

**HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
REGULAR BOARD OF DIRECTORS MEETING
1002 North School Street, Building A Boardroom
Honolulu, Hawaii 96817
September 17, 2015
9:00 a.m.**

AGENDA

I. CALL TO ORDER/ROLL CALL

II. APPROVAL OF MINUTES

- A. Annual Meeting Minutes, August 20, 2015
- B. Regular Meeting Minutes, August 20, 2015
- C. Executive Session Minutes, June 18, 2015 (not for public distribution)
- D. Executive Session Minutes, August 20, 2015 (not for public distribution)

III. PUBLIC TESTIMONY

Public testimony on any item relevant to this agenda shall be taken at this time. Pursuant to section 92-3, Hawaii Revised Statutes, and section 17-2000-18, Hawaii Administrative Rules, the Board may limit public testimony to three minutes per agenda item.

IV. FOR ACTION

- A. Motion: To Appoint the Following Individual for a Four-Year Term:
 - 1. Louanne K. L. Kam to the Oahu Eviction Board.

- To Reappoint the Following Individuals for an Additional Four-Year Term:
 - 1. Chunmay Chang to the Oahu Eviction Board whose term expires in November 2015;
 - 2. Wanda Camara to the Oahu Eviction Board and as a Floating Resident Member whose term expires in December 2015

- B. Motion: To Approve Draft Legislative Proposals for the 28th Legislature regarding the Hawaii Public Housing Authority and to Authorize the Executive Director to Submit Proposed Legislation to the Office of the Governor, including the following proposals:
 - 1. To reinstate the exemption from civil service of persons hired or contracted to perform skilled repair or maintenance work on the HPHA's vacant public housing units that was granted by Act 159 Session Laws of Hawaii 2012, but expired July 1, 2015.

2. As a housekeeping measure, to provide an exception for HPHA titled lands from “public lands” under Hawaii Revised Statutes (HRS) §171-2.
3. House Bill 768, House Draft 2, Senate Draft 2, Relating to the Hawaii Public Housing Authority. Expands the HPHA’s authority to dispose of property seized, abandoned or remaining upon eviction in and around federal, elder or elderly, or state low-income housing projects.
4. House Bill 767, House Draft 2, Senate Draft 1, Relating to the Hawaii Public Housing Authority. Provides that certain areas HPHA housing projects are closed to the public and amends criminal trespass in the second degree to permit the prosecution of an unauthorized entry or a violation of a written prohibition to enter into the subject housing projects. Clarifies requirements for signage.

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board’s attorneys on questions and issues pertaining to the Board’s powers, duties, privileges, immunities, and liabilities related to legislative proposals

V. REPORTS

- A. Executive Director’s Report Highlights:
 - Property Management and Maintenance Services Branch Occupancy and Rent Collection Status
 - Mixed finance private public partnership developments
 - Section 8 Lease up Status and Program Activity
 - Design and Construction Project Updates
 - Contracts Executed During August 2015
 - Memorandum of Understanding with United Public Workers for Implementation of a Multi-Skilled Worker Pilot Program

VI. FOR DISCUSSION

- A. For Information: Board Training by the U.S. Department of Housing and Urban Development, including an overview of the following:
 - Conflict of Interest
 - Public Housing Conflicts, Nepotism Restrictions
 - Section 8 Conflicts
 - Hatch Act
 - Litigation Reporting
 - Q & A

- B. For Information: Orientation and Training for the HPHA's Board of Directors, including a broad overview of the HPHA as follows:
- Purpose, Mission, Structure, and History of HPHA
 - Roles of the Board & Executive Director
 - Overview of the State and Federal Public Housing Program
 - The Annual Contributions Contract
 - Understanding the Public Housing Assessment System
 - The HPHA's housing inventory
 - Redevelopment, Construction, Modernization, Repair and Maintenance Issues
 - Overview of the Housing Choice Voucher Section 8
 - Understanding the Section 8 Management Assessment Program
 - Overview of Construction Activities at HPHA
 - Overview of Program Management
 - Overview of Financial Management of HPHA's programs
 - Procurement and Contracting Requirements
 - Ethics and Standards of Conduct for the Board and Staff
 - Ongoing Programs & Projects
 - Applicable Statutes, Rules, and Administrative Policies
 - Previously Adopted Board Policies
 - HPHA's Statement of Procurement Policy
 - HPHA's Five Year and Annual Public Housing Agency Plan
 - Organization Charts and Functional Statement
 - Goals and Objectives
 - Annual Reports
- C. For Discussion: Discussion Regarding the U.S. Department of Housing and Urban Development's Rental Assistance Demonstration (RAD) Program
- D. For Information: Department of Human Services Director Rachael Wong; Update from the Governor's Leadership Team on Homelessness on Goals, Plans, and Activities in the State.
- E. For Discussion: HPHA's Strategic Plan, including Public Housing Authority Requirements, Statutes, Rules, Policies, and History.

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities on any item listed above.

If any person requires special needs (i.e., large print, taped materials, sign language interpreter, etc.) please call Ms. Taryn Chikamori at (808) 832-4694 by close of business two days prior to the meeting date. Meals will be served to the Board and support staff as an integral part of the meeting.

HAWAII PUBLIC HOUSING AUTHORITY
MINUTES OF THE ANNUAL MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING E,
HONOLULU, HAWAII 96817
ON THURSDAY, AUGUST 20, 2015
IN THE COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority held an Annual Board Meeting at 1002 North School Street, on Thursday, August 20, 2015 at 9:00 a.m. Vice Chairperson Espero called the meeting to order. Those present were as follows:

PRESENT: Director Jason Espero, Vice Chairperson
Director Myoung Oh, Secretary
Designee Pankaj Bhanot
Director Lisa Darcy
Director Elizabeth Kim
Director Alena Medeiros
Director Pono Shim
Director En Young

Deputy Attorney General, Jennifer Sugita

EXCUSED: Director Laura Smith

STAFF PRESENT: Hakim Ouansafi, Executive Director
Barbara Arashiro, Executive Assistant
Chong Gu, Chief Financial Management Advisor
Becky Choi, State Housing Development Administrator
Dawn Takeuchi Apuna, Chief Planner
Joanna Renken, Acting Public Housing Supervisor VI
Renee Blondin-Nip, Hearings Officer
Gary Nakatsu, Data Processing Supervisor
Rick Sogawa, Contracts & Procurement Officer
Clarence Allen, Fiscal Officer
Stephanie Fo, Section 8 Branch Chief
Dean Sakata, Housing Development Specialist
Maricar Campos, Property Management Specialist
Kau'i Martinez, Resident Services Program Specialist
Taryn Chikamori, Secretary to the Board

OTHERS PRESENT (and signing in as):
Augafa Ene, Mayor Wrights Homes resident

Uilani Goods, Medical-Legal Partnership for Children in Hawaii
Fetu Kolio, private resident
Roy Nakamura, Kalakaua Homes resident
James Tuquero, Kalakaua Homes resident
Jesse Wu, U.S. Department of Housing and Urban Development

Proceedings:

Vice Chairperson Espero declared a quorum present.

Vice Chairperson Espero asked that the Board introduce themselves. He stated he represents persons with disabilities.

Director En Young stated he is the Executive Director of Food Basket and represents Hawaii Island.

Designee Pankaj Bhanot stated he is representing Director Rachael Wong of Department of Human Services.

Director Alena Medeiros stated she is the at-large member and is the Executive Director of Home Aid Hawaii.

Director Myoung Oh stated that he is the Oahu member and is from the Hawaii Association of Realtors.

Director Elizabeth Kim stated that she is from the Governor's office.

Director Pono Shim stated that he is an at-large member and he is the Chief Executive Officer for the ~~Hawaii Economic Board~~ Oahu Economic Development Board.

Director Lisa Darcy stated she is the Executive Director of the Hoomoana Foundation and represents Maui Island.

Jennifer Sugita, Deputy Attorney General, introduced herself.

Executive Director Ouansafi introduced Mr. Jesse Wu Director of the U.S. Department of Housing and Urban Development Hawaii office and Acting Director of the San Francisco Regional office.

Public Testimony

Vice Chairperson Espero asked if there was any other public testimony. There being none, Vice Chairperson Espero moved on with the next order of business.

Election of Chairperson

Director Medeiros moved,

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

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

Director Medeiros stated she supports Director Shim's nomination for Board chair. Director Medeiros stated that she has known Director Shim for almost 20 years. She made her nomination based on his ability to bring people together, to understand the big picture, and his attention to detail.

Director Kim stated that she supports the nomination of Director Shim.

Designee Bhanot also voiced his support for Director Shim's nomination.

Director Shim was unanimously elected as Chairperson.

Election of Vice Chairperson

Director Young moved,

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

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

Director Shim stated that he has known Director Medeiros since 1992. He stated that for the past four years he and Director Medeiros served on the Board of the Chamber of Commerce, and the Public Health Fund and worked together addressing public health issues.

Designee Bhanot stated that he has known Director Medeiros since 2003 and he voiced his support for her nomination.

Director Medeiros was unanimously elected as Vice Chairperson.

Election of Secretary

Director Medeiros moved,

To Open up Nominations for Secretary.

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

Director Espero was unanimously elected as Secretary.

For Action:

Designee Bhanot moved,

To Appoint No Less Than Three (3) and No More than Seven (7) of the Hawaii Public Housing Authority's (HPHA) Directors to the HHA Wilikina Apartments Project, Inc's Board of Directors, With Appointments Not To Exceed an Individual's Term on the Hawaii Public Housing Authority's Board of Directors.

Executive Director Ouansafi stated the HHA Wilikina Apartments Project was sold about four years ago, but the Hawaii Public Housing Authority (HPHA) still owns the land. Therefore, the Wilikina Board is still needed.

Director Shim asked who is currently on the Board. Director Espero responded that he is currently the only Board member on the HHA Wilikina Apartments Project, Inc's Board.

Vice Chairperson Espero asked how many meetings occur. Executive Director Ouansafi responded that the Board would likely only meet once a year, unless an issue with the ground lease occurred.

Designee Bhanot asked if the HPHA Chair needs to serve on the HHA Wilikina Board. Executive Assistant Arashiro confirmed that the HPHA's Board chair did not need to serve on the HHA Wilikina Apartments Project, Inc. Board.

Director Medeiros asked if there would be a conflict with her serving on the Wilikina Board because of her job. Executive Director Ouansafi asked to go into executive session to consult with legal counsel regarding conflict of interest issues.

Designee Bhanot moved at 9:16 a.m.,

To go into Executive Session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorney on questions and

issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to:

1. Conflict of Interest with Regard to Serving on the HHA Wilikina Apartment Project, Inc.'s Board of Directors

The motion was unanimously approved.

The Board reconvened from Executive Session at 9:25 a.m.

Vice Chair Espero reported that the Board discussed with its attorney conflicts of interest as it pertains to serving on the HHA Wilikina Apartment Project, Inc.'s Board of Directors.

Director Kim nominated Director Shim. Director Shim accepted the nomination to serve on the Wilikina Board. With no further nominations, Vice Chairperson Espero closed the nominations.

Director Shim was unanimously elected.

Designee Bhanot nominated Director Kim. Director Kim accepted the nomination to serve on the Wilikina Board. With no further nominations, Vice Chairperson Espero closed the nominations.

Director Kim was unanimously elected.

Director Kim nominated Director Oh. Director Oh accepted the nomination to serve on the HHA Wilikina Projects, Inc. Board of Directors. With no further nominations, Vice Chairperson Espero closed the nominations.

Director Oh was unanimously elected.

Designee Bhanot nominated Director Medeiros. Director Medeiros accepted the nomination of to serve on the HHA Wilikina Projects, Inc. Board of Directors. With no further nominations, Vice Chairperson Espero closed the nominations.

Director Medeiros was unanimously elected.

Director Kim nominated Director Wong. Designee Bhanot accepted the nomination on behalf of Director Wong to serve on the HHA Wilikina Projects, Inc. Board of Directors. With no further nominations, Vice Chairperson Espero closed the nominations.

Director Wong was unanimously elected.

Designee Bhanot thanked Vice Chairperson Espero for his service in the absence of a Chairperson.

Adjournment

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

Designee Bhanot moved,

To adjourn the Annual Hawaii Public Housing Authority Board meeting.

The motion was unanimously approved.

The meeting was adjourned at 9:31 a.m.

MINUTES CERTIFICATION

Minutes Prepared by:



Taryn T. Chikamori
Secretary to the Board

SEP 17 2015

Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on September 17, 2015: [] As Presented [✓] As Amended



Director Espero/Board Secretary

SEP 17 2015

Date

HAWAII PUBLIC HOUSING AUTHORITY
MINUTES OF THE MONTHLY MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING E,
HONOLULU, HAWAII 96817
ON THURSDAY, AUGUST 20, 2015
IN THE COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority held their monthly Board Meeting at 1002 North School Street, on Thursday, August 20, 2015 at 9:39 a.m. Newly elected 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 Myoung Oh
Designee Pankaj Bhanot
Director Rachael Wong
Director Lisa Darcy
Director Elizabeth Kim
Director En Young

Deputy Attorney General, Jennifer Sugita

EXCUSED: Director Laura Smith

STAFF PRESENT: Hakim Ouansafi, Executive Director
Barbara Arashiro, Executive Assistant
Chong Gu, Chief Financial Management Advisor
Becky Choi, State Housing Development Administrator
Dawn Takeuchi Apuna, Chief Planner
Joanna Renken, Acting Public Housing Supervisor VI
Renee Blondin-Nip, Hearings Officer
Gary Nakatsu, Data Processing Supervisor
Rick Sogawa, Contracts & Procurement Officer
Clarence Allen, Fiscal Officer
Stephanie Fo, Section 8 Branch Chief
Dean Sakata, Housing Development Specialist
Maricar Campos, Property Management Specialist
Kau`i Martinez, Resident Services Program Specialist
Taryn Chikamori, Secretary to the Board

OTHERS PRESENT (and signing in as):

Augafa Ene, Mayor Wrights Homes resident
Fetu Kolio, private resident
Uilani Goods, Medical-Legal Partnership for Children in Hawaii
Roy Nakamura, Kalakaua Homes resident
James Tuquero, Kalakaua Homes resident
Jesse Wu, U.S. Department of Housing and Urban Development

Proceedings:

Chairperson Shim declared a quorum present.

Approval of Minutes:

Director Kim moved,

To approve the Regular Meeting Minutes of June 18, 2015.

The minutes were unanimously approved.

Public Testimony

Roy Nakamura, Kalakaua Homes resident, stated that he has been asking for a designated smoking area for the past couple of months. He also stated that he was overpaying his rent and got reimbursed. Mr. Nakamura stated that his rent increased from \$293 to \$309, if he overpays again he feels he should be entitled to a full reimbursement. He stated that he drinks and smokes, but he stays in his unit and minds his own business. He reported that there is a youth who buys and smokes marijuana and a woman who smokes on the bench in the common area. He has informed the staff, but feels nothing is being done about the situation.

Fetu Kolio, private resident, stated that court's opinion states that he became a tenant in 2004 and that the court reversed the Intermediate Court of Appeals (ICA), Circuit Court judgement and the Hawaii Public Housing Authority's (HPHA) September eviction findings.

For Action:

Designee Bhanot moved,

To Adopt Resolution No. 15-80 Approving the Section 8 Management Assessment Program (SEMAP) Certification For Fiscal Year July 1, 2014 to

June 30, 2015 and to Authorize the Executive Director to Undertake All Actions Necessary to Submit the SEMAP Certification to the U.S. Department of Housing and Urban Development.

Executive Director Ouansafi reported that the Section 8 Management Assessment Program (SEMAP) is a federally mandated management assessment system which covers 14 different indicators. Once the HPHA compiles the proposed rating, the Board needs to approve submission of the score to the U.S. Department of Housing and Urban Development (HUD). HUD then reviews the HPHA's SEMAP to ensure the score is correct and then provides a final score and performance rating for the agency. The HPHA anticipates being rated a high performer at 98% for the fiscal year ended June 30, 2015.

Director Kim asked whether an independent third party reviews the HPHA's certification, prior to submission to HUD. Executive Director Ouansafi reported that the HPHA reviews all the files and self certifies the score. Subsequently HUD will review the HPHA's submittal and will issue the final score. He reported that last year HUD awarded the HPHA 2 more points than the HPHA gave itself.

Director Kim questioned what kind of assurance does the Board have that the staff are not just "rubber stamping" their approval and submitting the SEMAP scores to the Board. Chairperson Shim asked if this is the normal procedure. Executive Director Ouansafi responded that all public housing authorities follow a similar process and clarified that management does not "rubber stamp" anything. He explained that there is a clear process set by the federal government and that ultimately HUD will review the certification and issue the final score to HPHA. Executive Director Ouansafi reiterated that in a previous year, the HPHA actually certified a lower score and when HUD reviewed the certification issued HPHA a higher score than was certified.

Designee Bhanot further clarified that many federal grants, like those at DHS, work in a similar fashion. He reported that normally the grantee will self-report to the federal government about their performance on a federal grant. The federal government will then accept the score or conduct a monitoring to confirm the self-assessed score.

Director Espero asked what changes were made which resulted in an additional 5 points this year. Executive Director Ouansafi reported that last year the HPHA was short staffed and was unable to conduct quality control on a minimum number of inspections. This year, the HPHA was able to hire staff to conduct quality control on the inspections.

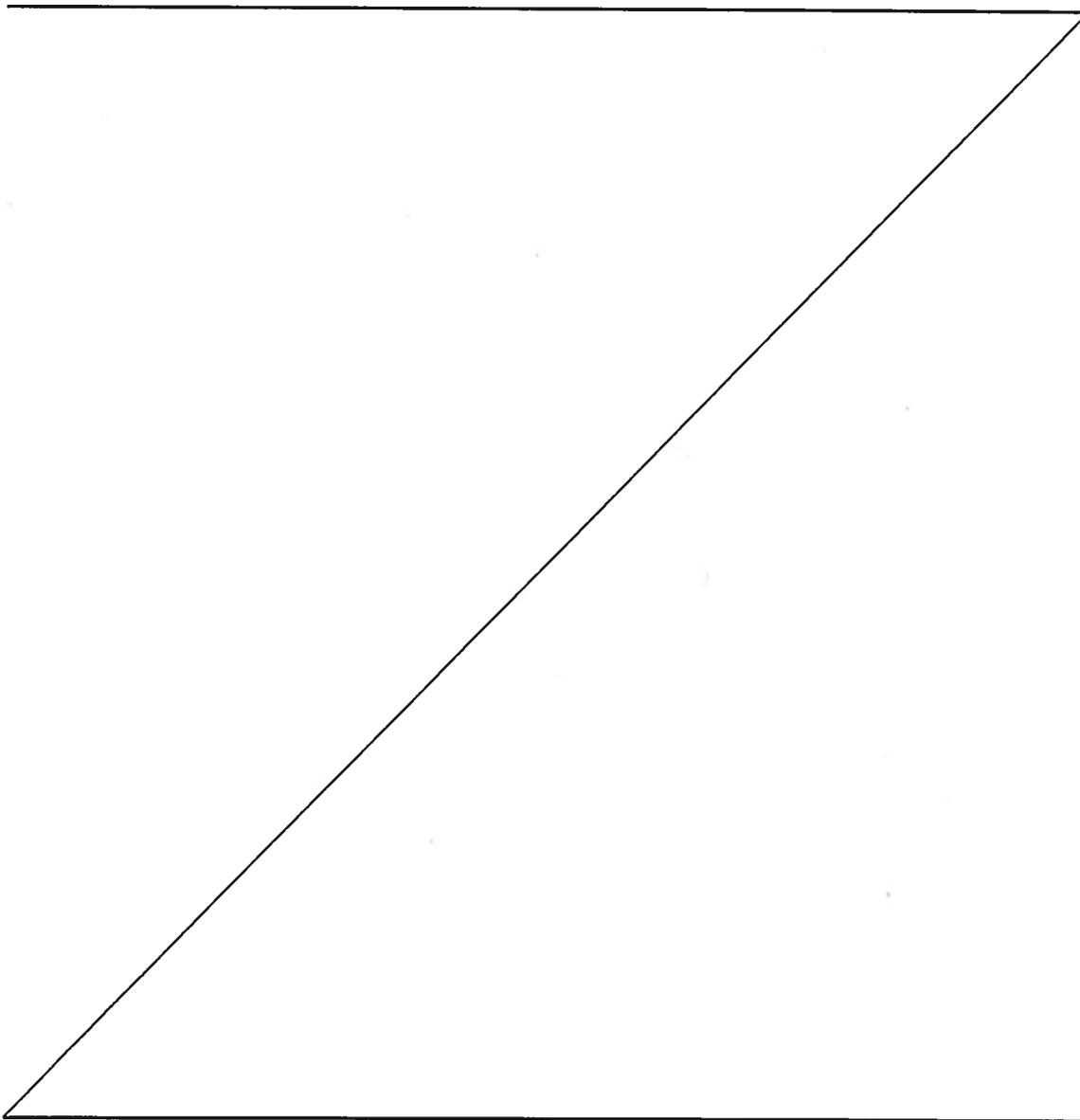
Director Espero asked how many people were hired to conduct the quality control. Executive Director Ouansafi responded that there is one employee and a supervisor.

Director Espero asked whether the HPHA's participation in the Family Self-Sufficiency program is mandatory. Executive Director Ouansafi reported that the program is not mandatory and the HPHA contracts with the City and County of Honolulu (C & C) for

this program. Director Espero asked if the HPHA can make the program mandatory. Executive Director Ouansafi responded that according to HUD regulations the participant may choose to participate or not.

Director Darcy asked how many hours it takes to conduct this assessment. Executive Director Ouansafi reported that the quality control is ongoing throughout the year. To get the report together takes several hours and then there is review by management. Executive Assistant Arashiro reported that the HPHA takes several weeks to gather supporting documentation for the proposed SEMAP score. The Program Chief is then required to meet with the Executive Office to review all of the documentation and the proposed score.

The motion was unanimously approved.



RESOLUTION NO. 15-80

HAWAII PUBLIC HOUSING AUTHORITY
STATE OF HAWAII

RESOLUTION APPROVING THE SECTION 8 MANAGEMENT ASSESSMENT
PROGRAM (SEMAP) CERTIFICATION
AUGUST 20, 2015

WHEREAS, the Board of Directors of the Hawaii Public Housing Authority, in compliance with the U.S. Department of Housing and Urban Development (HUD) management performance requirements for Fiscal Year July 1, 2014 to June 30, 2015, has reviewed the Section 8 Management Assessment Program (SEMAP) Certification (form HUD-52648, exp 11/30/2016) as attached hereto; and

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Hawaii Public Housing Authority hereby approves the SEMAP Certification for the fiscal period July 1, 2014 to June 30, 2015.

The **UNDERSIGNED**, hereby certifies that the foregoing Resolution No. 15-80 was duly adopted by the Directors of the Hawaii Public Housing Authority on August 20, 2015.

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



By:
Its: Chairperson

Executive Director Report:

- Executive Director Ouansafi reported that the HPHA has put together a plan to increase the affordable housing inventory by 10,000 units. Since the HPHA is at 98% occupancy and there is a long waitlist, the HPHA can only serve more families by increasing its inventory. The plan is designed to work with the transit oriented development (TOD) along the rail line.
- The HPHA selected the Hunt Group who teamed up with The Vitus Group and McCormack Baron Salazar for the Mayor Wright Homes (MWH) public-private mixed finance redevelopment and the HPHA is in negotiations.
- Executive Director Ouansafi reported that the HPHA is in negotiations for phase two of the Kuhio Park Terrace (KPT) redevelopment. The HPHA had a year long community engagement process for the KPT redevelopment.
- Executive Director Ouansafi reported that the HPHA has over 200 families that have been issued Section 8 housing choice vouchers, but are still looking for housing units. The HPHA has been putting a plan together to give incentives to the landlords who rent to Section 8 tenants to be presented to the Board. Ideas being discussed include: 1) providing a guarantee to landlords that rental payments from the HPHA will be delivered on the first day of the month; 2) establishing a working relationship with non-profits to help fix units that are damaged by Section 8 tenants beyond normal wear and tear; and 3) providing landlords 3-months worth of rent in advance.
- Executive Director Ouansafi reported that the HPHA has housed over 400 homeless veterans under the Veteran's Affairs Supportive Housing (VASH) voucher program.
- Executive Director Ouansafi reported that the HPHA has been working on a plan to help the homeless with children. The HPHA met with Director Wong and asked to be part of the solution with the Governor's Homeless Leadership team. He stated that in less than 2 years the HPHA should be able to house most homeless families with children.
- Executive Director Ouansafi reported HUD requires an annual audit. The audit is in progress and is very time consuming. He reported that last year, the HPHA had 3 findings in its single audit.
- Executive Director Ouansafi reported that HUD conducts a Public Housing Assessment System (PHAS) score using a variety of indicators. He reported that HPHA received an 83 out of 100 points for its PHAS score for the fiscal year ending June 30, 2014.

- Executive Director Ouansafi reported HUD also conducts the Real Estate Assessment Center (REAC) physical inspection of the federal properties. If a property receives below 70 then they re-inspect the following year; 80 or higher every 2 years and 90 or higher every 3 years. Although the inspections are still ongoing, we are pleased that the REAC score have been going up.
- Executive Director Ouansafi reported that because Act 159 was not extended during this last legislative session the “Special Teams” staff went from 36 staff down to 16 staff. The HPHA has since entered into a Letter of Understanding with the United Public Workers (UPW) Union to continue the Special Team concept and is working on a Memorandum of Understanding for a multi-skilled worker pilot program. He also reported that the loss of skilled worker has affected the public housing occupancy which has dropped from 98% to 96.8%.
- Executive Director Ouansafi reported that the HPHA has been in communication with the Hawaii Government Employees Association (HGEA) regarding reorganizing the Fiscal Management Office (FMO).
- Executive Director Ouansafi reported it has been difficult to hire property managers. Designee Bhanot asked if the problem is because the salaries are not high enough or because of the lack of qualified applicants. Executive Director Ouansafi responded that it is a combination of both. Executive Director Ouansafi stated that the HPHA is planning a job fair and will also ask to raise the pay. The HPHA is also training within so staff can be promoted. Executive Director Ouansafi reported that the HPHA is currently recruiting for approximately 50 positions. Designee Bhanot asked if there is a vocational training program available for applicants or is it on the job training. Executive Director Ouansafi responded that the public housing program is very complex because it is governed by a variety of State and federal laws, rules, and policies. Designee Bhanot stated the Department of Human Services (DHS) built a program where the Supplemental Nutrition Assistance Program (SNAP) recipients are matched up with employers and community colleges to gain skills and can be hired for specific positions.

(End of Executive Director’s Report)

Chairperson Shim encouraged all Board members to mark their calendars and to try to commit to attending the Board meetings.

Chairperson Shim called for a recess at 10:32 a.m. and reconvened at 10:44 a.m.

For Discussion:

Adoption of Temporary Admissions Preference for Homeless Families with Children in the State of Hawaii for the Federally Assisted Public Housing Program and State-Aided Family Public Housing Program.

Executive Director Ouansafi reported that staff visited the homeless encampment at Kakaako and were concerned with the homeless children. He explained that the proposed preference would cover homeless families with children. Executive Director Ouansafi reported that once the homeless children are housed, then the HPHA would evaluate the need to create a different preference depending on the community's need at the time.

Designee Bhanot asked if the HPHA will need approval from HUD or do administrative rules need to be adopted. Executive Director Ouansafi responded that the administrative rules would need to be changed for the federal properties, but after consulting with the Attorney General's Office the Governor can create an emergency declaration for the State properties. Designee Bhanot stated that he believes that this is a health and safety issue and interim administrative rules can be created before going through the entire process.

Director Kim stated that she and Director Wong met with HUD officials yesterday and she asked if the HPHA can create a preference for the homeless. The HUD officials informed her that a homeless preference could be easily created and implemented right away. Executive Director Ouansafi concurred and reported that the federal properties already have a homeless preference. He explained that the preference the HPHA is trying to create would be specifically for families with children and would require changing the administrative rules for the State properties.

Director Shim asked how long it takes to change the administrative rules and if there is a way to expedite the process. Executive Director Ouansafi responded that the HPHA needs to go through certain procedures, although if the Governor suspends the process than it will be a lot shorter.

Director Wong arrived at 10:55 a.m.

Director Espero asked how a new preference would affect the current preferences. Executive Director Ouansafi responded that the suggestion would be that homeless families with children be given first preference because only 50% of the vacancies can be used for preferences. Executive Director Ouansafi reported that management will prepare amendments to the administrative rules if the Board supports the proposed preference.

Director Wong asked: 1) what is the current homeless preference and how does it change things and 2) is it part of the federal process or can it just be state related. Executive Director Ouansafi responded that currently the preferences are homeless;

disabled; and domestic violence in no particular order. Those groups are admitted to public housing on a date and time basis (i.e., first-come, first-served). The proposed preference is for families with homeless children and to serve them first. Executive Director Ouansafi responded that because the majority of the HPHA's inventory are federal units and that 80% of the State units are for the elderly, the HPHA wants to do both federal and state rule changes at the same time.

Director Wong suggested that the HPHA work with HUD so it is in line with what is happening nationally. Executive Director Ouansafi reported that HPHA is working with HUD.

Director Wong reported that HUD mentioned Rental Assistance Demonstration (RAD) and requested that more information be given at the next Board meeting. Executive Director Ouansafi responded that RAD is when public housing units are converted to Section 8 units.

Director Medeiros stated she supports the proposed preference for homeless families with children. She stated that there is no youth shelter in the State. She reported that she visited a drop in shelter that served 505 children, who made 4,347 visits to the center, which is open only 3 hours, 4 days a week. The shelter offers one hot meal and a hot shower.

Director Young stated he wants to better understand how the HPHA can create this preference versus providing preferences for other protected classes. Executive Director Ouansafi responded that under the law, the HPHA is allowed to create preferences depending on what is happening in the locality. He reported that this is just an idea and the staff will bring the details before the Board at a future meeting.

Responding to Director Young's question, Director Medeiros stated that State law and federal law allows for a homeless preference. She feels like other priority populations, like veterans, have support programs in place. She stated what she has learned from social workers are that many children are homeless because of sexual assault at home, domestic violence, drug abuse, getting kicked out, and sex trafficking, but there are no programs to support these children.

Executive Director Ouansafi also confirmed that this preference would not affect the VASH program which currently serves homeless veterans with rental assistance and supportive services.

Chairperson Shim encouraged moving forward, but cautioned against unintentionally providing another reason for people to have children. Executive Director Ouansafi stated that the thought is to create a waitlist and serve those with families with children that are currently homeless. After those families are served, the HPHA would reassess whether to re-open the wait list or if a new preference should be created.

Director Espero requested that when the staff establishes the preference they consider who will receive the preference: 1) sheltered families; 2) unsheltered families; 3) families in emergency shelters; or 4) families in the transitional shelters. He explained that the current homeless preference states that the family needs to be in a transitional shelter and following the service plan. He also asked that the HPHA look at who will verify an applicant family's homeless status. He also cautioned that providing a preference for homeless families may cause people to become homeless just to receive the preference. Executive Director Ouansafi responded that the HPHA is prepared to meet with homeless service providers and will have discussions to gather input on these matters.

Director Medeiros stated that if a child wants to be housed but the family does not, will the HPHA try to find a way to house the child. Executive Director Ouansafi reported that he believes there is an age requirement for a person to enter into a rental agreement. He feels that the preference should be for families that agree to be housed and are receiving supportive services or who are working with service providers to find an appropriate guardian for the child.

