

**HAWAII PUBLIC HOUSING AUTHORITY  
NOTICE OF  
BOARD OF DIRECTORS MEETING  
1002 North School Street, Building A  
Honolulu, Hawaii 96817  
Thursday, August 28, 2025  
\*\*9:20 a.m.**

**AGENDA**

**THIS MEETING WILL BE HELD VIA ZOOM (INTERACTIVE AUDIO VISUAL  
CONFERENCE TECHNOLOGY) OR TELECONFERENCE CALL (AUDIO-ONLY  
COMMUNICATION) AND AT 1002 NORTH SCHOOL STREET, BUILDING A,  
HONOLULU, HI 96817**

**Viewing/Participating in the Meeting:**

**Zoom:** The public may participate in the Board meeting as it happens via Zoom (a free video conferencing service to hold virtual meetings online) by clicking on this link:

<https://zoom.us/j/81665510246?pwd=NHlyWkVKYkw1Y3puRlFOZzFmYTNXUT09>

When prompted, enter the Meeting ID: 816 6551 0246 and the Password: x71pPw

Alternatively, the public may also participate via telephone by calling: 1-669-900-6833. When prompted, callers should enter the Meeting ID: 816 6551 0246 and the Password: 771231. We request that meeting participants change the display on their device to show their first and last name to expedite rollcall. Please keep in mind that many devices will display your cellphone number if not changed.

If the Hawaii Public Housing Authority (HPHA) loses internet or Zoom connection during the meeting where audiovisual communication cannot be maintained with all participating Board members and quorum is lost, the meeting will automatically be recessed for 30 minutes to restore audiovisual communication. **Audio-Only**

**Communication:** If the attempt to restore audiovisual communication is unsuccessful, all Board members, staff, the public may continue to participate in the Board meeting via teleconference call by calling 1-862-799-9759, whereby audio-only communication will be established for all participants and the meeting will continue. When prompted, callers outside of the United States should enter the Access Code: 8232649.

**Physical Meeting Location:**

The public may also attend the meeting at 1002 North School Street, Building A, Honolulu, HI 96817, which will be connected via Zoom to the remote meeting. At this time, no Board members are scheduled to be physically present at this location.

## **Providing/Submitting Testimony – Written, Oral, Audiovisual:**

Interested persons can submit written testimony in advance of each meeting that will be distributed to the Board members prior to the meeting. Written testimony should indicate the relevant agenda item. Submit written testimony via email to [rochelle.k.kepaa@hawaii.gov](mailto:rochelle.k.kepaa@hawaii.gov) or via postal mail to the Hawaii Public Housing Authority at P.O. Box 17907, Honolulu, HI 96817. We request written testimony be submitted no later than 48 hours prior to the scheduled meeting to ensure that the testimony may be distributed to the Board prior to the meeting. Late written testimony will be distributed to the Board at the meeting and retained as part of the record and distributed to the Board members as soon as practicable, but we cannot ensure they will receive it with sufficient time for review prior to decision-making on the agenda item in question.

The Board will also consider public testimony given at the meeting on any item relevant to this agenda. 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 and shall only accept oral testimony related to items on the agenda.

Individuals may submit oral testimony during the meeting by sending an email request to [rochelle.k.kepaa@hawaii.gov](mailto:rochelle.k.kepaa@hawaii.gov) no later than Tuesday, August 26, 2025, or by using the “Raise Hand” feature in Zoom, or by simply announcing/identifying themselves when the item they want to testify about during the public testimony portion of the meeting is opened. Individuals may also provide audiovisual oral testimony by using the “Raise Hand” feature in Zoom, clicking the “Unmute” icon to talk, and clicking the “Start Video” icon to turn camera on.

**Executive Session:** If or when the Board of Directors enter executive session, all non-Board members will be moved to the virtual waiting room by the HPHA. Individuals are welcome to wait in the virtual waiting room and will be readmitted to the meeting at the end of the executive session.

### **I. CALL TO ORDER/ESTABLISHING QUORUM**

### **II. APPROVAL OF MINUTES**

Regular Meeting Minutes, June 19, 2025

### **III. DISCUSSION AND/OR DECISION MAKING**

- A. To: **(1)** Reappoint Mr. Earl Mente to the Hawaii Public Housing Authority’s (HPHA) Federal Eviction Board as a Board Member, for a Four-Year Term Beginning August 1, 2025, and Ending July 31, 2029; and **(2)** Reappoint Ms. Joyce Nakamura to the HPHA Federal Eviction Board as a Board Member, for a Four-Year Term Beginning August 1, 2025, and Ending July 31, 2029

- B. To Appoint: **(1)** Mr. David Donald; Ms. Kasandra Shriver, Ms. Suzanne Burnett, Ms. Lisa Nakamura, Ms. Charmaine Doran, Ms. Ebonee Barbadillo, Ms. Sybil Stevenson, and Ms. Sandra Young to the Hawaii Public Housing Authority's (HPHA) Federal Eviction Board as new Board Members, for a Four-Year Term Beginning September 1, 2025, and Ending August 31, 2029; and **(2)** Mr. William Wynhoff, Mr. George Stibbard, Ms. Sylvia "Elsie" Foster, and Ms. Erin Jong to the HPHA's State Eviction Board as new Board Members, for a Four-Year Term Beginning September 1, 2025, and Ending August 31, 2029

#### IV. REPORTS

A. Executive Director's Report:

Monthly reports are included in the Board packet. Meeting updates will include the following:

- Update on Redevelopment Projects, including School Street Elderly Housing Redevelopment, Ka Lei Momi, and Kuhio Park Terrace/Kuhio Homes Redevelopment
- Section 8 Subsidy Programs Lease-up Rates

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 attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities.

\*\* The start time is an approximation, and the meeting will begin immediately after the conclusion of the HHA Wilikina Apartments Project, Inc. Annual Meeting.

The Board agenda and packet materials, which include, meeting minutes listed under item II, a written description and narrative discussion of each item and supporting documents listed under item III, and the monthly Executive Director's report listed under item IV, for this meeting are available for inspection on the HPHA's website: <https://hpha.hawaii.gov/meeting-packets> and are available for in person review at the Board's office located at 1002 North School Street, Building E, Honolulu, HI 96817.

If you need an auxiliary aid/service or other accommodation due to a disability, contact Ms. Kanoë Kepaa by telephone at (808) 832-4694 or by email at [rochelle.k.kepaa@hawaii.gov](mailto:rochelle.k.kepaa@hawaii.gov) as soon as possible, preferably by close of business three days prior to the meeting date. Requests should be made as early as possible to have a greater likelihood of being fulfilled. If a response is received after Tuesday, August 26, 2025, we will try to obtain the auxiliary aid/service or accommodation, but we cannot guarantee that the request will be fulfilled. Upon request, this notice is available in alternate/accessible formats.

HAWAII PUBLIC HOUSING AUTHORITY  
MINUTES OF THE REGULAR MEETING  
HELD AT 1002 NORTH SCHOOL STREET, BUILDING A  
HONOLULU, HAWAII 96817  
ON THURSDAY, JUNE 19, 2025  
IN THE CITY AND COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority held their Regular Board Meeting at 1002 North School Street, on Thursday, June 19, 2025. The Board meeting was conducted by video conference via Zoom.

The public was able to participate in the meeting via Zoom or telephone by calling in. The meeting was also open to the public for in person participation at 1002 N. School Street, Building A, Honolulu, HI 96817. No Board members were physically present at this location. It was announced that if the HPHA lost internet or Zoom connection during the meeting, the meeting would be recessed and reconvened pursuant to instructions in the posted agenda.

Chairperson Hall stated that the Board would accept public testimony on any item relevant to the agenda during the public testimony portion of the meeting and at the time the agenda item is called for discussion.

At approximately 9:06 a.m., Chairperson Hall called the meeting to order, held a roll call, and declared a quorum present. Those present were as follows and no one else was with them at their location:

PRESENT:                      Director Robert Hall, Chairperson  
(Via Zoom)                      Director Betty Lou Larson, Vice Chairperson  
   Designee Joseph H. Campos, II  
   Director Lisa Anne Darcy  
   Director Scott Glenn  
   Director Roy Katsuda

Deputy Attorney General Linda Chow  
Deputy Attorney General Klemen Urbanc  
Deputy Attorney General Chase Suzumoto

EXCUSED:                      Director Susan Kunz, Secretary  
   Director Christyl Nagao  
   Director Todd Taniguchi

STAFF PRESENT:              Hakim Ouansafi, Executive Director  
(Via Zoom)                      Barbara Arashiro, Executive Assistant  
   Ryan Akamine, Chief Compliance Officer  
   Bennett Liu, Chief Financial Officer  
   Benjamin Park, Chief Planner

Amanda Suyat, Hearings Officer  
Dale Fujimoto, Property Mgt & Maint Services Branch Chief  
Jennifer Weber, Section 8 Subsidy Program Branch Chief  
Shirley Befitel, Human Resources & Safety Officer  
Andrew Tang, Housing Development Specialist  
Brian Davidson, Housing Development Specialist  
Nelson Lee, Systems Analyst Supervisor  
Dallis Ontiveros, Housing Information Officer  
Angela Nabua, Secretary  
Kanoë Kepaa, Secretary

**OTHERS PRESENT (via Zoom/teleconference):**

Chico Figueiredo, Office of the Governor  
Lindsay Apperson, Office of the Governor  
Michael Yoro, Intern Office of the Governor  
Ryan Kagimoto, Hawaii Housing Committee on Finance  
Mohannad Mohanna, Highridge Costa  
Scott Settle, Settle Meyer Law  
Chris Deuchar, Form Partners LLC  
Scott Jepsen, EJP Consulting Group  
Polina Bakhteiartov, EJP Consulting Group  
Daniel Simonich, The Michaels Development Co.  
James Weglarz, The Michaels Development Co.  
Andrew Pereira, Pacific Resource Partnership  
Laurie Thorson, Section 8 Participant  
Lenda Tominiko, Kuhio Park Terrace Low-Rise Resident  
June Talia, Kuhio Park Terrace Low-Rise Resident  
Alissa Ji  
Des

**Chairperson Hall moved,**

**To: Move Item D on the Agenda to the First Discussion and Decision  
Making Item**

Chairperson Hall asked the Board members if there was any discussion.

No questions or comments were made by the Board.

**The motion was unanimously approved.**

**Approval of Minutes**

**Director Campos moved,**

## **To Approve the Regular Meeting Minutes of May 29, 2025**

Chairperson Hall stated that the Board would accept public testimony on this item.

Laurie Thorson, Section 8 Participant asked if the Board members received her written testimony.

Chairperson Hall confirmed that the Board members received Ms. Thorson's written testimony.

No questions or comments were made by the Board.

**The minutes were approved as presented.**

## **Discussion and Decision Making**

**Director Katsuda moved,**

**To: (1) Approve Property Specific Utility Allowance Rates Provided by National Facility Consultants, Inc. for the Fiscal Year July 1, 2025 to June 30, 2026, for the Federal Low-Income Public Housing Program; and (2) Authorize the Executive Director to Take All Actions Necessary, Including Accepting Resident Comments, to Implement the Utility Allowance Rates Effective July 1, 2025**

Chairperson Hall stated that the Board would accept public testimony on this item.

Laurie Thorson provided her verbal testimony against the approval of the utility allowance charts being presented. Ms. Thorson claims that HPHA's figures are 40 to 50 percent below the City and County of Honolulu. She feels it is unfair considering both are implementing the same program and use the same utility companies.

Executive Director Ouansafi clarified that this For Action is for utility allowance rates for the federal low-income public housing program, not for Section 8. He stated that the county does not have a public housing program.

Executive Director Ouansafi reported that the HPHA contracted with National Facility Consultants, Inc. (NFC) for the annual updates of the property specific utility allowance rates for the fiscal year July 1, 2025 to June 30, 2026. Key details and a full breakdown of the 2025 allowances by property and unit size were included in the Board packet. Executive Director Ouansafi added that in cases where residents experience unusually high utility usage due to circumstances beyond their control, HPHA will continue to offer individual relief on a case-by-case basis.

Director Darcy asked about how many community members would be adversely affected by these changes and whether they tend to accrue a little bit of debt before they ask for help. Director Darcy inquired if there was any training available to assist people before they have difficulty paying or keeping up.

Executive Director Ouansafi reported that HPHA has not seen noticeable issues with regards to residents falling behind, but there are nonprofits that offer utility assistance should that happen.

