



DEPARTMENT OF
HOUSING AND HUMAN CONCERNS
 COUNTY OF MAUI

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 Mayor
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April 7, 2017

W
 Ms. Lynn A.S. Araki-Regan
 Budget Director, County of Maui
 200 South High Street
 Wailuku, Hawaii 96793

Alan M. Arakawa 4/10/17

Honorable Alan M. Arakawa
 Mayor, County of Maui
 200 South High Street
 Wailuku, Hawaii 96793

For Transmittal to:

Honorable Riki Hokama
 Chair, Budget and Finance Committee
 Maui County Council
 200 South High Street
 Wailuku, Hawaii 96793

OFFICE OF THE
 CHIEF OF STAFF
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Dear Chair Hokama:

SUBJECT: FISCAL YEAR ("FY") 2018 BUDGET (HC-4) (BF-1)

Thank you for your correspondence of April 3, 2017 requesting responses to questions that arose during the March 31, 2017 meeting. The questions posed in your letter are listed below in bold and are followed by the Department's responses.

- Please explain why statistics noted under the Department's Administration Program Key Performance Measures for FY 2017 and FY 2018 Estimate reflect the same data. (YS)**

The statistics noted under the Administration Program's Key Performance Measures were incorrectly reported. We are in the process of submitting updated data to the Budget Office.

- Provide a breakdown of items covered under Rental costs (Index code 914002B/6235). (DG)**

A breakdown for rental costs is as follows:

Rental of office space from Maui Office LLC (One Main Plaza, Suite 546)
 Annual Rent: \$128,156.04 (includes base rent, CAM and tax)

Rental of parking stalls from Standard Parking for director and deputy (One Main Plaza)

The \$720 for parking included in the FY18 budget is incorrect. The correct amount that should be budgeted is \$480. Standard Parking charges \$35 per month per stall. The director and deputy contribute \$15 per month from their paychecks, resulting in the County paying \$20 per month for each stall.

Revised rental cost is calculated as follows: Rent: \$20 per month x 2 persons x 12 months = \$480 annual rent for parking at One Main Plaza.

3. **Provide a list of the current leases for all Department printers and copiers, including the cost and length of each lease, the location of the equipment within the County, and the cost benefits of moving to a master lease. Also include a cost evaluation of purchase vs. lease options for the County. (RH)**

The table below provides a majority of information requested. The Department respectfully requests an extension to complete a cost evaluation of purchase vs. lease options, along with the cost benefits of moving to a master lease, as we have not received information from the vendor to date.

Index Code	Location	Term	Expires	Annual Cost
914002C	One Main Plaza #546	60 months	11/08/2017	\$3,449.64
914127C	35 Lunalilo St.	60 months	04/30/2019	2,435.52
914140C	One Main Plaza #547	60 months	12/31/2017	2,191.56
914143C	One Main Plaza #547	60 months	09/30/2017	1,552.80
914143C	Lahaina ISD office - West Maui Senior Center	60 months	05/24/2017	1,019.52
914143C	Molokai -Moore Center	60 months	05/24/2017	1,019.52
914150C	Cameron Center	60 months	06/30/2017	4,519.56
914358C	Molokai Senior Services-35 N. Mohala St.	60 months	06/30/2017	1,500.00

4. **Provide a copy of the current Standard Payment Schedule relating to Housing Assistance Payments. (RH)**

The Payment Standard used to calculate a participant's portion of the rent is the unit size listed on the voucher or to the unit size that is actually selected, whichever is smaller.