Director Wong suggested that the HPHA work with the experts on the Board so the questions that the Governor's leadership team will have are answered beforehand. Executive Director Ouansafi responded that the HPHA will work with the service providers on the details and that the HPHA will still need to go to public hearing and can adjust from there, but at the end of the process all the ideas will be considered and questions will be answered.

Director Espero asked if a Task Force should be appointed. Chairperson Shim responded that it was not necessary at this time and that it could be considered at a future time. He noted that there is a consensus and that the Executive Director should pursue discussions with the service providers and work on proposed changes to the existing preferences.

Directors Kim and Medeiros left at 11:28 a.m.

Director Espero moved at 11:29 a.m.,

To go into Executive Session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities as related to:

- 1. Jeanne A. Lorrin v. Hawaii Public Housing Authority (Civil No. 14-1-0735-03);**
- 2. Fetu Kolio v. Hawaii Public Housing Authority (CAAP-13-0000785; Civil No. 12-1-2339-09);**
- 3. Executive Session Minutes for May 21, 2015.**

The motion was unanimously approved.

The Board reconvened from Executive Session at 12:14 p.m.

Chairperson Shim reported that the Board reviewed, but did not approve the Executive Session Minutes from the June 16, 2015 meeting. The Board also received an update regarding Fetu Kolio v. Hawaii Public Housing Authority (CAAP-13-0000785; Civil No. 12-1-2339-09).

HPHA OED reported that HUD training for the Board will be scheduled for the next Board meeting. A special meeting will be scheduled for HPHA Board Training.

Adjournment

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

Designee Bhanot moved,

To adjourn the Hawaii Public Housing Authority Board meeting.

The motion was unanimously approved.

The meeting was adjourned at 12:15 p.m.

MINUTES CERTIFICATION

Minutes Prepared by:

Taryn T. Chikamori
Secretary to the Board

Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on September 17, 2015: [] As Presented [] As Amended

Director Espero/Board Secretary

Date

FOR ACTION

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

1. Louanne K. L. Kam to the Oahu Eviction Board.

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

1. Chunmay Chang to the Oahu Eviction Board whose term expires in November 2015;
2. Wanda Camara to the Oahu Eviction Board and as a Floating Resident Member whose term expires in December 2015.

I. FACTS

- A. The Oahu and Neighbor Island Eviction Boards are composed of members of the community and are responsible for affording public housing tenants a full and fair due process hearing during lease termination proceedings.
- B. Pursuant to the Hawaii Revised Statutes (HRS) 356D-93, the Authority is authorized to appoint an eviction board which shall consist of not less than one person, and no more than three persons, of which one shall be a resident of public housing.
- C. Attached is a list of the current eviction board members by county and term appointments.

II. DISCUSSION

- A. The eviction board members are made up of volunteers from the community, in both the public and private sector with work experiences in law, real estate, accounting and teaching. Eviction hearings are conducted on a weekly basis and require board members to commit to 1 to 4 hours per hearing scheduled date.
- B. Prior to hearing an eviction case, the board members receive training on their roles and responsibilities to provide a fair and impartial hearing for the tenants. They are also trained on the roles and responsibilities of the tenant and the HPHA and its managing agents.
- C. Due to natural attrition the Hearings Office continue to solicit new board members through various marketing and networking efforts, referrals from board members or HPHA staff to maintain board quorum.
- D. Having more than the minimum amount of members and resident members appointed to the Oahu and Neighbor Island Eviction Boards will allow the

Hearings Office to process the requests for hearings in an efficient and timely manner, and avoid cancellation of hearings for lack of quorum.

- E. Ms. Kam is an Attorney and Certified Public Accountant who recently retired from Kamehameha Schools as Senior Counsel for Legal Services. She has extensive legal experience in areas of construction agreements, insurance claims and disputes, litigation and legislative work. Ms. Kam has expressed a willingness to serve as a board member of the Oahu Eviction Board.
- F. Ms. Chang is an Attorney concentrating in the area of family law and has expressed a willingness to serve an additional two year term on the Oahu Eviction Board.
- G. Ms. Camara is a public housing resident of the HPHA Ko'olau Village Housing Project and is in good standing (e.g., lease compliant). Ms. Camara also serves on the HPHA Resident Advisory Board and has expressed her willingness to serve an additional two year term on the Oahu Eviction Board and as a Resident Member. Ms. Camara is a floating Board member which means that she can be called to serve on any of the Oahu eviction boards if the need arises.

III. RECOMMENDATION

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

1. Louanne K. L. Kam to the Oahu Eviction Board;

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

1. Chunmay Chang to the Oahu Eviction Board whose term expires in November 2015;
2. Wanda Camara to the Oahu Eviction Board and as a Floating Resident Member whose term expires in December 2015.

- A. Attachment A: List of Eviction Board Members and Term Appointments
- B. Attachment B: Resume for Louanne K. L. Kam
- C. Attachment C: Resume for Chunmay Chang
- D. Attachment D: Resume for Wanda Camara

Prepared by: Renee Blondin-Nip, Hearings Officer RN

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	10
Radiant Chase	01/25/02	07/31/17	13
Stanley Young**	07/15/10	07/15/16	5
Wanda Camara*	12/19/13	12/19/15	1
Chunmay Chang	11/01/13	11/01/15	2
Oahu B:			
Jane Moana Gray*	08/31/79	07/31/17	36
Earl Mente	12/19/97	07/31/17	17
Joyce Nakamura	02/20/98	07/31/17	17
Oahu C:			
Solomon Kuresa*	05/16/97	07/31/17	18
Sylvianne Young	12/19/97	07/31/17	18
Sylvia Wilmeth	11/18/10	11/31/16	5
Hilo:			
Jane Moana Gray***	06/21/07	06/30/17	8
George DeMello*	09/20/07	07/31/17	8
Keith Biho	02/18/10	02/29/16	5
Ayotunde Adewunmi	01/15/15	01/15/17	1
Joanne Luiz*	02/29/14	02/29/16	1
Kauai:			
Fay Rapoza	10/10/13	10/30/17	2
Jane Moana Gray***	06/21/07	06/30/17	8
Arde Long-Yamashita*	02/31/08	02/31/16	7
Kona:			
Jane Moana Gray***	06/21/07	06/30/17	8
Ross Oue	05/15/92	07/31/17	23
Arleila Andrade	09/15/10	09/31/16	5
Mary Hoffman*	10/10/13	10/30/17	2
Maui:			
Wanda Camara***	12/19/13	12/19/15	2
Robert G. Hill	03/01/08	02/28/16	7
Mark Nishino	03/01/15	03/01/17	1

* Resident Board Member

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

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

Revised 08/30/15

FOR ACTION

MOTION: To Approve Draft Legislative Proposals for the 28th Legislature Regarding the Hawaii Public Housing Authority and to Authorize the Executive Director to Submit Proposed Legislation to the Office of the Governor and Testify on Behalf of the Hawaii Public Housing Authority

I. FACTS

The 28th Hawaii State Legislature convenes for the second year of the biennium on January 20, 2016.

II. DISCUSSION

A. The Hawaii Public Housing Authority's (HPHA) legislative proposals are identified and developed during August and September in preparation for discussion with the Governor's Policy Office in October through December.

B. At this time, Management has identified the following items to be further developed and proposed to the 2016 Legislature:

1. Proposed Bill Purpose: To expand the HPHA's ability to hire tenants.

Justification: Currently, HPHA is limited to hiring up to twenty-six percent of a housing project's workforce for civil service exempt tenant hires. By removing this limitation, HPHA may hire a greater number of tenants that will help build tenant capacity and encourage tenant investment in their housing.

2. Proposed Bill Purpose: As a housekeeping measure, to provide an exception for HPHA titled lands from "public lands" under Hawaii Revised Statutes (HRS) §171-2.

Justification: HRS §171-2 lands are deemed to be "public lands", and therefore under the jurisdiction of the Department of Land and Natural Resources (DLNR). Similar to the Hawaii Housing Finance and Development Corporation (HHFDC) (whose lands are exempted from "public lands" under HRS §171-2), the HPHA is

authorized to acquire, own, and hold real property, and therefore its titled lands do not fall under the jurisdiction of the DLNR.

Section 14 of Act 180 (Session Laws of 2006) directed the Legislative Reference Bureau to further implement changes by amending specific sections of the HRS to implement the separation and division of the HHFDC and HPHA. In Report No. 5, 2005, titled "Clarifying Statutory References in State Housing Agency Laws," the Legislative Reference Bureau suggested this amendment.

- C. In addition, the HPHA will continue to lobby for the following bills from the last legislative session (2015):
 - 1. House Bill 768, House Draft 2, Senate Draft 2, Relating to the Hawaii Public Housing Authority. Expands the HPHA's authority to dispose of property seized, abandoned or remaining upon eviction in and around federal, elder or elderly, or state low-income housing projects.
 - 2. House Bill 767, House Draft 2, Senate Draft 1, Relating to the Hawaii Public Housing Authority. Provides that certain areas HPHA housing projects are closed to the public and amends criminal trespass in the second degree to permit the prosecution of an unauthorized entry or a violation of a written prohibition to enter into the subject housing projects. Clarifies requirements for signage.
- D. Staff requests Board discussion and guidance on these and any other legislative needs identified by the Board.

(End of Discussion)

III. RECOMMENDATION

That the Board of Directors approve draft legislative proposals for the 29th Legislature regarding the Hawaii Public Housing Authority and authorize the Executive Director to submit proposed legislation to the Office of the Governor and testify on behalf of the Hawaii Public Housing Authority.

Attachments: A – Tenant Hire Expansion
 B – Exclusion of HPHA Lands from Public Lands
 C – House Bill 768, HD 2, SD 2
 D – House Bill 767, HD 2, SD 1

Prepared by: Dawn Takeuchi Apuna, Chief Planner DIA

Approved by the HPHA Board of Directors
On the date set forth above

Pono Shim
Chairperson

____.B. NO. _____

A BILL FOR AN ACT

RELATING TO THE HAWAII PUBLIC HOUSING AUTHORITY.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF HAWAII:

1 SECTION 1. Section 76-16, Hawaii Revised Statutes, is
2 amended by amending subsection (b) to read as follows:

3 "(b) The civil service to which this chapter applies shall
4 comprise all positions in the State now existing or hereafter
5 established and embrace all personal services performed for the
6 State, except the following:

7 (1) Commissioned and enlisted personnel of the Hawaii
8 National Guard as such, and positions in the Hawaii
9 National Guard that are required by state or federal
10 laws or regulations or orders of the National Guard to
11 be filled from those commissioned or enlisted
12 personnel;

13 (2) Positions filled by persons employed by contract where
14 the director of human resources development has
15 certified that the service is special or unique or is
16 essential to the public interest and that, because of
17 circumstances surrounding its fulfillment, personnel
18 to perform the service cannot be obtained through

- 1 normal civil service recruitment procedures. Any such
2 contract may be for any period not exceeding one year;
- 3 (3) Positions that must be filled without delay to comply
4 with a court order or decree if the director
5 determines that recruitment through normal recruitment
6 civil service procedures would result in delay or
7 noncompliance, such as the Felix-Cayetano consent
8 decree;
- 9 (4) Positions filled by the legislature or by either house
10 or any committee thereof;
- 11 (5) Employees in the office of the governor and office of
12 the lieutenant governor, and household employees at
13 Washington Place;
- 14 (6) Positions filled by popular vote;
- 15 (7) Department heads, officers, and members of any board,
16 commission, or other state agency whose appointments
17 are made by the governor or are required by law to be
18 confirmed by the senate;
- 19 (8) Judges, referees, receivers, masters, jurors, notaries
20 public, land court examiners, court commissioners, and
21 attorneys appointed by a state court for a special
22 temporary service;

1 (9) One bailiff for the chief justice of the supreme court
2 who shall have the powers and duties of a court
3 officer and bailiff under section 606-14; one
4 secretary or clerk for each justice of the supreme
5 court, each judge of the intermediate appellate court,
6 and each judge of the circuit court; one secretary for
7 the judicial council; one deputy administrative
8 director of the courts; three law clerks for the chief
9 justice of the supreme court, two law clerks for each
10 associate justice of the supreme court and each judge
11 of the intermediate appellate court, one law clerk for
12 each judge of the circuit court, two additional law
13 clerks for the civil administrative judge of the
14 circuit court of the first circuit, two additional law
15 clerks for the criminal administrative judge of the
16 circuit court of the first circuit, one additional law
17 clerk for the senior judge of the family court of the
18 first circuit, two additional law clerks for the civil
19 motions judge of the circuit court of the first
20 circuit, two additional law clerks for the criminal
21 motions judge of the circuit court of the first
22 circuit, and two law clerks for the administrative

1 judge of the district court of the first circuit; and
2 one private secretary for the administrative director
3 of the courts, the deputy administrative director of
4 the courts, each department head, each deputy or first
5 assistant, and each additional deputy, or assistant
6 deputy, or assistant defined in paragraph (16);

7 (10) First deputy and deputy attorneys general, the
8 administrative services manager of the department of
9 the attorney general, one secretary for the
10 administrative services manager, an administrator and
11 any support staff for the criminal and juvenile
12 justice resources coordination functions, and law
13 clerks;

14 (11) (A) Teachers, principals, vice-principals, complex
15 area superintendents, deputy and assistant
16 superintendents, other certificated personnel,
17 not more than twenty noncertificated
18 administrative, professional, and technical
19 personnel not engaged in instructional work;

20 (B) Effective July 1, 2003, teaching assistants,
21 educational assistants, bilingual/bicultural
22 school-home assistants, school psychologists,

1 psychological examiners, speech pathologists,
2 athletic health care trainers, alternative school
3 work study assistants, alternative school
4 educational/supportive services specialists,
5 alternative school project coordinators, and
6 communications aides in the department of
7 education;

8 (C) The special assistant to the state librarian and
9 one secretary for the special assistant to the
10 state librarian; and

11 (D) Members of the faculty of the University of
12 Hawaii, including research workers, extension
13 agents, personnel engaged in instructional work,
14 and administrative, professional, and technical
15 personnel of the university;

16 (12) Employees engaged in special, research, or
17 demonstration projects approved by the governor;

18 (13) (A) Positions filled by inmates, patients of state
19 institutions, persons with severe physical or
20 mental disabilities participating in the work
21 experience training programs;

- 1 (B) Positions filled with students in accordance with
- 2 guidelines for established state employment
- 3 programs; and
- 4 (C) Positions that provide work experience training
- 5 or temporary public service employment that are
- 6 filled by persons entering the workforce or
- 7 persons transitioning into other careers under
- 8 programs such as the federal Workforce Investment
- 9 Act of 1998, as amended, or the Senior Community
- 10 Service Employment Program of the Employment and
- 11 Training Administration of the United States
- 12 Department of Labor, or under other similar state
- 13 programs;
- 14 (14) A custodian or guide at Iolani Palace, the Royal
- 15 Mausoleum, and Hulihee Palace;
- 16 (15) Positions filled by persons employed on a fee,
- 17 contract, or piecework basis, who may lawfully perform
- 18 their duties concurrently with their private business
- 19 or profession or other private employment and whose
- 20 duties require only a portion of their time, if it is
- 21 impracticable to ascertain or anticipate the portion
- 22 of time to be devoted to the service of the State;

1 (16) Positions of first deputies or first assistants of
2 each department head appointed under or in the manner
3 provided in section 6, article V, of the state
4 constitution; three additional deputies or assistants
5 either in charge of the highways, harbors, and
6 airports divisions or other functions within the
7 department of transportation as may be assigned by the
8 director of transportation, with the approval of the
9 governor; four additional deputies in the department
10 of health, each in charge of one of the
11 following: behavioral health, environmental health,
12 hospitals, and health resources administration,
13 including other functions within the department as may
14 be assigned by the director of health, with the
15 approval of the governor; an administrative assistant
16 to the state librarian; and an administrative
17 assistant to the superintendent of education;

18 (17) Positions specifically exempted from this part by any
19 other law; provided that:

20 (A) Any exemption created after July 1, 2014, shall
21 expire three years after its enactment unless

1 affirmatively extended by an act of the
2 legislature; and

3 (B) All of the positions defined by paragraph (9)
4 shall be included in the position classification
5 plan;

6 (18) Positions in the state foster grandparent program and
7 positions for temporary employment of senior citizens
8 in occupations in which there is a severe personnel
9 shortage or in special projects;

10 (19) Household employees at the official residence of the
11 president of the University of Hawaii;

12 (20) Employees in the department of education engaged in
13 the supervision of students during meal periods in the
14 distribution, collection, and counting of meal
15 tickets, and in the cleaning of classrooms after
16 school hours on a less than half-time basis;

17 (21) Employees hired under the tenant hire program of the
18 Hawaii public housing authority; [~~provided that except~~
19 ~~during the time period specified in paragraph (27),~~
20 ~~not more than twenty six per cent of the authority's~~
21 ~~workforce in any housing project maintained or~~

1 ~~operated by the authority shall be hired under the~~
2 ~~tenant hire program,]~~

3 (22) Positions of the federally funded expanded food and
4 nutrition program of the University of Hawaii that
5 require the hiring of nutrition program assistants who
6 live in the areas they serve;

7 (23) Positions filled by persons with severe disabilities
8 who are certified by the state vocational
9 rehabilitation office that they are able to perform
10 safely the duties of the positions;

11 (24) The sheriff;

12 (25) A gender and other fairness coordinator hired by the
13 judiciary;

14 (26) Positions in the Hawaii National Guard youth and adult
15 education programs; and

16 (27) From July 1, 2012, to June 30, 2015, persons hired or
17 contracted to perform repair, maintenance, or capital
18 improvement projects work on vacant housing units
19 under the jurisdiction of the Hawaii public housing
20 authority.

21 The director shall determine the applicability of this
22 section to specific positions.

____.B. NO.____

1 Nothing in this section shall be deemed to affect the civil
2 service status of any incumbent as it existed on July 1, 1955."

3 SECTION 2. Statutory material to be repealed is bracketed
4 and stricken. New statutory material is underscored.

5 SECTION 3. This Act shall take effect upon approval.

6

7

INTRODUCED BY: _____

8

BY REQUEST

____.B. NO.____

Report Title:

Tenant Hire Program; Hawaii Public Housing Authority;

Description:

Expands the civil service exemption for tenant hires by the Hawaii Public Housing Authority by removing the percentage limit of project workforce.

The summary description of legislation appearing on this page is for informational purposes only and is not legislation or evidence of legislative intent.

____.B. NO. _____

A BILL FOR AN ACT

RELATING TO PUBLIC LANDS.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF HAWAII:

1 SECTION 1. Section 171-2, Hawaii Revised Statutes, is
2 amended to read as follows:

3 "§171-2 Definition of public lands. "Public lands" means
4 all lands or interest therein in the State classed as government
5 or crown lands previous to August 15, 1895, or acquired or
6 reserved by the government upon or subsequent to that date by
7 purchase, exchange, escheat, or the exercise of the right of
8 eminent domain, or in any other manner; including lands accreted
9 after May 20, 2003, and not otherwise awarded, submerged lands,
10 and lands beneath tidal waters that are suitable for
11 reclamation, together with reclaimed lands that have been given
12 the status of public lands under this chapter, except:

13 (1) Lands designated in section 203 of the Hawaiian Homes
14 Commission Act, 1920, as amended;

15 (2) Lands set aside pursuant to law for the use of the
16 United States;

17 (3) Lands being used for roads and streets;

18

1 (4) Lands to which the United States relinquished the
2 absolute fee and ownership under section 91 of the Hawaiian
3 Organic Act prior to the admission of Hawaii as a state of the
4 United States unless subsequently placed under the control of
5 the board of land and natural resources and given the status of
6 public lands in accordance with the state constitution, the
7 Hawaiian Homes Commission Act, 1920, as amended, or other laws;

8 (5) Lands to which the University of Hawaii holds title;

9 (6) Lands to which the Hawaii housing finance and
10 development corporation in its corporate capacity holds title;

11 (7) Lands to which the Hawaii community development
12 authority in its corporate capacity holds title;

13 (8) Lands to which the Hawaii public housing authority in
14 its corporate capacity holds title;

15 [~~8~~] (9) Lands to which the department of agriculture holds
16 title by way of foreclosure, voluntary surrender, or otherwise,
17 to recover moneys loaned or to recover debts otherwise owed the
18 department under chapter 167;

19 [~~9~~] (10) Lands that are set aside by the governor to the Aloha
20 Tower development corporation; lands leased to the Aloha Tower
21 development corporation by any department or agency of the

1 State; or lands to which the Aloha Tower development corporation
2 holds title in its corporate capacity;
3 [~~(10)~~] (11) Lands that are set aside by the governor to the
4 agribusiness development corporation; lands leased to the
5 agribusiness development corporation by any department or agency
6 of the State; or lands to which the agribusiness development
7 corporation in its corporate capacity holds title; and
8 [~~(11)~~] (12) Lands to which the high technology development
9 corporation in its corporate capacity holds title."

10 SECTION 2. Statutory material to be repealed is bracketed
11 and stricken. New statutory material is underscored.

12 SECTION 3. This Act shall take effect upon approval.

13

14

INTRODUCED BY: _____

15

BY REQUEST

____.B. NO.____

Report Title:

Public Lands; Hawaii Public Housing Authority Exemption

Description:

Exempts Hawaii Public Housing Authority lands from "public lands".

The summary description of legislation appearing on this page is for informational purposes only and is not legislation or evidence of legislative intent.

A BILL FOR AN ACT

RELATING TO THE HAWAII PUBLIC HOUSING AUTHORITY.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF HAWAII:

1 SECTION 1. The purpose of this Act is to enhance the
2 cleanliness, upkeep, and safety of federal and state low-income
3 public housing projects by authorizing the Hawaii public housing
4 authority to timely dispose of property abandoned, seized, or
5 remaining upon eviction in or around any federal, elder or
6 elderly housing, and state low-income housing projects.

7 SECTION 2. Chapter 356D, Hawaii Revised Statutes, is
8 amended by adding two new sections to part I to be appropriately
9 designated and to read as follows:

10 "§356D-A Disposition of property abandoned, seized, or
11 remaining. (a) The authority may sell, donate, or otherwise
12 dispose of property abandoned or seized in or at any public
13 housing project or elder or elderly housing, as defined in
14 section 356D-1, or state low-income housing project, as defined
15 in section 356D-51, including property remaining upon eviction,
16 upon compliance with this section.

17 (b) If the abandoned or seized property has a value of
18 \$500 or more per item, as estimated at the discretion of the



1 authority, the authority shall send notice by certified mail, at
2 least five calendar days prior to disposition of the abandoned
3 or seized property, to the address of the owner of the property
4 abandoned or seized if the identity and address of the owner is
5 known or can be determined. The notice shall apprise the owner
6 of the identity and location of the property abandoned or seized
7 and of the intent of the authority to sell, donate, or otherwise
8 dispose of the property. If the identity or the address of the
9 owner is unknown or cannot be determined, the notice shall be
10 posted on the premises on which the property was abandoned or
11 seized.

12 (c) If the abandoned or seized property has a value of
13 \$500 or more per item, as estimated at the discretion of the
14 authority, the authority shall also give public notice of the
15 disposition at least once countywide or in a publication of
16 local circulation in the county in which the property was
17 abandoned or seized; provided that the disposition shall take
18 place no fewer than ten days after notice of intent to dispose
19 of the property.

20 (d) The sale of abandoned or seized property having an
21 estimated value of \$500 or more per item, as estimated at the



1 discretion of the authority, shall be by public auction through
2 oral offers in the county in which the property was abandoned or
3 seized. If no bid is received, the property may be disposed of
4 as the authority deems appropriate.

5 (e) Any person entitled to the abandoned or seized
6 property determined to be of value may repossess the property
7 prior to its disposition upon proof of entitlement and payment
8 of all unpaid rent, debts, charges, and fines owed to the
9 authority and all handling, storage, appraisal, advertising, and
10 any other expenses incurred in connection with the proposed
11 disposition of the abandoned or seized property; provided that
12 the storage expense shall be not less than \$25 per day.

13 (f) The requirements of notice by certified mail, public
14 notice, and public auction pursuant to subsections (b), (c), and
15 (d) shall not apply when the value of the abandoned or seized
16 property is less than \$500 per item. Property valued at less
17 than \$500 per item may be disposed of as the authority deems
18 appropriate.

19 (g) The proceeds of the sale of property abandoned,
20 seized, or remaining upon eviction, after deduction of all
21 unpaid rent, debts, charges, and fines owed to the authority,



1 and all expenses of handling, storage, appraisal, advertising,
2 and other sale expenses, shall be first offset against any
3 amounts owed by the owner to the authority.

4 (h) When a tenant has quit the premises, as defined in
5 section 521-8, any property in or at the premises left unsold
6 after compliance with subsections (a) through (g), or otherwise
7 abandoned by the tenant and determined by the authority, in good
8 faith, to be of no value, may be disposed of at the authority's
9 discretion without liability to the authority.

10 §356D-B Disposition of surplus proceeds. After the sale
11 of property abandoned or seized, including property remaining
12 upon an ordered eviction or writ of possession, the authority
13 shall apply the proceeds as provided in section 356D-A(g). If
14 the remaining balance is not claimed by the former tenant or
15 owner immediately after the sale, then that balance shall be
16 deposited into the authority's appropriate special fund. If
17 claimed by the former tenant or owner within six months after
18 the sale, the balance shall be paid to the former tenant or
19 owner. If after six months no claim is made, the sum shall
20 become a government realization to the special fund."



1 SECTION 3. Section 356D-94, Hawaii Revised Statutes, is
2 amended to read as follows:

3 "[f]§356D-94[+] Eviction. (a) If it is proven to the
4 satisfaction of the eviction board that there is cause to
5 terminate a lease or rental agreement and evict the tenant, the
6 authority shall provide the tenant with a written notice of the
7 authority's decision to terminate the tenancy. The notice shall
8 inform the tenant that a writ of possession may be issued by the
9 authority within ten business days. The notice shall also
10 inform the tenant whether the grounds for eviction are
11 considered curable and, if so, what the tenant must do to remedy
12 the grounds, by when it must be done, and what the tenant must
13 do to document for the authority that the grounds have been
14 remedied.

15 (b) When the grounds for termination of the tenancy may be
16 cured by the tenant, the tenant shall have ten business days
17 from receipt of the notice provided for in subsection (a) to
18 cure the grounds. If the grounds are cured within the ten-day
19 period, no writ of possession may be issued. If the grounds are
20 not cured within the ten-day period, the authority may issue a
21 writ of possession forthwith.



1 (c) The authority may adopt rules pursuant to chapter 91
2 to define curable and noncurable grounds for eviction. The
3 authority may consider a tenant's history in determining
4 noncurable grounds for eviction. A tenant's history may include
5 chronic or consistent delinquency, or repeated violations of the
6 terms of the rental agreement.

7 (d) Enforcement of the order by a writ of possession shall
8 be effected either by an officer appointed by the authority, who
9 shall have all of the powers of a police officer for all action
10 in connection with the enforcement of the order, or by a sheriff
11 or any other law enforcement officer of the State or any county,
12 whose duty it shall be to carry out the order. The person
13 enforcing the order shall remove all persons from the premises
14 and put the authority in full possession thereof.

15 ~~[(e) Upon eviction, the household goods and personal~~
16 ~~effects of the person against whom the order is entered, and~~
17 ~~those of any persons using the premises incident to the person's~~
18 ~~holding, may be removed from the premises and stored by the~~
19 ~~authority. If the action is taken, the authority shall have a~~
20 ~~lien on the property so taken for the expenses incurred by it in~~
21 ~~moving and storing the same, and the authority is authorized to~~



1 ~~sell or otherwise dispose of the property if unclaimed after~~
2 ~~thirty days.] "~~

3 SECTION 4. Section 356D-56.1, Hawaii Revised Statutes, is
4 repealed.

5 ~~["~~§356D-56.1~~ Disposition of abandoned or seized~~
6 ~~property.~~ (a) ~~The authority may sell, donate, or otherwise~~
7 ~~dispose of property abandoned or seized in or around any state~~
8 ~~low income housing project upon compliance with the requirements~~
9 ~~of this section.~~

10 ~~(b) The authority shall send notice by certified mail, at~~
11 ~~least five calendar days prior to disposition of the abandoned~~
12 ~~or seized property, to the address of the owner of the property~~
13 ~~abandoned or seized if the owner is known or can be determined.~~
14 ~~The notice shall apprise the owner of the identity and location~~
15 ~~of the property abandoned or seized and of the intent of the~~
16 ~~authority to sell, donate, or otherwise dispose of the property.~~
17 ~~If the identity or the address of the owner is unknown or cannot~~
18 ~~be determined, the notice shall be posted on the premises on~~
19 ~~which the property was abandoned or seized.~~

20 ~~(c) If the abandoned or seized property has an estimated~~
21 ~~value of \$500 or more per item, the authority shall also give~~



1 ~~public notice of the disposition at least once statewide or in a~~
2 ~~publication of local circulation in the county in which the~~
3 ~~property was abandoned or seized; provided that the disposition~~
4 ~~shall not take place fewer than five days after the notice of~~
5 ~~intent to dispose of the property. The value of the items shall~~
6 ~~be estimated at the discretion of the authority.~~

7 ~~(d) The sale of abandoned or seized property having an~~
8 ~~estimated value of \$500 or more per item as estimated at the~~
9 ~~discretion of the authority shall be by public auction through~~
10 ~~oral offers in the county in which the property was abandoned or~~
11 ~~seized. If no bid is received, the property may be disposed of~~
12 ~~as the authority deems appropriate.~~

13 ~~(e) Any person entitled to the abandoned or seized~~
14 ~~property may repossess the property prior to its disposition~~
15 ~~upon proof of entitlement and payment of all unpaid rent, debts,~~
16 ~~charges, and fines owed to the authority and all handling,~~
17 ~~storage (not less than \$25 per day), appraisal, advertising, and~~
18 ~~any other expenses incurred in connection with the proposed~~
19 ~~disposition of the abandoned or seized property.~~

20 ~~(f) The requirement of public notice and public auction~~
21 ~~pursuant to subsections (c) and (d) shall not apply when the~~



1 ~~value of the abandoned or seized property is less than \$500 per~~
2 ~~item. Such property may be disposed of as the authority deems~~
3 ~~appropriate.~~

4 ~~(g) The proceeds of the sale of abandoned or seized~~
5 ~~property, after deduction of all unpaid rent, debts, charges,~~
6 ~~and fines owed to the authority, and all expenses of handling,~~
7 ~~storage, appraisal, advertising, and other sale expenses, shall~~
8 ~~be first offset against any amounts owed by the owner to the~~
9 ~~State. Any amount remaining shall be held in trust for the~~
10 ~~owner of the property for thirty days, after which time the~~
11 ~~proceeds shall be paid into the authority's appropriate special~~
12 ~~fund.~~

13 ~~(h) The State, its officers, employees, and agents shall~~
14 ~~not be liable to the owner of abandoned or seized property for~~
15 ~~actions taken pursuant to this section."]~~

16 SECTION 5. Section 356D-57, Hawaii Revised Statutes, is
17 repealed.

18 ["~~§356D-57~~] ~~Disposition of surplus proceeds. After the~~
19 ~~sale, the authority shall apply the proceeds as provided in~~
20 ~~section 356D-56. The balance, if any remaining, shall be paid~~
21 ~~over to the former resident or occupant. If the balance is not~~



1 ~~claimed by the former resident or occupant within thirty days~~
2 ~~after the sale thereof, then the balance shall be paid over to~~
3 ~~the director of finance and shall be kept by the director in a~~
4 ~~special deposit for a period not to exceed six months. If~~
5 ~~claimed by the former resident or occupant during that period,~~
6 ~~it shall be paid to the former resident or occupant. If no~~
7 ~~claim is made during the period, the sum shall become a~~
8 ~~government realization and shall be paid into the general~~
9 ~~fund."]~~

10 SECTION 6. Section 356D-58, Hawaii Revised Statutes, is
11 repealed.

12 ~~["§356D-58] Lien attaches to personalty in possession.~~
13 ~~Sections 356D-56 and 356D-57 shall also apply to any personal~~
14 ~~property which, before May 2, 1949, was left in or about any~~
15 ~~public housing project, and was taken into the possession of the~~
16 ~~authority or its predecessor in interest, as herein set forth~~
17 ~~and provided."]~~

18 SECTION 7. In codifying the new sections added by section
19 2 of this Act, the revisor of statutes shall substitute
20 appropriate section numbers for the letters used in designating
21 the new sections in this Act.



