management Project 39 (Maui / Molokai)</b>					
Kahekili Terrace [a & b]	2015 Holowai Pl..	Wailuku	96793	82	05/01/66
David Malo Circle	Mill St	Lahaina	96761	18	06/01/66
Makani Kai Hale	35 Koapaka Ln.	Waiehu	96793	25	09/11/95
Piilani Homes (E)	1028 Wainee St.	Lahaina	96761	42	08/17/70
Makani Kai Hale II	35 Koapaka Ln.	Waiehu	96793	4	05/01/98
Kahale Mua - Federal	P.O. Box 30	Maunaloa	96770	25	12/10/93
Kahale Mua - State	Maunaloa, Molokai	Maunaloa	96770	32	04/11/92



**Hawaii Public Housing Authority  
1002 North School Street  
Honolulu, Hawaii 96817  
(808) 832-4692  
[www.hpha.hawaii.gov](http://www.hpha.hawaii.gov)**



**EQUAL HOUSING  
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