UNIT SIZE

EFFECTIVE DECEMBER 1, 2016

Studio	\$1,188.00
One Bedroom	\$1,323.00
Two Bedroom	\$1,674.00
Three Bedroom	\$2,439.00

Four Bedroom	\$2,679.00
Five Bedroom	\$3,081.00
Six Bedroom	\$3,483.00
Seven Bedroom	\$3,885.00
Eight Bedroom	\$4,289.00
Nine Bedroom	\$4,689.00
Ten Bedroom	\$5,090.00

5. Explain why monies allocated in FY 2017 for the Hale Mahaolu project are not yet encumbered. (RH)

Monies allocated in FY17 for the Hale Mahaolu Homeownership/Housing grant had not yet been encumbered as the department was awaiting a budget narrative and other required documents from the grantee. Required documents have since been received and the grant is currently being routed for signatures. Funding will be encumbered as soon as the grant is executed.

6. Provide details on how the Section 8 Family Self-Sufficiency program operates. Why does the Department anticipate an increase in the amount of contract completions in FY 2018? (SC)

The Family Self-Sufficiency (FSS) Program is a program that encourages HUD-assisted families to increase their earned income, save money and reduce their dependency on welfare assistance and rental subsidies. To be eligible for the program, the family must anticipate an increase in earned income in the near future. Once enrolled in the program, the PHA and head of household execute a FSS Contract of Participation which outlines the rights and responsibilities of each party. The participant family develops long and short term goals, timelines, milestones to meeting the goals, and services and resources that may be utilized to achieve these goals which are incorporated into an Individual Training and Services Plan (ITSP). The term of the FSS contract is five years.

An interest-bearing escrow account is established by the PHA for each participant family. The increase in the family's rent as a result of increased earned income during the family's participation in the program is calculated. The family pays the landlord for this increase; and HUD credits the family's escrow account for the same amount of the increase. To successfully graduate from the program the following four conditions must be met:

1. A participant family must complete all goals listed on the ITSP within the 5 (five) years;
2. Head of Household must be employed at the time of contract expiration;
3. All family members must be free of welfare cash assistance for at least 12 months prior to contract expiration;

4. A family must be in good standing with the County of Maui Housing Division's Housing Choice Voucher Program.

Once the family graduates from the program, they are granted access to the monies in the escrow account. The monies in the account are tax-free and there are no guidelines pertaining to the utilization of such monies. However, it is encouraged that they utilize the money as a down payment towards a residence.

A FSS family will forfeit its escrow account if the contract of participation is terminated in accordance with HUD regulations, if the family is still receiving welfare at the expiration of the contract term, or if the contract was not completed at the end of the contract term.

For FY18 we anticipate more families graduating from the program, therefore we increasing the amount in the budget. There are 8 participants who are scheduled to graduate by end of FY2018.

7. **Regarding the Immigrant Services Program, provide the following data: The different ethnicities, and number per ethnic group, serviced; including a breakdown on the count of immigrants serviced per island (Maui, Molokai and Lanai), further broken down by district. (SC)**

The information reported below on client's country of origin encompasses the 1st three quarters of FY17 (July 1, 2016 - March 31, 2017)

Country of Origin	Number of Clients (Unduplicated)	Percentage
Mainland/Alaska	78	3.0%
Central/South America	108	4.2%
Europe	22	0.8%
Philippines	2,165	83.1%
Other Asia	80	3.1%
COFA Countries	45	1.7%
Other Pacific Islands	69	2.7%
Other/Not Reported	37	1.4%

- Other Asia: Includes Japan, Korea, China, Sri Lanka, Iraq, Iran, Israel, Turkey, Thailand, Vietnam
- COFA Countries: Includes Federated States of Micronesia, Republic of Marshall Islands, Republic of Palau
- Other Pacific Islands: Includes Tonga, Samoa, Fiji, Tahiti
- Central/South America: Mexico, Brazil, Guatemala, El Salvador, Argentina, Chile, Jamaica, Honduras
- Other: Canada, Australia, Hawaiian, and not reported.

Also provided at the committee's request is a breakdown on the count of immigrants serviced per island, by district.