1 SECTION 8. Statutory material to be repealed is bracketed
2 and stricken. New statutory material is underscored.

3 SECTION 9. This Act shall take effect on July 1, 2050.



Report Title:

Hawaii Public Housing Authority; Disposition of Abandoned Property

Description:

Expands the Hawaii public housing authority's power to dispose of property seized, abandoned, or remaining upon eviction in and at public housing projects, elder or elderly housing, or state low-income housing projects. Effective 7/1/2050. (SD2)

The summary description of legislation appearing on this page is for informational purposes only and is not legislation or evidence of legislative intent.



A BILL FOR AN ACT

RELATING TO THE HAWAII PUBLIC HOUSING AUTHORITY.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF HAWAII:

1 SECTION 1. The purpose of this Act is to clarify the
2 offense of trespassing on public housing property.

3 SECTION 2. Chapter 356D, Hawaii Revised Statutes, is
4 amended by adding a new section to part I to be appropriately
5 designated and to read as follows:

6 "§356D- Closed to the public. (a) Any area within a
7 housing project that is not a public street, road, highway,
8 sidewalk, or county or state bus stop shall be closed to members
9 of the public where signs are displayed that read: "Closed to
10 the Public - No Trespassing", or a substantially similar message
11 is displayed; provided that the signs shall contain letters not
12 less than two inches in height and the signs are placed at
13 reasonable intervals along the boundary line of the areas that
14 are closed to the public in a manner and position to be clearly
15 noticeable from outside the boundary line.

16 (b) For the purposes of this section:



1 "Housing project" means a public housing project, elder or
2 elderly housing, as defined in section 356D-1, or state low-
3 income housing project, as defined in section 356D-51.

4 "Member of the public" does not include:

- 5 (1) A tenant, as defined in section 356D-1 or section
6 356D-51, who leases a unit in the subject housing
7 project;
- 8 (2) A household member, as defined in section 356D-1, who
9 occupies a unit in the subject housing project as a
10 household member;
- 11 (3) A guest of a tenant of the subject housing project;
- 12 (4) A director, officer, employee, agent, representative,
13 or contractor of the authority who is acting within
14 the director, officer, employee, agent,
15 representative, or contractor's respective scope of
16 employment or work, or is discharging an official duty
17 for the authority;
- 18 (5) An employee, agent, or contractor of the United States
19 Department of Housing and Urban Development who is
20 acting within the scope of the employee, agent, or
21 contractor's respective employment or work;



1 (6) A person carrying out governmental duties including
2 but not limited to law enforcement and emergency
3 medical services;

4 (7) A person participating in a program authorized by the
5 authority; and

6 (8) A person engaging in constitutionally protected door-
7 to-door communications or pamphleteering between 9:00
8 a.m. and 8:00 p.m."

9 SECTION 3. Section 708-814, Hawaii Revised Statutes, is
10 amended to read as follows:

11 "§708-814 Criminal trespass in the second degree. (1) A
12 person commits the offense of criminal trespass in the second
13 degree if:

14 (a) The person knowingly enters or remains unlawfully in
15 or upon premises that are enclosed in a manner
16 designed to exclude intruders or are fenced;

17 (b) The person enters or remains unlawfully in or upon
18 commercial premises after a reasonable warning or
19 request to leave by the owner or lessee of the
20 commercial premises, the owner's or lessee's
21 authorized agent, or a [~~police~~] law enforcement



1 officer; provided that this paragraph shall not apply
2 to any conduct or activity subject to regulation by
3 the National Labor Relations Act.

4 For the purposes of this paragraph, "reasonable
5 warning or request" means a warning or request
6 communicated in writing at any time within a one-year
7 period inclusive of the date the incident occurred,
8 which may contain but is not limited to the following
9 information:

10 (i) A warning statement advising the person that the
11 person's presence is no longer desired on the
12 property for a period of one year from the date
13 of the notice, that a violation of the warning
14 will subject the person to arrest and prosecution
15 for trespassing pursuant to ~~[section 708-814]~~
16 subsection (1)(b), and that criminal trespass in
17 the second degree is a petty misdemeanor;

18 (ii) The legal name, any aliases, and a photograph, if
19 practicable, or a physical description, including
20 but not limited to sex, racial extraction, age,
21 height, weight, hair color, eye color, or any



- 1 other distinguishing characteristics of the
2 person warned;
- 3 (iii) The name of the person giving the warning along
4 with the date and time the warning was given; and
- 5 (iv) The signature of the person giving the warning,
6 the signature of a witness or [~~police~~] law
7 enforcement officer who was present when the
8 warning was given and, if possible, the signature
9 of the violator;
- 10 (c) The person enters or remains unlawfully on
11 agricultural lands without the permission of the owner
12 of the land, the owner's agent, or the person in
13 lawful possession of the land, and the agricultural
14 lands:
- 15 (i) Are fenced, enclosed, or secured in a manner
16 designed to exclude intruders;
- 17 (ii) Have a sign or signs displayed on the unenclosed
18 cultivated or uncultivated agricultural land
19 sufficient to give notice and reading as follows:
20 "Private Property". The sign or signs,
21 containing letters not less than two inches in



1 height, shall be placed along the boundary line
2 of the land and at roads and trails entering the
3 land in a manner and position [as] to be clearly
4 noticeable from outside the boundary line; or
5 (iii) At the time of entry, are fallow or have a
6 visible presence of livestock or a crop:
7 (A) Under cultivation;
8 (B) In the process of being harvested; or
9 (C) That has been harvested;
10 (d) The person enters or remains unlawfully on unimproved
11 or unused lands without the permission of the owner of
12 the land, the owner's agent, or the person in lawful
13 possession of the land, and the lands:
14 (i) Are fenced, enclosed, or secured in a manner
15 designed to exclude the general public; or
16 (ii) Have a sign or signs displayed on the unenclosed,
17 unimproved, or unused land sufficient to give
18 reasonable notice and reads as follows: "Private
19 Property - No Trespassing", "Government Property
20 - No Trespassing", or a substantially similar
21 message; provided that the sign or signs shall



1 contain letters not less than two inches in
2 height and shall be placed at reasonable
3 intervals along the boundary line of the land and
4 at roads and trails entering the land in a manner
5 and position [as] to be clearly noticeable from
6 outside the boundary line.

7 For the purposes of this paragraph, "unimproved
8 or unused lands" means any land upon which there is no
9 improvement; construction of any structure, building,
10 or facility; or alteration of the land by grading,
11 dredging, or mining that would cause a permanent
12 change in the land or that would change the basic
13 natural condition of the land. Land remains
14 "unimproved or unused land" under this paragraph
15 notwithstanding minor improvements, including the
16 installation or maintenance of utility poles, signage,
17 and irrigation facilities or systems; minor
18 alterations undertaken for the preservation or prudent
19 management of the unimproved or unused land, including
20 the installation or maintenance of fences, trails, or
21 pathways; maintenance activities, including forest



1 plantings and the removal of weeds, brush, rocks,
2 boulders, or trees; and the removal or securing of
3 rocks or boulders undertaken to reduce risk to
4 downslope properties; or
5 (e) ~~[The person enters or remains unlawfully in or upon
6 the premises of any public housing project or state
7 low income housing project, as defined in section
8 356D 1, 356D 51, or 356D 91, after a reasonable
9 warning or request to leave by housing authorities or
10 a police officer, based upon an alleged violation of
11 law or administrative rule; provided that a warning or
12 request to leave shall not be necessary between 10:00
13 p.m. and 5:00 a.m. at any public housing project or
14 state low income housing project that is closed to the
15 public during those hours and has signs, containing
16 letters not less than two inches in height, placed
17 along the boundary of the project property, at all
18 entrances to the property, in a manner and position to
19 be clearly noticeable from outside the boundary of the
20 project property and to give sufficient notice that
21 the public housing project or state low income housing~~



1 ~~project is closed to the public during these hours.]~~

2 The person is a non-tenant:

3 (i) Who is a member of the public and who enters or
4 remains without authorization in or upon any area
5 of a housing project that is closed to the public
6 as set forth in section 356D- , and has signage
7 as required by section 356D- ; or

8 (ii) Who enters or remains unlawfully in or upon any
9 area of a housing project that is closed to the
10 public as set forth in section 356D- , after a
11 reasonable warning or request to leave by the
12 housing authority or a law enforcement officer,
13 based upon an alleged violation of law or
14 administrative rule, notwithstanding any
15 authorization provided by a tenant of the subject
16 housing project to the person.

17 ~~[(2) As used in this section, "housing authorities" means~~
18 ~~resident managers or managers, tenant monitors, security guards,~~
19 ~~or others officially designated by the Hawaii public housing~~
20 ~~authority.]~~

21 For the purposes of this paragraph:

1 "Authorization" means permission to enter the
2 subject housing project, which is given to a non-
3 tenant either by a tenant of the subject housing
4 project, or housing authority.

5 "Housing authority" means a property manager,
6 resident manager, tenant monitors, security guards, or
7 others officially designated by the Hawaii public
8 housing authority, for the subject housing project.

9 "Housing project" means a public housing project,
10 elder or elderly housing, as defined in section 356D-
11 1, or state low-income housing project, as defined in
12 section 356D-51.

13 "Member of the public" does not include:

- 14 (i) A tenant as defined in section 356D-1 or section
15 356D-51 who leases a unit in the subject housing
16 project;
17 (ii) A household member as defined in section 356D-1
18 who occupies a unit in the subject housing
19 project as a household member;
20 (iii) A director, officer, employee, agent,
21 representative, or contractor of the Hawaii



- 1 public housing authority who is acting within the
- 2 director, officer, employee, agent,
- 3 representative, or contractor's respective scope
- 4 of employment or work, or is discharging an
- 5 official duty for the authority;
- 6 (iv) An employee, agent, or contractor of the United
- 7 States Department of Housing and Urban
- 8 Development who is acting within the employee,
- 9 agent, or contractor's respective scope of the
- 10 employment or work;
- 11 (v) A person carrying out governmental duties
- 12 including but not limited to law enforcement and
- 13 emergency medical services;
- 14 (vi) A person participating in a program authorized by
- 15 the Hawaii public housing authority; and
- 16 (vii) A person engaging in constitutionally protected
- 17 door-to-door communications and pamphleteering
- 18 between 9:00 a.m. and 8:00 p.m.
- 19 "Non-tenant" means a person who is not a tenant
- 20 as defined in section 356D-1 or section 356D-51, and



1 not a household member as defined in section 356-1 at
2 the subject housing project.

3 "Reasonable warning or request" means a warning
4 or request communicated in writing at any time within
5 a one-year period inclusive of the date the incident
6 occurred, which may contain but is not limited to the
7 following information:

8 (i) A warning statement advising the person that the
9 person's presence is no longer desired in or on
10 the areas of the subject housing project that are
11 closed to the public for a period of one year
12 from the date of the notice, that a violation of
13 the warning will subject the person to arrest and
14 prosecution for trespassing pursuant to
15 subsection (1)(e), and that criminal trespass in
16 the second degree is a petty misdemeanor;

17 (ii) The legal name, any aliases, and a photograph, if
18 practicable, or a physical description, including
19 but not limited to sex, racial extraction, age,
20 height, weight, hair color, eye color, or any



- 1 other distinguishing characteristics of the
- 2 person warned;
- 3 (iii) The name of the person giving the warning along
- 4 with the date and time the warning was given;
- 5 (iv) The signature of the person giving the warning,
- 6 and, if possible, the signature of the person
- 7 warned; and
- 8 (v) The signature of a witness or law enforcement
- 9 officer who was present when the warning was
- 10 given pursuant to subsection (1) (e).

11 ~~(1)~~ (2) Criminal trespass in the second degree is a
12 petty misdemeanor."

13 SECTION 4. This Act does not affect rights and duties that
14 matured, penalties that were incurred, and proceedings that were
15 begun before its effective date.

16 SECTION 5. Statutory material to be repealed is bracketed
17 and stricken. New statutory material is underscored.

18 SECTION 6. This Act shall take effect on July 1, 2050.



Report Title:

Hawaii Public Housing Authority; Trespass

Description:

Provides that certain areas within Hawaii Public Housing Authority housing projects are closed to the public and amends criminal trespass in the second degree to permit the prosecution of an unauthorized entry or a violation of a written prohibition to enter into the subject housing projects. Clarifies requirements for signage notifying trespassers of illegal entry. Effective 7/1/2050. (SD1)

The summary description of legislation appearing on this page is for informational purposes only and is not legislation or evidence of legislative intent.



Hawaii Public Housing Authority Report for the Month of August 2015

I. Planning

A. Wellness & Public Health

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

HPHA participated in the State Council on Mental Health meeting.

B. Redevelopment Activities

HPHA held multiple meetings with the Hunt Development Group with reports to the master developer agreement and related contracts for the redevelopment of Mayor Wright Homes.

HPHA attended the Neighborhood Board #14 monthly meeting to answer questions on the School Street Redevelopment project.

HPHA held an afterhours "Open House/Talk Story" for the community to answer any questions on the School Street Redevelopment project.

C. Homelessness

HPHA participated in State Representative Marcus Oshiro's Homeless in Wahiawa Community Meeting.

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

D. Media and Press

On August 20, 2015, Civil Beat Honolulu published an article on HPHA's proposed homeless children preference titled "Should Hawaii Public Housing Make Homeless Children a Higher Priority?" by Anita Hofschneider, found here:

<http://www.civilbeat.com/2015/08/should-hawaii-public-housing-make-homeless-children-a-higher-priority/>

On August 26, 2015, Civil Beat Honolulu published an article on Section 8, titled "Section 8 Waiting Game: Even With Vouchers in Hand, There May Be No Place to Rent" by Anita Hofschneider, found here:

<http://www.civilbeat.com/2015/08/section-8-waiting-game-even-with-vouchers-in-hand-there-may-be-no-place-to-rent/>

II. Fiscal Management

A. Variance Report for July 2015

1. Revenues for the Month of July

CFP Grant Income \$146,844 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.

The \$146,844 variance is mainly because of timing as operating budget spreads out the annual revenue projection among 12 months, whereas the only CFP drawing in July in the amount of \$99,862 is for repair and maintenance, therefore the entire amount is reported at this line.

State CIP Fund \$104,203 less than budget, an unfavorable variance

State Legislature appropriates Capital Improvement Project (CIP). The expending agency has two or three years to encumber the appropriation.

The \$104,203 variance is mainly because of timing, as the budgeted State CIP Fund revenue spreads out among 12 months. In July, total CIP expenditure of \$9,597 is of general repair and

maintenance in nature, therefore the entire amount is reported at this line.

Grant Income \$162,076 less than budget, an unfavorable variance

The major source of Grant Income is State general fund appropriated for:

- i) State Supplement Rent Program, and
- ii) protective services and general repair and maintenance for federal and state housing programs.

The \$162,076 variance includes unfavorable variances of \$217,016 less revenue than budget for protective services and general repair and maintenance for housing programs, and \$30,760 Operating Transfer out; the unfavorable variance is offset by favorable variance of \$85,701 more income than budget for State Supplement Rent Program.

Other Income \$59,610 less than budget, an unfavorable variance

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

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

The \$59,610 variance consists of unfavorable variances of: \$3,898 less income for tenant payments not directly related to dwelling unit; \$517 less investment income; \$1,745 less fraud recovery;

\$5,167 less FSS Coordinator Fee; \$5,512 less Front Line Services Fee; \$46,701 less work order revenue done by Central Maintenance crew; and \$26,008 less for miscellaneous income.

The unfavorable variances are offset by favorable variances of: \$29,401 more revenue of work order done by Special Team members, and \$537 more Admin Fee earned on Port-in for Housing Choice Voucher program.

2. Expenses for the Month of July

Administrative \$213,518 less than budget, a favorable variance

The \$213,518 variance consists of budget savings of \$96,247 less expenses on administrative salaries and fringe benefits for HPHA employees, out of which \$78,724 is contributable to COCC; \$18,706 less expense for Managing Agent Fee by private management companies; \$28,420 less expense on auditing fee; \$19,131 less expense for office expenses; \$37,143 less expense for Admin furniture and equipment less than \$5,000; \$5,512 less expense for Front Line Services fees; \$3,482 less expense on Travel Expense; and \$13,787 less other administrative costs.

Tenant Services \$74,865 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 \$74,865 variance consists of \$51,209 less expense for Relocation Costs, out of which \$50,909 is contributable to LIPH program; \$6,736 less expense for resident participation program costs; and \$16,920 less expense for tenant service costs for any services directly related to meeting tenant needs.

Utilities \$166,965 less than budget, a favorable variance

The \$166,965 variance consists of \$7,215 less expense on water; \$20,462 less expense on sewer; \$121,386 less expense on electricity; and \$17,902 less expense on gas.

Maintenance \$365,921 less than budget, a favorable variance

The \$365,921 variance consists budget savings of: \$4,353 less expense of salaries and fringe benefits for HPHA maintenance employees; \$92,506 less expense for materials and supplies, of

which 85,563 is contributable to LIPH program; \$207,642 less expense for furniture, appliance and equipment less than \$5,000, of which \$180, 835 is contributable to LIPH program; \$144,910 less expense for repair and maintenance services, of which \$111,794 is contributable to LIHP program.

The favorable variance is offset by budget overrun of \$53,925 for salary and benefit for maintenance employees of private management companies, and \$29,104 budget overrun for repair work done by Central Maintenance crew and Special Team members.

Protective Services \$22,955 less than budget, a favorable variance

Out of the \$22,955 variance, \$22,801 is contributable to LIPH program due to an increased need for security.

Insurance \$10,592 less than budget, a favorable variance

The \$10,592 variance consists of \$3,186 less expense on property, \$1,346 less expense on general liability, \$5,997 less expenses on Workers Compensation, and \$63 less expense on other insurance.

General Expenses \$6,544 less than budget

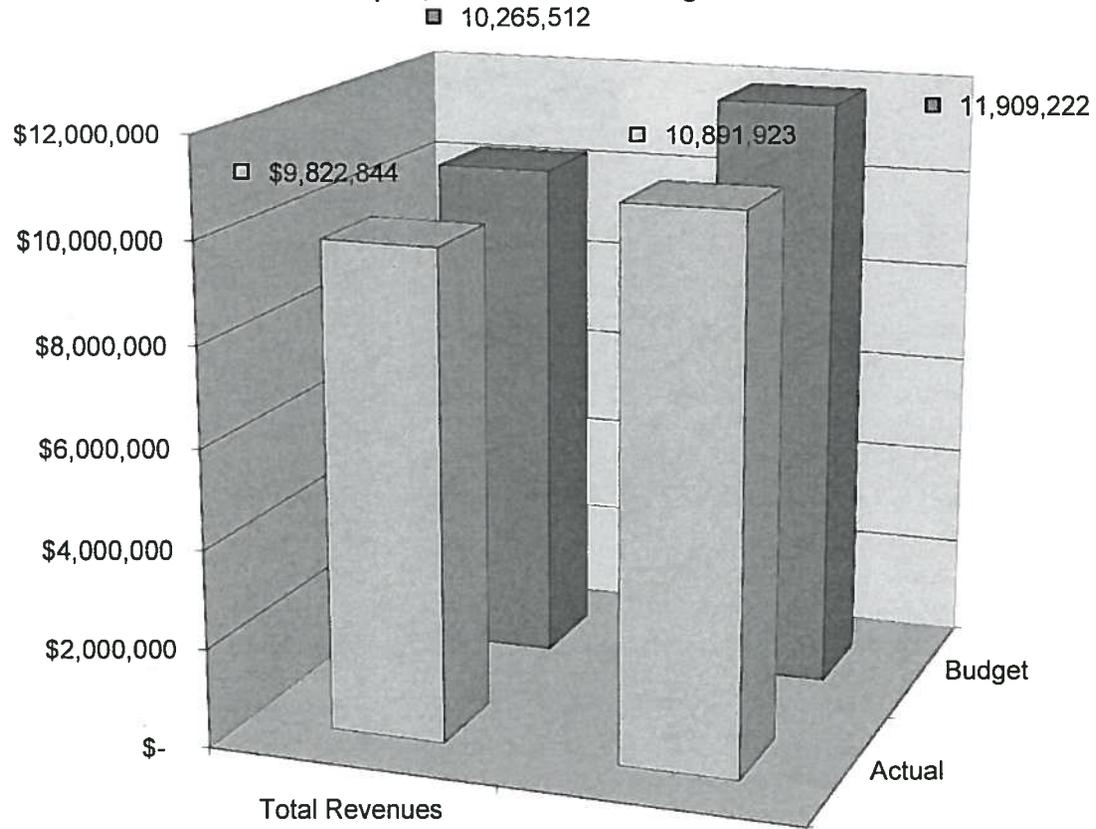
The \$6,544 variance consists of \$8,005 less expense for Other General Expense; the favorable variance is offset by budget overrun of \$708 for Motor Pool Vehicle Rental expense and \$753 budget overrun for Severance Expense.

HAWAII PUBLIC HOUSING AUTHORITY
Agency Total
Actual vs Budget Comparison
For the Month of July 2015, and the 1 Months ended July 31, 2015
(Amounts in Full Dollars)

Month of July 2015				Year to Date ended July 31, 2015							
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
1,509,694	1,442,903	66,791	5%	Dwelling Rental Income	1,509,694	1,442,903	66,791	5%	1,363,338	146,356	11%
6,974,590	6,985,048	(10,459)	0%	HUD Operating Subsidies	6,974,590	6,985,048	(10,459)	0%	6,458,969	515,621	8%
99,862	246,706	(146,844)	-60%	CFP Grant Income	99,862	246,706	(146,844)	-60%	-	99,862	100%
373,158	399,425	(26,267)	-7%	COCC Fee Income	373,158	399,425	(26,267)	-7%	380,550	(7,392)	-2%
9,597	113,800	(104,203)	-92%	State CIP Fund	9,597	113,800	(104,203)	-92%	-	9,597	100%
534,385	696,461	(162,076)	-23%	Grant Income	534,385	696,461	(162,076)	-23%	401,811	132,573	33%
321,560	381,170	(59,610)	-16%	Other Income	321,560	381,170	(59,610)	-16%	218,161	103,398	47%
\$ 9,822,844	10,265,512	(442,668)	-4%	Total Revenues	\$ 9,822,844	10,265,512	(442,668)	-4%	8,822,829	1,000,015	11%
				EXPENSES							
1,332,108	1,545,627	213,518	14%	Administrative	1,332,108	1,545,627	213,518	14%	1,146,725	(185,384)	-16%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
318,293	343,554	25,261	7%	Management Fees	318,293	343,554	25,261	7%	397,754	79,461	20%
54,865	55,313	448	1%	Bookkeeping Fees	54,865	55,313	448	1%	54,796	(69)	0%
4,911,846	5,029,469	117,623	2%	Housing Assistance Payments	4,911,846	5,029,469	117,623	2%	4,472,858	(438,987)	-10%
45,275	120,140	74,865	62%	Tenant Services	45,275	120,140	74,865	62%	151,838	106,563	70%
986,273	1,153,238	166,965	14%	Utilities	986,273	1,153,238	166,965	14%	966,782	(19,491)	-2%
1,566,489	1,932,410	365,921	19%	Maintenance	1,566,489	1,932,410	365,921	19%	1,132,130	(434,359)	-38%
174,994	197,949	22,955	12%	Protective Services	174,994	197,949	22,955	12%	157,389	(17,605)	-11%
69,122	79,714	10,592	13%	Insurance	69,122	79,714	10,592	13%	75,662	6,540	9%
1,400,743	1,412,463	11,720	1%	Depreciation Expense	1,400,743	1,412,463	11,720	1%	1,302,546	(98,197)	-8%
16,822	17,707	885	5%	Bad Debt Expense	16,822	17,707	885	5%	62,372	45,550	73%
15,093	21,637	6,544	30%	General Expenses	15,093	21,637	6,544	30%	158,946	143,853	91%
10,891,923	11,909,222	1,017,299	9%	Total Expenses	10,891,923	11,909,222	1,017,299	9%	10,079,798	(812,125)	-8%
(1,069,079)	(1,643,709)	574,630	35%	Net Income(Loss)	\$ (1,069,079)	\$ (1,643,709)	574,630	35%	(1,256,969)	187,891	15%
				CASH BASIS:							
(1,069,079)	(1,643,709)	574,630	35%	Net Income(loss) per Above	(1,069,079)	(1,643,709)	574,630	35%	(1,256,969)	187,891	15%
				Add back non cash items:							
1,400,743	1,412,463	(11,720)	-1%	Depreciation Expense	1,400,743	1,412,463	(11,720)	-1%	1,302,546	98,197	-8%
16,822	17,707	(885)	-5%	Bad Debt Expense	16,822	17,707	(885)	-5%	62,372	(45,550)	73%
\$ 348,486	(213,540)	562,026	263%	TOTAL CASH BASIS	\$ 348,486	(213,540)	562,026	263%	107,949	240,538	223%

070

HPHA July 31, 2015 Actual vs Budget



	Total Revenues	
Actual	\$9,822,844	10,891,923
Budget	10,265,512	11,909,222

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

	As of July 31 2015	As of June 30 2015	Increase (Decrease)
ASSETS:			
Cash	65,553,702	62,649,188	2,904,514
Receivables:			
Tenant Receivables	1,029,286	979,199	50,087
Other	1,373,064	1,543,641	(170,576)
Less Allowance for Doubtful Accounts	(941,909)	(913,204)	(28,705)
Total receivables	1,460,441	1,609,635	(149,195)
Accrued Interest	2,971	2,971	-
Prepaid Expenses	2,419,779	2,294,166	125,613
Inventories	532,457	535,190	(2,734)
Interprogram Due From	4,234,459	5,879,206	(1,644,747)
Total Current Assets	74,203,807	72,970,356	1,233,451
Property, Plant & Equipment:			
Land	23,824,737	23,824,737	-
Buildings	590,734,245	590,734,245	-
Furniture & Equipment	5,570,646	5,570,646	-
Motor vehicles	1,691,849	1,691,849	-
Construction in Progress	36,082,852	36,082,852	-
Less: Accumulated Depreciation	(362,105,326)	(360,704,583)	(1,400,743)
Notes, Loans & Mortgage Receivable-Non Current	8,716,630	8,716,630	-
Other Long term assets	-	-	-
Total Assets	\$ 378,719,439	378,886,731	(167,292)
LIABILITIES AND NET ASSETS			
Accounts Payable	2,457,316	2,274,967	182,350
Accrued Expenses	-	-	-
Accrued Salaries & Wages	806,694	806,694	-
Accrued Vacation	1,486,739	1,468,445	18,294
Tenant Security Deposits	754,198	754,871	(673)
Other Liabilities & Deferred Income	3,080,772	2,377,642	703,130
Interprogram Due To	-	-	-
Total Current Liabilities	8,585,719	7,682,619	903,100
Accrued Pension and OPEB Liability	17,323,690	17,323,690	-
Accrued Liabilities - Long Term	106,051	106,051	-
Net Assets			
Investment in capital assets	295,799,003	297,199,746	(1,400,743)
Restricted Net Assets	(23,189,879)	864,529	(24,054,408)
Unrestricted Net Assets	81,163,933	55,710,095	25,453,838
Net Income Year to Date	(1,069,079)	-	(1,069,079)
Total Net Assets	352,703,978	353,774,370	(1,070,392)
Total Liabilities & Net Assets	\$ 378,719,439	378,886,731	(167,292)

HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program
Actual vs Budget Comparison
For the Month of July 2015, and the 1 Months ended July 31, 2015
(Amounts in Full Dollars)

Month of July 2015				Year to Date ended July 31, 2015							
Actual	Budget	Variance Amount	%		Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
				REVENUES							
1,245,636	1,181,483	64,154	5%	Dwelling Rental Income	1,245,636	1,181,483	64,154	5%	1,106,367	139,269	13%
1,939,107	1,790,065	149,041	8%	HUD Operating Subsidies	1,939,107	1,790,065	149,041	8%	1,801,309	137,798	8%
99,862	78,309	21,553	28%	CFP Grant Income	99,862	78,309	21,553	28%	-	99,862	100%
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%
-	105,500	(105,500)	-100%	State CIP Fund	-	105,500	(105,500)	-100%	-	-	0%
145,453	358,466	(213,013)	-59%	Grant Income	145,453	358,466	(213,013)	-59%	-	145,453	100%
36,706	43,158	(6,452)	-15%	Other Income	36,706	43,158	(6,452)	-15%	181,017	(144,312)	-80%
\$ 3,466,763	3,556,980	(90,217)	-3%	Total Revenues	\$ 3,466,763	3,556,980	(90,217)	-3%	3,088,693	378,070	12%
				EXPENSES							
473,445	537,456	64,012	12%	Administrative	473,445	537,456	64,012	12%	421,842	(51,602)	-12%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
242,810	252,780	9,970	4%	Management Fees	242,810	252,780	9,970	4%	250,838	8,028	3%
33,195	34,725	1,530	4%	Bookkeeping Fees	33,195	34,725	1,530	4%	34,080	885	3%
-	115	115	100%	Housing Assistance Payments	-	115	115	100%	1,805	1,805	100%
29,275	99,645	70,370	71%	Tenant Services	29,275	99,645	70,370	71%	131,521	102,246	78%
797,173	944,575	147,402	16%	Utilities	797,173	944,575	147,402	16%	842,786	45,614	5%
1,221,210	1,498,446	277,235	19%	Maintenance	1,221,210	1,498,446	277,235	19%	818,824	(402,386)	-49%
173,728	196,529	22,801	12%	Protective Services	173,728	196,529	22,801	12%	157,346	(16,383)	-10%
54,497	62,742	8,245	13%	Insurance	54,497	62,742	8,245	13%	61,883	7,386	12%
1,201,536	1,213,257	11,721	1%	Depreciation Expense	1,201,536	1,213,257	11,721	1%	1,105,722	(95,814)	-9%
15,303	16,107	804	5%	Bad Debt Expense	15,303	16,107	804	5%	62,372	47,069	75%
2,742	7,605	4,863	64%	General Expenses	2,742	7,605	4,863	64%	70,998	68,256	96%
4,244,914	4,863,983	619,068	13%	Total Expenses	4,244,914	4,863,983	619,068	13%	3,960,018	(284,896)	-7%
\$ (778,151)	(1,307,003)	528,852	40%	Net Income(Loss)	\$ (778,151)	(1,307,003)	528,852	40%	(871,325)	93,174	11%
				CASH BASIS:							
(778,151)	(1,307,003)	528,852	40%	Net Income(loss) per Above	(778,151)	(1,307,003)	528,852	40%	(871,325)	93,174	11%
				Add back non cash items:							
1,201,536	1,213,257	(11,721)	-1%	Depreciation Expense	1,201,536	1,213,257	(11,721)	-1%	1,105,722	95,814	-9%
15,303	16,107	(804)	-5%	Bad Debt Expense	15,303	16,107	(804)	-5%	62,372	(47,069)	75%
\$ 438,688	(77,639)	516,327	665%	TOTAL CASH BASIS	\$ 438,688	(77,639)	516,327	665%	296,769	141,919	48%