**The motion was unanimously approved.**

**Director Darcy moved,**

**To: (1) Approve the Hawaii Public Housing Authority's (HPHA) Capital Fund Program 5-Year Action Plan for Fiscal Years 2024–2028; (2) Authorize the Executive Director to Amend the Plan and Authorize the Executive Director to Take the Required Actions to Submit the Approved Plan to the U.S. Department of Housing and Urban Development (HUD); and (3) Authorize the Executive Director to Substitute Work Items Between Any of the Years Within the Approved Capital Fund 5-Year Action Plan in the Best Interests of the HPHA**

Chairperson Hall stated that the Board would accept public testimony on this item. No public testimony was given.

Executive Director Ouansafi reported on highlights of HPHA's Capital Fund Program 5-Year Action Plan for Fiscal Years 2024–2028. The plan outlines the HPHA's strategy for addressing the capital improvement needs for its public housing portfolio over the five-year period. Funded by HUD, the CFP provides annual grants to support physical improvements, health and safety upgrades, and long-term modernization of public housing properties throughout the state. Key details were included in the Board packet.

Executive Director Ouansafi stated that should significant changes to the Plan become necessary such as the inclusion of a demolition, disposition, redevelopment, homeownership, or mixed-finance component, HPHA will return with an amended version for formal Board approval and submission to HUD. Until then, the agency will continue to work with residents and stakeholders to implement the Plan as described.

Director Larson asked if the money has already been appropriated or whether it could it be impacted by the changes on the federal level.

Executive Director Ouansafi reported that the current year has been allotted by HUD, but subsequent years will be subject to appropriation by Congress. He stated that Housing Authorities could receive a prorated share of funds that HUD receives from Congress.

Director Larson clarified that the first year is within the HUD guidelines of what HPHA will receive.

Executive Director Ouansafi confirmed.

Chairperson Hall commented that if there are any major changes, that the information be brought back to the Board so all necessary changes can be made.

Director Larson asked if any of this will impact any of the Maui projects because there is such a shortage of housing there.

Executive Director Ouansafi stated that if there is a shortage of CFP, it affects the entire agency. HPHA has certain fungibility because of the agency's MTW designation. Executive Director Ouansafi reported that he does not anticipate any issues at this time. The properties that were destroyed are receiving funding from FEMA and other sources.

**The motion was unanimously approved.**

**Director Campos moved,**

**To: (1) Concur with the Hawaii Public Housing Authority's ("HPHA") Section 18 Submission Documents Submitted to the United States Department of Housing and Urban Development ("HUD") on May 30, 2025, for Kuhio Park Terrace Low Rises and Kuhio Homes Redevelopment Phase 1 ("Kuhio Park Low Rises Phase 1") located at 1449 Linapuni Street, Honolulu, Hawaii 96819 (TMK Nos. 1-3-039-008 and 1-3-039-006); (2) Authorize the Executive Director to Take Any and All Steps Necessary to Execute, Deliver, and Accept the Delivery of Such Documents, Agreements and Instruments as Necessary to Effectuate the Purpose and Intent of the Development Instruments, on such Terms and Conditions as are Consistent set Forth Herein and Determined by the Executive Director, in Consultation with HPHA's General Counsel, to be in the Best Interests of HPHA.; and (3) Authorize the Executive Director to Make Changes, When Necessary, to the Kuhio Park Low Rises Phase 1 Documents in Consultation with HPHA's General Counsel and to Execute the Documents When Finalized in the Best Interests of the HPHA**

Chairperson Hall stated that the Board would accept public testimony on this item.

Lenda Tominiko, Kuhio Park Terrace Low-Rise Resident asked when the redevelopment would take place and if the community would have a chance to meet with the developers. She would like to know what the developers are going to do to better their community. Ms. Tominiko inquired if the sixty (60) families that have already been relocated will have the first right to return.



June Talia, Kuhio Park Terrace Low-Rise Resident requested a meeting with Executive Director Ouansafi.

Executive Director Ouansafi reported that the HPHA has prepared and submitted the final set of documents to HUD in support of the Section 18 disposition and redevelopment of Kuhio Park Terrace Low Rises and Kuhio Homes, collectively known as Kuhio Park Low Rises Phase 1. To implement this project, HPHA is working through a Condominium Property Regime (CPR) process to define and assign land use rights through long-term ground leases. The primary legal documents governing this phase of the project have been drafted in consultation with the AGs and HPHA's general counsel, Reno & Cavanaugh, and include several key components. Key details were included in the Board packet.

Director Larson noticed forty-three (43) three-bedroom and twenty-nine (29) four-bedroom units which is unusual for most tax credit projects. She stated that she did not see any five-bedroom units and did not know how many five-bedroom units were in the current project. Director Larson asked if the families that were living in a five-bedroom unit could use their voucher and find another place on their own or would they have the option to return to a four-bedroom.

Executive Director Ouansafi stated that returning could be an option if the household size will not overcrowd a unit. Executive Director Ouansafi informed the Board members that HPHA is planning on five-bedroom units at other properties. He continued to state that some agencies have noted that the cost of HPHA's projects are a little higher per unit, but our commitment to build larger units to support the families in our community is our priority, regardless of the increased cost.

Director Darcy asked if HPHA was aware of any families or individuals that would not be able to return.

Executive Director Ouansafi explained that if groundbreaking takes place at the end of the year, the project will take at least two (2) years to complete. The HPHA is expecting that the composition of some families will change. A survey of the families will probably take place six (6) months prior to completion and that will provide better data.

Director Darcy commented that she has seen projects that were downsized and could not accommodate everyone. Therefore, unless other agencies picked them up, they could potentially become homeless.

Executive Director Ouansafi made a commitment that no one will become homeless because of HPHA's actions.

Chairperson Hall asked if there is a funding issue in years going forward, does HPHA have the capacity to offset any deficit so that these families that were issued vouchers are assured that they will be taken care of through the planned development.

Executive Director Ouansafi reported that before construction began on Phase 1, all necessary funding was secured. There were sixty (60) units demolished and three hundred four (304) units are being rebuilt. Those families requiring five-bedroom units will be accommodated elsewhere. Executive Director Ouansafi continued to state that everything is dependent on funding. We relocated families based on the funding that was secured for Phase 1 and any future phases are entirely dependent on securing additional funding.

Chairperson Hall asked for confirmation that the plan to break ground will be late this year, early next year and these actions are prelude to that happening.

Executive Director confirmed

**The motion was unanimously approved.**

**Director Katsuda moved,**

**To: (1) Authorize the Executive Director to Take Any and All Steps Necessary to Execute, Deliver, and Accept the Delivery of Documents, Agreements and Instruments as Necessary to Effectuate the Purpose and Intent of the Kuhio Park Low Rise Redevelopment and any Development instruments, on such Terms and Conditions as Determined by the Executive Director, in Consultation with HPHA's General Counsel, to be in the Best Interests of HPHA; (2) Authorize the Executive Director to Make Changes, When Necessary, to the Kuhio Park Low Rises Phase 1 Documents in Consultation with HPHA's General Counsel and to Execute the Documents When Finalized in the Best Interests of the HPHA; and (3) Require the Executive Director to Provide Reports to the Board of Directors Regarding Execution of Documents Executed Under the Aforementioned Delegation**

Chairperson Hall stated that the Board would accept public testimony on this item. No public testimony was given.

Executive Director Ouansafi outlined the request for delegated authority to the Executive Director in support of the ongoing redevelopment of the Kuhio Park Low Rise redevelopment. The delegation ensures that HPHA can respond efficiently to lender and investor requirements, coordinate with HUD, and uphold its obligations without returning for Board action on every individual agreement. Key details were included in the Board packet.

Director Larson asked if there was an expected or estimated annual lease rent.

Executive Director Ouansafi estimated a couple hundred thousand dollars a year but stated that he would provide the Board with the exact number. The annual lease rent

will accrue if the developer is unable to pay. (The amount of \$293,560 per year was provided during the Executive Director's Report.)

Chairperson Hall commented that he understands the complexity of what the HPHA is trying to do, but the Board's focus is on the timing and completion.

Executive Director Ouansafi stated that the Board's mission is shared by management and by the developer, Highridge Costa.

Director Larson asked if HPHA is considering any type of project-based rent supplement. Her long-term goal is to find new strategies to serve more people at the low end and still have the operating costs be sustainable.

Executive Director Ouansafi explained that Section 18 provides tenant protection and allows for the doubling of affordable housing opportunities through a process called Faircloth to RAD conversion. The tenant protection voucher ensures that residents only pay 30% of their income towards rent, regardless of where they choose to live, including returning to the redeveloped site. If a tenant has no income, their rent will be zero. This provides a crucial safety net for residents during redevelopment.

Executive Director Ouansafi continued to explain that Section 18 also allows HPHA to convert Annual Contributions Contract (ACC) units that have been demolished into Rental Assistance Demonstration (RAD) units. The conversion doubles the number of affordable units available. This strategy is being implemented across all Ka Lei Momi projects to maximize affordable housing options.

**The motion was unanimously approved.**

**Director Darcy moved,**

**To Adopt the Hawaii Public Housing Authority's Administrative Memorandum, Communication No.1 Policy on Communication, Amended June 19, 2025**

Chairperson Hall stated that the Board would accept public testimony on this item. No public testimony was given.

Executive Director Ouansafi presented HPHA's updated policy on communication. This policy establishes clear guidance for the use of social media as a tool for official agency communication, while also addressing expectations for employees' personal use of social media when their actions may be associated with the agency. Key details were included in the Board packet and changes were underlined in the policy.

Chairperson Hall inquired if other state agencies are implementing a similar policy or whether the Department of Human Services (DHS) has a blanket policy.

Executive Director Ouansafi assumed but could not confirm whether other agencies have a similar policy.

Director Campos stated that Hakim's leadership will ensure that DHS will have a policy written.

Director Katsuda expressed support for the proposed policy.

Director Darcy was appreciative that the policy was updated. She stated that training is important, and people do not come into these environments understanding what the parameters are and what simple actions can ripple into.

**The motion was unanimously approved.**

### **Executive Director's Report**

Chairperson Hall stated that the Board would accept public testimony on this item.

Laurie Thorson notified the Board that next week she will be filing her brief in opposition of the District Court granting the motion for summary judgment.

Chairperson Hall asked the Attorney General(s) for the status on the case with Ms. Thorson.

Deputy Attorney General Chase Suzumoto reported that on June 6, 2025, the U.S. District Court issued its order granting Defendants motion for summary judgment and a separate judgment. This means that judgment was entered in favor of HPHA and its three officials on all claims asserted by Ms. Thorson in her lawsuit. Ms. Thorson filed her appeal on June 9, 2025. The Department of the Attorney General is representing the Defendants in this appeal and will keep the Board updated as the appeal proceeds.

Executive Director Ouansafi reported that in May 2025, the Hawaii Public Housing Authority (HPHA) continued progress on key initiatives across planning, operations, compliance, housing programs, and development. HPHA moved more than one family per day across its public housing properties and completed 337 annual reexaminations, 114 interim reexaminations. As of the end of May, 380 vacant units (323 federal and 57 state) were under the Construction Management Branch.

Executive Director Ouansafi stated that HPHA continues to implement phased repair contracts, made possible by the Governor's emergency proclamation. This proclamation has been instrumental in providing housing for hundreds of families who would otherwise be without shelter. The HPHA is grateful for the proclamation and will continue to use it efficiently and effectively to continue providing homes for those in need.

Executive Director Ouansafi reported that the permits for Kuhio Park Terrace have been issued and the project is in the middle of closing. The School Street Senior Development is on time and on budget. At Mayor Wright Homes and other Ka Lei Momi sites, the financial applications, architectural work, and permitting have been completed. Executive Director Ouansafi acknowledged HUD. He recently met with HUD staff in Chicago, and they have been extremely helpful in prioritizing HPHA's projects and moving things forward.

Executive Director Ouansafi reported that HPHA administered housing assistance for over 3,000 households, including 434 VASH families. There is great progress on late certifications. Inspections remain active, with 221 conducted in May. Most failed items were minor and correctable, and landlord cooperation has remained strong. He stated that HPHA had 292 filled full-time positions and 92 vacancies. Eleven employees were on full temporary disability in May.

Director Larson was glad to see that there is a Sea Level Rise Action Team. She asked if any of the HPHA's properties would be seriously affected by sea level rise or the issues that are being discussed by the action team.

Executive Director Ouansafi was unable to provide an answer at this time. He stated the reason for the study is to anticipate future changes in climate.