District	Number of Clients (Unduplicated)	Percentage
Central Maui	1,227	47.1%
South Maui	321	12.3%
Upcountry Maui	115	4.4%
East Maui	0	0%
West Maui	576	22.1%
Molokai*	226	8.7%
Lanai*	61	2.4%
Other/Not Reported	78	3.0%

* Lanai and Molokai have had limited hours due to shortage of staff as both sites experienced staff retirements. Lanai position filled effective 4/1/17. Molokai position is currently being recruited.

- 8. Provide a list of different funding sources, the percentage breakdown per funding source, and the items in the Department covered by the fund, for each of the following grant revenue programs: Assisted Transportation Program, Congregate Meals Program, Home Delivered Meals Program, Retired Senior Volunteer Program, and Title III program. (RH)**

Please see attached.

Thank you for the opportunity to provide this information. Should you have any questions, please feel free to contact me at Ext. 7805.

Sincerely,



CAROL K. REIMANN
Director of Housing and Human Concerns

Attachment

**Assisted Transportation
Operating Costs - FY 2018 Estimates**

Operation Costs	County	Grants	Voluntary Contributions (Seniors)	Notes
A Salaries-County	277,512			
A Salaries-Grants		167,916	14,106	
Fringe (84.58%)	388,673.86			
B-Operations	24,620			
C-Equipment	2100			
Totals	\$692,905.86	\$167,916	\$14,106	

Total Operating Costs of Program: \$874,927.86

- **County Funding: 79%** (\$692,905.86/\$874,927.86)
- **Grant Funding: 19%** (\$167,916/\$874,927.86)
- **Voluntary Contribution Funding: 2%** (\$14,106/\$1,270,830.32)

Note: Grant funds include State Kupuna Care monies.

**Congregate Meals Program
Operating Costs - FY 2018 Estimates**

Operation Costs	County	Grants	Voluntary Contributions (Seniors)	Notes
A Salaries-County	183,384			
A Salaries-Grants		155,276	102,184	
Fringe (84.58%)	372,865.86			
B-Operations	548,369.50	65,000		NSIP is restricted to food costs only
C-Equipment	750			
Totals	\$1,105,369.36	\$220,276	\$102,184	

Total Operating Costs of Program: \$1,427,829.36

- **County Funding: 77%** (\$1,105,369.36/\$1,427,829.36)
- **Grant Funding: 15%** (\$220,276/\$1,427,829.36)
- **Voluntary Contribution Funding: 7%** (\$102,184/\$1,427,829.36)

Note: Grant funds include Federal Title III.

**Home Delivered Meals
Operating Costs - FY 2018 Estimates**

Operation Costs	County	Grants	Voluntary Contributions (Seniors)	Notes
A Salaries-County	127,206			
A Salaries-Grants		202,000	58,052	
Fringe (84.58%)	327,542.82			
B-Operations	500,279.50	55,000		55,000 NSIP is restricted to food costs only
C-Equipment	750			
Totals	\$955,778.32	\$257,000	\$58,052	

Total Operating Costs of Program: \$1,270,830.32

- **County Funding: 67%** (\$955,778.32/\$1,270,830.32)
- **Grant Funding: 27%** (\$257,000/\$1,270,830.32)
- **Voluntary Contribution Funding: 6%** (\$58,052/\$1,270,830.32)

Note: Grant funds include Federal Title III and State Kupuna Care monies.

**Retired and Senior Volunteer Program (RSVP)
Operating Costs - FY 2018 Estimates**

Operation Costs	County	Grants	Voluntary Contributions (Seniors)	Notes
A Salaries-County	132,264			
A Salaries-Grants		50,772		
Fringe (84.58%)	154,811.85			
B-Operations	42,142	15,078		
C-Equipment				
Totals	\$329,217.85	\$65,850		

Total Operating Costs of Program: \$395,067.85

- **County Funding: 83%** (\$329,217.85/\$395,067.85)
- **Grant Funding: 17%** (\$65,850/\$395,067.85)
- **Voluntary Contribution Funding: N/A**

Note: RSVP receives federal grant monies through the Corporation for National and Community Service (CNCS).