073

HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program by AMPs
Actual vs Budget Comparison
For the Month of July 2015, and the 1 Months ended July 31, 2015
(Amounts in Full Dollars)

Month of July 2015				Year to Date ended July 31, 2015								
Actual	Budget	Variance		ACCRUAL BASIS	Actual	Budget	Variance		Prior Year	Variance		
		Amount	%				Amount	%		Amount	%	
REVENUES												
289,605	304,300	(14,695)	-5%	Asset Management Project - 30	289,605	304,300	(14,695)	-5%	327,421	(37,815)	-12%	
339,733	316,395	23,338	7%	Asset Management Project - 31	339,733	316,395	23,338	7%	297,983	41,750	14%	
362,269	353,045	9,224	3%	Asset Management Project - 32	362,269	353,045	9,224	3%	309,437	52,832	17%	
260,433	236,397	24,035	10%	Asset Management Project - 33	260,433	236,397	24,035	10%	214,274	46,159	22%	
350,427	379,629	(29,201)	-8%	Asset Management Project - 34	350,427	379,629	(29,201)	-8%	352,520	(2,093)	-1%	
397,715	441,484	(43,769)	-10%	Asset Management Project - 35	397,715	441,484	(43,769)	-10%	389,451	8,264	2%	
200,067	224,903	(24,836)	-11%	Asset Management Project - 37	200,067	224,903	(24,836)	-11%	151,618	48,449	32%	
220,781	210,255	10,527	5%	Asset Management Project - 38	220,781	210,255	10,527	5%	182,580	38,201	21%	
149,639	169,490	(19,850)	-12%	Asset Management Project - 39	149,639	169,490	(19,850)	-12%	127,710	21,929	17%	
174,538	172,889	1,649	1%	Asset Management Project - 40	174,538	172,889	1,649	1%	131,935	42,603	32%	
133,373	147,446	(14,073)	-10%	Asset Management Project - 43	133,373	147,446	(14,073)	-10%	118,852	14,520	12%	
181,246	180,862	383	0%	Asset Management Project - 44	181,246	180,862	383	0%	159,330	21,915	14%	
147,241	138,778	8,464	6%	Asset Management Project - 45	147,241	138,778	8,464	6%	93,932	53,310	57%	
65,756	74,156	(8,400)	-11%	Asset Management Project - 46	65,756	74,156	(8,400)	-11%	53,615	12,140	23%	
107,626	117,608	(9,982)	-8%	Asset Management Project - 49	107,626	117,608	(9,982)	-8%	94,704	12,921	14%	
86,314	89,343	(3,028)	-3%	Asset Management Project - 50	86,314	89,343	(3,028)	-3%	83,331	2,983	4%	
\$ 3,466,763	3,556,980	(90,217)	-3%	Total Revenues	\$ 3,466,763	3,556,980	(90,217)	-3%	3,088,693	378,070	12%	
NET INCOME(LOSS)												
(41,633)	(102,586)	60,954	59%	Asset Management Project - 30	(41,633)	(102,586)	60,954	59%	(64,170)	22,537	35%	
(103,759)	(189,860)	86,100	45%	Asset Management Project - 31	(103,759)	(189,860)	86,100	45%	(184,585)	80,826	44%	
7,252	(31,458)	38,711	123%	Asset Management Project - 32	7,252	(31,458)	38,711	123%	(63,111)	70,363	111%	
(57,697)	(62,287)	4,590	7%	Asset Management Project - 33	(57,697)	(62,287)	4,590	7%	(21,756)	(35,941)	-165%	
17,429	(42,378)	59,807	141%	Asset Management Project - 34	17,429	(42,378)	59,807	141%	20,498	(3,069)	-15%	
(13,293)	(70,263)	56,970	81%	Asset Management Project - 35	(13,293)	(70,263)	56,970	81%	(9,379)	(3,914)	-42%	
(124,645)	(209,265)	84,619	40%	Asset Management Project - 37	(124,645)	(209,265)	84,619	40%	(124,356)	(290)	0%	
(109,755)	(96,480)	(13,275)	-14%	Asset Management Project - 38	(109,755)	(96,480)	(13,275)	-14%	(21,913)	(87,842)	-401%	
(37,100)	(75,960)	38,860	51%	Asset Management Project - 39	(37,100)	(75,960)	38,860	51%	(62,890)	25,791	41%	
(11,580)	(3)	(11,577)	-380810%	Asset Management Project - 40	(11,580)	(3)	(11,577)	-380810%	(32,767)	21,187	65%	
(97,052)	(71,763)	(25,289)	-35%	Asset Management Project - 43	(97,052)	(71,763)	(25,289)	-35%	(75,613)	(21,439)	-28%	
(67,199)	(93,774)	26,574	28%	Asset Management Project - 44	(67,199)	(93,774)	26,574	28%	(97,368)	30,168	31%	
(42,135)	(85,028)	42,894	50%	Asset Management Project - 45	(42,135)	(85,028)	42,894	50%	(74,719)	32,585	44%	
(41,938)	(90,374)	48,436	54%	Asset Management Project - 46	(41,938)	(90,374)	48,436	54%	(45,173)	3,235	7%	
(47,770)	(68,330)	20,560	30%	Asset Management Project - 49	(47,770)	(68,330)	20,560	30%	(41,435)	(6,335)	-15%	
(7,276)	(17,192)	9,916	58%	Asset Management Project - 50	(7,276)	(17,192)	9,916	58%	27,413	(34,690)	-127%	
\$ (778,151)	(1,307,003)	528,852	40%	Total Net Income(Loss)	\$ (778,151)	(1,307,003)	528,852	40%	(871,325)	93,174	11%	

HAWAII PUBLIC HOUSING AUTHORITY
Federal Low Rent Program by AMPs
Actual vs Budget Comparison
For the Month of July 2015, and the 1 Months ended July 31, 2015
(Amounts in Full Dollars)

<u>Month of July 2015</u>				<u>Year to Date ended July 31, 2015</u>							
<u>Actual</u>	<u>Budget</u>	<u>Variance</u>		<u>CASH BASIS</u>				<u>Variance</u>			
		<u>Amount</u>	<u>%</u>	<u>Actual</u>	<u>Budget</u>	<u>Amount</u>	<u>%</u>	<u>Prior Year</u>	<u>Amount</u>	<u>%</u>	
REVENUES											
289,605	304,300	(14,695)	-5%	Asset Management Project - 30	289,605	304,300	(14,695)	-5%	327,421	(37,815)	-12%
339,733	316,395	23,338	7%	Asset Management Project - 31	339,733	316,395	23,338	7%	297,983	41,750	14%
362,269	353,045	9,224	3%	Asset Management Project - 32	362,269	353,045	9,224	3%	309,437	52,832	17%
260,433	236,397	24,035	10%	Asset Management Project - 33	260,433	236,397	24,035	10%	214,274	46,159	22%
350,427	379,629	(29,201)	-8%	Asset Management Project - 34	350,427	379,629	(29,201)	-8%	352,520	(2,093)	-1%
397,715	441,484	(43,769)	-10%	Asset Management Project - 35	397,715	441,484	(43,769)	-10%	389,451	8,264	2%
200,067	224,903	(24,836)	-11%	Asset Management Project - 37	200,067	224,903	(24,836)	-11%	151,618	48,449	32%
220,781	210,255	10,527	5%	Asset Management Project - 38	220,781	210,255	10,527	5%	182,580	38,201	21%
149,639	169,490	(19,850)	-12%	Asset Management Project - 39	149,639	169,490	(19,850)	-12%	127,710	21,929	17%
174,538	172,889	1,649	1%	Asset Management Project - 40	174,538	172,889	1,649	1%	131,935	42,603	32%
133,373	147,446	(14,073)	-10%	Asset Management Project - 43	133,373	147,446	(14,073)	-10%	118,852	14,520	12%
181,246	180,862	383	0%	Asset Management Project - 44	181,246	180,862	383	0%	159,330	21,915	14%
147,241	138,778	8,464	6%	Asset Management Project - 45	147,241	138,778	8,464	6%	93,932	53,310	57%
65,756	74,156	(8,400)	-11%	Asset Management Project - 46	65,756	74,156	(8,400)	-11%	53,615	12,140	23%
107,626	117,608	(9,982)	-8%	Asset Management Project - 49	107,626	117,608	(9,982)	-8%	94,704	12,921	14%
86,314	89,343	(3,028)	-3%	Asset Management Project - 50	86,314	89,343	(3,028)	-3%	83,331	2,983	4%
\$ 3,466,763	3,556,980	(90,217)	-3%	Total Revenues	\$ 3,466,763	3,556,980	(90,217)	-3%	3,088,693	378,070	12%
NET INCOME(LOSS)											
69,509	8,629	60,881	706%	Asset Management Project - 30	69,509	8,629	60,881	706%	34,944	34,565	99%
88,055	2,104	85,950	4084%	Asset Management Project - 31	88,055	2,104	85,950	4084%	(6,691)	94,746	1416%
33,238	(5,472)	38,711	707%	Asset Management Project - 32	33,238	(5,472)	38,711	707%	(40,408)	73,646	182%
5,249	672	4,577	681%	Asset Management Project - 33	5,249	672	4,577	681%	40,281	(35,032)	-87%
90,852	28,017	62,835	224%	Asset Management Project - 34	90,852	28,017	62,835	224%	82,400	8,452	10%
69,400	12,584	56,816	452%	Asset Management Project - 35	69,400	12,584	56,816	452%	72,037	(2,637)	-4%
44,829	(32,209)	77,037	239%	Asset Management Project - 37	44,829	(32,209)	77,037	239%	23,248	21,580	93%
(42,219)	(28,182)	(14,037)	-50%	Asset Management Project - 38	(42,219)	(28,182)	(14,037)	-50%	44,228	(86,448)	-195%
20,681	(18,179)	38,860	214%	Asset Management Project - 39	20,681	(18,179)	38,860	214%	(5,109)	25,791	505%
(9,342)	2,181	(11,523)	-528%	Asset Management Project - 40	(9,342)	2,181	(11,523)	-528%	(30,583)	21,241	69%
(22,198)	3,191	(25,389)	-796%	Asset Management Project - 43	(22,198)	3,191	(25,389)	-796%	10,007	(32,205)	-322%
28,901	2,383	26,517	1113%	Asset Management Project - 44	28,901	2,383	26,517	1113%	29,557	(656)	-2%
23,337	(19,499)	42,837	220%	Asset Management Project - 45	23,337	(19,499)	42,837	220%	(3,449)	26,787	777%
7,333	(41,103)	48,436	118%	Asset Management Project - 46	7,333	(41,103)	48,436	118%	4,098	3,235	79%
10,175	(3,727)	13,902	373%	Asset Management Project - 49	10,175	(3,727)	13,902	373%	12,136	(1,961)	-16%
20,888	10,972	9,916	90%	Asset Management Project - 50	20,888	10,972	9,916	90%	30,074	(9,187)	-31%
\$ 438,688	(77,639)	516,327	665%	Total Net Income(Loss)	\$ 438,688	(77,639)	516,327	665%	296,769	141,919	48%

HAWAII PUBLIC HOUSING AUTHORITY
Housing Choice Voucher Program
Actual vs Budget Comparison
For the Month of July 2015, and the 1 Months ended July 31, 2015
(Amounts in Full Dollars)

<u>Month of July 2015</u>				<u>Year to Date ended July 31, 2015</u>										
<u>Actual</u>	<u>Budget</u>	<u>Variance</u>			<u>Actual</u>	<u>Budget</u>	<u>Variance</u>		<u>Prior Year</u>	<u>Variance</u>				
		<u>Amount</u>	<u>%</u>				<u>Amount</u>	<u>%</u>		<u>Amount</u>	<u>%</u>			
				REVENUES										
-	-	-	0%	Dwelling Rental Income	-	-	-	0%	-	-	0%			
2,261,121	2,621,919	(360,798)	-14%	HUD Operating Subsidies	2,261,121	2,621,919	(360,798)	-14%	2,138,792	122,329	6%			
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%			
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%			
-	-	-	0%	Grant Income	-	-	-	0%	-	-	0%			
55,991	57,606	(1,615)	-3%	Other Income	55,991	57,606	(1,615)	-3%	8,953	47,038	525%			
\$ 2,317,112	2,679,525	(362,414)	-14%	Total Revenues	\$ 2,317,112	2,679,525	(362,414)	-14%	2,147,745	169,367	8%			
				EXPENSES										
97,858	116,172	18,314	16%	Administrative	97,858	116,172	18,314	16%	78,303	(19,555)	-25%			
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%			
24,564	23,270	(1,294)	-6%	Management Fees	24,564	23,270	(1,294)	-6%	22,704	(1,860)	-8%			
15,353	14,550	(803)	-6%	Bookkeeping Fees	15,353	14,550	(803)	-6%	14,190	(1,163)	-8%			
2,233,848	2,487,654	253,806	10%	Housing Assistance Payments	2,233,848	2,487,654	253,806	10%	2,013,197	(220,651)	-11%			
16,000	19,155	3,155	16%	Tenant Services	16,000	19,155	3,155	16%	20,317	4,317	21%			
1,647	4,300	2,653	62%	Utilities	1,647	4,300	2,653	62%	4,449	2,802	63%			
620	1,210	590	49%	Maintenance	620	1,210	590	49%	-	(620)	-100%			
67	60	(7)	-12%	Protective Services	67	60	(7)	-12%	-	(67)	-100%			
261	420	159	38%	Insurance	261	420	159	38%	470	209	44%			
6,711	8,300	1,589	19%	General Expenses	6,711	8,300	1,589	19%	12,634	5,923	47%			
2,396,929	2,675,091	278,163	10%	Total Expenses	2,396,929	2,675,091	278,163	10%	2,166,264	(230,665)	-11%			
\$ (79,817)	4,434	(84,251)	-1900%	Net Income(Loss)	\$ (79,817)	4,434	(84,251)	-1900%	(18,519)	(61,298)	-331%			
				CASH BASIS:										
(79,817)	4,434	(84,251)	-1900%	Net Income(loss) per Above	(79,817)	4,434	(84,251)	-1900%	(18,519)	\$ (61,298)	-331%			
-	-	-	0%	Add back non cash items:	-	-	-	0%	-	-	0%			
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%			
				Bad Debt Expense	-	-	-	0%	-	-	0%			
\$ (79,817)	4,434	(84,251)	-1900%	TOTAL CASH BASIS	\$ (79,817)	4,434	(84,251)	-1900%	(18,519)	(61,298)	-331%			

HAWAII PUBLIC HOUSING AUTHORITY
State Low Rent
Actual vs Budget Comparison
For the Month of July 2015, and the 1 Months ended July 31, 2015
(Amounts in Full Dollars)

Month of July 2015				Year to Date ended July 31, 2015						
Actual	Budget	Variance		Actual	Budget	Variance		Prior Year	Variance	
		Amount	%			Amount	%		Amount	%
REVENUES										
95,138	92,175	2,963	3%	95,138	92,175	\$ 2,963	3%	87,577	\$ 7,561	9%
-	-	-	0%	-	-	-	0%	-	-	0%
-	-	-	0%	-	-	-	0%	-	-	0%
-	-	-	0%	-	-	-	0%	-	-	0%
-	3,700	(3,700)	-100%	-	3,700	(3,700)	-100%	-	-	0%
413,906	100,001	313,905	314%	413,906	100,001	313,905	314%	-	413,906	100%
2,665	4,090	(1,425)	-35%	2,665	4,090	(1,425)	-35%	13,492	(10,827)	-80%
\$ 511,710	199,966	311,744	156%	\$ 511,710	199,966	311,744	156%	101,069	410,640	406%
EXPENSES										
25,135	26,722	1,587	6%	25,135	26,722	1,587	6%	20,783	(4,352)	-21%
-	-	-	0%	-	-	-	0%	-	-	0%
15,252	16,123	871	5%	15,252	16,123	871	5%	16,253	1,000	6%
1,830	1,936	106	5%	1,830	1,936	106	5%	1,950	120	6%
-	-	-	0%	-	-	-	0%	-	-	0%
-	-	-	0%	-	-	-	0%	-	-	0%
68,694	70,448	1,754	2%	68,694	70,448	1,754	2%	45,145	(23,549)	-52%
47,540	69,649	22,109	32%	47,540	69,649	22,109	32%	51,879	4,339	8%
-	-	-	0%	-	-	-	0%	-	-	0%
3,147	3,280	133	4%	3,147	3,280	133	4%	2,504	(643)	-26%
76,880	76,879	(1)	0%	76,880	76,879	(1)	0%	76,879	(1)	0%
760	800	40	5%	760	800	40	5%	-	(760)	-100%
-	-	-	0%	-	-	-	0%	-	-	0%
239,238	265,837	26,599	10%	239,238	265,837	26,599	10%	215,392	(23,845)	-11%
\$ 272,472	(65,871)	285,144	514%	\$ 272,472	(65,871)	285,144	514%	(114,323)	386,795	338%
CASH BASIS:										
272,472	(65,871)	285,144	514%	272,472	(65,871)	285,144	514%	(114,323)	386,795	338%
76,880	76,879	1	0%	76,880	76,879	1	0%	76,879	1	0%
760	800	(40)	-5%	760	800	(40)	-5%	-	760	100%
\$ 350,112	11,808	285,105	2865%	\$ 350,112	11,808	285,105	2865%	(37,444)	387,556	1035%

HAWAII PUBLIC HOUSING AUTHORITY
State Elderly Program
Actual vs Budget Comparison
For the Month of July 2015, and the 1 Months ended July 31, 2015
(Amounts in Full Dollars)

Month of July 2015				Year to Date ended July 31, 2015								
Actual	Budget	Variance			Actual	Budget	Variance		Prior Year	Variance		
		Amount	%				Amount	%		Amount	%	
REVENUES												
168,919	169,245	(326)	0%	Dwelling Rental Income	168,919	169,245	\$ (326)	0%	169,393	(474)	0%	
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%	
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%	
-	-	-	0%	COCC Fee Income	-	-	-	0%	-	-	0%	
-	2,600	(2,600)	-100%	State CIP Fund	-	2,600	(2,600)	-100%	-	-	0%	
1,174,910	150,000	1,024,910	683%	Grant Income	1,174,910	150,000	1,024,910	683%	-	1,174,910	100%	
8,953	7,465	1,488	20%	Other Income	8,953	7,465	1,488	20%	21,432	(12,479)	-58%	
\$ 1,352,782	329,310	1,023,472	311%	Total Revenues	\$ 1,352,782	329,310	1,023,472	311%	190,825	1,161,958	609%	
EXPENSES												
36,478	50,500	14,021	28%	Administrative	36,478	50,500	14,021	28%	10,751	(25,728)	-239%	
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%	
35,256	35,631	375	1%	Management Fees	35,256	35,631	375	1%	35,443	188	1%	
4,230	2,227	(2,003)	-90%	Bookkeeping Fees	4,230	2,227	(2,003)	-90%	4,253	23	1%	
-	-	-	0%	Housing Assistance Payments	-	-	-	0%	-	-	0%	
-	700	700	100%	Tenant Services	-	700	700	100%	-	-	0%	
107,636	121,185	13,549	11%	Utilities	107,636	121,185	13,549	11%	64,014	(43,623)	-68%	
43,192	97,181	53,989	56%	Maintenance	43,192	97,181	53,989	56%	58,338	15,146	26%	
86	575	489	85%	Protective Services	86	575	489	85%	43	(43)	-100%	
8,162	9,881	1,719	17%	Insurance	8,162	9,881	1,719	17%	7,048	(1,114)	-16%	
118,314	118,314	-	0%	Depreciation Expense	118,314	118,314	-	0%	118,314	-	0%	
759	800	41	5%	Bad Debt Expense	759	800	41	5%	-	(759)	-100%	
-	-	-	0%	General Expenses	-	-	-	0%	-	-	0%	
354,113	436,994	82,881	19%	Total Expenses	354,113	436,994	82,881	19%	298,203	(55,910)	-19%	
\$ 998,669	(107,684)	1,106,353	1027%	Net Income(Loss)	\$ 998,669	(107,684)	1,106,353	1027%	(107,379)	1,106,048	1030%	
CASH BASIS:												
998,669	(107,684)	1,106,353	1027%	Net Income(loss) per Above	998,669	(107,684)	1,106,353	1027%	(107,379)	1,106,048	1030%	
118,314	118,314	-	0%	Add back non cash items:								
759	800	(41)	-5%	Depreciation Expense	118,314	118,314	-	0%	118,314	-	0%	
				Bad Debt Expense	759	800	(41)	-5%	-	759	100%	
\$ 1,117,742	11,430	1,106,312	9679%	TOTAL CASH BASIS	\$ 1,117,742	11,430	1,106,312	9679%	10,935	1,106,807	10121%	

078

HAWAII PUBLIC HOUSING AUTHORITY
State Rent Supplement Program
Actual vs Budget Comparison
For the Month of July 2015, and the 1 Months ended July 31, 2015
(Amounts in Full Dollars)

Month of July 2015			
Actual	Budget	Variance	
		Amount	%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
79,832	87,994	(8,162)	-9%
-	-	-	0%
\$ 79,832	87,994	(8,162)	-9%

6,046	7,212	1,166	16%
-	-	-	0%
411	-	(411)	-100%
258	-	(258)	-100%
-	65,000	65,000	100%
-	-	-	0%
41	625	584	93%
227	240	13	5%
-	-	-	0%
-	-	-	0%
-	-	-	0%
6,983	73,077	66,094	90%
\$ 72,849	14,917	57,932	388%

72,849	\$ 14,917	\$ 57,932	388%
-	-	-	0%
-	-	-	0%
\$ 72,849	14,917	57,932	388%

Year to Date ended July 31, 2015							
Actual	Budget	Variance		Prior Year	Variance		
		Amount	%		Amount	%	
-	-	-	0%	-	-	0%	
-	-	-	0%	-	-	0%	
-	-	-	0%	-	-	0%	
-	-	-	0%	-	-	0%	
79,832	87,994	(8,162)	-9%	79,195	637	1%	
-	-	-	0%	-	-	0%	
\$ 79,832	87,994	(8,162)	-9%	79,195	637	1%	

EXPENSES							
Actual	Budget	Amount	%	Prior Year	Amount	%	
6,046	7,212	1,166	16%	4,308	(1,739)	-40%	
-	-	-	0%	-	-	0%	
411	-	(411)	-100%	516	105	20%	
258	-	(258)	-100%	323	66	20%	
-	65,000	65,000	100%	34,733	34,733	100%	
-	-	-	0%	-	-	0%	
41	625	584	93%	653	612	94%	
227	240	13	5%	-	(227)	-100%	
-	-	-	0%	-	-	0%	
-	-	-	0%	18	18	100%	
-	-	-	0%	-	-	0%	
6,983	73,077	66,094	90%	40,551	33,568	83%	
\$ 72,849	14,917	57,932	388%	38,644	34,205	89%	

CASH BASIS:							
Actual	Budget	Amount	%	Prior Year	Amount	%	
72,849	\$ 14,917	\$ 57,932	388%	38,644	\$ 34,205	89%	
-	-	-	0%	-	-	0%	
-	-	-	0%	-	-	0%	
\$ 72,849	14,917	57,932	388%	38,644	34,205	89%	

HAWAII PUBLIC HOUSING AUTHORITY
Section 8 Contract Administration
Actual vs Budget Comparison
For the Month of July 2015, and the 1 Months ended July 31, 2015
(Amounts in Full Dollars)

<u>Month of July 2015</u>				<u>Year to Date ended July 31, 2015</u>							
<u>Actual</u>	<u>Budget</u>	<u>Amount</u>	<u>Variance %</u>		<u>Actual</u>	<u>Budget</u>	<u>Amount</u>	<u>Variance %</u>	<u>Prior Year</u>	<u>Amount</u>	<u>Variance %</u>
-	-	-	0%	REVENUES	-	-	-	0%	-	-	0%
2,774,362	2,573,064	201,298	8%	Dwelling Rental Income	2,774,362	2,573,064	201,298	8%	2,518,868	255,494	10%
-	-	-	0%	HUD Operating Subsidies	-	-	-	0%	-	-	0%
-	-	-	0%	CFP Grant Income	-	-	-	0%	-	-	0%
(30,760)	-	(30,760)	-100%	COCC Fee Income	-	-	-	0%	-	-	0%
16	15	1	5%	Grant Income	(30,760)	-	(30,760)	-100%	-	(30,760)	-100%
				Other Income	16	15	1	5%	(3,587)	3,602	100%
\$ 2,743,617	2,573,079	170,538	7%	Total Revenues	\$ 2,743,617	2,573,079	170,538	7%	2,515,282	228,336	9%
				EXPENSES							
73,237	76,959	3,722	5%	Administrative	73,237	76,959	3,722	5%	6,747	(66,490)	-986%
-	-	-	0%	Asset Management Fees	-	-	-	0%	-	-	0%
-	15,750	15,750	100%	Management Fees	-	15,750	15,750	100%	72,000	72,000	100%
-	1,875	1,875	100%	Bookkeeping Fees	-	1,875	1,875	100%	-	-	0%
2,677,998	2,476,700	(201,298)	-8%	Housing Assistance Payments	2,677,998	2,476,700	(201,298)	-8%	2,423,124	(254,874)	-11%
-	-	-	0%	Tenant Services	-	-	-	0%	-	-	0%
-	-	-	0%	Utilities	-	-	-	0%	-	-	0%
-	791	791	100%	Maintenance	-	791	791	100%	-	-	0%
-	-	-	0%	Protective Services	-	-	-	0%	-	-	0%
-	-	-	0%	Insurance	-	-	-	0%	-	-	0%
-	450	450	100%	General Expenses	-	450	450	100%	-	-	0%
2,751,235	2,572,525	(178,710)	-7%	Total Expenses	2,751,235	2,572,525	(178,710)	-7%	2,501,870	(249,364)	-10%
\$ (7,617)	554	(8,171)	-1475%	Net Income(Loss)	\$ (7,617)	554	(8,171)	-1475%	13,411	(21,029)	-157%
				CASH BASIS:							
(7,617)	\$ 554	\$ (8,171)	-1475%	Net Income(loss) per Above	(7,617)	\$ 554	\$ (8,171)	-1475%	13,411	\$ (21,029)	-157%
-	-	-	0%	Add back non cash items:	-	-	-	0%	-	-	0%
-	-	-	0%	Depreciation Expense	-	-	-	0%	-	-	0%
				Bad Debt Expense							
\$ (7,617)	554	(8,171)	-1475%	TOTAL CASH BASIS	\$ (7,617)	554	(8,171)	-1475%	13,411	(21,029)	-157%

HAWAII PUBLIC HOUSING AUTHORITY
Central Office Cost Center
Actual vs Budget Comparison
For the Month of July 2015, and the 1 Months ended July 31, 2015
(Amounts in Full Dollars)

Month of July 2015			
Actual	Budget	Variance	
		Amount	%
-	-	-	0%
-	-	-	0%
-	168,397	(168,397)	-100%
373,158	399,425	(26,267)	-7%
-	-	-	0%
217,229	268,836	(51,607)	-19%
\$ 590,387	836,658	(246,271)	-29%
619,909	730,605	110,696	15%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	640	640	100%
11,082	12,105	1,023	8%
253,701	264,894	11,193	4%
1,112	785	(328)	-42%
3,055	3,391	336	10%
4,013	4,013	-	0%
5,640	5,282	(358)	-7%
898,512	1,021,715	123,203	12%
\$ (308,124)	(185,057)	(123,068)	-67%
(308,124)	(185,057)	(123,068)	-67%
4,013	4,013	-	0%
-	-	-	0%
\$ (304,111)	(181,044)	(123,068)	-68%

Year to Date ended July 31, 2015									
Actual	Budget	Variance		Prior Year	Variance				
		Amount	%		Amount	%			
REVENUES									
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
-	168,397	(168,397)	-100%	-	-	0%			
373,158	399,425	(26,267)	-7%	380,550	(7,392)	-2%			
-	-	-	0%	-	-	0%			
217,229	268,836	(51,607)	-19%	169,952	47,278	28%			
\$ 590,387	836,658	(246,271)	-29%	550,502	39,886	7%			
EXPENSES									
619,909	730,605	110,696	15%	560,454	(59,455)	-11%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
-	-	-	0%	-	-	0%			
-	640	640	100%	-	-	0%			
11,082	12,105	1,023	8%	9,735	(1,348)	-14%			
253,701	264,894	11,193	4%	203,089	(50,612)	-25%			
1,112	785	(328)	-42%	-	(1,112)	-100%			
3,055	3,391	336	10%	3,739	684	18%			
4,013	4,013	-	0%	1,631	(2,382)	-146%			
5,640	5,282	(358)	-7%	75,314	69,675	93%			
898,512	1,021,715	123,203	12%	853,962	(44,549)	-5%			
\$ (308,124)	(185,057)	(123,068)	-67%	(303,461)	(4,664)	-2%			
CASH BASIS:									
(308,124)	(185,057)	(123,068)	-67%	(303,461)	(4,664)	-2%			
Add back non cash items:									
4,013	4,013	-	0%	1,631	2,382	146%			
-	-	-	0%	-	-	0%			
\$ (304,111)	(181,044)	(123,068)	-68%	(301,830)	(2,282)	-1%			

III. Contract & Procurement Office

A. Solicitation(s) Issued in August 2015:

Solicitation No.	Title	Due Date
IFB-PMB-2015-20	Invitation for Bids to Furnish Security Services at Various Federally Funded Public Housing Properties Under Asset Management Projects 30 and 33 on the Island of Oahu	9/14/15

B. Protest(s) Resolved in August 2015:

Solicitation No./Title	Protester	Status
IFB CMS-2014-29 Improvements to Major Systems at Various State and Federal Projects – Phase I; HPHA Job No. 12-034-127-S	Economy Plumbing & Sheet Metal, Inc. dba Economy Plumbing and Air Conditioning	HPHA Denied Protest

C. Contract(s) Executed in August 2015:

Contract No.	Contractor & Description	Amount
CMS 15-15	P&T Solar Company, Ltd. dba Poncho's Solar Service Provide Labor, Materials, and Equipment for Water Tank Replacement and Solar Hot Water System Repair at Waipahu I (AMP 30) on the Island of Oahu Completion Date: 30 Calendar Days from Notice To Proceed	Total Amount: \$158,500.00
CMS 15-14	Advanced Protection Network, Inc. dba APN Alarm Provide Repair and Maintenance to Call-for-Aid Systems at Kalakaua Homes, Makua Alii and Paoakalani under AMP 34, Pumehana, Punchbowl Homes, Kalanihuia, Makamae under AMP 35, Hale Poai, Halia Hale, Kamalu, Hoolulu, and Laiola under MU 42 on the Island of Oahu Completion Date: August 16, 2016	Total Amount: \$14,020.95

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

Contract No.	Contractor & Description	Amount
CMS 14-28-CO03	Diède Construction, Inc. No-Cost Extension of Time of 161 Calendar Days for Accessibility and Site Improvements at Kauhale Ohana (AMP 45) on the Island of Oahu Completion Date: April 14, 2016	Suppl Amount: n/a Total Amount: \$2,537,544.98
CMS 14-28-CO02	Diède Construction, Inc. Provide Additional Labor, Materials and Equipment for Accessibility and Site Improvements at Kauhale Ohana (AMP 45) on the Island of Oahu Completion Date: November 5, 2015	Suppl Amount: \$143,468.83 Total Amount: \$2,537,544.98
CMS 14-14-SC03	Constructors Hawaii, Inc. No-Cost Extension of Time of 365 Calendar Days for Physical Improvements to Lanakila Homes – Demolition of Phase IIIb & IV (AMP 37) on the Island of Hawaii Completion Date: August 20, 2016	Suppl Amount: n/a Total Amount: \$2,099,002.00
CMS 11-03-SC03	Awa & Associates, LLC Provide Additional Design and Consultant Services and Extension of Time of 420 Calendar Days for Modernization of Salt Lake Apartments (AMP 30) on the Island of Oahu Completion Date: October 18, 2016	Suppl Amount: \$17,416.00 Total Amount: \$712,179.00
PMB 15-02	Island Refuse Inc. Furnish Refuse Collection Services for Kahale Mua – State and Kahale Mua – Federal (AMP 39) on the Island of Molokai End Date: August 31, 2016	Total Amount: \$38,026.80
PMB 14-03-SC02	Services Hawaii Rubbish Solutions LLC Amend Special Conditions to Add an Additional Special Provision for Refuse Collection Services for Hale Hauoli (AMP 46) on the Island of Hawaii End Date: January 31, 2016	Suppl Amount: n/a Total Amount: \$71,635.20

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

Contract No.	Contractor & Description	Amount
PMB 13-05-SC03	Garden Isle Disposal, Inc. Continue to Furnish Refuse Collection Services for Kawailehua – State and Kawailehua – Federal (AMP 38) on the Island of Kauai End Date: August 31, 2016	Suppl Amount: \$22,519.92 Total Amount: \$62,751.35
PMB 12-06-SC05	Realty Laua LLC Continue to Furnish Property Management, Maintenance and Resident Services for Kuhio Park Terrace – Low Rise and Kuhio Homes under AMP 40 on the Island of Oahu End Date: August 31, 2016	Suppl Amount: \$645,632.00 Total Amount: \$3,329,982.00
PMB 11-12-SC04	Hawaii Affordable Properties, Inc. Continue to Furnish Property Management and Maintenance Services for Ke Kumu Ekahi on the Island of Hawaii End Date: November 30, 2015	Suppl Amount: \$101,704.00 Total Amount: \$871,978.00

D. Planned Solicitation/Contract Activities for September/October 2015

Solicitation(s):

- Issue Invitation-for-Bids for Laundry Services for AMP 35 on the Island of Oahu.
- Issue Invitation-for-Bids for Custodial Services for the HPHA's Administrative Offices on the Island of Oahu.
- Issue Request-for-Proposals for the HPHA's Web-Site Redesign Project.