Director Larson asked for an update on Maui. She is aware of the demolition but wanted to know about new construction or other new projects to meet the housing need.

Executive Director Ouansafi reported that HPHA submitted documents to HUD for Piilani Homes and David Malo Circle. The funding document for FEMA has been submitted. HPHA is waiting on the insurance company. Executive Director Ouansafi informed the Board that HPHA is working with the City and County of Maui, the AG's, and the Corporation Council to possibly acquire a parcel of land for a new project.

Chairperson Hall reminded the Board that next month is the Regular Board Meeting and the Annual Board Meeting.

(End Section)

**Director Larson moved,**

**To Adjourn the Meeting**

**The motion was unanimously approved.**

The meeting adjourned at 10:15 a.m.

**MINUTES CERTIFICATION FOR JUNE 19, 2025**

Minutes Prepared by:

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Rochelle Kanoe Kepaa  
Secretary

Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on August 28, 2025 [    ] As Presented [    ] As Amended

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Director Susan Kunz  
Board Secretary

Date

Attachment

## WRITTEN TESTIMONY

by Laurie Thorson

### **06.19.25 BOARD MEETING**

To the HPHA Board of Directors

#### **1. UPDATE OF MY LAWSUIT**

06.06.25 The district court Judge granted the  
HPHA's Motion for Summary Judgment

06.09.25 I filed my **Notice to Appeal (attached)**

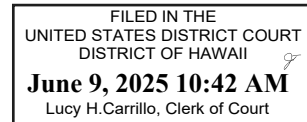
#### **2. UTILITY ALLOWANCE CHARTS**

I pray the board does not approve the Utility Allowance chart as it is being presented by Hakim Ouansafi. As I explained at the last board meeting, the HPHA figures are 40-50% below the City's figures, using the same utility companies.

It is not fair that those recipients who sign up with the HPHA will not have the same benefits as those who sign up with the PHA: City and County of Honolulu, especially considering both are implementing the same program, and use the same utility companies.

It seems reasonable to request that before the board approves the Utility Allowance chart for this next year, that the board members would vote to agree to require that Hakim Ouansafi meet with the other PHA (City and County of Honolulu) on the island to make sure their Utility Payment charts are identical. This will allow for all recipients of the Section 8 program on the island of Oahu would be treated equally and fairly, regardless of which PHA they sign up with.

Laurie Thorson  
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(808) 222-5885  
Lthorson7@gmail.com



IN THE UNITED STATES DISTRICT COURT  
FOR THE DISTRICT OF HAWAII

LAURIE THORSON	)	
<i>pro se plaintiff</i>	)	<b>CV-23-00412-MWJS-WRP</b>
v.	)	
	)	<b>NOTICE OF APPEAL</b>
HAWAII PUBLIC HOUSING AUTHORITY	)	TO U.S. COURT OF APPEALS
<i>and</i>	)	FOR THE 9 <sup>TH</sup> CIRCUIT
Hakim Ouansafi, HPHA Executive Director	)	
Ryan Akamine, HPHA Chief Compliance Officer.)	)	
Lyle Matsuura, HPHA Supervisor IV	)	
<i>defendants</i>	)	
_____	)	

**TO: U.S. District Court Judge Micah W.J. Smith,  
to the Clerk of the Court, and to all parties of record:**

NOTICE IS HEREBY GIVEN that Laurie Thorson, pro se plaintiff, hereby appeals to the U.S. Court of Appeals for the 9th Circuit:

1. from the final judgment entered by the district court (06.06.25 - docket #129) granting Defendants' Motion for Summary Judgment (02.15.25 - docket #101), thereby denying Plaintiff's Opposition to Defendants Motion for Summary Judgment (03.12.25 - docket #113).
2. from the final judgment dismissing Plaintiff's claims under the Fair Housing Act (42 U.S.C. 3601) for discrimination and retaliation.



3. from the order denying Plaintiff's [1st] Motion for Leave to File Amended Complaint (10.02.24 - docket #91), thereby denying the plaintiff's request to add the claim of Fraud (08.09.24 - docket #71, 76), and to add Bennett Liu as a defendant (08.16.24 - docket #74).
4. from the order denying Plaintiff's [2nd] Motion for Leave to File Amended Complaint (02.27.25 - docket #110 and #111), thereby denying plaintiff's request to add the claims of Fraud and Bribery, and to add Bennett Liu as a defendant (12.16.24 - docket #94).

Summary judgment is granted when a court determines that there are no genuine issues of material fact and the moving party is entitled to judgment as a matter of law, **unless** the plaintiff is able to demonstrate that triable issues exist based on admissible evidence.

Plaintiff appeals against all aspects of the district court's order, including, but not limited to:

- a. The court's refusal to acknowledge or recognize that the plaintiff provided a substantial amount of factual evidence to prove triable issues exist.
- b. The court's decision to deny plaintiff her due process rights, by denying, deviating, and delaying all of plaintiff's motions; including denying the plaintiff protection from state employees interfering with support services to accommodate plaintiff's disabilities.
- c. The court's decision to incorrectly determine the investigation into plaintiff's live in aide was conducted by HUD, when evidence proves the investigation was actually conducted by the Hawaii Public

Housing Authority (HPHA), whose investigators communicated to the plaintiff's ex-neighbor and landlord that the plaintiff and live in aide were going to prison for fraud, which caused plaintiff's son to quit as plaintiff's live in aide (*noting, the son moved his mother to Hawaii so she could live closer to him and receive necessary support services when needed*). The HPHA investigation is evidence to prove the HPHA intentionally interfered with the plaintiff's live in aide by imposing illegal policies (*e.g., 08.09.24, email from HPHA Chief Compliance Officer, Ryan Akamine – docket #113-53, page 5*), mandating plaintiff's live in aide is not permitted to be employed, is not permitted to have a separate residence, and must reside exclusively in plaintiff's home 24/7 as the live in aide's primary residence (*e.g., 06.12.23, email from HUD/FHEO Branch Chief, Stephanie Rabiner*). The threat of going to prison for fraud was for noncompliance of HPHA's illegal policies, which applied only to the plaintiff and not to all recipients of the Section 8 Housing Choice Voucher Program. By imposing these illegal and discriminatory policies and forcing compliance by the threat of going to prison for fraud, the HPHA was allowed to terminate the plaintiff's reasonable accommodation to have a live in aide and terminate plaintiff's 2-bedroom voucher, which resulted in plaintiff no longer being able to receive necessary support services to accommodate her disabilities.

- d. The court's decision to incorrectly determine the defendants are entitled to qualified immunity, which is contrary to factual evidence that proves the defendants violated and intentionally interfered with plaintiff's clearly established disability and housing rights under the Fair Housing Act.

- e. The court's decision to incorrectly determine the plaintiff's disability related reasonable accommodations were not denied or not necessary, which is contrary to factual evidence (*e.g.*, 7 letters from different physicians, docket #113-51; HPHA approved live in aide in 2017 based on 2 doctor letters, docket #113-7) that confirms plaintiff is disabled and requires support services from a live in aide. The plaintiff provided a substantial amount of evidence to prove the HPHA intentionally terminated plaintiff's live in aide **after** plaintiff disputed HPHA's illegal policies (*to use low comparables against the contract rent in all rent reasonableness determinations*) which illegal policies are not in compliance with HUD Regulations, and are a part of the fraud scheme to divert federal funds from the Section 8 Housing Choice Voucher Program. Defendant Hakim Ouansafi, HPHA Executive Director, admits to the HPHA using the illegal policies in his Declaration, which is attached to Defendants Motion for Summary Judgment (*refer to docket #102-1, page 3*).
- f. The court's decision to incorrectly determine the plaintiff failed to show pretext in the retaliation claim, thereby ignoring factual evidence that proves HPHA's threats, policy deviations, imposing obstacles to interfere with housing, noncompliance with federal rules and HUD regulations, and intentional interference with previously approved disability accommodations, including terminating support services from the live in aide by fabricating illegal policies that only apply to the plaintiff and not to all recipients of the Section 8 Housing Choice Voucher Program.

The appeal is based on the grounds that the district court: (1) erred in granting summary judgment, (2) erred in denying plaintiff's motions to amend the complaint, (3) misapplication of federal laws and HUD regulations regarding accommodations for disabled recipients of the Section 8 Housing Choice Voucher Program, (4) intentional interference and retaliation did not warrant immunity, and (5) failure to consider evidence of fraud (*which includes admission of illegal policies, which substantiates motive to commit fraud (docket #102-1)*).

The plaintiff respectfully requests that the Court of Appeals for the 9th Circuit reverses the district court's judgment and remands the case back to the district court for trial.

Respectfully submitted,

June 9, 2025

/s/ Laurie Thorson  
pro se plaintiff

## FOR ACTION

**MOTION:** To: **(1)** Reappoint Mr. Earl Mente to the Hawaii Public Housing Authority's (HPHA) Federal Eviction Board as a Board Member, for a Four-Year Term Beginning August 1, 2025, and Ending July 31, 2029; and **(2)** Reappoint Ms. Joyce Nakamura to the HPHA Federal Eviction Board as a Board Member, for a Four-Year Term Beginning August 1, 2025, and Ending July 31, 2029

### I. FACTS

- A. The HPHA Federal Eviction Board and State Eviction Board 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 Section 356D-93, Hawaii Revised Statutes, the HPHA is authorized to appoint a federal eviction board which shall consist of not less than one person, and no more than three persons, of which one shall be a tenant of public housing.
- C. Attached is a list of current HPHA Federal and State Eviction Board members.

### II. DISCUSSION

- A. The HPHA Federal Eviction Board and State Eviction Board are made up of volunteers from the community, in both the public and private sector, with work experiences in law, real estate, accounting, and education. Eviction hearings are conducted on a weekly basis and require board members to commit up to four hours per hearing scheduled date.
- B. Prior to hearing an eviction case, 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, the HPHA, and its managing agents.
- C. Due to natural attrition, the HPHA continuously solicits new board members through various marketing and networking efforts, referrals

from board members, or HPHA staff, to maintain board quorum.

- D. Having more than the minimum numbers of members and resident members appointed to the HPHA Federal Eviction Board and State Eviction Board 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. Earl Mente (Mr. Mente) has served as chairperson of the HPHA Federal Eviction Board for more than two decades and is the owner and principal broker for Earl Mente Properties and has extensive property management and residential sales experience. Through Mr. Mente's commitment, compassion, and experience, eviction hearings are conducted with order and efficiency in accordance with governing rules and procedures. Mr. Mente has expressed his willingness to continue to serve another term as a board member.
- F. Joyce Nakamura (Ms. Nakamura) has served on the HPHA Federal Eviction Board for more than two decades and has been a real estate agent for more than five decades. Ms. Nakamura has extensive experience in property management, agent training, and residential sales. Ms. Nakamura's experience, attention to detail, and depth and effectiveness of her questioning make her a valuable contribution to the HPHA Federal Eviction Board. Ms. Nakamura has expressed her willingness to continue to serve another term as a board member.
- G. As with all HPHA Federal Eviction Board and State Eviction Board members, the HPHA will ensure that there are no conflicts of interest with cases being heard or considered by Mr. Mente and Ms. Nakamura.