Contract(s)

- Execute Contract to Provide Tenant Re-Certification Services under the Federal Low Income Public Housing Program on the Island of Oahu.
- Execute Contract(s) for Security Services for AMP 30, AMP 31, AMP 32, AMP 33, and AMP 35 on the Island of Oahu.
- Execute Contract to Provide Laundry Services for AMP 37 on the Island of Hawaii and AMP 39 on the Islands of Maui and Molokai.
- Execute Supplemental Contract to Continue to Provide Printing and Mailing Services for the Monthly Tenant Rent Bills Statewide.

- Execute Supplemental Contracts to Continue to Provide Property Management, Maintenance and Resident Services for AMP 43 on the Island of Hawaii and AMP 49 and 50 on the Island of Oahu.
- Execute Supplemental Contract to Continue to Provide Property Management and Maintenance Services for Ke Kumu Ekahi on the Island of Hawaii.

IV. Property Management and Maintenance Services

A. Total Move Ins for July/Aug.: 60 units
Vacancies: 55 units
 Net gain/loss: 5 units

B. Formal Grievance Hearings

Island	Federal Public Housing (number of cases heard)		Type of Grievance Hearing Request
	July	Aug	
Oahu	3	1	Noise disturbance and physical violence

The formal grievance process continues to be essential in affording our tenants an opportunity for a fair hearing when the tenant disputes HPHA's action or failure to act, involving the tenant's rental agreement with the HPHA, or HPHA's regulations which adversely affects the individual tenant's rights, duties, welfare or status.

HPHA did not receive any grievance hearing requests in the month of August 2015.

C. Hearings/Evictions

1. Eviction cases heard for the month of August 2015, there were a total of 24 cases, 19 for rent, and 5 for non-rent.
2. Continue to monitor Statewide Federal Public Housing rent delinquencies and provide ways to reduce tenant delinquencies.
3. Provide legal and administrative services to the Property Management and Maintenance Services Branch for the successful prosecution of cases referred for eviction. Continue to assist project managers and staff with legal and procedural updates as provided.

4. Continue to Solicit Eviction Board Members and Resident Board Members to maintain the board quorum requirements to schedule hearings on a regular basis.

D. Rent Collection

HPHA continues to focus on rent collection as one of our top priorities and is working diligently with the AMPs to monitor current and vacated tenants account receivables (TAR) to reduce the overall delinquency.

E. Program Activities

1. Continuing to focus on filling our vacant units to reach our goal of 99% occupancy. Strategic planning is continuously being done to minimize the loss of make-ready days by the AMP staff in turning over a vacant unit.
2. Continuing to audit tenant files for accuracy on rent calculations and program compliance.
3. Completed ACC unit counts for the Capital Fund IMS/PIC Certification for 2016 Capital Fund Formula Awards.
4. Providing continuous technical support to AMP managers and residents to implement a resident association at each of the properties.
5. HPHA continues to submit a Request for Technical Review (TR) or a Data Base Adjustment (DBA) of completed REAC inspections to regain possible physical points lost during the inspection.
6. No significant weather related damages or injuries were reported at any of the HPHA's properties.

F. Planned Activities for September 2015

1. Continuing to relocate families due to modernization at AMPs 31 and 33.
2. HPHA continues to focus on improving the REAC scores for the remaining one AMP being inspected in October. Two others are pending on future scheduling with HUD/Contract inspector. Property Management Specialists have been diligently working with the AMP staff by providing guidance and technical support to minimize point deductions.

FEDERAL PUBLIC HOUSING

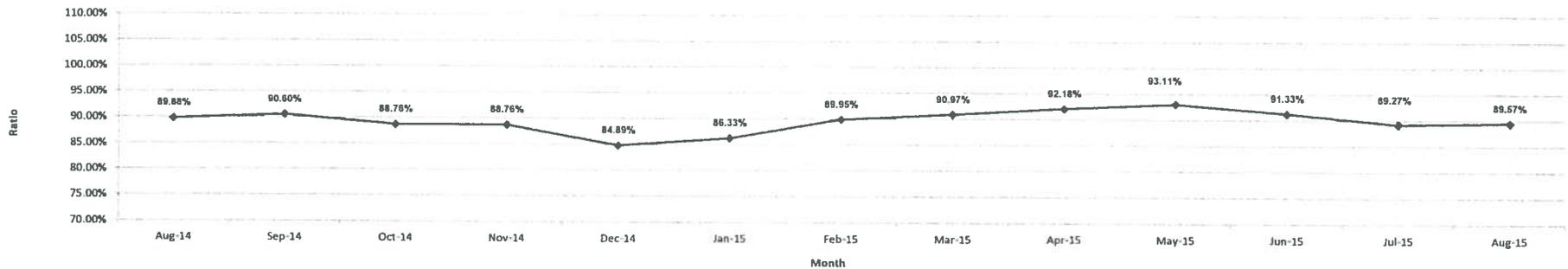
Rent Collection from August 2014 to August 2015

	Aug-14			Sep-14			Oct-14			Nov-14			Dec-14			Jan-15		
	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio	Charges	Collected	Ratio
Hawaii	\$125,430.00	\$112,928.59	90.03%	\$139,552.03	\$127,616.75	91.45%	\$134,474.00	\$117,867.37	87.67%	\$131,524.00	\$114,722.43	87.67%	\$131,498.00	\$110,539.97	84.06%	\$133,851.00	\$111,628.52	83.40%
Kauai	\$83,519.00	\$63,160.34	75.62%	\$94,212.00	\$69,361.09	73.62%	\$93,714.00	\$63,739.90	68.02%	\$91,837.00	\$63,801.44	68.02%	\$90,786.00	\$60,950.89	67.14%	\$90,149.20	\$60,702.62	67.34%
Mauai	\$62,696.00	\$48,735.61	77.73%	\$64,138.00	\$51,426.39	80.18%	\$63,934.00	\$49,541.25	77.49%	\$62,263.00	\$52,954.61	77.49%	\$69,940.52	\$57,718.89	82.53%	\$63,305.00	\$50,885.37	80.38%
Oahu	\$963,934.24	\$885,733.35	91.89%	\$1,021,858.86	\$947,244.42	92.70%	\$1,030,885.47	\$951,162.11	91.47%	\$1,039,407.76	\$917,671.98	91.47%	\$1,000,645.99	\$888,347.12	86.78%	\$996,336.72	\$884,931.59	88.82%
Total	\$ 1,235,579.24	\$ 1,119,557.89	89.88%	\$ 1,319,761.89	\$ 1,195,648.65	90.60%	\$ 1,332,007.47	\$ 1,182,340.63	88.78%	\$ 1,032,673.79	\$ 883,006.95	88.78%	\$ 1,282,870.51	\$ 1,097,556.82	84.89%	\$ 1,283,643.92	\$ 1,108,148.10	86.33%

Cumulative (12 Months)	
08/14 - 08/15	
Charges	\$ 16,726,979.95
Collections	\$ 14,968,759.60
Total	\$ (1,758,220.35)
Ratio	89.49%

	Feb-15			Mar-15			Apr-15			May-15			Jun-15			Jul-15			Aug-15		
	Charges	Collected	Ratio																		
Hawaii	\$135,429.00	\$119,713.42	88.40%	\$137,279.00	\$119,388.47	86.97%	\$134,378.00	\$122,368.65	91.06%	\$137,360.00	\$127,981.15	93.17%	\$149,463.00	\$126,430.95	90.01%	\$145,659.00	\$125,429.99	86.11%	\$139,944.83	\$123,376.92	88.16%
Kauai	\$90,571.00	\$69,392.83	76.62%	\$93,946.71	\$75,808.34	80.48%	\$90,196.00	\$79,806.85	88.48%	\$93,407.00	\$82,867.00	88.72%	\$91,582.00	\$76,865.70	83.95%	\$94,288.00	\$77,691.90	82.40%	\$93,080.00	\$76,044.79	81.70%
Mauai	\$64,495.00	\$54,483.61	84.48%	\$63,288.00	\$56,091.61	88.48%	\$63,200.00	\$58,775.00	94.58%	\$68,508.00	\$61,888.00	93.20%	\$63,992.00	\$59,294.00	92.68%	\$64,988.00	\$58,931.00	90.68%	\$64,056.00	\$57,394.00	89.60%
Oahu	\$997,480.07	\$914,961.62	91.73%	\$997,875.01	\$924,656.80	92.66%	\$1,001,825.00	\$926,743.13	92.51%	\$1,018,358.62	\$952,209.50	93.50%	\$1,098,056.70	\$1,010,552.87	92.03%	\$1,020,887.17	\$921,566.97	90.27%	\$1,027,760.02	\$929,885.49	90.48%
Total	\$ 1,287,975.07	\$ 1,158,551.48	89.95%	\$ 1,292,498.72	\$ 1,175,745.22	90.97%	\$ 1,289,589.00	\$ 1,188,693.63	92.18%	\$ 1,315,633.62	\$ 1,225,045.65	93.11%	\$ 1,364,073.70	\$ 1,273,143.52	91.33%	\$ 1,325,822.17	\$ 1,183,619.86	89.27%	\$ 1,324,840.85	\$ 1,186,701.20	89.57%

Rent Collection Rate



**Federal LIPH
HPHA Island Overview Report
as of 08/31/2015**

Island	Non Vacated Delinquencies*				Collection Rate			LIPH and Elderly Waiting List**				
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio	HUD Income Limit	# of HoH	% of WL	Avg Family Size	Avg Bedroom Size
Hawaii	77	\$ 27,218.12	22	\$ 12,355.42	\$ 139,944.83	\$ 123,376.92	88.16%	Average Income	41	0.40%	7.83	3.85
Kauai	56	\$ 30,641.67	16	\$ 5,253.94	\$ 93,080.00	\$ 76,044.79	81.70%	Low Income (80%)	67	0.65%	2.62	1.74
Maui	36	\$ 13,038.50	11	\$ 4,516.00	\$ 64,056.00	\$ 57,394.00	89.60%	Very Low Inc. (50%)	371	3.59%	2.53	1.71
Oahu	329	\$ 179,281.99	89	\$ 73,219.97	\$ 1,027,760.02	\$ 929,885.49	90.48%	Extrmly Low Inc. (30%)	9,842	95.36%	2.40	1.64
Total	498	\$ 250,180.28	138	\$ 95,345.33	\$ 1,324,840.85	\$ 1,186,701.20	89.57%		10,321	100.00%	2.43	1.64

* Delinquencies and Collections reflect only Rents, Cash Receipts, and Payment Agreements (Bill Code 0001 and 0006).

** Please notice WL Income Limits assumes 2010 HUD Family Income Limit for Hawaii.

**Federal LIPH
 HPHA Project Overview Report
 as of 08/31/2015**

AMP	Non Vacated Delinquencies**				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
30P-Aiea	9	3,678.00	1	5,054.00	\$ 92,618.00	\$ 89,854.10	97.02%
31P-KVH	20	10,411.61	2	1,757.48	\$ 123,986.02	\$ 115,069.57	92.81%
32P-MWH	51	38,021.75	13	10,740.49	\$ 125,083.00	\$ 100,942.17	80.70%
33P-Kam/Kaamanu	33	15,333.19	8	4,612.10	\$ 103,968.00	\$ 94,445.70	90.84%
34P-Kalakaua	50	20,480.00	24	17,620.50	\$ 152,164.00	\$ 141,946.17	93.28%
35P-Kalanihiua	11	5,457.50	4	3,458.00	\$ 159,940.00	\$ 157,222.30	98.30%
37P-Hilo	38	12,036.00	12	7,449.00	\$ 71,693.00	\$ 63,531.00	88.62%
38P-Kauai	56	30,641.67	16	5,253.94	\$ 93,080.00	\$ 76,044.79	81.70%
39P-Maui	36	13,038.50	11	4,516.00	\$ 64,056.00	\$ 57,394.00	89.60%
40P-KPT	56	42,294.36	8	12,042.07	\$ 73,981.00	\$ 59,771.51	80.79%
43P-Kona	24	9,822.03	3	243.00	\$ 44,937.83	\$ 40,026.00	89.07%
44P-Leeward Oahu	45	22,537.00	15	7,032.33	\$ 63,561.00	\$ 51,791.00	81.48%
45P-Windward Oahu	32	8,562.58	7	4,621.00	\$ 64,337.00	\$ 57,840.11	89.90%
46P-Kamuela	15	5,360.09	7	4,663.42	\$ 23,314.00	\$ 19,819.92	85.01%
49P-Central Oahu	17	9,525.00	5	1,401.00	\$ 42,083.00	\$ 36,805.00	87.46%
50P-Palolo	7	2,981.00	3	4,881.00	\$ 26,039.00	\$ 24,197.86	92.93%
Total	498	\$ 250,180.28	138	\$ 95,345.33	\$ 1,324,840.85	\$ 1,186,701.20	89.57%

*** Delinquencies and Collections reflect only Rents, Cash Receipts, and Payment Agreements (Bill Code 0001 and 0006).

STATE PUBLIC HOUSING

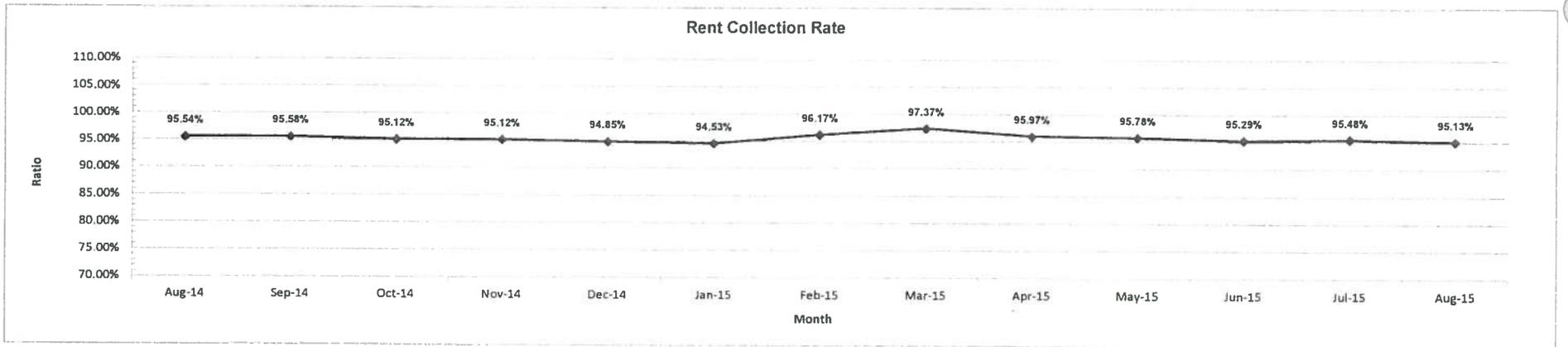
Rent Collection from August 2014 to August 2015

	Aug-14			Sep-14			Oct-14			Nov-14			Dec-14			Jan-15		
	Charges	Collected	Ratio															
Hawaii	\$ 19,459.00	\$ 16,465.77	84.62%	\$ 20,062.00	\$ 16,085.77	80.18%	\$ 19,403.00	\$ 15,632.71	80.57%	\$ 18,997.00	\$ 14,733.71	80.57%	\$ 19,213.00	\$ 14,146.56	73.63%	\$ 19,298.00	\$ 12,716.56	73.63%
Kauai	\$ 6,130.00	\$ 3,973.00	64.81%	\$ 6,130.00	\$ 4,942.00	80.62%	\$ 6,775.00	\$ 5,515.00	81.40%	\$ 6,760.00	\$ 4,955.00	81.40%	\$ 6,278.00	\$ 4,253.00	67.74%	\$ 6,832.00	\$ 5,370.00	67.74%
Mauai	\$ 3,707.00	\$ 2,749.00	74.16%	\$ 3,736.00	\$ 2,784.00	74.52%	\$ 3,608.00	\$ 2,212.00	61.31%	\$ 3,587.00	\$ 2,568.00	61.31%	\$ 3,762.00	\$ 2,526.00	67.15%	\$ 3,231.00	\$ 2,108.00	67.15%
Oahu	\$ 230,552.00	\$ 225,075.87	97.62%	\$ 232,453.50	\$ 226,959.66	97.64%	\$ 231,286.00	\$ 224,966.47	97.27%	\$ 231,753.86	\$ 223,517.45	97.27%	\$ 231,494.48	\$ 226,403.53	97.80%	\$ 231,097.00	\$ 226,023.95	97.80%
Total	\$ 259,848.00	\$ 248,263.64	95.54%	\$ 262,381.50	\$ 250,771.43	95.58%	\$ 261,072.00	\$ 248,326.18	95.12%	\$ 235,580.36	\$ 222,834.54	95.12%	\$ 260,747.48	\$ 247,329.09	94.85%	\$ 260,458.00	\$ 246,218.51	94.53%

Cumulative (12 Months)	
08/14 - 08/15	
Charges	\$ 3,403,323.04
Collections	\$ 3,250,201.99
Total	\$ (153,121.05)
Ratio	95.50%

	Feb-15			Mar-15			Apr-15			May-15			Jun-15			Jul-15			Aug-15		
	Charges	Collected	Ratio																		
Hawaii	\$ 19,270.00	\$ 14,133.00	73.34%	\$ 18,765.00	\$ 17,346.00	92.44%	\$ 18,605.00	\$ 16,003.09	86.01%	\$ 20,280.00	\$ 17,704.00	87.30%	\$ 21,068.00	\$ 17,563.35	83.37%	\$ 21,523.00	\$ 17,117.35	79.53%	\$ 21,500.00	\$ 15,245.00	70.91%
Kauai	\$ 7,052.00	\$ 6,260.00	88.77%	\$ 7,666.00	\$ 6,413.50	83.66%	\$ 7,666.00	\$ 6,650.00	87.00%	\$ 7,741.00	\$ 6,052.00	78.18%	\$ 7,481.00	\$ 5,177.00	69.20%	\$ 7,481.00	\$ 5,257.00	70.27%	\$ 7,481.00	\$ 5,551.00	74.20%
Mauai	\$ 3,231.00	\$ 2,538.00	78.55%	\$ 3,151.00	\$ 2,220.00	70.45%	\$ 3,151.00	\$ 2,696.00	85.56%	\$ 3,013.00	\$ 2,310.00	76.67%	\$ 2,885.00	\$ 1,801.00	62.43%	\$ 2,614.00	\$ 1,944.00	74.37%	\$ 2,328.00	\$ 1,919.00	82.43%
Oahu	\$ 232,708.00	\$ 229,283.00	98.53%	\$ 233,737.00	\$ 230,425.00	98.58%	\$ 235,377.00	\$ 229,788.00	97.63%	\$ 236,927.00	\$ 230,577.00	97.32%	\$ 236,585.00	\$ 230,847.00	97.57%	\$ 236,253.00	\$ 231,458.00	97.97%	\$ 237,696.70	\$ 233,180.31	98.10%
Total	\$ 262,261.00	\$ 262,214.00	96.17%	\$ 263,319.00	\$ 256,404.50	97.37%	\$ 264,799.00	\$ 254,137.09	95.97%	\$ 267,961.00	\$ 256,643.00	95.78%	\$ 268,019.00	\$ 255,388.35	95.29%	\$ 267,871.00	\$ 255,776.35	95.48%	\$ 268,005.70	\$ 255,895.31	95.13%

Rent Collection Rate



**State LIPH
HPHA Island Overview Report
as of 08/31/2015**

Island	Non Vacated Delinquencies*				Collection Rate			LIPH and Elderly Waiting List**				
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio	HUD Income Limit	# of HoH	% of WL	Avg Family Size	Avg Bedroom Size
Hawaii	23	\$ 9,845.00	10	\$ 2,761.00	\$ 21,500.00	\$ 15,245.00	70.91%	Average Income	26	0.37%	7.44	3.85
Kauai	8	\$ 3,901.00	4	\$ 6,032.30	\$ 7,481.00	\$ 5,551.00	74.20%	Low Income (80%)	40	0.56%	2.07	1.26
Maui	2	\$ 542.00	2	\$ 13,218.00	\$ 2,328.00	\$ 1,919.00	82.43%	Very Low Inc. (50%)	328	4.61%	2.34	1.38
Oahu	11	\$ 6,976.00	3	\$ 4,417.00	\$ 237,696.70	\$ 233,180.31	98.10%	Extremely Low Inc. (30%)	6,727	94.47%	2.29	1.45
Total	44	\$ 21,264.00	19	\$ 26,428.30	\$ 269,005.70	\$ 255,895.31	95.13%		7,121	100.00%	2.31	1.40

* Delinquencies and Collections reflect only Rents, Prepays and Payment Agreements (Bill Code 0001 and 0006).

** Please notice WL Income Limits assumes 2010 HUD Family Income Limit for Hawaii.

**State LIPH
HPHA Project Overview Report
as of 08/31/2015**

Project	Non Vacated Delinquencies*				Collection Rate		
	Count of Families	30-90 Days	Count of Families	Over 90 Days	Charges	Collected	Ratio
2201-Hauiki	2	\$ 986.00	1	\$ 585.00	\$ 24,674.50	\$ 23,517.11	95.31%
2202-Puahala Homes	5	\$ 4,561.00	2	\$ 3,832.00	\$ 41,721.00	\$ 39,203.00	93.96%
2204-Kawaiehua	8	\$ 3,901.00	4	\$ 6,032.30	\$ 7,481.00	\$ 5,551.00	74.20%
2205-Kahale Mua	2	\$ 542.00	2	\$ 13,218.00	\$ 2,328.00	\$ 1,919.00	82.43%
2206-Lokahi	13	\$ 6,832.00	3	\$ 343.00	\$ 12,853.00	\$ 8,368.00	65.11%
2207-Ke Kumu Elua	10	\$ 3,013.00	7	\$ 2,418.00	\$ 8,647.00	\$ 6,877.00	79.53%
2401-Hale Po'ai	0	\$ -	0	\$ -	\$ 59,158.00	\$ 58,959.00	99.66%
2402-La'iola	1	\$ 336.00	0	\$ -	\$ 36,087.60	\$ 35,996.60	99.75%
2403-Kamalu-Ho'olulu	3	\$ 1,093.00	0	\$ -	\$ 65,504.60	\$ 64,953.60	99.16%
2404-Halia Hale	0	\$ -	0	\$ -	\$ 10,551.00	\$ 10,551.00	100.00%
Total	44	\$ 21,264.00	19	\$ 26,428.30	\$ 269,005.70	\$ 255,895.31	95.13%

* Delinquencies and Collections reflect only Rents, Prepays and Payment Agreements (Bill Code 0001 and 0006).

V. Construction Management

A. Program Activities and Major Projects

1. Lanakila Homes (Hawaii)

- a. Demolition of Phase IIIb (HA 1005) & IV (HA 1004) – Above ground demolition at Lanakila Homes was completed as of 08/26/15 with only the concrete stem walls and slabs remaining. A soil mitigation plan is being prepared for the excavation of Phase IIIb. All existing building slabs to remain intact and to be encapsulated with clean topsoil per the current soil mitigation plan.
- b. Fair Housing Improvements at Lanakila Homes (HA 1004) – Site and accessibility improvements including an accessible route throughout the site and the installation of additional parking stalls.

2. Palolo Valley Homes Major Modernization

- a. The major modernization includes 44 units. Phase I & II includes 22 units in buildings 14 – 19. Work on Buildings 18, 19, 14 and 15 remain to be completed. After procurement of a new consultant, construction on Buildings 18 and 19 (12 units) restarted on June 15, 2015. Work is estimated to be completed in late October 2015. Work on Buildings 14 and 15 (12 units) will follow after completion of Buildings 18 and 19. The overall completion date is estimate at April 2016.

3. Vacant Units Undergoing Modernization:

On-going construction and design continues on vacant units undergoing modernization (requiring work beyond that of routine maintenance and repairs) totaling 241 units of which 15 are State units and 226 are Federal units.

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

1. HPHA is on track and working diligently to meet all Federal CFP and State CIP deadlines. HPHA is managing approximately \$262 million in capital funds (\$215M in State CIP and \$47M in Federal CFP funds).
2. The next Federal obligation deadline is September 2015 for the 2013 Capital Fund Program (CFP 723). HUD requires 90% obligation by the deadline HPHA's goal is to be at 92% obligation

by the obligation deadline. HPHA has currently obligated 93% of the CFP 723 funds.

3. The next Federal expenditure deadline is April 17, 2016 for the 2011 and 2012 Capital Fund Program (CFP 721 and CFP 722). Currently HPHA is at 87% expenditure.
4. The next State encumbrance deadline is June 30, 2016 for the State BY2013-2015 CIP. Funds that have not been encumbered by the encumbrance deadline stand to lapse. HPHA's goal is to be at 100% encumbrance by the encumbrance deadline. HPHA currently is at 93% encumbrance.
5. In December 2014, the HPHA was asked to complete a remote Labor Compliance Monitoring for Davis-Bacon Related Activities. In May 2015, HUD issued a letter with one finding. After seeking clarification from HUD, the HPHA submitted the requested documentation in June of 2015. In August 2015, the HPHA received a letter from HUD that cleared all three parts to the May 2015 findings. The clearance letter from HUD is attached.
6. HPHA attended meeting with City and County of Honolulu, successfully negotiated with the Department of Planning and Permitting several ways to improve the efficiency of review of the HPHA's designs and to expedite issuance of permits to HPHA.



U.S. Department of Housing and Urban Development
One Sansome Street, Suite 12th Floor
San Francisco, California 94104-4430
www.hud.gov

August 17, 2015

Hakim Ouansafi, Executive Director
State Housing Development Administrator
Hawaii Public Housing Authority
Construction Management Branch
1002 N. School Street, Bldg. C
Honolulu, HI, 96817

Dear Mr. Ouansafi:

SUBJECT: Labor Compliance Monitoring Review
Hawaii Public Housing Authority

This is to notify your agency that the findings listed below are cleared:

- A. Maintenance wage determination – **Cleared.**
- B. Contract standards – **Cleared.**
- C. Acceptable methods of incorporation – **Cleared.**

If you have any questions, please contact me at (415) 489-6519 or by email:
irenis.green@hud.gov.

Sincerely,

Irenis Green
Contractor Industrial Relations Specialist

Enclosure

cc: Becky L. Choi, State Housing Development Administrator
Hawaii Public Housing Authority
Construction Management Branch
1002 N. School Street, Bldg. C
Honolulu, HI, 96817

RECEIVED
HAWAII PUBLIC
HOUSING AUTHORITY

'15 AUG 20 09:08

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 August 2015:

- HPHA expended a total of \$2,135,362 (100.6% or \$2,014,492 of eligible HUD funds received) in housing assistance payments to private landlords on behalf of 2159 voucher holders in August 2015.
- Seven families who received a Housing Choice Voucher (HCV) from the waitlist found rental units and moved into the unit in August 2015. Two housing choice vouchers were issued in August 2015.
- As of August, 2015, 312 veterans were assisted with Veterans Administration Supportive Housing Vouchers (VASH). Monetary assistance was \$229,064. Twenty eight who were searching for a home found a rental unit and leased up. Twelve veterans received VASH vouchers in August 2015 and are currently in housing search.

Waiting List	# of wait list applicants as of August 2015
Housing Choice Voucher	0
Kuhio Park Towers	43
Palolo Homes Project Based Section 8	3581
Rent Supplement Program	0

2. Voucher lease up activity for August 2015:

Voucher Type	August 2015		
	# leased	# of vacancies	# in housing search
Housing Choice Vouchers	7		89
VASH	28		87
Kuhio Park Towers	1	1	

Palolo Homes Project Based Section 8	1	0	
Port In (from other PHA)	3		1

3. Inspections update:

	August 2015
Housing Quality Standards (HQS) Inspections	181
HQS Failed Inspections	65
Quality Control Inspections	40

4. Family Self Sufficiency (FSS) Program

The Family Self Sufficiency (FSS) program assisted 61 Section 8 clients in August 2015. There were 37 active escrow accounts with a total deposit of \$5041 in August 2015. One new voucher holder was enrolled in the program and 300 fliers were mailed to active voucher holders to encourage participation.

VII. Compliance

A. Program Activities for August

1. Approximately 49 tenant requests for reasonable accommodations under Section 504 of the Rehabilitation Act and the Fair Housing Act were processed and approved requests were for:
 - a. Transfers to accessible or ground floor units (4);
 - b. Larger voucher size (4);
 - c. Installation of air conditioning (8);
 - d. Unit modifications for accessibility (2);
 - e. Approval of assistance animals (2); and
 - f. Inclusion of live-in aides (1).
2. Sent to the United States Department of Housing and Urban Development (HUD) the Release and Declaration of Trust for 2

additional properties for HUD's review and execution of the Release.

B. Planned activities for September/October

1. Continue work on releases and declarations of trust forms for additional federally-assisted public housing properties;
2. Work with the Fair Housing Coordinators of the Counties and Hawaii Housing Finance and Development Corporation to prepare for the joint procurement of the upcoming update to the fair housing analysis of impediments for the State of Hawaii;
3. Continue to administer contract with National Center for Housing Management for HPHA Self-evaluation and Transition Plan, including meeting with and reviewing draft transition plans with consultant to complete the transition plan, and meeting with staff to finalize draft transition plans;
4. Finalize proposed changes to and provide 30 day notice to tenants and resident organizations to provide opportunity to submit written comments to the proposed changes in the rental agreement form for the federally-assisted public housing program, and consider any submitted comments prior to adoption to implement changes to the administrative rules; and
5. Continue to discuss and draft revisions to the Admissions and Continued Occupancy Policy for the Federally Assisted Low-income Public Housing Program for the Federally Assisted Low-income Public Housing Program to implement the approved changes to the Hawaii Administrative Rules.