(End of Section)

### III. RECOMMENDATION

That the Board of Directors: **(1)** Reappoint Mr. Earl Mente to the Hawaii Public Housing Authority's (HPHA) Federal Eviction Board as a Board Member, for a Four-Year Term Beginning August 1, 2025, and Ending July 31, 2029; and **(2)** Reappoint Ms. Joyce Nakamura to the HPHA Federal Eviction Board as a Board Member, for a Four-Year Term Beginning August 1, 2025, and Ending July 31, 2029

Attachment A: List of Eviction Board Members and Term Appointments  
Attachment B: Resume of Mr. Earl Mente  
Attachment C: Resume of Ms. Joyce Nakamura

Prepared by: Amanda P. Suyat, Hearings Officer aps

Approved by the Board of Directors  
on the date set forth above  
☐ As Presented ☐ As Amended

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Robert J. Hall  
Chairperson

Attachment A

**FEDERAL AND STATE EVICTION BOARD MEMBER ROSTER  
HAWAII PUBLIC HOUSING AUTHORITY**

<b>Board Member</b>	<b>Initial Appointment Date</b>	<b>Current Expiration Date</b>	<b>Years Served</b>
<b>Federal Eviction Board:</b>			
Chunmay Chang	11/01/13	11/30/27	11
Joanna Chu	05/01/19	05/01/27	5
Earl Mente	12/19/97	08/01/25	28
Joyce Nakamura	02/20/98	08/01/25	27
Jerry Ballard*	09/30/16	08/31/28	8
Clyde Namu'o	08/18/16	08/31/28	8
Arde Long-Yamashita	02/01/08	08/31/28	16
Arleila Andrade	09/15/10	08/31/28	14
Malia Ah Nee*	12/19/18	04/30/26	6
Patrice Matsumoto	02/01/18	01/31/26	6
<b>State Eviction Board:</b>			
Douglas Kaya	09/01/18	08/30/26	6
George W. Smith, Jr*	09/01/18	08/30/26	6

\*Resident Board Member

*(Revised 07/01/25)*



## Earl S. Mente



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### Professional Services

- **Residential Property Management-** Single family, Apartment condos, Multi-family
- **Residential Sales**

### Memberships & Designations

**REALTOR®** - Member of the National Association of Realtors, Hawaii Association of Realtors, & Honolulu Board of Realtors

**National Association of Residential Property Managers** - Member

**Honolulu Board of Realtors** – Director at Large, 2015 President of HiCentral/MLS, Mediation Committee member

**Hawaii Association of Realtors** – Finance Committee member

**Realtor's Networking on Oahu** – Organization of small to medium real estate companies

**G.R.I.** - Graduate / Realtors Institute

### Volunteer Work

**Hawaii Public Housing Authority** –Presiding Officer, Oahu Eviction Board B

### Education

**Master of Business Administration**, University of Hawaii, 1975

**Bachelor of Science**, Civil Engineering, University of Hawaii, 1973

### Profile

Licensed in real estate in 1977, worked in development, property management, as well as residential and commercial sales. In 1982 started **EARL S MENTE REALTOR**. Currently specializes in residential property management and sales.

## Attachment C

*Joyce R. Nakamura, Realtor AHWD, CRB, CRS, e-PRO, GRI, SFR*

December, 2011 to Present – Coldwell Banker Pacific Properties <i>Vice-President, Sales Associate</i>	Aiea, HI
March, 2009 to December, 2011 – Properties Unlimited * <i>Sales Associate</i>	Honolulu, HI
February, 2007 to February, 2008 – Haseko Realty ** Ewa Beach, HI <i>Broker in Charge for General Brokerage Division</i>	
July, 1999 to January, 2007 – Premier Realty 2000, Inc. <i>Broker in Charge – Selling Manager</i>	Honolulu, HI
April, 1990 to June, 1999 – Kumai Realty, Inc. <i>Broker in Charge –Selling Manager</i>	Aiea, HI
June, 1989 to March, 1990 – Universal Sites** <i>Sales Associate</i>	Aiea, HI
1987-1989 – Hawaiian Trust Co., Ltd. – Real Estate Division <i>Assistant Sales Coordinator/Real Estate Officer</i>	Honolulu, HI

*Note:*

\* closed their business \*\* didn't pursue GB due to economy \*\*\*Formed Kumai Realty

### DESIGNATIONS

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- AHWD – At Home with Diversity
- CRB – Certified Real Estate Brokerage Manager
- CRS – Certified Residential Specialists
- GRI- Graduate Realtor's Institute
- E-Pro 500 – first 500 in the nation to receive this certification
- SFR – Short Sales & Foreclosures Resource
- Realtor Emeritus 2014

### LICENSURE

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- Realtor Associate – 1967
- Real Estate Broker – 1992

### MEMBERSHIP

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- CRB National Council
- CRB Hawaii Chapter – President 2000
- CRS National Council
- CRS Local Chapter
- Hawaii Association of Realtors
  - Director at Large '03 to present
  - Finance Committee 2014, 2015
  - Audit Committee 2015

- ***Honolulu Board of Realtors***  
 CEO Search Committee - 2015  
 Director at Large '02 to present  
 President – 2011
- ***National Association of Realtors***  
 Director – 2010-2012  
 Member – Conventional Loans and Financing Committee  
 2014 - Realtor Emeritus awarded for 40 years of continuous membership

#### **COMMUNITY SERVICE**

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- Central YMCA – Board of Directors 1997 – 2011 – Chair 2011
- Housing and Community Development Corporation of Hawaii (HCDCH)  
 Evictions Board for the State of Hawaii Public Housing 1998 to present
- Hawaii HomeOwnership Center – Board of Directors 2011 to 2014
- Reading is Fundamental – 2015 to present
- Road to Recovery for American Cancer Society - 2016

#### **EDUCATION**

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- Kaimuki High
- College of Commerce
- University of Hawaii

#### **INTERESTS**

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- Travel - Especially Foreign
- Theatre
- Fine Dining
- Community Involvement
- Exercise – walking, etc.
- Ikebana– School of Ohara

## FOR ACTION

**MOTION:** To Appoint: **(1)** Mr. David Donald; Ms. Kasandra Shriver, Ms. Suzanne Burnett, Ms. Lisa Nakamura, Ms. Charmaine Doran, Ms. Ebonee Barbadillo, Ms. Sybil Stevenson, and Ms. Sandra Young to the Hawaii Public Housing Authority's (HPHA) Federal Eviction Board as new Board Members, for a Four-Year Term Beginning September 1, 2025, and Ending August 31, 2029; and **(2)** Mr. William Wynhoff, Mr. George Stibbard, Ms. Sylvia "Elsie" Foster, and Ms. Erin Jong to the HPHA's State Eviction Board as new Board Members, for a Four-Year Term Beginning September 1, 2025, and Ending August 31, 2029

### I. FACTS

- A. The HPHA Federal Eviction Board and State Eviction Board 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 Section 356D-93, Hawaii Revised Statutes (HRS), the HPHA is authorized to appoint a federal eviction board, which shall consist of not less than one person, and no more than three persons, of which one shall be a federal public housing tenant.
- C. Pursuant to the Section 356D-63, HRS, the HPHA is authorized to appoint a state eviction board, which shall consist of no fewer than two persons, and no more than three persons, of which one shall be a state public housing tenant.
- D. Attached is a list of current HPHA Federal and State Eviction Board members.

### II. DISCUSSION

- A. The HPHA Federal Eviction Board and State Eviction Board are made up of volunteers from the community, in both the public and private sector, with work experiences in law, real estate, accounting, and education. Eviction hearings are conducted on a weekly basis and require board members to commit up to four hours per hearing

scheduled date.

- B. Prior to hearing an eviction case, 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, the HPHA, and its managing agents.
- C. Due to natural attrition, the HPHA continuously solicits new board members through various marketing and networking efforts, referrals from board members, or HPHA staff, to maintain board quorum.
- D. Having more than the minimum numbers of members and resident members appointed to the HPHA Federal Eviction Board and State Eviction Board 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. David Donald (Mr. Donald) is an accomplished legal professional with over 15 years of international experience in corporate law, regulatory policy, and dispute resolution. As a former professor and executive director, he brings deep expertise in housing, financial systems, and cross-cultural legal frameworks. Mr. Donald has advised on legal reform across the U.S., Europe, and Asia, served on policy committees, and authored widely on corporate governance and public law. Fluent in multiple languages, he is committed to fair, informed decision-making. Mr. Donald has expressed his willingness to serve his first term as a board member.
- F. Kasandra Shriver (Ms. Shriver) is an experienced real estate broker and volunteer leader with a strong foundation in legal research, advocacy, and property management. With over a decade of brokerage experience, Ms. Shriver excels in marketing, negotiating, and closing real estate transactions, and managing property rentals and ensuring regulatory compliance. Holding advanced degrees in global governance and legal studies, she combines strategic insight with ethical leadership in both real estate and community engagement. Ms. Shriver has expressed her willingness to serve her first term as a board member.
- G. Suzanne Burnett (Ms. Burnett) is an experienced real estate broker with more than 20 years of experience in residential sales, property management, and contract negotiation, both in Hawaii and California. Known for her ethical leadership, mentoring of agents, and community involvement, Ms. Burnett brings strong regulatory compliance, stakeholder experience, integrity, and professionalism to the decision-making process. Ms. Burnett has expressed her willingness to serve

her first term as a board member.

- H. Lisa Nakamura (Ms. Nakamura) is an experienced real estate broker and property management expert with more than 20 years of comprehensive experience in residential sales, condominium management, and tenant relations. Ms. Nakamura brings strong expertise in lease agreements, tenant screening, and compliance, underscored by her reputation for fair and ethical decision-making. Ms. Nakamura has expressed her willingness to serve her first term as a board member.
- I. Charmaine Doran (Ms. Doran) is an accomplished public administration professional with extensive experience in government operations, legislative processes, and urban and regional planning. With a background in policy analysis, budget oversight, and project management, Ms. Doran has successfully led complex government agencies and legislative offices. Her deep expertise in legislative and regulatory frameworks uniquely positions her to contribute to a fair and effective decision-making process. Ms. Doran has expressed her willingness to serve her first term as a board member.
- J. Ebonee Barbadillo (Ms. Barbadillo) is a dedicated real estate professional with 15 years of proven expertise in residential sales, property management, and lease negotiation. Ms. Barbadillo's comprehensive experience includes legal documentation, tenant relations, conflict resolution, and team leadership, making her well-equipped to contribute to equitable and transparent decision-making. She is committed to ethical practices, community engagement, and service excellence. Ms. Barbadillo has expressed her willingness to serve her first term as a board member.
- K. Sybil Stevenson (Ms. Stevenson) is an experienced real estate broker and owner with over 25 years of residential sales and brokerage expertise. She has founded and managed multiple real estate firms, with a strong focus on Fannie Mae listings. Her prior experience in commercial real estate and social work further complements her ability to ensure an informed perspective in the decision-making process. Ms. Stevenson has expressed her willingness to serve her first term as a board member.
- L. Sandra Young (Ms. Young) is an experienced real estate professional with more than thirty (30) years in the housing industry, specializing in residential sales, property management, and mortgage lending. She has proven expertise in affordable housing finance, loan programs, and property compliance. Ms. Young is a former branch manager and loan officer with a strong background in regulatory guidelines and

tenant-landlord relations. She is committed to community service, housing stability, and fair, equitable decision-making in the eviction process. Ms. Young has expressed her willingness to serve her first term as a board member.

- M. William Wynhoff (Mr. Wynhoff) is a seasoned legal professional with more than four decades of experience in public and private law practice. With a strong foundation in both economics and law, Mr. Wynhoff offers a balanced, legally sound, and community-sensitive perspective to public housing and lease terminations. His experience in litigation, arbitration, and public service makes him uniquely qualified to contribute to a fair, consistent, and legally compliant decision-making process. Mr. Wynhoff has expressed his willingness to serve his first term as a board member.
- N. George Stibbard (Mr. Stibbard) is a seasoned financial and real estate professional with more than four decades of experience in auditing, financial oversight, and public service. Mr. Stibbard's distinguished public sector career includes almost 30 years with the Hawaii National Guard, where he led federal audits and compliance initiatives to ensure transparency and fiscal responsibility. Mr. Stibbard has expressed his willingness to serve his first term as a board member.
- O. Sylvia "Elsie" Foster (Ms. Foster) is a veteran real estate broker with more than 35 years of experience in the residential housing market, specializing in foreclosure resolution, short sales, and property management. Ms. Foster has built a career rooted in ethical leadership, client advocacy, and deep community engagement. Her extensive background managing distressed properties equips her with a comprehensive understanding of the systemic and personal factors that lead to eviction. Ms. Foster has expressed her willingness to serve her first term as a board member.
- P. Erin Jong (Ms. Jong) is an accomplished finance and real estate professional with over a decade of experience in commercial underwriting, residential property management, and sales operations. She brings deep expertise in evaluating complex financial statements, real estate collateral, and market conditions to assess loan risk, structure credit solutions, and ensure compliance with regulatory standards. Ms. Jong's dual role as a banking professional and active property manager gives her an on-the-ground perspective that will be valuable to the decision-making process. Ms. Jong has expressed her willingness to serve her first term as a board member.
- Q. As with all HPHA Federal Eviction Board and State Eviction Board members, the HPHA will ensure that there are no conflicts of interest

with cases being heard or considered by Mr. Donald, Ms. Shriver, Ms. Burnett, Ms. Nakamura, Ms. Doran, Ms. Barbadillo, Ms. Stevenson, Ms. Young, Mr. Wynhoff, Mr. Stibbard, Ms. Foster, and Ms. Jong.

### III. RECOMMENDATION

That the Board of Directors Appoint: **(1)** Mr. David Donald; Ms. Kasandra Shriver, Ms. Suzanne Burnett, Ms. Lisa Nakamura, Ms. Charmaine Doran, Ms. Ebonee Barbadillo, Ms. Sybil Stevenson, and Ms. Sandra Young to the Hawaii Public Housing Authority's (HPHA) Federal Eviction Board as new Board Members, for a Four-Year Term Beginning September 1, 2025, and Ending August 31, 2029; and **(2)** Mr. William Wynhoff, Mr. George Stibbard, Ms. Sylvia "Elsie" Foster, and Ms. Erin Jong to the HPHA's State Eviction Board as new Board Members, for a Four-Year Term Beginning September 1, 2025, and Ending August 31, 2029

Attachment A:	List of Eviction Board Members and Term Appointments
Attachment B:	Resume of Mr. David Donald
Attachment C:	Resume of Ms. Kasandra Shriver
Attachment D:	Resume of Ms. Suzanne Burnett
Attachment E:	Resume of Ms. Lisa Nakamura
Attachment F:	Resume of Ms. Charmaine Doran
Attachment G:	Resume of Ms. Ebonee Barbadillo
Attachment H:	Resume of Ms. Sybil Stevenson
Attachment I:	Resume of Ms. Sandra Young
Attachment J:	Resume of Mr. William Wynhoff
Attachment K:	Resume of Mr. George Stibbard
Attachment L:	Resume of Ms. Sylvia Foster
Attachment M:	Resume of Ms. Erin Jong

Prepared by: Amanda P. Suyat, Hearings Officer APS

Approved by the Board of Directors  
on the date set forth above  
[ ] As Presented [ ] As Amended

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Robert J. Hall  
Chairperson



Attachment A

**FEDERAL AND STATE EVICTION BOARD MEMBER ROSTER  
HAWAII PUBLIC HOUSING AUTHORITY**

<b>Board Member</b>	<b>Initial Appointment Date</b>	<b>Current Expiration Date</b>	<b>Years Served</b>
<b>Federal Eviction Board:</b>			
Chunmay Chang	11/01/13	11/30/27	11
Joanna Chu	05/01/19	05/01/27	5
Earl Mente	12/19/97	08/01/25	28
Joyce Nakamura	02/20/98	08/01/25	27
Jerry Ballard*	09/30/16	08/31/28	8
Clyde Namu'o	08/18/16	08/31/28	8
Arde Long-Yamashita	02/01/08	08/31/28	16
Arleila Andrade	09/15/10	08/31/28	14
Malia Ah Nee*	12/19/18	04/30/26	6
Patrice Matsumoto	02/01/18	01/31/26	6
<b>State Eviction Board:</b>			
Douglas Kaya	09/01/18	08/30/26	6
George W. Smith, Jr*	09/01/18	08/30/26	6

\*Resident Board Member

*(Revised 07/01/25)*

Attachment B  
**David C. Donald, Esq**

COUNSEL

**Business Law - Executive Leadership - Policy Analysis - Automated System Development – Troubleshooting**

Lawyer and academic with over fifteen years of success. Licensed lawyer in Hawaii and New York. Advances law, research, and economic development opportunities by creating sustainable solutions, establishing arrangements to propel higher agendas, and overseeing project exposure efforts. Achieves excellence by grasping first principles, leveraging broad knowledge, and establishing results-focused objectives and timetables. Consistently delivers successful outcomes in uncertain, novel and challenging environments.

Serves as a trusted advisor and mentor to executive collaborators, international partners, students, and innovators. Inspires the identification of hidden opportunities and the development of innovative law and financial technology solutions by collaborating with key stakeholders. Leads individuals, groups, and systems to achieve difficult goals and objectives. Additional competencies include:

- |                                       |   |
|---------------------------------------|---|
| - Legal transaction design            | - Innovation & technology               |
| - Legal document drafting             | - Public speaking & teaching            |
| - Strategic planning & alliances      | - Cultural expertise in Asia and Europe |
| - Project management & implementation | - Published numerous books and articles |

CAREER SYNOPSIS

**Hawai'i Judiciary Center for Alternative Dispute Resolution**, Honolulu, Hawai'i 2023

Managed the Hawai'i Judiciary Center for ADR, negotiating contracts with external providers of mediation services, organizing seminars on ADR and seeking avenues to apply alternative dispute resolution to social and economic problems in Hawai'i.

**The Chinese University of Hong Kong (CUHK)**, Hong Kong, China 2008-2021

Ranked as one of the top fifty law schools globally and the top research faculty in Hong Kong.

**PROFESSOR OF LAW**

Reporting to the Deans of the Law Faculty and Business School, served as a professor of corporate law, securities law, business law, theory of common law, and legal technologies to over 4,000 students during tenure. Role included responsibilities for course design, research, creation of course materials, delivery of lectures as well as leadership of teaching and research assistants and co-teachers.

- Awarded over \$1 million to conduct research on the economic development of Hong Kong, and resulting studies were published by leading international presses and delivered to Hong Kong's regulators and policymakers.
- Created a fintech and legaltech courses, delivering lectures to over 100 students in the first annual period.
- Established important ties between CUHK and the global community by annually hosting over 40 conferences and seminars through CFRED, with speakers including professionals from leading universities, law firms, local regulators, as well as judges.
- Provided career advancement opportunities for roughly 150 law students to date by creating a New Ventures Legal Team in which students worked in teams to provide startup companies with legal information on various matters of venture capital law.
- Strengthened output and reputation of CUHK Law Faculty by founding the Centre for Financial Regulation and Economic Development (CFRED) to stimulate and publicize corporate and financial legal research.
- Awarded Teaching Excellence Award and later life-time Emeritus Professor status with continued leadership in legal technologies project and access to all research facilities.

**Centre for Financial Regulation & Economic Development (CFRED)**, Hong Kong, China 2010-2013, 2017-2021

An organization supporting and facilitating research in all areas of law affecting commerce and business dealings.

**EXECUTIVE DIRECTOR**

Conceived and developed CFRED as a vehicle for Faculty research. Planned conferences, seminars and colloquia through which CFRED connected the Law Faculty to the Hong Kong business and regulatory communities as well as to other universities in Asia, Europe, the US and mainland China. Reported to the Faculty Executive Committee and the University Research Committee with oversight of teams including a postdoctoral fellow, research assistant, and about 15 support staff members in connection with major events.

**Institute for Law and Finance (ILF), Frankfurt, Germany**

2002-2008

Graduate program offering a Master of Law and Finance at Johann Wolfgang Goethe University.

**RESEARCH ASSOCIATE**

Researched and collaborated with a team of German professors to establish the ILF. Reported to the ILF Director, co-taught comparative company law to seminars of business and law students at the ILF. Authored two books, one on comparative company law and another on securities markets infrastructure.

- Created and grew a tuition-earning LLM academic program accepting students from over 20 countries each year. It was the first public-private partnership between the Law and Business schools and the legal community in Germany.
- Achieved a top 10 rank in Europe within five years of its founding through leading scholarship and a dynamic partnership with the Frankfurt legal community.

**Attorney at Law, Hawai'i, Washington (DC), Milan and Rome (Italy), Frankfurt (Germany)**

Prior to 2003 and from 2022

Currently admitted to the practice of law in the US States of Hawaii and New York.

Represented clients on matters of business law, international trade, corporate and securities law with the firms of Shearman & Sterling (Frankfurt), Hengeler Mueller (Frankfurt), Dobson & Pinci (Rome), Graham & James (Milan, now merged into Squire Patton Boggs), and Willkie Farr & Gallagher (Washington).

**CERTIFICATIONS, EDUCATION & TECHNICAL PROFICIENCIES****Supreme Court of Hawai'i, Attorney at Law****New York Court of Appeals, Attorney at Law****Johann Wolfgang Goethe-University, Frankfurt, Hessen***Doctor of Philosophy in Law – summa cum laude**Master of Law – magna cum laude***State University of New York at Buffalo, Buffalo, NY***Doctor of Philosophy in Comparative Literature – awarded with high distinction***Georgetown University, Washington, DC***Juris Doctor – cum laude***Syracuse University, Syracuse, NY***Bachelor of Arts in American Studies – summa cum laude**Languages are English, German, Italian and (conversational) Mandarin***PUBLICATIONS, PROFESSIONAL ASSOCIATIONS, AWARDS & COMMUNITY INVOLVEMENT****Publications**, 7 books and 35 articles/book chapters all listed online at <https://sites.google.com/site/davidcdonald/>**Conference presentations**, delivered over a hundred conference presentations in Asia, Europe, and the Americas**Asian Journal of Comparative Law, Former Editorial Board Member****Cambridge Centre for Alternative Finance, Former Collaborator****Hong Kong SAR Standing Committee – Company Law Reform, Former Member****Hong Kong SAR Policy Research Committee – Financial Services Development Council, Former Member****Hong Kong Institute of Chartered Secretaries, Former Academic Advisory Panel Member****Taiwan Law Review, Member of Editorial Board****University College London Centre for Ethics and Law, Current Advisory Board Member****Hong Kong Academy for Gifted Education, Former Teacher**

**KASANDRA A. SHRIVER****EMPLOYMENT & VOLUNTEER ASSIGNMENTS****HAR GOVERNMENT AFFAIRS COMMITTEE, COMMITTEE CHAIR (VOLUNTEER)**

2018-CURRENT

As the Government Affairs committee chair for Hawaii REALTORS®, I lead the association's advocacy efforts at the local, state, and federal levels. This role involves guiding policy priorities, reviewing legislation, and mobilizing members to engage in key issues affecting real estate and private property rights. The Chair works closely with government officials, coordinates testimony, and ensures the REALTOR® voice is heard in policymaking. As a key liaison between members and the Director of Advocacy, the Chair helps shape a political environment that supports homeownership, fair housing, and a vibrant real estate market across the Hawaiian Islands.

**LICENSED REAL ESTATE BROKER**

2012 - CURRENT

*HomeQuest, Realtors LLC**Oahu, Hawaii*

Assist sellers in how to best promote their properties to attract advantageous offers. Advertise properties through a variety of marketing techniques. Evaluate the clients' desires and economic capabilities to discover the appropriate suggestions. Provide information regarding legal guidelines, rates, specifications and property availability. Mediate the dealings between sellers and buyers ensuring good conduct and the honest exchange of information towards a beneficial understanding. Appraise the value of properties by thoroughly researching the market or past purchases. Present properties to potential buyers and address questions or concerns. Draft and complete important legal documents (contracts, agreements etc). Generate and manage lists of properties for sale. Collaborate and network with contractors, home inspectors, attorneys and other external stakeholders.

Maintains property rentals by advertising and filling vacancies; negotiating and enforcing leases; maintaining and securing premises. Establishes rental rate by surveying local rental rates; calculating overhead costs, depreciation, taxes, and profit goals. Advertising vacancies; showing units. Contracts with tenants by negotiating leases; collecting security deposit. Accomplishes financial objectives by collecting rents; paying bills; forecasting requirements; preparing an annual budget; scheduling expenditures; analyzing variances; initiating corrective action.

**PARALEGAL**

1994 - 2009

*Cutter Management Co.**Santa Barbara, California and Honolulu, Hawaii**J.N. Wiedman, General Counsel / Vice-President*

Conduct legal and factual research and data analysis as directed; compile data from sources such as electronic and hard copy reporters, published laws and/or regulations, treatises, digests, and/or practice manuals. Convey legal advice and follow-up information to upper management in consultation with general counsel, regarding the legal implications, risks, and liabilities of proposed and actual policies, practices, and contractual situations. Prepare a wide variety of legal documents in compliance with appellate, federal, state and local court rules for attorney review. Establish, maintain, process, and/or oversee files, correspondence, databases, records, certificates, and/or other documents.