C. Update on Status of Declaration of Trust Project

1. Releases and Declarations of Trust for 2 additional properties were sent to the United States Department of Housing and Urban Development (HUD) for review and execution in August of 2015;
2. The HPHA is currently reviewing Release and Declaration of Trust for 1 additional property; and
3. The Department of the Attorney General is currently working on finalizing Releases and Declarations of Trust for 9 additional properties for submission to HUD for their review and execution of the Releases.

VIII. Information Technology

A. Program Activities

1. Continued to work with software vendor Emphasys and HPHA staff to resolve issues with the Elite software.
 - Moving forward with Elite WebApp and Applicant Portal, which will allow the public to apply for housing services online, and electronically transfer data into HPHA's Elite Waiting List module.
 - Also proceeding with upgrading the agency's SQL server to accommodate this additional functionality.
 - HPHA's Systems Analyst attended the Emphasys Conference on August 23-26 to learn more about Elite software, and how it can benefit HPHA.

IX. Personnel

A. Summary of Staffing:

Filled positions (FTE):	254
Positions budgeted (recruit and fill)	62
Vacant positions	57

B. Program Activities:

1. HPHA participated in the job fair at Honolulu Community College sponsored by Congressman Mark Takai. By actively reaching out to applicants, we were able to obtain viable referral candidates for exempt and temporary hire positions.
2. HPHA developed new selection instruments for all positions interviewed to ensure fair selection of the most qualified applicants.
3. HPHA continues to recruit and fill over 62 civil service and exempt positions agency-wide.
4. Completed the final draft of the Memorandum of Understanding with United Public Workers and Hawaii Public Housing Authority. Targeted date to implement is October 1, 2015.
5. HPHA reviewed Evacuation Plan for School Street Offices Asset Management Properties for the Emergency Preparedness manual. Telephone trees were updated and tested.
6. Workers Compensation: 3 injuries with 1 reported lost time.

LETTER OF UNDERSTANDING

This LETTER OF UNDERSTANDING (LOU) is entered into this 15th day of July 2015, by and between the United Public Workers, hereinafter referred to as "Union," and the Hawaii Public Housing Authority, hereinafter referred to as "HPHA," on behalf of the Employees in Bargaining Unit 1.

WHEREAS, the HPHA is statutorily assigned under §356D, Hawaii Revised Statutes (HRS), to manage the public housing system in the State of Hawaii and to provide safe and decent housing for qualified families and individuals; and

WHEREAS, pursuant to §356D, HRS, the HPHA must operate the properties in the State public housing program at a break even budget; and

WHEREAS, the HPHA must meet U.S. Department of Housing and Urban Development (HUD) program requirements and pass federal inspections standards issued by HUD's Real Estate Assessment Center (REAC); and

WHEREAS, the HPHA is responsible to maintain an aging inventory of 85 properties across the State of Hawaii which range in age up to 65 years since initial construction; and

WHEREAS, the HPHA must continually strive to improve its housing operations to meet the needs of the constituency and achieve "high performer" public housing agency status, including improving public housing unit occupancy rates, thereby becoming eligible for maximum federal subsidization; and

WHEREAS, Act 159 (SLH 2012) was passed in 2012 to assist the HPHA in addressing its mounting backlog of work in the repair of vacant units, which was impeding its ability to populate vacant public housing units; and

WHEREAS, the exempt employees hired under authority of Act 159 performed work as a part of a cohesive and well-managed Special Team, and were a major contributing factor for dramatically reducing significant repair and maintenance backlogs and inefficiencies, resulting in an increase in occupancy rates to currently 98% (representing approximately 1,000 vacant units turned over, repaired and put back into use as housing), and

WHEREAS, the HPHA has determined that continuation of work operations under the Special Team concept is necessary to maintain the currently high level of skill and success in turning around vacant public housing units, placing eligible families and individuals into them, meeting federal inspection and other requirements, and benefiting from an elevated rate of federal subsidization which is based on occupied housing units; and

WHEREAS, the HPHA recognizes the importance of enhancing and diversifying the knowledge and skills of its entire workforce and is therefore committed to providing staff with defined training opportunities, in accordance with the applicable collective bargaining agreement, and opportunities for professional advancement, including negotiation with the Union of a multi-skilled worker program.

NOW, THEREFORE, the following constitutes the understandings between the Union and the HPHA:

1. The HPHA shall continue managing its operations regarding the performance of repair, maintenance and capital improvement projects work on vacant housing units by utilizing the Special Team concept currently being employed. The goal of this pilot project is to stabilize the agency to reach 99% occupancy, to ensure that all units are safe, decent, and sanitary; and to increase REAC physical inspection scores to a minimum 92 points for all properties.
2. The Special Team, envisioned to require up to 56 employees, shall consist of seven sub-teams, one dedicated to addressing federal (REAC) inspection standards, each led by a Building Maintenance Worker II and supervised by a General Construction and Maintenance Supervisor. Each sub-team will be comprised of skilled and licensed trade workers (e.g. Electricians, Carpenters, Plumbers, Welders, Building Maintenance Workers I/II, etc.) and a limited number of semi-skilled workers (e.g., Building Maintenance Helpers). Management of the entire Special Team shall be the responsibility of the Property Management and Maintenance Services Branch (PMMSB), Housing Maintenance Manager, who will also directly supervise the General Construction and Maintenance Supervisors. A depiction of the Special Team composition is attached as "Special Team Pilot Project: Structure Diagram."
3. The composition of the current Special Team shall remain intact and shall continue operating through July 31, 2015, by which time the HPHA shall have completed an assessment of current Employee interest in and made assignments to the Special Team effective August 1, 2015.
4. The incumbents of the following positions shall remain assigned to perform work on the Special Team because of their necessary and proven skill levels, to provide continuity of the unique manner in which the Special Team operates, and to provide training for the staff joining the Special Team:
 - Electrician I (Pos. No. 102623, 102624, 120625)
 - Plumber I (Pos. No. 120627, 120628)
 - Plumber Helper (Pos. No. 8045)
 - Carpenter I (Pos. No. 120619, 120620)
 - Building Maintenance Worker II (Pos. No. 8835)
 - Building Maintenance Worker I (Pos. No. 8846, 10376, 10866)
 - Building Maintenance Helper (Pos. No. 5643, 9962)
 - Painter I (Pos. No. 8636)
 - Welder (Pos. No. 5968)
5. All civil service employees possessing the skills necessary to perform work on the Special Team are eligible for consideration for assignment to the remaining 40 Special Team slots; participation on the Special Team is strictly

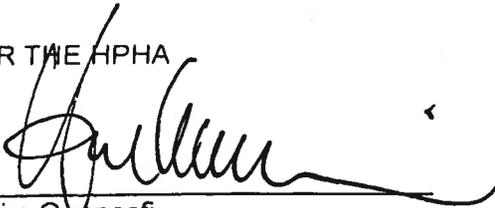
voluntary. Employees may request consideration for participation on the Special Team at any time during the Pilot project.

6. The HPHA will be responsible for selecting and assigning staff to the Special Team, as provided for in Section 16.06 c of the Unit 1 Agreement, also considering years of experience, possession of required specialized skills, relevant licenses and certifications, and the operational needs of the agency and each Asset Management Project (AMP).
7. Employees selected for participation on the Special Team shall be provided both on-the-job and formalized (classroom) training deemed necessary by the HPHA to perform their work assignments, in accordance with Section 47, Training and Employee Development, of the Unit 1 Agreement. Employees occupying skilled positions shall be required to provide on-the-job training to other members of the Special Team to facilitate professional development.
8. Seniority shall not be affected by employees' assignments to work on the Special Team.
9. Members of the Special Team may apply to participate in the HPHA's Special Force Account to conduct capital repairs, abate hazardous materials, or conduct other major repair work, resulting in additional compensation.
10. Additional compensation shall be provided to any employee of the sub-team assigned to address federal (REAC) inspection standards assigned to perform work requiring a commercial driver's license (CDL), for periods of time during which heavy truck driving and related work, e.g., operating a "cherry picker," is performed. Employees who perform work requiring a CDL must meet all CDL requirements, including drug testing, in accordance with Section 63, Commercial Motor Vehicle Alcohol and Controlled Substance Test, of the Unit 1 Agreement.
11. Employee fees related to CDL-related training, if necessary, and license renewal shall be borne by the HPHA. Employees for whom CDL-related fees are covered by the HPHA must agree to work for the HPHA for no less than one full year. Employees not employed by the HPHA for one full year subsequent to receiving CDL licensure shall be responsible for reimbursing the HPHA for the CDL-related fees paid on their behalf.
12. Compensation for performing work requiring a CDL shall be as follows:
 - a. Employees whose positions are assigned to salary ranges below BC10 shall receive the dollar amount that equals the difference between the BC10 hourly rate and the hourly rate for the salary range to which their positions are assigned, e.g., Building Maintenance Helper shall receive the hourly rate difference between BC05 and BC10.

- b. Employees whose positions are assigned to salary ranges either equal to or higher than BC10 shall receive the dollar amount that equals the difference between the BC09 and BC10 hourly rates.
13. Proposed wage rates for participation in the multi-skilled worker program and for performing work covered by the Special Force Account are contained in the attachment, "Special Team Pilot Project: Proposed Wage Rates."
14. The Special Team Pilot Project sub-team assigned to address federal (REAC) inspection standards base yard shall be the 1002 N. School Street Central Maintenance compound. Any Central Maintenance Services Section staff not choosing to apply for participation on the Special Team shall be reassigned to an AMP as their base yard. AMP assignments shall be based on AMP needs and seniority with HPHA. Employees assigned to the Special Team will be deployed to various Oahu properties as well as Neighbor Islands, on an as needed basis and in accordance with Section 44, Travel, of the Unit 1 Agreement.
15. The HPHA and the Union remain committed to continuing discussions regarding modification of AMP staffing and operations to improve productivity, and the possibility of incentives for employees with training responsibility.
16. The Union and the HPHA intend for this LOU to be in effect from July 1, 2015 and be terminated upon the successful completion and implementation of a reorganization of the Property Management and Maintenance Services Branch. Failure to comply with the terms contained herein shall result in the discontinuance of the Special Team Pilot Project

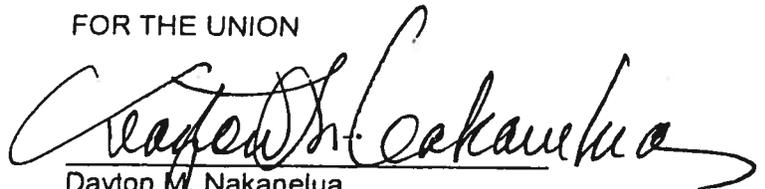
This Letter of Understanding constitutes the full agreement between the Union and the HPHA and may not be modified without the mutual consent of both parties.

FOR THE HPHA



Hakim Ovensafi
Executive Director
Hawaii Public Housing Authority

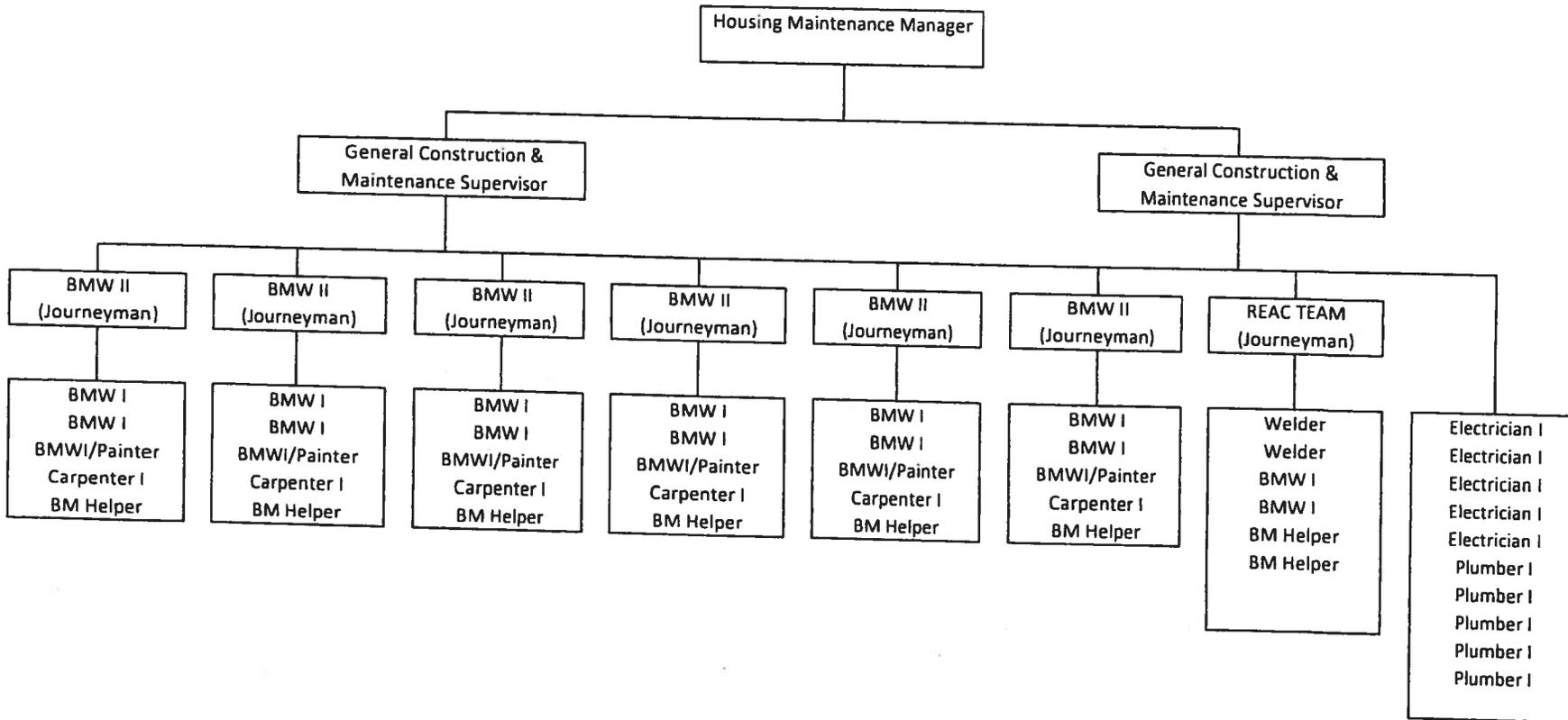
FOR THE UNION



Dayton M. Nakanelua
State Director
United Public Workers

Attachments:

- Special Team Pilot Project: Structure Diagram
- Special Team Pilot Project: Proposed Wage Rates



Title/Position				Current Rates for Repair and Maintenance			Proposed Rates for Repair and Maintenance *			Proposed Force Account Rates for Capital Improvements **	
	BU		Short/Diff	Monthly	Hourly	Fringe	Monthly	Hourly	Fringe	Hourly	Fringe
Gen Const & Maint Supv	02	F1 10		\$4,659.00	\$26.88	\$11.29	\$5,039.00	\$29.07	\$ 12.21	\$ 45.00	\$ 22.00
Bldg Maint Worker II	01	WS09		\$4,264.00	\$24.60	\$10.33	\$4,586.40	\$26.46	\$ 11.11	\$ 42.50	\$ 20.71
Bldg Maint Worker I	01	BC09		\$4,018.00	\$23.18	\$ 9.74	\$4,322.93	\$24.94	\$ 10.47	\$ 33.30	\$ 16.71
Bldg Maint Worker I w/ CDL	01	BC09		\$4,018.00	\$23.18	\$ 9.74	\$4,322.93	\$24.94	\$ 10.47	\$ 37.99	\$ 27.06
Bldg Maint Helper	01	BC05		\$3,334.00	\$19.23	\$ 8.08	\$3,605.33	\$20.80	\$ 8.74	\$ 30.70	\$ 16.71
Bldg Maint Helper (Training)	01	BC05		\$3,334.00	\$19.23	\$ 8.08	\$3,605.33	\$20.80	\$ 8.74	\$ 27.70	\$ 12.54
Carpenter I	01	BC09		\$4,018.00	\$23.18	\$ 9.74	\$4,322.93	\$24.94	\$ 10.47	\$ 42.50	\$ 20.71
Electrician I	01	BC10	\$389.00	\$4,560.00	\$26.31	\$ 11.05	\$4,837.73	\$27.91	\$ 11.72	\$ 42.65	\$ 26.81
Plumber I	01	BC10	\$132.00	\$4,303.00	\$24.83	\$ 10.43	\$4,581.20	\$26.43	\$ 11.10	\$ 39.35	\$ 24.21
Truck Driver	01	BC06		\$3,467.00	\$20.00	\$ 8.40	\$3,752.67	\$21.65	\$ 9.09	\$ 37.99	\$ 27.06
Truck Driver Heavy	01	BC07		\$3,606.00	\$20.80	\$ 8.74	\$4,017.87	\$23.18	\$ 9.74	\$ 38.30	\$ 27.06
Painter I	01	BC09		\$4,018.00	\$23.18	\$ 9.74	\$4,322.93	\$24.94	\$ 10.47	\$ 34.60	\$ 26.45
Welder I	01	BC10		\$4,171.00	\$24.06	\$ 10.11	\$4,489.33	\$25.90	\$ 10.88	\$ 39.35	\$ 24.21
Notes:							*For Multi-Skilled Workers; Subject to applicable negotiated pay increases and execution of MOU.			** Subject to Davis Bacon Wage Rates in effect at the time of project inception.	

Other rates when applicable	Rates	Fringe
Hazmat Abatement/Asbestos	\$ 36.65	\$ 22.24
Cement Mason	\$ 36.80	\$ 23.22

Approved by the Executive Director 
September 17, 2015

FOR INFORMATION

SUBJECT: Board Training by the U.S. Department of Housing and Urban Development, including an overview of the following:

- Conflict of Interest
- Public Housing Conflicts, Nepotism Restrictions
- Section 8 Conflicts
- Hatch Act
- Litigation Reporting
- Q & A

(Training will include a powerpoint presentation by Lora Han, HUD General Counsel.)

FOR INFORMATION

SUBJECT: For Information: Orientation and Training for the HPHA's Board of Directors, including a broad overview of the HPHA as follows:

- Purpose, Mission, Structure, and History of HPHA
- Roles of the Board & Executive Director
- Overview of the State and Federal Public Housing Program
 - The Annual Contributions Contract
 - Understanding the Public Housing Assessment System
 - The HPHA's housing inventory
 - Redevelopment, Construction, Modernization, Repair and Maintenance Issues
- Overview of the Housing Choice Voucher Section 8
 - Understanding the Section 8 Management Assessment Program
- Overview of Construction Activities at HPHA
- Overview of Program Management
- Overview of Financial Management of HPHA's programs
- Procurement and Contracting Requirements
- Ethics and Standards of Conduct for the Board and Staff
- Ongoing Programs & Projects
- Applicable Statutes, Rules, and Administrative Policies
- Previously Adopted Board Policies
- HPHA's Statement of Procurement Policy
- HPHA's Five Year and Annual Public Housing Agency Plan
- Organization Charts and Functional Statement
- Goals and Objectives
- Annual Reports

FOR DISCUSSION

SUBJECT: Discussion Regarding the U.S. Department of Housing and Urban Development's Rental Assistance Demonstration (RAD) Program

I. FACTS

The Rental Assistance Demonstration (RAD) Program was created by congress to preserve federally-assisted project by converting existing subsidies to long-term Section 8. The RAD Program was established by Public Law 112-55.

II. DISCUSSION

The RAD program is a tool that the HPHA can access to redevelop its existing federal public housing. Participation in the RAD program may be leveraged with other funding sources to redevelop or rehabilitate federal public housing.

Hawaii Public Housing Authority
Summary of Capital Projects
Report As Of 08/31/15

FEDERAL BUDGET/OBLIGATION: Capital Fund Program (CFP) (Operations, Admin, Mgt Improv)											
	Total CFP Appropriation	Budget Construction Activities (BLI 1411-1501)	Budget Operations (BLI 1406)	Budget Management Improvements (BLI 1408)	Budget Administration (BLI 1410)	Budget Contingency (BLI 1502)	CFP Obligated	% Obligated	Balance	Obligation Deadline	Notes
CFP 721	\$10,301,898	7,103,341	2,060,380	107,988	1,030,190	-	10,264,910	99.64%	36,988	4/17/14	Fully Obligated. LOCCS created 07-13-11
CFP 722	\$9,454,397	6,550,769	1,808,188	150,000	945,440	-	9,454,397	100.00%	-	4/17/14	Fully Obligated. LOCCS created 03-12-12
CFP 723	\$9,066,970	6,294,157	1,813,394	52,723	908,697	-	8,423,555	92.90%	643,415	9/8/15	LOCCS created 08-09-13
CFP 724	\$9,140,603	7,245,585	944,980	-	914,060	35,977	2,399,287	26.25%	6,741,316	5/12/16	LOCCS created 05-13-14
CFP 725	\$9,036,788	6,250,000	1,807,358	45,485	903,679	30,267	-	0.00%	9,036,788	4/12/17	LOCCS created 04-13-15
CFP Budget Totals	\$47,000,656	33,443,852	8,434,299	356,196	4,700,066	66,244	30,542,149	64.98%	16,458,507		TOTALS FOR ALL ACTIVE CFP GRANTS

FEDERAL EXPENDITURE: Capital Fund Program (CFP) (Operations, Admin, Mgt Improv)											
	Total CFP Appropriation	Expended Construction Activities (BLI 1411-1501)	Expended Operations (BLI 1406)	Expended Management Improvements (BLI 1408)	Expended Administration (BLI 1410)	Expended Contingency (BLI 1502)	Expended to Date Total Funds	% Expended	Balance	Expenditure Deadline	Notes
CFP 721	\$10,301,898	6,142,406	2,060,380	41,640	1,030,190	-	9,274,616	90.03%	1,027,282	4/17/16	LOCCS created 07-13-11
CFP 722	\$9,454,397	5,223,886	1,808,188	1,483	945,440	-	7,978,997	84.39%	1,475,400	4/17/16	LOCCS created 08-12-12
CFP 723	\$9,066,970	1,134,945	772,959	-	-	-	1,907,904	21.04%	7,159,067	9/8/17	LOCCS created 08-09-13
CFP 724	\$9,140,603	2,034,565	-	-	-	-	2,034,565	22.26%	7,106,038	5/12/18	LOCCS created 05-13-14
CFP 725	\$9,036,788	-	-	-	-	-	-	0.00%	9,036,788	4/12/19	LOCCS created 04-13-15
CFP Expenditure Totals	\$47,000,656	14,535,802	4,641,527	43,123	1,975,630	-	21,196,081	45.10%	25,804,575		TOTALS FOR ALL ACTIVE CFP GRANTS

STATE: Capital Improvement Program (CIP)											
	State GO Bond Appropriation	HPHA Budget	HPHA Encumbered	HPHA Expended	HPHA % Expended Against Budget	HPHA Budget Balance	CIP Contract Encumbrance Deadline	Notes	ACT/SLH		
FY 07-08 Elevator	\$4,939,503	\$4,591,697	\$4,591,697	\$4,246,685	92.49%	\$345,012	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008		
FY 07-08 Lump Sum CIP	\$19,910,000	\$17,809,280	\$15,802,595	\$14,697,547	82.53%	\$3,111,733	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008		
FY 08-09 Elevator	\$6,410,000	\$4,142,967	\$4,142,967	\$4,134,992	99.81%	\$7,975	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008		
FY 08-09 Lump Sum CIP	\$10,000,000	\$3,374,706	\$3,374,706	\$2,887,190	85.55%	\$487,517	6/30/10	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 213/2007 as amended by ACT 158/2008		
FY 09-10 Lump Sum CIP	\$7,913,000	\$7,898,571	\$7,882,201	\$7,532,077	95.36%	\$366,494	6/30/12	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 162/2009 as amended by ACT 180/2010		
FY 10-11 Lump Sum CIP	\$4,500,000	\$4,384,799	\$4,270,030	\$3,792,191	86.48%	\$592,608	6/30/12	Allotment Granted - Blanket Encumbrance (1) & (2) & (3)	ACT 162/2009 as amended by ACT 180/2010		
FY 11-12 CIP Totals	\$31,120,000	\$31,120,000	\$31,120,000	\$14,038,524	45.11%	\$17,081,476	6/30/14	Allotment Granted - Blanket Encumbrance (1)	ACT 164/2011 as amended by ACT 106/2012		
FY 12-13 CIP Totals	\$60,222,000	\$60,222,000	\$60,222,000	\$16,266,401	27.01%	\$43,955,599	6/30/14	Allotment Granted - Blanket Encumbrance (1)	ACT 164/2011 as amended by ACT 106/2012		
FY 13-14 Lump Sum CIP	\$45,643,000	\$45,643,000	\$45,643,000	\$1,462,210	3.20%	\$44,180,790	6/30/16	Allotment Granted	ACT 134/2013 as amended by ACT 122/2014		
FY 14-15 Lump Sum CIP	\$26,000,000	\$26,000,000	\$20,923,685	\$1,124,084	4.32%	\$24,875,916	6/30/16	Partial Allotment Granted (\$20,923,685)	ACT 134/2013 as amended by ACT 122/2014		
FY 15-16 Lump Sum CIP	\$4,147,000	\$4,147,000	\$0	\$0	0.00%	\$4,147,000	6/30/18	Pending Allotment	ACT 119/2015		
FY 15-16 Wages & Fringe	\$850,000	\$850,000	\$0	\$0	0.00%	\$850,000	6/30/18	Pending Allotment	ACT 119/2015		
FY 16-17 Lump Sum CIP	\$4,147,000	\$4,147,000	\$0	\$0	0.00%	\$4,147,000	6/30/18	Pending Allotment	ACT 119/2015		
FY 16-17 Wages & Fringe	\$850,000	\$850,000	\$0	\$0	0.00%	\$850,000	6/30/18	Pending Allotment	ACT 119/2015		
STATE CIP TOTALS	\$225,691,503	\$215,181,020	\$197,972,881	\$70,181,989	32.62%	\$144,999,129			TOTAL ACTIVE STATE CIP APPROPRIATIONS		

K E Y	1411 - Audit Costs
	1430 - Fees & Costs
	1450 - Site Improvement
	1460 - Dwelling Structures
	1465 - Dwelling Equipment
	1470 - Non-Dwelling Structures
	1499 - Development Activities
	1501 - Collateralization or Debt Service Paid by PHA
	1502 - Budget Contingency

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

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

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

1

Public Housing Ethics

Hawaii Public Housing Authority
Board of Commissioners Training

September 17, 2015

The logo of the U.S. Department of Housing and Urban Development (HUD) is circular. It features a central stylized building with vertical bars of varying heights. The text "U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT" is written around the perimeter of the circle, with a five-pointed star on each side.

2

Learning Objectives

At the end of this session, participants should be able to:

- Adhere to Federal, state and local laws
- Identify areas of concern for resolution
- Assess potential conflicts
- Elevate questions to HA counsel or HUD counsel

Discussion Topics

- Conflicts of Interest
- Hatch Act
- Litigation Reporting

Federal Sources of Authorities

Program/Activity	Topic	Citations
Procurement	Conflicts of Interest in Contracts	24 C.F.R. § 85.36(b)(3), HUD Handbook 7460.8 Rev. 2 (3/07)
Public Housing	Conflicts of Interest in Contracts	Section 19(A) of Annual Contributions Contract (ACC)
Public Housing	Nepotism Restrictions	Section 19(B) of ACC
Section 8	Conflicts of Interest in Contracts	24 C.F.R. § 982.161, Section 13 of the Housing Assistance Payments Contract
Public Housing and Section 8	Litigation Reporting	HUD Handbook 1530.1, Rev. 5, Chap. 5
Hatch Act	Political Activity	5 U.S.C. §§ 1501-1508 5 C.F.R. §151

Federal and State Law

- Both federal and state law apply to public housing authorities
- General rule of thumb is that the most stringent rule applies
- Waivers may not be granted for conflicts that violate state law

Conflicts of Interest

Housing Authority Plans/Policies

- Housing Authority (HA) must use their own procurement plan/procedures that conform to applicable Federal, state and local law.
- HA must maintain a written code of standards governing the performance of their employees engaged in the award and administration of contracts.

Procurement | Conflicts of Interest

- PHA employee, officer or agent may not participate in the selection, award or administration of a contract supported by Federal funds if:
 - The employee, officer or agent,
 - Any member of his immediate family
 - His partner;
 - Or an organization which employs him

has a financial interest or other interest in the firm selected for the award.

Procurement Conflicts | Definitions

- “Immediate family member” is:
 - spouse
 - children
 - mother or father
 - brothers or sisters
 - “half” or “step” relatives included
- This definition also applies to Public Housing conflicts



Procurement Conflict Quiz

Bay County HA sought a contractor to complete a parking lot by sealed competitive bids.

- The project will be funded with Capital Grant funds.
- Eric Smith and Associates is the engineering firm which will oversee the project.
- Jones Constructors, Inc. was the low bidder for the job and has been selected for the award of this contract.
- The principles of both the engineering firm and the construction company are step-brothers.

Is this a procurement or non-procurement issue?

This is a procurement of construction services covered by 24 CFR §85.36.



11

Can Bay County HA award the contract to Constructors?

- A** Yes, because although Eric Smith and the principle of Jones Constructors, Inc. are step-brothers, Bay County HA secured the bid by sealed competitive bid.
- B** Yes, because they are not immediate family members.
- C** No, a conflict of interest exists because they are immediate family members.
- D** No, as long as Eric does not physically handle the money being paid to Jones Constructor's Inc.

12

Answer for procurement conflict is...

- c** No, a conflict of interest exists because they are immediate family members.

- Conflict of interest exists for an agent of the HA to administer a contract supported by Federal funds if a member of his "immediate family" has a financial interest in the company selected for the award.
- Conflict of Interest for Eric Smith & Associates to administer a construction contract funded with Capital Grant money, since Eric Smith's step-brother is the President of Jones Constructors, Inc.

Public Housing Conflicts



HA, its contractors and subs may not enter into a contract in connection with a project under the ACC if the following persons have an interest in the contract:

1. Present or former members or officers of the HA or their immediate families.
2. Employees of the HA, their immediate families or partners who:
Formulate policy or who influence decisions regarding the project(s).
3. Public officials, members of the local government body, or state or local legislators, or their immediate families who:
Exercise functions or responsibilities regarding the project(s) or the HA.

Restriction applies during the person's tenure and for one year thereafter.

Public Housing Conflicts

- Conflicts must be disclosed to the HA and HUD
- HUD may waive conflicts for good cause; IF permitted under State and Local law
 - Person requiring waiver cannot exercise responsibilities or functions regarding the contract to which the waiver pertains

Public Housing Conflict Quiz

“Thrifty” Waters is the Executive Director of the Island HA.

- His wife, Alice, builds web sites as a sideline when she is not running her restaurant.
- “Thrifty” would like his wife to build the HA a web site since she can do the job “cheaper” than her competitors.
- You advise “Thrifty” that this “looks like” a conflict under Section 19 of the ACC, Part A, and he would need to request a waiver from HUD.

Should “Thrifty” have “smooth sailing” with a waiver request to HUD?

Should “Thrifty” have “smooth sailing” with a waiver request to HUD?

A

Yes.

B

No.

Answer for public housing conflict is...

B

No.

- Section 19(A)(3) provides:
 - HUD may waive a conflict of interest for good cause, “if permitted under State and local law”.
 - And that “no person for whom a waiver is requested may exercise responsibilities or functions with respect to the contract to which the waiver pertains...”
- As part of the waiver request, the HA must submit an attorney’s opinion that a waiver of Section 19(A)(1) is permitted by State law.
- Moreover, “Thrifty” could not “administer” his wife’s contract. The HA Board of Commissioners would have to make other arrangements, acceptable to HUD, for the contract administration.

Public Housing Conflicts Nepotism Restrictions

- HA may not hire a person in connection with a project if the prospective employee is the immediate family member of:
 - Present or former member or officer of governing body of HA (former tenant commissioner – some exceptions)
 - Employee of HA who makes policy or influences decisions with respect to projects
 - Public official, member of local governing body, or State or local legislator, who exercises functions or responsibilities with respect to projects or HA

Public Housing Conflicts Nepotism Restrictions

- Prohibition applies during class member's term and for one year thereafter
- Member shall disclose family ties to HA and HUD
- These requirements may be waived by Board of Commissioners for good cause, provided such waiver is permitted by State and local law
- Board's determination of good cause should be well documented

Public Housing Conflict Quiz

The Metropolitan HA just lifted its hiring freeze. The HA would like to hire Mona Lisa as a receptionist.

- Mona is the step-sister of Leonardo da Vinci, the HA's Chief of Maintenance and Painting.
- Mona's salary will be paid with Recovery Act funds.

Is there a conflict of interest?

21

Is there a conflict of interest?

A Yes.

B No.

22

Answer for public housing conflict is...

B No.

- **Section 19(B)(1)(ii) of the ACC provides in part:**
 - “The HA may not hire an employee in connection with a project under this ACC if the prospective employee is an immediate family member of any person belonging to one of the following classes:
 - (ii) Any employee of the HA who formulates policy or who influences decisions with respect to the project(s).”
- **The HA’s Chief of Maintenance and Painting would not normally formulate policy or influence decisions with respect to the project(s).**

Section 8 Conflicts

HA, its contractors and subs may not enter into a contract in connection with tenant-based programs if the following persons have an interest in the contract:

1. Present or former members or officers of a HA (except participant commissioners)
2. Contractors, subs or agents of a HA who formulate policy or who influence decisions regarding the programs.
3. Public officials, members of governmental bodies, or state or local legislators, who exercise functions or responsibilities regarding programs.
4. Member of U.S. Congress

Restriction applies during the person's tenure and for one year thereafter.

Section 8 Conflicts

- Any conflicts must be disclosed to the HA and HUD
- Conflicts of interest may be waived by HUD for good cause

Section 8 Conflict Quiz

Marvin Manager is the administrator of two apartment projects in Crystal River that participate in HUD's Section 8 voucher program through the Crystal River HA.

- Marvin is also a HA commissioner.

Is there a problem with Marvin Manager's dual role as a commissioner and project administrator?

A

Yes, this is fine as long as he does not abuse it.

B

Yes, because the commissioner does not directly oversee Section 8 funding.

C

No, a conflict of interest exists.

Answer for Section 8 conflict is...

C Yes, a conflict of interest exists.

- HUD's Section 8 Housing Choice Voucher regulations provide that the HA may **not** enter into any contract in connection with tenant-based programs in which any present member of the HA has an interest: *24 CFR §982.161(a)(1)*.
- Marvin must resign from the HA Board or the HA must seek a waiver of the conflict of interest from HUD.

Hatch Act

Public Housing and The Hatch Act

You may

- Be a candidate in non-partisan election
- Attend political meetings/conventions
- Contribute money
- Campaign in partisan elections
- Hold office in political parties

You may not

- Be a candidate in partisan election
- Use official influence to interfere in election
- Coerce political contributions from subordinates in support of political party or candidate

FAQ's For The Hatch Act



- As a HA employee, can I help sponsor a candidate for the Democratic party for a State Senator?
 - Yes, but you cannot coerce contributions from subordinates in attendance in support of your candidate
 - You can make a personal contribution to his campaign
- Can a HA employee be a delegate to the Republican National Convention?
 - Yes, you are permitted to run for election and hold office in a political party.
- Is it okay for HA employee to run for school board?
 - Yes, but only if the election is nonpartisan
 - An election is partisan if any candidate is running as a representative of a party whose presidential candidate received electoral votes in the last presidential election

Litigation Reporting

Litigation Reporting

- Reporting Requirement for HA litigation involving HUD programs or HUD funds
- Concurrence requirement for initiation, appeal or settlement of litigation involving HA programs or funds
- Excludes routine evictions actions and Section 8 program litigation



Litigation Reporting

Housing Authority (HA) is required to notify the HUD Regional Counsel if HA is involved in, or threatened with, any litigation involving:

- Construction or application of: a Federal, or state constitution, statute, or regulation, a HUD assistance contract, or a cooperation agreement; or
- If an adverse judgment would be satisfied from funds obtained at any time from HUD

Litigation Reporting

HUD's Regional Counsel's written concurrence is required prior to any of the following:

- Initiation of litigation by HA, excluding routine eviction actions
- An appeal from an adverse judgment
- A settlement arising out of litigation
- Procurement of private legal services expected to exceed \$100,000

Note: Excludes Section 8 Program litigation

When in doubt?

- Consult your PHA counsel
- Contact your HUD Public Housing Specialist to resolve a question or conflict

Summary

- If you believe there is a potential conflict of interest (real or apparent), notify the Housing Authority and HUD!

37

Questions?



HAWAII PUBLIC HOUSING AUTHORITY

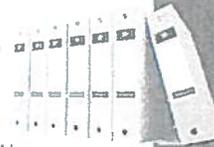
Board of Directors Orientation & Training

Orientation & Training Topics

- I. HPHA Resource Binder
- II. HPHA Purpose, Mission, Structure, History, etc.
- III. Roles of the Board & Executive Director
- IV. State and Federal Public Housing
- V. Housing Choice Voucher - Section 8
- VI. Construction Management
- VII. Program Management
- VIII. Financial Management
- IX. Procurement & Contracting Requirements
- X. Ethics
- XI. Ongoing Programs, Projects & Challenges

I. HPHA Resource Binder

Board of Directors Resource Binder



- **Legal Resources** – HRS, HAR, By-laws, Sunshine Law, Ethics, Robert’s Rules of Order, and ACC
- **HPHA Policies** – Administration, Board and Personnel
- **HPHA Governance** – Organization Charts, Goals and Objectives, Plans, Reports, Audits and Projects
- **HPHA Branches** – Functional Statements, Inventory, Assessments and Budgets

II. HPHA Purpose, Mission, Structure, History, etc.

U.S. Housing Act of 1937



- Allowed for **creation of municipal housing organizations/corporations** (*aka* Public Housing Authorities) to undertake federal housing programs and apply for federal funds.
- Goal is to provide decent and affordable housing for all citizens.
- Creation of the **Public and Indian Housing** program.
These programs now provide affordable housing to over 2.9 million households nationwide. The average yearly income of these families is \$12,500.

Source: HUD Powerpoint

What Is a Public Housing Authority (PHA)?



- Any State, county, municipality, or other legally created **governmental entity or public body**, or agency or instrumentality of these entities, that is **authorized to engage or assist in the development or operation of low-income housing** under the 1937 Act.
- Subject to State and local laws governing **open meetings and records**. A PHA must also **protect information** obtained and covered under the federal Privacy Act.

Source: HUD Powerpoint

Other PHA Housing Programs

PHAs may undertake **other housing related programs**:

- Financing, planning, undertaking, constructing or operating a housing project(s);
- Homeownership programs;
- Property management;
- Security and crime prevention programs;
- Supportive service and tenant opportunities; and
- Economic and self-sufficiency programs.

Note: PHAs may also form partnerships with governmental agencies, non-profits, and private organizations to mutually achieve goals.

Source: HUD Powerpoint

HPHA Establishment



HRS §356D-2:

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.

Source: HRS

HPHA Powers



HRS §356D-4:

(a) The authority may:

- (1) Sue and be sued;
- (2) Have a seal and alter the same at pleasure;
- (3) Make and execute contracts and other instruments necessary or convenient to the exercise of its powers;
- (4) Adopt bylaws and rules in accordance with chapter 91 for its organization, internal management, and to carry into effect its purposes, powers, and programs;
- (5) Sell, lease, rent, hold, maintain, use, and operate any property, real, personal, or mixed, tangible or intangible, in support of its purposes, powers, and programs; provided that the sale of real property shall be subject to legislative approval;
- (6) Receive by gift, grant, devise, bequest, or otherwise from any source, any property, real, personal, or mixed, intangible or tangible, absolutely or in trust, to be used and disposed of, either the principal or the income thereof, for the benefit only of the residents assisted by its programs; provided that no gift to the authority that has an estimated value of \$1,000 or more shall be accepted unless approved or confirmed by the board; and
- (7) Engage the services of volunteers as deemed appropriate by the authority without regard to chapter 76, 89, 90, 103, or 103D.

Source: HRS

HPHA Mission



HPHA's mission is to provide safe, decent and sanitary housing for low-income residents of Hawaii.

Presently, this mission is accomplished through administration of the following:

- ✓ State Family Public Housing
- ✓ State Elderly Public Housing
- ✓ Federal Public Housing
- ✓ Section 8 Housing Choice Voucher
- ✓ Veteran's Administration Supportive Housing Vouchers
- ✓ Performance Based Contract Administration
- ✓ State Rent Supplement Program
- ✓ Resident Self Sufficiency Programs

Source: HPHA

HPHA History



1930's

1960's

1980's

1935 Hawaii Housing Authority (HHA) is created by the Territorial Legislature to provide safe and sanitary housing for low income residents.

1960 The Government Reorganization Act of 1959 creates the Department of Social Services where HHA is placed for administrative purposes only.

1988 Housing Finance and Development Corporation (HFDC) is created to provide a streamlined agency for affordable housing.

Source: HPHA

HPHA History



1998

1998 HHA and HFDC are consolidated into the Housing and Community Development Corporation of Hawaii (HCDCH).

HPHA History

2006

2006 HCDCH is split into 2 agencies - HPHA and HHFDC.



HPHA History



2010

2010 Homeless Programs Section is transferred from HPHA to DHS based on the advisement of HUD that PHAs as special purpose entities cannot directly implement certain federal grants for the homeless, such as the Emergency Shelter grant. HUD encouraged the State to transfer the Homeless Branch from HPHA as soon as possible to ensure the State's continued ability to receive Federal HUD funding.

HPHA HISTORY - HUD CORRECTIVE ACTION ORDER (2002)

- Pursuant to Title 24 CFR §968.335, HUD issued a Corrective Action Order (CAO) to the housing authority (predecessor to HPHA) on September 10, 2002.
- The housing authority and HUD entered into a Memorandum of Agreement and established a 23-page action plan.
- Failure by the PHA to achieve the performance targets under the MOA would have resulted in *"HUD's imposition of such sanctions as the imposition of management budget controls by HUD; declaration of substantial default; and referral to HUD's Department Enforcement Center (DEC) for judicial appointment of a receiver, or other actions deemed appropriate by the DEC."*

Source: HUD

HPHA HISTORY - HUD CORRECTIVE ACTION ORDER (2002)

HPHA Missteps:

- HPHA's inability to obligate Federal Capital funds on a timely basis as demonstrated through two consecutive years of HUD extensions to obligation deadlines.
- Violation of conflict of interest provisions by the Executive Director.
- Intervention in procurement matters by members of the Board of Directors.
- Award of sole source contract by the Board of Directors in noncompliance with federal procurement rules at part 85.
- Frequent interference by the Board of Directors in day-to-day operations.

Source: HUD

HPHA HISTORY - CAO AREAS OF CONCERN (2002)

HUD communicated the following concerns:

- Inadequate or incorrect staffing.
- Widespread lack of training.
- Inability to effectively use the emPHAsys system.
- Lack of internal controls.
- High rates of uncorrected work orders.
- Difficulties with financial tracking and accounting.
- Inaccuracies in management operations certification and tracking.
- Inadequate updating of information in the PIC system.

Source: HUD

HPHA HISTORY - CAO MEMORANDUM OF AGREEMENT (2002)

1. Complete split of the agency and reorganization (2008).
2. Develop agency-wide training plan and staff training at all levels.
3. Establish and hire Fiscal Officer position.
 - Update standard operating procedures for accounting, finance and budget.
 - Conduct monthly reconciliations (CFP, TAR balances, general ledger).
 - Evaluate and implement automated inventory software and hardware.
 - Provide real time access to general ledger information.
4. Hire a procurement officer to oversee all contracting activities (mandated delegation of procurement authority).
 - Establish Statement of Procurement Policy; including conflict of interest provisions, advanced planning, and training requirements.
 - Prepare procedures manual for procurement/contract administration.
 - HUD systems set on manual approval.

Source: HUD

HPHA HISTORY - CAO MEMORANDUM OF AGREEMENT (2002)

5. Improve public housing operations under the PHAS.
 - Reduce outstanding tenant receivables.
 - Revise rent collection policy to include streamlined process for timely evictions, write offs, and repayments.
 - Update utility allowance schedule.
 - Increase occupancy to no less than 95%.
6. Development performance standards to hold managers and hearing office accountable for timely evictions.
7. Improve long term viability of the developments.
8. Resolve existing problems with the MIS system.
9. Appointment of all key supervisory staff positions required HUD concurrence.

Source: HUD

HPHA HISTORY – CAO CLOSURE (FROM 2013 – PRESENT)

- In May 2013, the HUD Miami Field Office and HUD Hawaii Field Office conducted a week long audit/assessment of the HPHA's operations, and the HPHA passed with flying colors.
- As a result of the HUD assessment, on June 28, 2013, HUD terminated the Corrective Action Order with the Hawaii Public Housing Authority.
- Subsequently on April 29, 2015, the HUD Hawaii Field Office removed the requirement that HPHA obtain HUD approval prior to executing procurement actions and contracts.

Source: HUD

Questions on HPHA's history?

HPHA Laws and Rules



- **Hawaii Revised Statutes (HRS) Chapter 356D**
- **Hawaii Administrative Rules (HAR) Chapters 15-161 to 15-195 and 17-2000 to 17-2030**
- **By-Laws of the Hawaii Public Housing Authority**
- **Public Housing - Chapter IX of Title 24 Code of Federal Regulations (CFR) OFFICE OF ASSISTANT SECRETARY FOR PUBLIC AND INDIAN HOUSING, DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**
- **Housing Choice Voucher - 24 CFR Part 5**

Source: HPHA

HPHA Policies and Procedures Federal Requirements

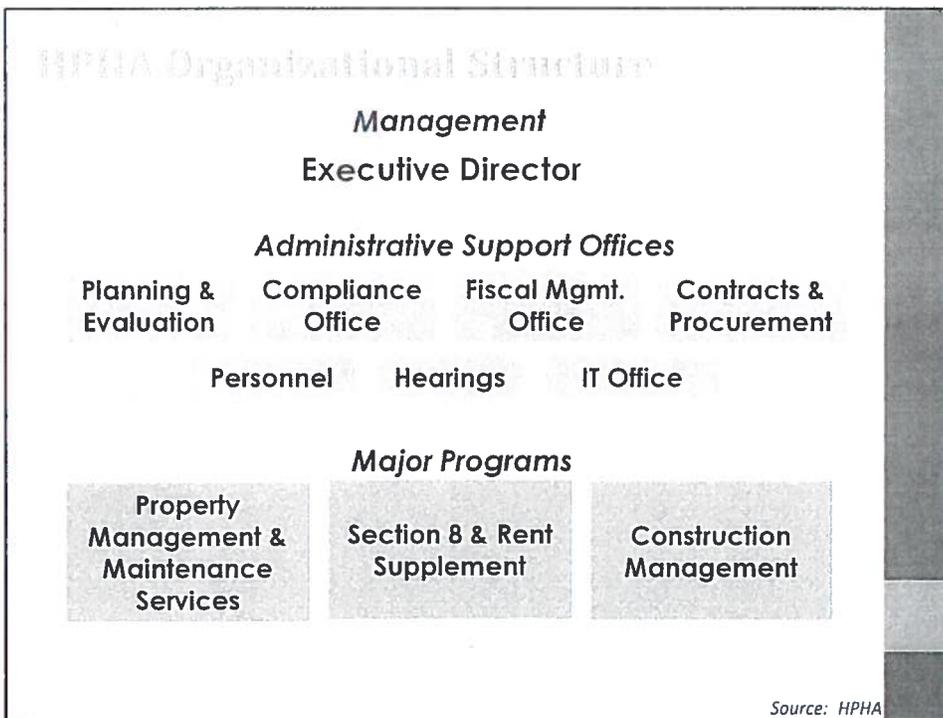
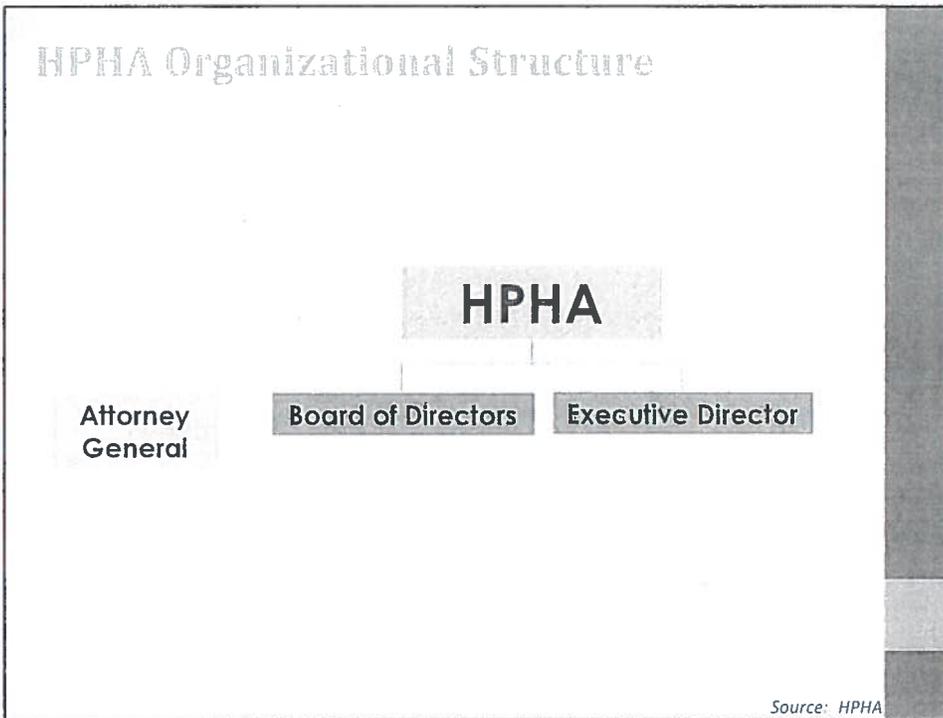


The following plans and policies outline HPHA programs:

- *Admissions and Continued Occupancy Policy (ACOP)*
- *Section 8 Administrative Plan*
- *Five Year and Annual Public Housing Agency Plan (PHA Plan)*
- *Additional policies including capitalization, financial management and internal controls, maintenance, personnel, etc.*

This information is located on the HPHA's website under reference information:
<http://www.hpha.hawaii.gov/referenceinformation/index.htm>

Source: HUD



HPHA Organizational Structure

- Bargaining Units 01
United Public Workers
- Bargaining Unit 03, 02, 13
Hawaii Government Employees Association



HPHA Functional Statement



As required under State law, the HPHA is guided by a Functional Statement that outlines the functions of the Board of Directors and Executive Director, Compliance Office, Fiscal Management Office, Asset Management Staff, Budget Staff, Hearings Office, Housing Information Office, Information Technology Office, Personnel Office, Planning and Evaluation Office, Procurement Office, Construction Management Branch, Property Management and Maintenance Services Branch, and Section 8 Subsidy Programs Branch.

Source: HPHA

III. The Roles of the Board of Directors & Executive Director

Board Members



- **Eleven (11) total members**, nine (9) appointed by the Governor and confirmed by the Senate, two (2) are ex-officio members.
- Members are **selected from each of the counties** of Honolulu, Hawaii, Maui, and Kauai.
- One member must be an **advocate for low-income or homeless persons**.
- One member must be a **person with a disability or an advocate for persons with disabilities**.
- At least one member shall be a person who is **directly assisted by the Authority** under the federal low-rent public housing or federal Section 8 tenant-based housing assistance payment program while serving on the Board.
- The Director of the Department of Human Services and the Governor's designee are the ex-officio members and cannot serve as chairperson.

Source: HRS §356D-3

Board of Directors' role

Direction & Oversight



- Hold legal and financial responsibility for the PHA.
- Provide governance and financial management of the PHA.
- Establish the PHA's mission, vision, and strategic plan.
- Provide oversight ensuring ethical, legal and effective organizational performance and transparency.
- Establish, adopt and revise by-laws, resolutions, and policies affecting the operation of the PHA and its programs.
- Monitor the performance of the PHA.
- Approve the PHA's budget, five year and annual plans.
- Act in the best interests of the PHA.

Source: HUD Powerpoint

Board of Directors' Role

Provision of PHA Management



- Oversee and evaluate the efficient operation of PHA through hiring, contract for management, intergovernmental agency agreement, etc.
- Select a qualified Director. Understand the skills, qualifications, duties to be performed, compensation to be provided, and other terms and conditions of employment.
- Monitor and evaluate performance.

Source: HUD Powerpoint

Board of Directors & Executive Director

The Board and Executive Director need to be cognizant of one another's roles without overstepping or undermining the other. The Board's role is governance – establishing **policy** and ensuring oversight. The Executive Director's role is **management**.

Source: HUD

Executive Director's Role



Day-to-Day Management of PHA Programs

- Hire, train and supervise PHA staff.
- Procure goods and services and oversee contract work.
- Develop, Implement, and oversee the operating budgets, supervise cash management and bank reconciliation.
- Monitor operations for fraud and abuse.
- Maintain overall compliance with Federal, State and local laws, and Board-adopted policies and create procedures.
- Develop and manage resident programs.
- Advise the Board of issues or concerns, e.g., audits, legal, resident, financial, and laws.

Source: HUD Powerpoint

Board of Directors' Meetings



- Subject to state **Sunshine Law**, open to the public, and should promote an atmosphere respectful of tenants and the public.
- Requires a **quorum** for voting on resolutions and actions. Quorum for HPHA is 6 members.
- Governed by **PHA Bylaws**.
- Conducted in a **businesslike**, productive manner, and *not* used for info gathering.

Source: HUD Powerpoint

Board of Directors' Meetings



Chairperson's Role

- Approves agenda.
- **Manages the meeting** by calling to order, following the agenda, allowing opportunity for each Director's input, and adjourning.
- Establishes whether a **quorum** is met.
- **Recognizes visitors**/welcomes them, including allowing public comment on agenda items.

Source: HUD Powerpoint

IV. State & Federal Public Housing

State Public Housing



HRS §356D-44 Administration of state low-income public housing projects and programs. (a) The authority shall construct, develop, and administer property or housing for the purpose of state low-income public housing projects and programs.

The HPHA manages a total of **864 State units: 288 family**

Oahu: Puahala Homes (128 units), Hauiki (46 units)

Hawaii: Lokahi (30 units), Ke Kumu Elua (26 units)

Kauai: Kawailehua (26 units)

Maui/Mokolai: Ka Hale Mua (32 units)

Oahu: Hale Poai (206), Halia Hale (41), Laiola (108),
Kamalu (109), Hoolulu (112) = **576 elderly**

Source: HRS & HPHA

State Public Housing Funding



- Under **HRS §356D-45**, monies received by the HPHA, including refunds, reimbursements, rentals, fees, and charges received from tenants shall be deposited in the **State Low-Income Housing Revolving Fund**. The HPHA may expend monies from the Fund toward expenses of management, operation, and maintenance of state low-income housing projects.
- Under **HRS §356D-72**, the HPHA shall deposit monies into the **Housing for Elders Revolving Fund**. Revenues from the fund may be used to pay the expenses of management, operation, and maintenance of housing projects for elders.

Source: HRS

State Public Housing Eligibility and Admissions



- Under **HAR §15-193-3**, the income limit for admission to a housing project is based on the applicant's annual household income which shall not exceed the **very low-income limits**.
- HPHA conducts required **verification of eligibility, income limits, and Hawaii state residency**.
- Applicants shall not have been previously evicted from public housing and shall not have an outstanding debt owed to any of the HPHA's programs.
- Participants are required to comply with **occupancy standards and continued eligibility requirements**.

Source: HAR

State Public Housing Family Housing Project Preferences



Under the current administrative rules, applicants for admission into state public housing projects shall be given preference for placement in the following order:

- 1) The elderly;
- 2) The displaced;
- 3) Disabled veterans with service connected disabilities;
- 4) Families of deceased veterans whose death was determined to be service connected;
- 5) Other veterans;
- 6) Families residing in a transitional shelter for the homeless and who have successfully completed a social service plan; and
- 7) Other families determined by the staff.

Source: HAR Sec. 15-193-31

State Public Housing Sample Rent Calculation



Monthly income from social security for a single elderly (age 62) household.

\$770/month x 12 months =	\$9,240.00	annual income
-	<u>400.00</u>	allowable deduction
	\$8,840.00	adjusted annual income

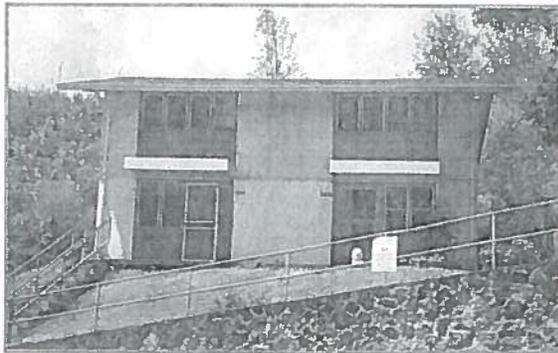
Rent calculation	
\$8,840 divided by 12 months x 30% =	\$221.00
Applicable Utility Allowance	<u>- 25.00</u>
	\$196.00 (rent paid to HPHA)

State Public Housing Future



- Continue capital repairs and accessibility upgrades.
- Address the ongoing need for continued operating subsidy to operate and maintain State Public Housing, including revamping of the rent structure for flat rents.
- Update the Hawaii administrative rules related to State Family and State Elderly Housing.
- Continue to investigate/research opportunities to renovate and modernize the current aging inventory of the State inventory, such as mixed finance redevelopment through public private partnerships.
- Continue to investigate/research opportunities to increase the amount of low income, affordable housing units.

Source: HPHA



State Family
Properties on
Oahu





State Elderly
Housing

(Apartments on Oahu)



Federal Public Housing



- In 1937, the U.S. Housing Act established permanent public housing funded by the federal government. The following programs make up the backbone of public housing today:
 - Low Rent Housing – Asset Management Projects (AMPS)
 - Section 8 Housing Choice Voucher Program
 - Choice Neighborhoods Initiative
 - Rental Assistance Demonstration (RAD)

Source: HRS

Federal Public Housing



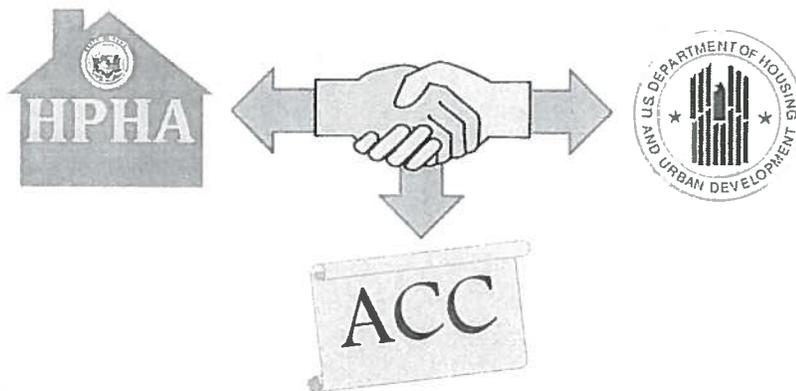
- **HRS §356D-13** enables the HPHA to carry out federal public housing programs and necessary rules which include the establishment and collection of reasonable fees for administering the program.
- Under the **Federal Low Rent Housing Program**, HPHA rents HPHA-owned housing covered under an **Annual Contributions Contract (ACC)** with HUD to low-income families and individuals.
- HPHA operates the program through dwelling rent income, operating subsidy from HUD, and other income generated by HPHA or the property.
- HPHA operates 5,332 Federal Units across 17 Asset Management Projects (AMP).

Source: HRS

Federal Public Housing

Annual Contributions Contract (ACC)

The ACC is the mechanism through which the HPHA receives funding, defines the agency's obligations, and outlines remedies for breaches of contract with HUD. Should there be a breach of contract, HUD will pursue remedial actions.



Source: HUD

Federal Public Housing



Annual Contributions Contract (ACC)

Obligations under the ACC include but are not limited to:

- Cooperation agreements
- Operating budgets
- Depository Agreements and General Fund
- Pooling of funds
- Books of account, records, and government access
- Notices, defaults, and remedies
- Conflict of interest
- Civil Right requirements

Source: HUD

Federal Public Housing



- As owner of the property, a PHA must ensure its assets are adequately protected through insurance, sound and quality business practices for managing, maintaining and modernizing its property, and by complying with regulatory requirements of the program, and applicable State or local requirements.
- The PHA's staff or agents manage the properties and act as the landlord for the PHA. The terms of the rental lease are subject to federal regulations at 24 CFR Part 966, the State Tenant/Landlord laws for residential leases, and other locally adopted rules or policies (i.e., Pets, Grievance, House rules, etc.) incorporated into the lease by reference.

Source: HUD

Federal Public Housing



The Federal **Quality Housing and Work Responsibility Act (QHWRA) of 1998** required the following of all PHAs:

- 8-hour Community Service and Self-Sufficiency Requirement by public housing residents;
- A flat rent option;
- Screening and eligibility criteria related to criminal background;
- Submission of Five-Year and Annual PHA Plans;
- Establishment of a Resident Advisory Board; and
- A resident appointment to the governing board of PHAs.

Source: HUD

Federal Public Housing Eligibility and Admissions

Under **HAR §17-2028-22**, the applicant and household members must meet the following requirements:

- A. Qualify as a family;
- B. Be income eligible;
- C. Not have an outstanding debt owed to the HPHA;
- D. Not have an outstanding liability for unpaid rent or damages;
- E. Provide a social security number for all family members or certify that the person does not have one;
- F. Not have been evicted since March 1, 1985 by the HPHA;
- G. Not have been evicted from assisted housing by reason of drug-related criminal activity for a three-year period beginning on the date of the eviction unless the evicted tenant successfully completes a supervised drug rehab program approved by the authority;

Source: HAR

Federal Public Housing Eligibility and Admissions - cont.

- H. Not have committed fraud, bribery, or any other corrupt or criminal act in connection with any federal or state housing program;
- I. Not be currently engaging in illegal use of a drug or give the authority reasonable cause to believe that a household member's illegal use (or pattern of illegal use) of a drug or abuse (or pattern of abuse) of alcohol may interfere with the health, safety, or right to peaceful enjoyment of the premises by other tenants;
- J. Not currently or during a three year period preceding ... be engaged in any drug-related criminal activity or violent criminal activity ... reasonably likely to adversely affect the health, safety, right to peaceful enjoyment of the premises by other tenants, the authority, or staff;

Source: HAR

Federal Public Housing Eligibility and Admissions - cont.