**EDUCATION****MASTERS OF SCIENCE, WITH MERIT, GLOBAL GOVERNANCE AND ETHICS**

2010-2012

*University College London**London, United Kingdom***BACHELOR OF SCIENCE, SUMMA CUM LAUDE, LEGAL STUDIES (MINOR IN ENGLISH)**

2007

*University of Maryland, University College**Adelphi, Maryland***SKILLS**

Licensed Real Estate Broker (2018) – RB-22606  
 Licensed Real Estate Salesperson (2012) RS-74606  
 Hawaii Notary Public Commission (2000) 2000-140

**DESIGNATIONS & CERTIFICATIONS:**

GRI - Graduate Realtor Institute, MRP - Military Relocation Professional, AHWD - At Home With Diversity, e-Pro

## SUZANNE BURNETT

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### SUMMARY OF QUALIFICATIONS:

Prioritize with effectively achieving results  
 Creative problem solver  
 Innovative, tenacious, multi-tasker  
 Team player  
 People and company oriented

### PROFESSIONAL EXPERIENCES

- |   |   |                             |
|---|---|-----------------------------|
| <i>October 2002<br/>to<br/>present</i>  | <b>Independent Contractor</b><br><b>REALTOR®,</b><br>Independent Contractor as a Licensed Nevada Real Estate Broker Salesperson, BS.145290 and Property Manager, PM.165176. Hawai'i RS-55248.<br>Assist buyers and sellers in real estate transactions, marketing properties, and contract negotiations, managing contract and escrow until close. Working in New Homes Sales and Re-Sales in luxury and median price ranges. Mentored new agents by teaching ethics, contracts, marketing, and sales skills. In Nevada Managed 200+ properties with 1 other manager utilizing Appfolio Software. | <b>Las Vegas, NV</b>        |
| <i>May 2001<br/>to<br/>present</i>      | <b>Suzanne Burnett Designs</b><br><b>Feng Shui Practitioner</b><br>Promote and market Feng Shui consulting services. Meet with clients in home to consult on Feng Shui applications to create balance, harmony and prosperity in their environment.   | <b>Las Vegas, NV</b>        |
| <i>August 2000<br/>to<br/>May 2001</i>  | <b>Home Management</b><br>Managed busy household, including cleaning, accounting, meal preparation and infant childcare.  | <b>San Diego, CA</b>        |
| <i>June 1999<br/>to<br/>August 2000</i> | <b>Project Designer/Bathroom Designer</b><br><b>Expo Design Center</b><br>Interior Designer for clients remodeling their bathrooms; included measuring, drafting, spatial planning, color and product selection, selling design to client, as well as selling products and contracting services.  | <b>Huntington Beach, CA</b> |
| <i>June 1998<br/>to<br/>May 1999</i>    | <b>Sales Manager/Interior Designer</b><br><b>Otsuka's Home Center,</b> Managed furniture sales staff and customer service, merchandised display showroom, created marketing media including newspaper and radio ads, merchandise and product management including store buying and computer analysis, and interior design with private clients.   | <b>Kauai, HI</b>            |

November 1997 to June 1998	<b>Temporary Employment by Suzanne,</b> Provided temporary employment to companies around Kauai, including restaurant bookkeeping and vacation property reservations sales.	<b>Kauai, HI</b>
1997	<b>Interior Designer</b> <b>Sullivan Properties, Inc.,</b> Managed vacation rental interior improvements for 150 units as well as assisted in vacation reservation sales.	<b>Maui, HI</b>
August 1996 to February 1997	<b>Timeshare Sales</b> <b>The Bay Club Resort</b> Real Estate sales of timeshare property located on the Big Island of Hawaii.	<b>Maui, HI</b>
April 1995-1998	<b>Hawaii Licensed Realtor Associate RS-55248</b>	<b>Hawaii</b>
March 1994 to August 1996	<b>REALTOR Associate/Reservations Sales Manager</b> <b>Grantham Resorts &amp; Real Estate</b> Managed reservation for 100+ vacation rental properties utilizing First Resort Software, managed reservationists, created sales and marketing ideas, worked with property services and accounting departments in a synergistic manner. Onsite Realtor Associate.	<b>Kauai, HI</b>
October 92 to October 93	<b>Office Manager</b> <b>EIF Holdings, T.T. Tsukamoto General Contracting</b> Established and organized disaster relief office. Managed office operations, accounts receivable & payroll, insurance, and housing for relocated employees.	<b>Kauai, HI</b>
1991	<b>Department Manager</b> <b>Banana Republic</b> Women's Apparel Manager in largest "corporate" store. Coordinated 43% of \$8M volume store, developed and directed sales staff of 40+, merchandised in conjunction with distribution center and visual display, analyzed sales, fit and design.	<b>San Francisco, CA</b>
1990-1991	<b>Department Manager</b> <b>Liz Claiborne</b> Assisted in opening Liz World Store. Accountable for LizWear & LizSport Departments, coordination 44% of \$5M volume store, created merchandising and visual presentations trained sales personnel, forecast trends and fit for design department to utilize in product development.	<b>Costa Mesa, CA</b>

## EDUCATION

2025-present	Hawaii Real Estate license RS-55248	
2002-present	Nevada Real Estate License #53935, Broker-Salesperson #145290 Property manager #165176	
2001	Feng Shui Certificate	
1998	Paralegal Certificate, Hawaii	
1997	Interior Design Certificate	
1995-1998	Hawaii Real Estate License	
1989	<b>California State University</b> Bachelor of Arts Degree, Home Economics/Merchandising	<b>Long Beach, CA</b>
1984	<b>Fashion Institute of Design &amp; Merchandising</b> Associates of Arts Degree, Merchandising	<b>Los Angeles, CA</b>

## EXTRACRICULAR

2025-present	Member Hawai'i Association of Realtors & Honolulu Board of Realtors
2002-present	Member Las Vegas Association of REALTORS®, Nevada Association of Realtors & National Association of REALTORS®.
2024-present	Hawai'i Alumnae Chapter member, Delta Delta Delta
2020-2022	Alzheimer's Association volunteer member
2018-2022	BSA Troop 96 Committee Chair
2017-2019	Southern Terrace HOA ARC Committee Chair
2006-2016	Southern Nevada Alumnae Chapter President, Delta Delta Delta
July 2007	Greater Las Vegas Association of REALTORS® Community Service Award
2006	Spanish Trail GMAC Real Estate Team Leader Award for Outstanding Ethics and Professionalism
2007-2008	Batterman PTA President
2005-2008	Batterman PTA Board Member
2006-2007	Mommy & Me West, 2002-2007 Board Member
1998-1999	Kauai Hospice, Volunteer
1995-1996	Kauai Outdoor Circle
1986-1989	Delta Delta Delta

## **Lisa Nakamura**

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### **Professional Summary**

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Highly skilled, knowledgeable, thorough and detail-oriented real estate professional with extensive experience and knowledge who is focused on delivering honest, effective and professional results. Extensive background in personnel management, training and collaboration. 20 years of experience in residential real estate sales, residential and condominium property management, negotiations, project management, certified teacher and trainer with strong focus on excellent, honest customer/client service and relations.

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### **Core Qualifications**

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- Customer Service Expert
- Computer Skills proficient; Skilled in Microsoft Office including Word, Excel, Power Point, Publisher, Google Docs, Drive, Slides, Sheets, Adobe and various technical applications
- Experienced and skilled photo editing and video software, Da Vinci Resolve
- Human Resource Management and Personnel Management
- Personnel Training
- Housing Market Analysis proficient
- Budgeting Experience
- Business Marketing and Sales
- Solution Based Management
- Time/Schedule Management

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### **Experience**

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**Realtor-Associate**

**2004 to 2021**

**Realtor Broker, active**

**2021 to current**

**Horita Realty LLC (2018 to current)**

**Century 21 All Islands Fine Homes & Estates (2007 to 2018)**

#### **Real Estate: Customer Service & Sales**

- Analyze market conditions, trends and activities in order to expertly and responsibly advise clients on managing and planning for purchase, sales and rents of their homes and investments
- Utilize and employ online digital transaction management services to facilitate electronic exchanges of contracts and signing documents for client convenience and support



- Maintain excellent communication throughout service and execution of contracts in order to keep parties well informed and on task to meet the needs of contract agreements
- Cultivate strong business relationships with clientele to progress business development
- Assist Buyers in property search including writing, preparing and successfully negotiating contracts on behalf of clients
- Assist clients with escrow and transaction management, including post transaction closing if needed to ensure quality client service and care
- Evaluate mortgage options to assist clients in determining best financing options at terms customized to meet their personal needs and interests
- Cultivate relationships and collaborate effectively with banking & mortgage lenders and escrow officers in order to coordinate successful transactions for clients

#### **Real Estate Sales and Management: Marketing & Advertising**

- Proficient use and understanding of comparative market analyses to develop marketing price points and strategies to assist clientele
- Efficient utilization of various software programs to acquire and increase client database
- Effectively market and advertise to meet real estate goals of the client involving rental management and sales
- Extensive practice of sales of homes through advertising, open houses, multiple listing services and other internet platforms
- Proficient personal ability to use virtual staging programs to stage and promote real estate listings

#### **Property Management**

- **Residential Management** - over 18 years of residential home and condominium management including working with and hiring various vendors to repair and maintain homes, advised clients on rental market conditions/rent, manage lease contracts, screening and managing tenants, advise clients on maintaining proper level of insurance for their investment, prepare and distribute annual budget and P&L statements for clients (2006 to current)
- **Condominium Association Management**- took over management of the building to improve the financial health and building structure for RNR Condos II. Worked with the association to create a long term budget and improve the building structure and its components. Effectively increased the reserve funds, improved vendor contracts and set budget. Annual preparation of budget and reserve analysis, maintain grounds and contracts, coordinate annual meetings, coordinate with cpa for annual audit preparation and overall condominium management, including understanding and execution of condo requirements as required in HRS 514B (2021 to current)

#### **Training and Instruction**

- Training and assisting new agents in understanding and practicing company policies, contracts, procedures, timelines, lending, escrow, and market analysis, 2019 - current
- Trained employees & agents in residential management including understanding contracts, tenant screening, understanding landlord tenant code and Hawaii Revised Statutes HRS 521, 2019 - current
- Held and conducted home buying seminars to inform and educate clients and home buyers

- **Certified Instructor since 2024, Real Estate School Hawaii** - licensed with the State of Hawaii to teach broker classes and pre license classes. Certified to teach continuing education credits and general real estate classes to licensed real estate professionals.

**Veterinary Hospital Manager/Operations Manager  
VCA Animal Hospitals Pearl City and Kaneohe, HI**

**2001 to 2012**

**Management and Operations**

- Managed and oversaw daily operations of largest successful veterinary hospital in the state, including staff of 80+
- Training - over the course of employment I was responsible for training veterinary technicians in customer care and communication, technical skills training including animal handling, phlebotomy, catheter placement, surgical procedures, surgical prep and anesthesia monitoring, sterilization procedural training, laboratory testing procedures, pharmaceutical handling and dispensing, administration of medication to in-house patients, radiology technical training and film development, proper charting and documentation and training on other various areas required for operations.
- Supervised technical staff and responsible for hiring and training of other individual support staff members including retail, animal boarding staff, technical staff and shift supervisors
- Oversaw human resource management aspects of staff including employee compensation and benefits, performance management and reviews, safety training and implementation, scheduling, management of employee files, enforcing employee codes and conduct and termination.
- Reviewed Profit and Loss statements and utilized software spreadsheets to set and meet production goals for services and products
- Utilized software program to set and adjust prices and estimates and maintain inventory
- Worked with lead staff to develop and implement new and progressive teaching programs to train staff and to promote and build the business
- Managed client/customer issues to maintain quality care and service satisfaction
- Managed computer network troubleshooting and system maintenance, worked directly with IT support when needed

**Construction Operations Manager**

- Appointed as project manager to oversee and direct hospital expansions and renovations for 3 other corporate hospitals island wide
- Oversaw construction plans, decisions and solved issues related to renovations and construction
- Reviewed construction plans and worked directly with contractors, individual hospital staff and support teams to build and expand individual hospitals based on needs and desires
- Worked and communicated with corporate team and construction team to remain within allowed budget for renovations

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## Education

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- **Oregon State University** 2000-2001  
Corvallis, OR  
Animal Science Research
- **University of Hawaii at Manoa** 1994- 2000  
Honolulu, Hawaii  
Bachelor of Science, Degree in Animal Science
- **Moanalua High School** 1990-1994  
Class President 1992-1994  
National Honor Society  
Diploma, Summa Cum Laude

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## Credentials

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- Real Estate License: State of Hawaii, 2003
- Real Estate Broker License: State of Hawaii 2021
- Member of the National Association of Realtors (NAR)
- Member of the Honolulu Board of Realtors (HBR)

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## Volunteer Work

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- Pearl Ridge Elementary PTA Treasurer - 2023 to current
- Pearl Ridge Elementary Fundraising Coordinator - Hustle for Health fundraising program head coordinator for Pearl Ridge Elementary- coordinate school fundraising to meet the PTA goal of raising upwards of \$70k in donations for the elementary annually, which culminates in an annual Hustle for Health educational and physical school wide event for parents, staff and keiki. 100% of donations raised during this event goes back to the students of Pearl Ridge Elementary to pay for necessities such as online learning curriculum subscriptions, curriculum text and workbooks for all students, costs for transportation for student field trips, costs for maintenance of all classroom a/c units, costs for school events, costs for playground equipment, etc that positively impact all the students.
- Hawaii State PTSA board president has offered me the position of HI State PTSA Regional Director for the Central District during the next term to provide support to the various PTA's of the schools within the Central District. I am in the process of accepting and preparing for the role which would begin in the upcoming school year 2025-2026.