- K. Not have been convicted of drug-related criminal activity for the manufacture, production, or distribution of methamphetamines;
- L. Not subject to lifetime registration requirements under any state sex offender's registration program; and
- M. Disclose tobacco use of all family members within the household.

Source: HAR §17-2028-22

Federal Public Housing Fifty Percent Preference

Under HRS §356D-31(a)(1), the HPHA may agree to conditions as to tenant eligibility or preference required by the federal government pursuant to federal law in any contract for financial assistance with the authority; provided that **not less than fifty per cent of available units shall be for applicants without preference** and up to fifty per cent of available units shall be for applicants with preference.

(PHA must submit with its Annual Plan an admissions policy designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income developments and lower income tenants into higher income developments.)

Source: HRS §356D-31(a)(1)

Federal Public Housing Preferences

Under HAR §17-2028-34, eligible applicants shall be given preference for admission in the program in the order of the dates of their applications if, at the time they are seeking housing assistance, they fall within the following preferences priority groups:

- **Involuntarily displaced;**
- **Victims of domestic violence** who are participating in a program with case management through a domestic violence shelter, program, or clearinghouse; or
- **Homeless persons** who are participating in a federally or state funded homeless transitional shelter or program, and who are in compliance with a social service plan.

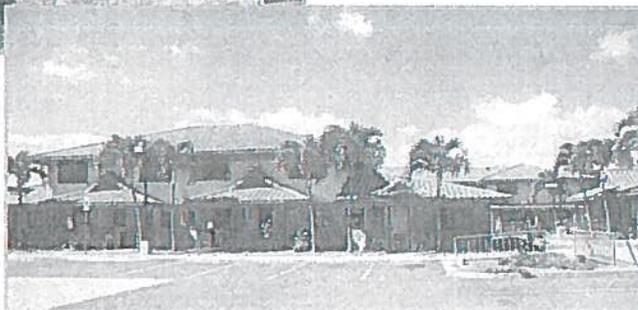
Source: HAR §17-2028-34

HPHA Public Housing



Federal Low Income Public
Housing Program

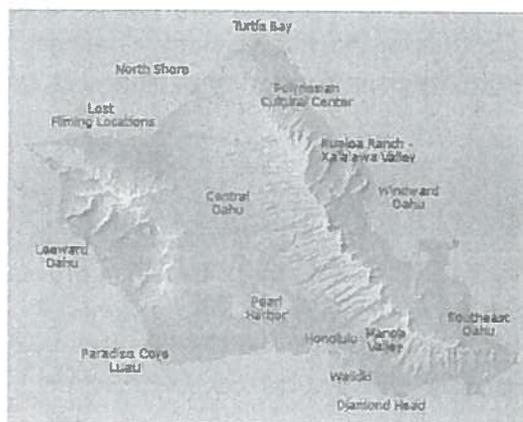
Properties on Oahu



HPHA Public Housing



HPHA Public Housing



Hearings Office



- The Hearings Office is responsible for the administration of HRS §356D-93 as it relates to the lease termination proceedings of tenants of federal public housing projects, and for preparing the record on appeal, settlement agreements on eviction matters and contested cases.
- On average the Hearings Office receives 200 cases a year for either the nonpayment of rent, misconduct, drugs or failing to complete their annual reexamination. The state evictions are led by the State Attorney General's office pursuant to state landlord tenant code.
- The Hearings Office oversees the 7 evictions boards, 3 for Oahu and 4 for the Neighbor Islands.

Source: HPHA

Evictions Board



- Where the Authority proposes to terminate a lease or rental agreement and evict a tenant, a hearing shall be held to determine whether cause exists for the action.
- Hearings shall be conducted by an Eviction Board appointed by the authority.
- The Eviction Board shall consist of not less than one and no more than three members, of which one member shall be a tenant.

Number of actual evictions

2012 - 40

2013 - 76

2014 - 62

Source: HRS §356D-93

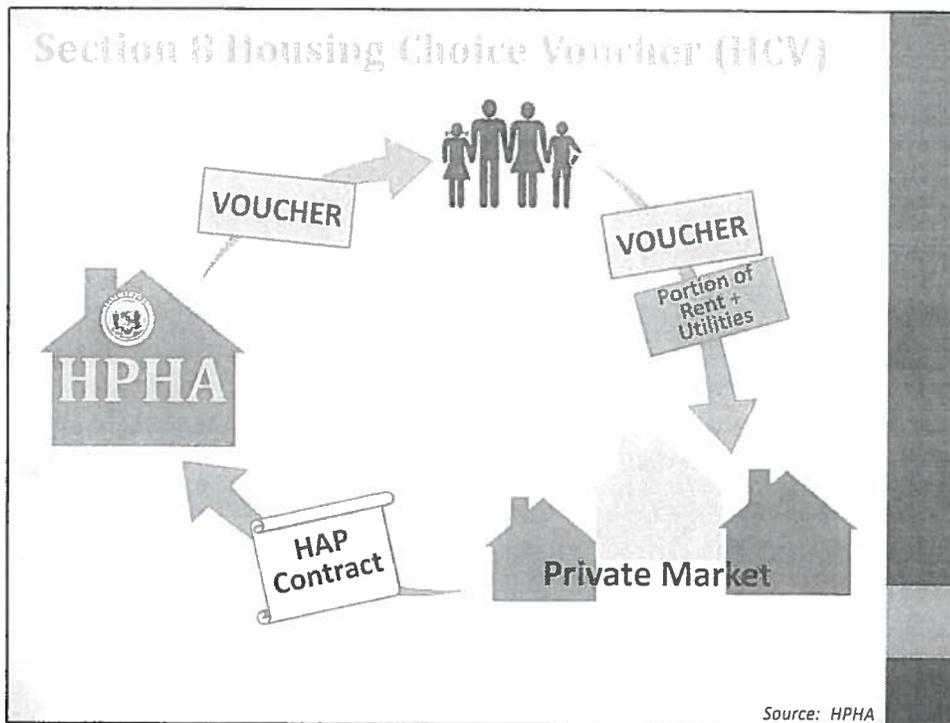
Grievance Hearings



- **“Grievance”** means any dispute which a tenant may have with respect to the **HPHA’s action or failure to act in accordance with the individual tenant’s rental agreement or the authority’s rules** which adversely affect the individual tenant’s rights, duties, welfare, or status.
- A tenant may submit a **request for a hearing** specifying the reasons for the grievance and the action or relief sought.
- A complainant shall be afforded a **fair, informal hearing** conducted by a hearing officer.

Source: HAR Chapter 17-2021

V. Section 8 Voucher Programs



Section 8 Voucher Programs

• Types of Programs

- Tenant-Based Section 8 (Housing Choice Vouchers) - 2,159
 - Project-Based Section 8 (e.g., Palolo Homes, KPT) - 475
 - Performance Based Contract Administration (PBCA) – 2,996
 - HUD-Veterans Affairs Supportive Housing (VASH) - 340
 - Non-elderly Disabled Vouchers (NED) - 175
 - State Rent Supplement - 144
- HPHA has budget authority for 3,708 vouchers, manages and administers approximately 2,125 vouchers on the island of Oahu; and 5,265 housing units receiving rental assistance

Source: HPHA

Key Activities of the Voucher Program

- Selecting Participants
- Leasing Vouchers
- Determining Tenant Rent
- Housing Quality Standards Inspections
- Paying Landlords
- Rent Reasonableness



Rent Calculation

Total Monthly Rent:	\$1,000
Tenant's Annual Income	\$17,000
<u>Less deductions/allowances</u>	<u>\$ 5,000</u>
Annual Net Income	\$12,000
Monthly Net Income	\$ 1,000
30% of monthly adjusted	\$ 300 (Tenant rent)
10% of monthly gross	\$ 141
HPHA Section 8 Payment to Landlord $\$1,000 - \$300 = \mathbf{\$700}$	

Section 8 Voucher Programs

- **Family Self-Sufficiency Program**
- The HPHA administers the Family Self-Sufficiency Program.
- Participants are linked to social services to help them gain economic independence from government assistance.
- 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.



Source: HPHA & HUD

Section 8 Voucher Future

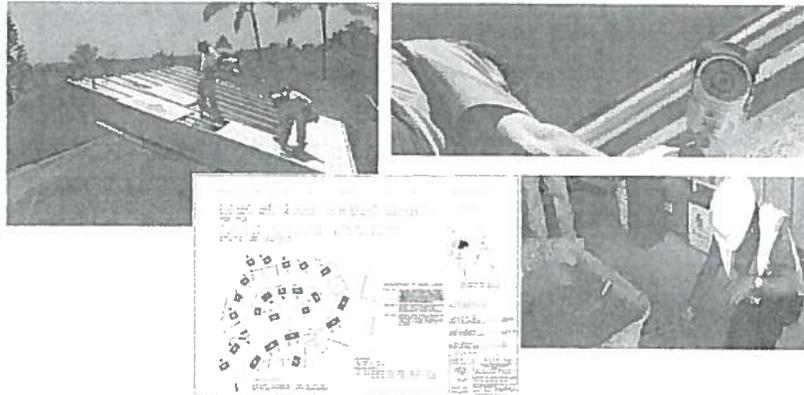
- Update the Hawaii administrative rules and Section 8 Administrative Plan related to the Housing Choice Voucher Program and the project-based rental assistance programs.
- Continue to investigate/research opportunities to secure additional vouchers for the State of Hawaii, including Rental Assistance Demonstration Program, Veteran's Supportive Housing.
- Continue to investigate/research opportunities to increase voucher utilization from 2,200 to 3,500 vouchers.
- Increase participation in self-sufficiency programs
- Continue to increase lease up under the State Rent Supplement Program
- COCC will continue to cover the shortfall in administrative fees as long as the HCV program is under proration by HUD.

Source: HPHA

VI. Construction Management

CONSTRUCTION MANAGEMENT

- With 6,196 units spanning 85 properties on 5 major islands, HPHA has significant interest and investment in the upkeep, renovation and modernization of its housing portfolio.



Source: HPHA

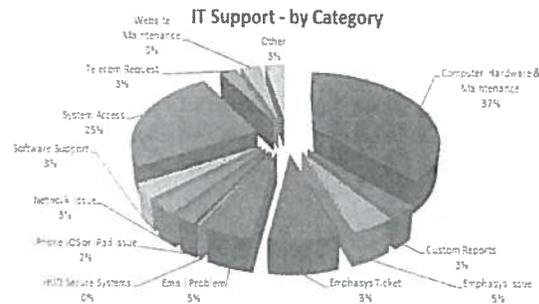
CONSTRUCTION MANAGEMENT

- HPHA is on track and working diligently to meet all Federal CFP and State CIP deadlines. HPHA is managing approximately \$262 million in capital funds
- The Federal obligation deadline was September 8, 2015 for the 2013 Capital Fund Program (CFP 723) grant. HPHA has currently obligated 93% of the CFP 723 grant.
- The Federal expenditure deadline is April 17, 2016 for the 2011 and 2012 Capital Fund Program grant. HPHA is at 87% expenditure.
- The State encumbrance deadline is June 30, 2016 for the State BY 2013-2015 CIP funds. HPHA is currently at 93% encumbrance.

Source: HPHA

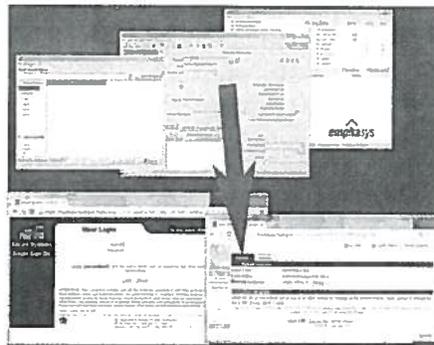
Information Technology

- Responsible for IT related operations for HPHA
- Field trouble calls from HPHA offices statewide.
- Upgraded the network infrastructure and communication devices



Information Technology

- Emphasys Elite software to manage its operations, designed specifically for PHAs
- Elite includes Public Housing, Section 8, General Ledger, Accounts Payable, Work Orders modules and more
- Public Housing and Section 8 modules are designed to export data for upload into HUD online systems for monitoring and reporting purposes



Secured Systems and Databases



- HAWI
- Criminal Justice Information System (CJIS)
- Public and Indian Housing Information Center (PIC)

- Changes to the Elite System are managed by the IT staff; including coordination with the HPHA's contractor.

VII. Program Management

Program Management



Program Management includes:

- Understanding the goals of each program.
- Understanding how programs work.
- Determining HPHA program priorities through proper planning.
- Establishing policies to support the goals and priorities.
- Ensuring proper controls and systems are in place and monitoring results.
- Staying informed.

Source: HUD

Five-Year and Annual PHA Plan



- Required by HUD and serves as the basic **planning document** for most HPHA activities for the following state fiscal year, July 1 - June 30.
- Describes **PHA's objectives, strategies and initiatives**, along with its **operating policies and uses of HUD funds**.
- **Required to receive capital and operating funds** for federal public housing and Section 8.
- **Does not include state housing** programs or state funds.
- PHA plan requirements:
 1. **Public notice** and hearings;
 2. Consultation with Resident Advisory Board (**RAB**);
 3. **Board authorization**; and
 4. **HUD approval**.

http://www.hpha.hawaii.gov/housingplans/2015-2016_PHA_Plan/index.htm

Source: 24 CFR Part 903

Five-Year and Annual PHA Plans

Timeline

- Draft PHA Plan and authorization to hold public hearings requires Board approval in **December/January**.
- Public hearings require newspaper publication 45 days prior.
- Testimony and comments received at the hearings and proposed changes are reported to the Board.
- At the **March** Board meeting, the Board approves the final version for submission to HUD.
- The Board-approved Plan must be submitted electronically to HUD no less than 75 days prior to the beginning of the State fiscal year (**April 15 or 16**).
- HUD approval is required prior to **July 1** to receive and continue to receive HUD funds.

Source: HUD

Evaluating PHA Performance & Compliance

- HUD Performance Assessments
- Inspections
- Independent Audits
- Internal or Quality Control Reviews
- Monthly Reports:
 - ❖ Financial Report
 - ❖ Asset Management Report
 - ❖ Contracting and Procurement Report
 - ❖ Compliance Reports

Source: HUD

Evaluating Performance Under HUD Performance Assessments - PHAS

Public Housing Assessment System (PHAS)

- PASS - Physical Assessment (40 points)
- FASS - Financial Assessment (25 points)
- MASS - Management Assessment (25 points)
- CFP – Capital Fund Program (10 points)

PHAS Indicator	Maximum Score	2011 Score	2012 Score	2013 Score	2014 Score
Physical	40	29	28	32	30
Financial	25	15	16	15	24
Management	25	10	11	13	19
Capital Fund	10	10	5	7	10
PHAS Total Score	100	64	60	67	83

Source: HUD

Evaluating Performance Under HUD Performance Assessments- SEMAP

1. Selection from Waiting List (15points)
2. Rent Reasonableness (20 points)
3. Determination of Adjusted Income (20 points)
4. Utility Allowance Schedule (5 points)
5. HQS Quality Control Inspections (5 points)
6. HQS Enforcement (10 points)
7. Expanding Housing Opportunities (5 points)
8. Payment Standards (5 points)
9. Annual Reexaminations (10 points)
10. Correct Tenant Rent Calculations (5 points)
11. Pre-Contract HQS Inspections (5 points)
12. Annual HQS Inspections (5 points)
13. Lease-Up (15 points)
14. Family Self-Sufficiency Enrollment & Escrow Accounts (10 points)
15. Deconcentration Bonus Indicator (5 points)

High Performer Designation

Source: HUD

Evaluating Performance Under HUD Performance Assessments- SEMAP

FY 2014-2015	143 points
FY 2013-2014	138 points
FY 2012-2013	145 points
FY 2011-2012	138 points

High performer designation for PHAs with
a score over 90% or 135 points.

Source: HUD

Evaluating Performance Under Independent Audits (HUD Audit)

- Monthly Vacant Unit Reviews
- PIC Reporting
- Community Service and Self Sufficiency Requirement

Source: HUD

Evaluating Performance Under Independent Audits (KMH, LLP)

- KMH, LLC is contracted by the Office of the Auditor to conduct an independent financial audit and compliance audit of the HPHA and its major programs.
- In 2011, the HPHA's single audit reported 16 compliance findings, both material weaknesses and significant deficiencies.
- Over the last 3 years, the HPHA has improved its internal controls and addressed its deficiencies. Last year, the HPHA's single audit reported only 3 compliance findings.
- http://www.hpha.hawaii.gov/documents/HPHA%20SA%202014%20FS_Final.pdf

Source: HUD

Evaluating Performance Internal Quality Control

- Occupancy reports
- Waitlist monitoring
- Application and placement
- Tenant file reviews
- Supervisor's review
- Deconcentration & Preference compliance
- Property Inspections



Source: HUD

VIII. Financial Management

Financial Management



- Federal agencies and their grantees require a strong system of **standards, controls and policies** to ensure funds are used in an appropriate and efficient manner.
- Financial management provides a **method of tracking and reporting** the use of taxpayer money to provide services for the public.
- Financial management allows officials at all levels to **make better decisions**.
- Financial management provides for **greater transparency** and encourages organizations to be more responsive to the needs of the public in the delivery of services.

Source: HUD

Financial Management

Financial Management includes:

- Planning
- Budgeting and Cost Effectiveness
- Evaluation and Communication
- Financial Systems
- Internal Controls
- Accounting
- Financial Reporting with strict deadlines and potentially severe consequences

Source: HUD

Financial Management

Internal Control:

1. Procurement Process
 - Owning branch must prepare a request to issue a solicitation
 - HPHA team will review solicitation
 - Dept. of Attorney General will review solicitation
 - Executive Office approves solicitation and CPO issues
2. Contract Execution
 - Owning Branch must prepare a contract for AG review
 - HPHA Team will sign off on contract
 - Dept. of the Attorney General approves contract
 - Executive Office executes contract

(Certain contracts require HUD approval before execution)

Source: HUD

Financial Management - Board Role



- Ensure priorities/mission/operational goals are aligned with the budget.
- Approve budgets for HPHA activities (the approved budget is the Board's official instructions to the Executive Director and staff).
- Monitor budget and understand variances.
- Review and understand audit report results.

Source: HUD

Financial Management - Board Role



Dos	Don'ts
<ul style="list-style-type: none"> • Pass resolutions and policies. • Oversee policies and procedures. • Establish monitoring controls. • Ensure annual audit is conducted. • Ensure integrity of HPHA operation. • Avoid conflict of interests. 	<ul style="list-style-type: none"> • Sign blank or undocumented checks. • Use HPHA resources for personal use. • Accept gratuities from those bidding for HPHA work. • Involve yourself in business relationships with HPHA. • Interfere in the competitive procurement process. • Manage day-to-day transactions or handle source documents at the micro level.

Source: HUD

HPHA's Financial Statements



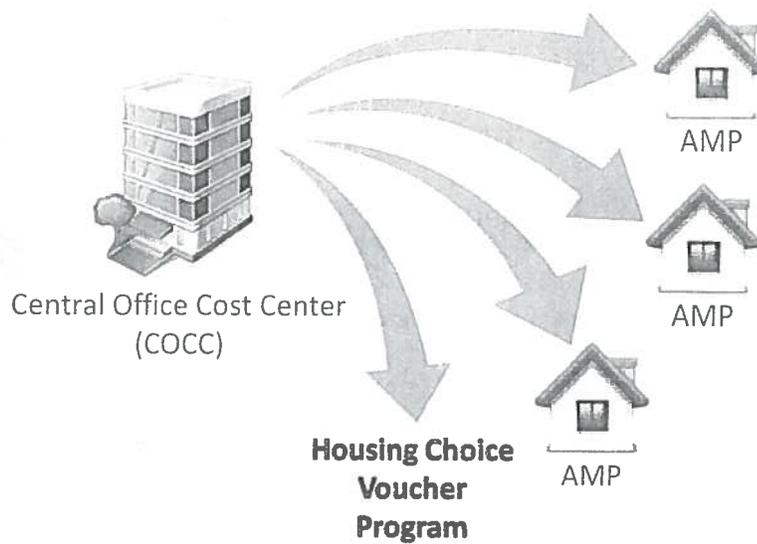
The HPHA's basic financial statements comprise three components:

1. Government wide financial statements
2. Governmental funds financial statements
3. Proprietary fund financial statements

http://www.hpha.hawaii.gov/documents/HPHA%20SA%202014%20FS_Final.pdf

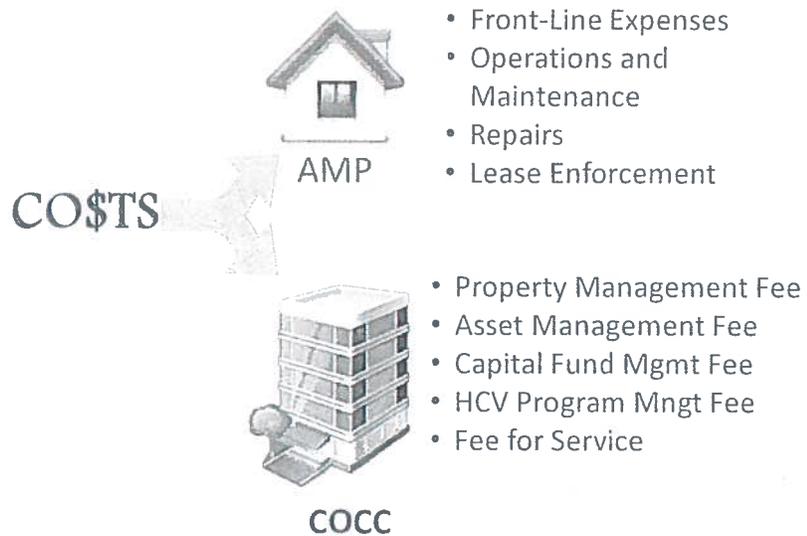
Source: HUD

Asset Management



Source: HUD

Asset Management Fees



Source: HUD

IX. Procurement & Contracting Requirements

Procurement & Contracts



- HRS §356D-17 provides that the HPHA may make and execute contracts for any public housing project, subject to HRS Chapter 103D and §103-53.
- HPHA is required to develop and use procurement policies/procedures and contract administration systems.
http://www.hpha.hawaii.gov/documents/2013%20SOPP%20Rev%2010_10_2013.pdf
- Procurement Procedures must:
 - Conform to applicable Federal, State and local laws and regulations.
 - Provide for internal management controls.
 - Cover all phases of procurement activity from plan development through award to close out and oversight.
- To foster greater economy and efficiency, PHAs are encouraged to enter into State and local intergovernmental agreements for procurement of common goods and services.

Source: HRS & HUD

Procurement & Contracting Requirements



- The Board approves the PHA's procurement policies.
- The Executive Director carries out the procurement policies established by the Board.
- The Executive Director develops or revises as appropriate the procurement procedures.
- The Executive Director serves as the contracting officer when so designated and supervises procurement and contracting.

Source: HPHA

X. Ethics

Conflict of Interest



The HPHA and its contractors/subcontractors **may not enter into a contract or arrangement** in connection with a project under the ACC in which they have a **direct or indirect interest** or in which any of the classes of people on the following slide have an interest.

State Ethics Commission: Ethics Guide

<http://ethics.hawaii.gov/wp-content/uploads/2013/09/ethicsguide.pdf>

HPHA's Standards of Conduct:

<http://www.hpha.hawaii.gov/documents/Standards%20of%20Conduct.pdf>

Source: HUD

Conflict of Interest



Members of these **four classes** must disclose their interest to HUD and the PHA:

1. Any present or former member or **officer of the governing body**.
2. Any member of the **officer's immediate family** (e.g., spouse, child, sibling or parent).
3. Any member of the PHA that **formulates policy or has influence on decisions** with respect to projects.
4. Any public official, member of the local governing body or State/local legislator or any member of the individual's immediate family who **exercises functions or responsibilities** with respect to PHA projects.

Source: HUD

Other PHA Ethics Regulations



- 24 CFR 964.145 sets forth conflict of interest requirements applicable to **resident council officers**.
- 24 CFR 941.600 provides that the PHA must **certify in its mixed-finance proposals** that it will “use an **open and competitive process** to select the partner and/or the owner entity and shall ensure that there is no conflict of interest involved in the public housing agency’s selection.”

Source: HUD

Ethics in Procurement



- PHAs are required to include HUD 5370, as part of their construction contracts, which includes provisions intended to implement the anti-kickback requirements of the “Common Rule” – 24 CFR 85.36.
- Grantees and sub-grantees must maintain a written code of standards of conduct governing performance of their employees engaged in the award and administration of contracts.
- No employee or officer of the PHA (grantee or sub-grantee) shall participate in the selection, award or administration of a contract supported by Federal funds if a conflict of interest (real or apparent) would be involved.
- Employees and officers may not solicit or accept gratuities or favors from their contractors or potential contractors.
- PHA may set a minimum rule where financial interest is not substantial or the gift is an unsolicited item of nominal value. HPHA sets a zero acceptance policy.

Source: HUD

Section 8 Ethics



- HUD’s Section 8 Regulation **24 CFR 982.161** contains a conflict of interest provision applicable to public housing agencies who administer Section 8 Tenant-based assistance.
- The **Housing Assistance Payments (HAP) contract** between the HPHA and private owner details the **types of interests** that are prohibited under the contract.
- **Project-Based Assistance** – There are many different HAP contracts and HAP conflicts of interest provisions. When faced with a conflict of interest issue, HPHA must check the particular HAP contract and the ACC.

Source: HUD

XI. Ongoing Programs, Projects & Challenges

Redevelopment Efforts 5-Year Projection

Project	Current	Proposed	Net Gain	Construction	Beginning Occupancy
Makua Ali'i & Paoakalani	362	700 to 1,000	340 to 640	End of 2019	End of 2022
Mayor Wright Homes	364	1,500	1140	End of 2017	2019
Kalanihuia	151	500	350	End of 2017	2020
HPHA Offices		200 to 800	200 to 800	End of 2017	End of 2019
Kuhio Park Terrace Phase 2	170	300 to 750	130 to 580	End of 2017	End of 2019
Kamehameha & Kaahumanu	373	1,500 to 2,300	1,125 to 1925	End of 2018	End of 2021
Puuwai Momi	260	600 to 1,200	340 to 940	End of 2017	End of 2020
Hale Laulima	36	700 to 1,000	660 to 960	End of 2018	End of 2021
Waipahu I & II, Hoolu'u & Kamalu	260	700 to 1,000	440 to 740	End of 2017	End of 2020
State Parcel (UH West Oahu)		1,500 to 2,000	1,500 to 2,000	Pending	Pending
	1,976	Up to 11,800	Up to 10,075		

Redevelopment Efforts

Mayor Wright Homes

HPHA has teamed up with **Hunt Development Group, McCormack Barron Salazar** and the **Vitus Group** for the redevelopment of MWH. The vision for the redevelopment includes: one-for-one replacement of public housing units, mixed-income and mixed-uses.



MWH is located within the Transit-Oriented Development (TOD) zone of the Honolulu Rail System, in close proximity to the **Iwilei Station**.

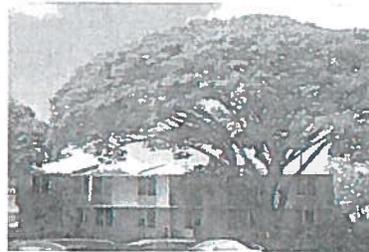


Image used for illustrative purposes only.

Redevelopment Efforts

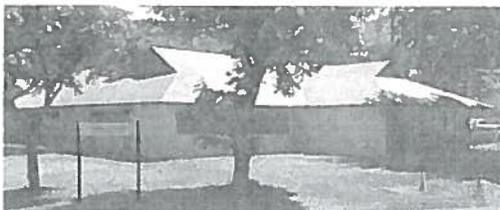
Kuhio Park Terrace Phase 2

With the completion of KPT Phase 1, HPHA is currently negotiating Phase 2 – the redevelopment of the KPT low-rises – with **Michaels Development Group**.



The project will increase the number of affordable housing units, include mixed-incomes and mixed uses and maximize the greatest use of the parcel.

Redevelopment Efforts HPHA Administrative Offices



HPHA has recently teamed up with **Retirement Housing Foundation** and its partners to redevelop the HPHA administrative offices located at 1002 N. School Street.

The project will include new HPHA offices, affordable housing units and commercial uses that best serve the surrounding community.



Image for illustrative purposes only.

Redevelopment Efforts Lanakila Homes (Hilo)

Due to arsenic found in the soil, the construction of Phase III B of Lanakila Homes has been placed on hold.



Fair Housing improvements, including, an accessible route through the upper section, curb ramps, crosswalks and additional parking stalls, are estimated at \$715,000.

Homelessness

Homelessness is a **top priority** of the State of Hawaii. HPHA is not a homeless agency by purpose or design (see HPHA history). However, in many ways, HPHA has directly impacted the homeless as follows:



- Permanently housed over 4,000 adults and children that were homeless, veterans, involuntarily displaced, and victims of domestic violence since 2010, which is more than any other government agency in Hawaii.
- Manages 382 VASH vouchers.
- Provides homeless preferences for Federal and State Public Housing.
- HPHA owned buildings serve as homeless shelters.

Addressing Homelessness

For Federal Public Housing, the preferences as currently written in Chapter 17-2028, HAR, adopted in May 2014, and implemented in December 2014. Originally adopted in 2006, implemented in 2007. The 50% preference limit Section 356D-42, HRS, adopted in 2013, as Act 148, was implemented immediately, starting on July 1, 2013.

For State Family Public Housing, the preferences in Chapter 15-193, HAR, have been in existence since the agency was known as the HCDCH. The veterans preferences in Section 356D-42, HRS, which was adopted in 2006, as Act 180, was implemented in March of 2010.

There are no preferences for State Elderly Public Housing.

Addressing Homelessness

Homelessness is a **top priority** of the State of Hawaii

- HPHA intends to revise preferences for State public housing and other administrative rules which could have an impact on the homeless
- Increase lease up of Section 8 Housing Choice Vouchers:
 - Create landlord incentives (e.g., guarantee payments on the 1st of the month; 3-6 months advance rent; repair for tenant caused damages)
 - Cover budget shortfall in administrative fees with COCC reserves.
- Continue to lease VASH vouchers in support of the President's agenda to house all homeless veterans
- Continue to meet with service providers regarding application and eligibility requirements



\$820M in Backlog Repairs



- HPHA faces a 10-year, **\$820 million** repair and maintenance backlog.
- HPHA's ability to make the units available relies largely on **funding and manpower**.
- In the last legislative session, lawmakers provided **\$4.1 million** to address the backlog.

Expiration of Act 159 "Special Teams"

In 2012, our occupancy rate was in the **80%** range and our vacant unit turnaround time was **267 days**. Under **Act 159 (2012)**, which provided a temporary exemption from civil service recruitment requirements, HPHA was able to swiftly hire skilled workers for repair/renovation work of vacant units. These hires, aka the "**Special Teams**", complement the existing HPHA workforce.

In 2014, based on the "**Special Teams**" repairs/renovations, our occupancy rate **improved to 98%** and our vacant unit turnaround time **decreased to 7 days**.



Unfortunately, in the 2015 legislative session, **Act 159 failed to be extended**. HPHA is currently working with the unions to develop an appropriate program to save these skilled workers, and to maintain higher occupancy rates.

HPHA Past, Present & Future

	Past	Present	Future
Unit Turnaround	360 Days	10 days	6-7 Days
Waitlist*	45,000	19,000	6,000
Section 8 Vouchers	1,800	2,200	3,000
Inventory	6,196	6,196	15,000
VASH	0	312	483
Scores PHAS	60	83	92

*At-risk homeless

Just the Beginning...