Charmaine T. Doran

## SUMMARY OF QUALIFICATIONS

- **Extensive Knowledge of Government Operations and Decision-Making Processes**
- **Proven Manager with Strong Team Building and Communication Skills**
- **Experienced in Land Use, Real Estate Sales, and Property Management**
- **Well-documented Successful Project Manager**
- **Post-Graduate Education - Urban and Regional Planning**
- **Master of Public Administration and Bachelor of Arts**
- **Knowledgeable in Microsoft Office Programs, Adobe Pro, In-Design and GIS**

## RELEVANT WORK EXPERIENCE

### **Real Estate Agent**

*8/2017 – Present*

*Coldwell Banker Pacific Properties*

Experienced in contract preparation, negotiations, and transaction management for buyers, sellers, and rental properties. Promotes property sales and unit availability through online and print advertising, Customer Relation Management (CRM) tools, professional networking and social media.

### **Agency Director**

*11/2010–3/2017*

*Office of Council Services, City and County of Honolulu*

Responsible for managing the day-to-day operations of a city agency charged with policy and solution-based research, fiscal analysis, legislative drafting, and code maintenance, consisting of 20 employees and a 1.8-million-dollar annual budget. Pursuant to established policies, city and state laws, departmental rules and regulations, directed all office research, advice, reports, digests, analysis, and drafting activities, for a wide range of complex policy and legal subject matters. Supervised and approved the final balancing of the city's annual 2-billion-dollar Executive Operating and Capital budgets. Provided guidance on city policy, procedures, and agency responsibilities, to over 100 branch staff and to the public. Supervised the maintenance of key office websites and implemented a series of new public projects. Served as senior staff for all City Council meetings and supervised legislative committee personnel.

### **Chief of Staff**

*7/2008–11/2010*

*Office of the Council Chair, City and County of Honolulu*

Served as the principal assistant to the head of the Legislative Branch. Supervised day-to-day personnel activities, financial transactions, and managed workflow for the branch. Provided direct guidance to the Council Chair on legislative items, departmental processes, and administrative matters for the entire branch. Coordinated

departmental actions in conformance with Legislative Branch operations and recommended improvements to administrative policies and practices. Delivered directions to city departments about Council procedures, functions, legislation, and decision-making processes. Reviewed and ensured the prompt processing of all legislative items, in accordance with the directives of the Council Chair and the Rules of the Council. Served as the primary liaison between the Council, branch divisions, and city agencies on all legislative matters. Attended all Council meetings.

**Senior Advisor-Legislative Analyst**

**2/2005 – 7/2008**

*Office of District 1 Councilmember, City and County of Honolulu*

As Senior Advisor provided the Councilmember with administrative and technical guidance relating to legislation and committee tasks. Managed day-to-day office operations, workflow, and staff activities. Directed committee staff, performed technical research, and prepared committee reports. Communicated directives and provided guidance in policy formulation. Compiled recommendations on proposed legislation, constituent issues, and funding priorities. Prepared correspondence and reviewed all outgoing communications. Tracked district projects, prepared budget amendments, drafted column articles, and press releases. Served as legislative staff for specific Council committee meetings.

**Legislative Auditor Assistant**

**5/1995-1/2005**

*Office of Legislative Auditor, County of Hawai'i*

As a Legislative Auditor, provided members of the legislative body guidance about policy and decision-making processes. Conducted audits, research, evaluation, and analysis on a wide scope of complex matters including public health and safety, taxation methods, budgeting expenditures and procedures, code revisions, planning policy, general plan revisions, block grants, non-profits awards, and various city agencies and programs. Independently prepared reports and subject specific written communications. Served as the lead auditor on projects, directed legislative formulation, supervised other Council staff, and reviewed proposed written drafts of all communications. Organized Council lobbying efforts for state legislative measures, planned statewide conferences, and staffed various county task forces. Trained new personnel and managed workflow for Council staff, audit personnel, and Committee Clerks. Served as the primary legislative staff for a variety of key Council Committees, prepared committee reports and legislative drafts. and met with issue stakeholders as needed.

**Executive Assistant**

**5/1990- 5/1995**

*County Council, County of Hawai'i*

As Executive Assistant, performed all administrative tasks and processed all legislative items. Served as the principal assistant to the head of the Legislative Branch. Supervised day-to-day personnel activities, financial transactions, and managed workflow for branch. Provided direct guidance to the Council Chair and Vice-Chair on legislative items, departmental processes, and administrative matters for the entire branch making up 60 personnel in 3 separate offices. Coordinated departmental actions in conformance with Legislative Branch operations, recommended improvements to administrative policies and practices. Delivered directions to city departments about Council procedures, functions, and legislation. Reviewed and ensured the prompt processing of all legislative items. Served as the primary liaison between the Council and city agencies. Completed legislative analysis and drafted all legislation on behalf of the Council Chair. Offered Councilmember's guidance in policy and decision-making processes. Prepared written communication and responded to constituency concerns. Supported Council and committee meetings.

## **EDUCATION**

University of Hawaii, Manoa, Post-Graduate PhD Urban and Regional Planning Policy	2007 - 2010
University of Hawaii, Manoa/Troy State University Master of Public Administration	2003
University of Hawaii, Bachelor of Arts, Political Science	1997
Real Estate License	1991
Tested Member National Parliamentarians	2016

## **MEMBERSHIPS**

Pearl City Neighborhood Board	League of Women Voters
National Association of Realtors	Pearl City Community Association
Honolulu Board of Realtors	

**EBONEE BARBADILLO****Professional Summary**

Dedicated real estate professional with fifteen years of experience in residential sales and property management. Proven success in serving diverse clients, from first-time buyers to high-net-worth individuals. Strong leadership as Principal Broker with expertise in lease negotiation, compliance, market strategy, and client relations. Committed to service excellence, ethical practice, and team development.

**Core Skills**

- |  |   |
|--|---|
| • Property Management (Tenant Cloud, Buildium) | • Microsoft Office Suite   MLS   Zillow                         |
| • Lease Negotiation & Compliance               | • Social Media Marketing   Real Estate Photography Coordination |
| • Market Analysis & Pricing Strategies         | • Team Leadership   Training & Onboarding                       |
| • Client Relations & Customer Service          | • Time Management   Conflict Resolution                         |
| • Contract Drafting & Legal Documentation      |   |

**Professional Experience*****Principal Broker & Owner***

***Inspired Life Realty, LLC – Honolulu, HI | 2010–Present***

- Manage a portfolio of 40+ residential units with a consistent 98%+ occupancy rate
- Lead and mentor a team of licensed real estate agents; oversee recruitment, training, and compliance
- Supervise all rental and sales transactions; ensure legal and regulatory adherence
- Implement strategic marketing initiatives to increase property visibility and sales
- Handle office operations, vendor relations, payroll, and financial reporting
- Resolve client and agent concerns efficiently to maintain high satisfaction
- Stay informed on market trends and adjust business operations accordingly

### ***Medical Assistant***

***Dr. Aaron S. Kaiichi, Internal Medicine – Honolulu, HI | 2005–2010***

- Assisted with exams, EKGs, injections, and in-office procedures
- Collected and processed lab specimens; performed CLIA-waived tests
- Managed medication refills, insurance verification, and appointment scheduling
- Operated front desk: greeting patients, answering phones, collecting copays
- Maintained compliance with HIPAA and infection control standards

### **Education**

Associate of Applied Science in Medical  
Assisting  
School Name: Remington College,  
Honolulu  
Graduation Year: 2003  
Dean's List (all semesters); GPA: 3.8

Bachelor of Science in Business  
University Name: Regent University,  
Virginia Beach  
Expected Graduation: 2026  
Currently pursuing coursework toward  
bachelor's degree

### **Volunteer Experience**

Volunteer, Salvation Army Thanksgiving Meal  
Neal S. Blaisdell Center – 2022

- Served meals and supported event setup/cleanup for over 1,000 guests
- Helped provide a respectful and welcoming atmosphere for the underserved

Volunteer, Adopt-A-Block Clean-Up – Honolulu Board of Realtors  
Kaimuki, HI | 2020–2022

- Participated in neighborhood beautification efforts: trash pickup, landscaping
- Supported safe, clean public spaces through regular volunteer work



## ***Sybil Stevenson***

**GREAT WAVE REALTY ASSOCIATES**, Broker Owner, Honolulu, HI RB-23092  
02/10/2020 to present. Independent residential realty company doing mainland and local referrals and real estate consulting. My license is RB-23093.

**SYBIL STEVENSON REAL ESTATE**, Broker Owner, Pasadena, CA, founded 11/17/09. Residential Sales Office with four agents until December 2018, when I relocated to Honolulu. I have been a Fannie Mae listing broker (Fannie Mae broker account TR142025X) since 1994 covering Pasadena, Monrovia, Highland Park and the greater San Gabriel area in a 20-mile radius from our office. I am licensed through 11/16/25, my CA Broker License #00880357 is currently in an in-active status.

**INDIGO ALLIANCE HAWAII**, Founder, 07/16/2018 to present. Online metaphysical bookstore providing psychic consultations. In Chinatown at 1011 Maunakea from July 2018 until April 2023, currently it is an online business with occasional in-person appearances at Expo's and pop-ups on the island.

**POLLARD PROPERTIES**, Pasadena, CA, Sales Associate, 2004 to 2009. Primarily focused on the Fannie Mae listings after the 2007 real estate crash and flooding of the REO market. I left to open my own brokerage.

**JIM DICKSON REALTORS**, Pasadena, CA, Sales Associate, 1994 to 2004. Residential realtor focusing mainly on listing Fannie Mae, Downey Savings and US Bank REO's. Prior to getting into residential real estate in Pasadena in 1994, I managed Class-A high rise office buildings in downtown Los Angeles, Beverly Hills, Long Beach and Sherman Oaks for Coldwell Banker Commercial Real Estate, Grubb and Ellis Commercial Real Estate, Tishman West and Insignia Commercial Real Estate. I hold a BA degree in Social Work from California State University Sacramento.



# SANDRA L. L. YOUNG (RA)

Realtor – RS 13374

## EDUCATION

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**GONZAGA UNIVERSITY,**  
**502 E BOONE AVENUE, SPOKANE, WASHINGTON 99258**  
B.A. ELEMENTARY EDUCATION, 5<sup>TH</sup> YEAR TEACHING CERTIFICATE  
**1968-1970**

**UNIVERSITY OF PORTLAND**  
**PORTLAND, OREGON**  
9/66- 6/68

## WORK EXPERIENCE

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**HORITA REALTY LLC, 98-150 KAONOHI STREET, B128, AIEA, HI 96701**  
Real Estate Sales

**KMJ REALTY LLC, 900 FORT STREET MALL, HONOLULU, HAWAII 96813**  
Real Estate Sales and Property Management

**HONOLULU MORTGAGE COMPANY, (Company was purchased by Bank of America Mortgage change of name to Honolulu Mortgage circa 2000)**

**LOAN OFFICER BRANCH MANAGER**  
1973-2000

Established Branch in Pearlridge, Managed team of loan officers and trained origination of mortgage loans. Experienced in training financing programs for sale on the secondary market.

**Territorial Savings Bank, 1132 Bishop Street, Ste 2200, Honolulu, Hawaii 96813**

2000- 2007 Mortgage Loan officer  
Originate mortgage loans in accordance with guidelines of FNMA, FHLMC, FHA, & VA FINANCING.

## HOBBIES

Reading, traveling, cooking and sewing.

# William J. Wynhoff

## Education and Degrees

1979	Doctor of Jurisprudence – Stanford University Law School
1975	Bachelor of Science – Economics – University of Wisconsin at Madison

**Licensing:** Member of the Hawai'i Bar Association; all Hawai'i State Courts; United States District Court for the District of Hawai'i; United States Court of Appeals for the Ninth Circuit; United States Supreme Court

## Experience

Retired – license still active	June 2021 to present
Supervising Deputy Attorney General, Department of Attorney General, State of Hawai'i, Land/Transportation Division	2014 to June 2021
Deputy Attorney General, Department of Attorney General, State of Hawai'i, Land/Transportation Division	2001 to 2013
Partner – Gerson Grekin & Wynhoff	1988 to 2001
Associate – Cades Schutte Fleming & Wright	1979 to 1987

## Activities

Member – Hawai'i State Board of Bar Examiners  
 Member –Disciplinary Board of the Hawai'i Supreme Court  
 Member – Board of Education of St. Mark Lutheran School  
 CAAP Arbitrator  
 NAGTRI lecturer – depositions, litigation, and trial practice  
 Hearing Officer – Hawai'i Lemon Law SCAP program

# GEORGE STIBBARD

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## PROFESSIONAL SUMMARY

Experienced financial professional and licensed real estate sales associate with decades of expertise spanning auditing, financial oversight, and real estate. Proven track record in public sector financial accountability, internal review, and community-focused service. Passionate about helping individuals navigate challenges related to credit and housing, stemming from years managing a federal credit union and renting real property. Understands the financial struggles individuals face qualifying for loans, fueling a lifelong interest in helping others secure housing.

## KEY SKILLS

- Financial Auditing & Internal Controls
- Credit Union Operations & Loan Processing
- Real Estate Transactions & Property Management
- Risk Mitigation & Compliance
- Financial Reporting & Review
- Team Leadership & Cross-Agency Collaboration

## PROFESSIONAL EXPERIENCE

**Real Estate Sales Associate** | Various Brokerages – Honolulu, HI 2019- Present

- Assist clients in buying, selling, and renting residential properties across Oahu.
- Provide insight into credit and loan readiness based on experience in financial services.

**Director of Internal Review** | Hawaii National Guard – Honolulu, HI 1989- 2017

- Oversaw internal audits, risk assessments, and compliance for federal financial operations.
- Directed multidisciplinary teams, ensuring accountability and efficiency across departments.

**Manager** | Kahuku Federal Credit Union – Kahuku, HI 1984- 1989

- Supervised all aspects of credit union operations, including lending, member services, and compliance.

**Accountant** | Hawaii Job Corps – Waimanalo, HI 1976- 1984

- Managed budgeting, payroll, and accounting functions for the federal workforce development program.

**Founder/Owner – Northshore Booking Service** | Self-Employed – North Shore, Oahu 1974- 1976

- Launched and ran a local business handling client appointments, accounting, and logistics.

**Staff Accountant/Auditor** | CPA Firm & C&C Audit Department – Honolulu, HI 1972- 1974

- Gained foundational experience in public and private auditing practices.

## EDUCATION AND CERTIFICATION

Bachelor of Business Studies in Accounting | Armstrong University, Berkeley, CA

## CERTIFICATIONS AND LICENSURE

- Licensed Real Estate Sales Associate - HI

## Attachment L

**Sylvia “Elsie” Foster**  
REALTOR®, CRB, CRS, GRI, SFR

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### Professional Summary

Real estate broker with over 35 years of experience in Hawai‘i’s residential market, including foreclosure, short sales, and property management. Known for professionalism, advocacy, and an unwavering commitment to client service. Founder and President of Foster Realty, Inc., a trusted brokerage serving O‘ahu’s west side with distinction.

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### Professional Experience

**Principal Broker & Owner**  
**Foster Realty, Inc. – Wai‘anae, Hawaii**

*1993 – Present*

Brokerage License No. RB-17493

- Lead a full-service brokerage specializing in residential sales, investment properties, and distressed property resolution.
- Managed hundreds of transactions involving HUD homes, bank-owned properties, and investor portfolios.
- Provide strategic guidance to homeowners in foreclosure or financial hardship, helping them preserve credit and exit with dignity.
- Recognized for ethical leadership and a strong presence on the Wai‘anae Coast and across O‘ahu.
- ALOHA ‘AINA REALTOR® Award nominee multiple times for exemplary service.

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### Education

**University of Hawai‘i**

*English*

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## Certifications & Designations

- Certified Residential Specialist (CRS)
  - Graduate, REALTOR® Institute (GRI)
  - Certified Real Estate Brokerage Manager (CRB)
  - Short Sales and Foreclosure Resource (SFR)
  - REALTORS® Commitment to Excellence Endorsement (C2EX)
- 

## Licensing

- Licensed Real Estate Salesperson – Licensed 1989
  - Licensed Real Estate Broker – Licensed 1993
  - Principal Broker – Foster Realty, Inc. 1993 – 2021
  - Broker-in-Charge – Foster Realty, Inc. - 2025
- 

## Honors & Recognition

- Top 100 Realtors – *Hawaii Business Magazine*
  - “Best in Real Estate” – *Honolulu Magazine*, 2021 & 2022
  - Multiple-time Aloha ‘Aina REALTOR® Award Nominee – Honolulu Board of REALTORS®
- 

## Professional Service

- 8 years of service on the **Grievance Committee** and **Professional Standards Committee** – Honolulu Board of REALTORS®
- 

## Community Leadership

### Founder & Executive Director

**Waianae Wags Pet Food Pantry** – Waianae, Hawaii

- Operate a 501(c)(3) nonprofit providing pet food assistance to families in need across the Leeward Coast.
- Partner with community organizations and donors to support pet welfare and reduce animal surrender.
- Advocate for compassionate, community-based solutions to pet ownership challenges.

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## **Core Skills**

- Residential Sales and Property Management
  - Short Sales & Foreclosure Resolution
  - Bank-Owned Property Management and Sales
  - Client Advocacy & Negotiation
  - Property Marketing & Home Staging
  - Transaction Management
  - Real Estate Ethics & Professional Conduct
  - Community Engagement
-

Attachment M

**Erin K. Jong**

**Work Experience**

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CENTRAL PACIFIC BANK, HONOLULU, HI

**Commercial Banking Senior Underwriter** October 2022 - Present

- Evaluates financial statements, real estate collateral, 3<sup>rd</sup> party reports and market conditions to identify key risks, loan size, and loan terms.
- Creates underwriting cash flow proformas and sensitivity analysis to determine Borrower repayment ability.
- Prepares credit approval memorandums in line with bank policies for various loans.
- Assists loan officers with portfolio management and annual loan reviews.
- Special matter expert for bank loan operating systems and implementation of new procedures.

**Commercial Real Estate Underwriter** February 2018 – September 2022

- Evaluated financial statements, appraisals, and market information to determine the level of risk for various commercial real estate loan transactions ranging from \$500K-\$150MM.
- Created underwriting cash flow proformas and sensitivity analysis to determine repayment ability
- Assisted the team leader with portfolio management and annual loan reviews
- Trained new hires and seasonal interns on underwriting, credit policies and loan operating systems.

RESIDENTIAL PROPERTY MANAGER, HONOLULU, HI

May 2015-Present

- Conducts market research to identify appropriate rental rates and potential investment properties
- Responsible for lease agreements, rent collections and providing annual financial reports to owners
- Manage ongoing renovations and property improvements

KOP DISTRIBUTORS, LLC, Pearl City, HI

**Sales Manager** June 2011-January 2017

- Served as the primary company contact for small businesses, grocery stores, golf courses, and big box corporations
- Generated company sales from new and existing clients through weekly visits, product meetings, in-store road shows, and industry trade shows
- Corresponded with overseas, out-of-state, and local vendors to create new products, graphic designs, and procure quality merchandise
- Developed and executed all company materials such as presentations, price lists, catalogs, and training procedure manuals
- Trained and managed warehouse associates and part-time sales representatives to accomplish the timely delivery of product orders
- Implemented cloud-based file system to maintain account records and improve company efficiency
- Designed and updated the company website using Wix

**Education**

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SHIDLER COLLEGE OF BUSINESS, UNIVERSITY OF HAWAII AT MANOA, Honolulu, HI

- **Bachelor of Business Administration in Finance & Marketing**



*Executive Director's Report  
Hawaii Public Housing Authority  
July 2025*

**I. Planning and Evaluation**

**A. HPHA Public Information Events**

On June 30, 2025, the Lieutenant Governor Sylvia Luke, HPHA, University of Hawaii at Manoa, and Hawaiian Telcom conducted a press conference at the Kalakaua Homes Community Room to announce the installation of upgraded wired telecommunication broadband services to all HPHA public housing buildings by Hawaiian Telcom.

**B. Hawaii Interagency Council for Transit-Oriented Development (TOD Council)**

- On Friday, June 20, 2025, the HPHA participated in the Hawaii Interagency Council for Transit-Oriented Development (TOD) Meeting and were presented with updates on three (3) TOD projects.
- Pahoa Transit Hub/Pahoa Library Project, County of Hawaii/ Hawaii State Public Library System (HSPLS). This presentation discussed the co-location of a new Pahoa Transit Hub and Pahoa Public Library in Pahoa Town. This project was funded in part with FY2022 TOD CIP Planning Funds and HSPLS funding.
- Maui Long-Range Transportation Plan Update, Maui Metropolitan Planning Organization (Maui MPO). This presentation covered updates to Maui's Long Range Transportation Plan, also known as Hele Mai Maui. More information about this plan can be found at the following link: [Long Range Transportation Plan | Maui Metropolitan Planning Organization](#)
- Multimodal Assessment, Oahu Metropolitan Planning Organization (Oahu MPO). This presentation shared information about a tool developed to measure multimodal accessibility and identified accessibility gaps in the Oahu's transportation network, subsequent gaps in the pedestrian and bicycle network, and projects to address those gaps and improve multimodal access to jobs and everyday destinations. More information can be found at the following links: Multimodal Assessment Report: [oahumpo.org/?wpfb\\_dl=3511](https://oahumpo.org/?wpfb_dl=3511)  
Accessibility Dashboard: [Oahu Accessibility Map](#)

C. Hawaiian Telcom and HPHA – State of Hawaii Connect Kakou Initiative

On Friday, July 11, 2025, the HPHA met with Hawaiian Telcom to go over a recommended schedule of site visits to HPHA Public Housing properties in order to move forward with upgrading broadband infrastructure with fiber optic technology that will provide access to quality online education, telehealth services, and job opportunities. Hawaiian Telcom anticipates that the work will be completed in the fall of 2025.

D. Honolulu City Council Budget Committee Hearing

On Tuesday, July 22, 2025, the HPHA attended the Honolulu City Council Budget Committee hearing for the passing of [Resolution 25-198 – MULTIFAMILY HOUSING REVENUE NOTES](#). This resolution authorizes the issuance and delivery of \$107,710,000 for the purpose of making loans to provide financing to the development of KPLR Phase 1.

## II. Fiscal Management

A. Variance Report for June 2025

1. Revenue for June 2025

- CFP Grant Income: \$15,060 over budget due to drawdowns from HUD's Capital Fund Program (CFP) for non-capitalized expenses, reported as operating income. Non-capitalized amounts were not initially budgeted, as these amounts are difficult to predict.
- Other Income: \$1,574,061 below budget due to the following:
  - No development fee recognized during the month, resulting in COCC income being \$1,377,610 lower than budget.
  - Front-line service fees from the Multi-Skilled Workers Pilot Program (MSWPP) and other COCC branches were \$235,591 lower than expected.
  - All other income not specified above was \$39,140 higher than budget.

2. Expenses for June 2025

- Tenant Services: \$17,702 below budget due to:
  - \$383 less in relocation costs incurred.
  - \$6,048 unspent budget for tenant participation.
  - \$11,271 lower costs across other tenant services.
- Maintenance: Over budget by \$2,736,221 due to significantly higher costs associated with vacant unit repairs.

- Protective Services: \$39,325 under budget mainly due to lower costs for outsourced security services.
- Insurance Expense: Over budget by \$46,964 due to higher-than-expected general liability premiums, including auto liability, billed by the private management company.
- Bad Debt Expense: \$251,984 under budget due to month-end reconciliations, tenant account adjustments, and updates to the allowance for doubtful accounts to address uncollected rent and fees.
- General Expenses: \$202,304 under budget, primarily due to the following:
  - Undistributed P-card Purchase Balance: \$432,507 decrease. P-card purchases are interim charges recorded until allocated to specific projects or programs.
  - HAP Back Payments: \$238,100 in adjustments for prior-period housing assistance payments that were not covered by current-year funding.
  - Port-Out Voucher Fees: \$4,472 for administrative fees related to Section 8 tenants relocating to other public housing agencies.
  - Miscellaneous General Expenses: \$12,370 under budget.

### 3. Year-to-Date Revenue

- CFP Grant Income: \$4,149,578 over budget, due to HUD CFP expenditures not being capitalized and therefore recorded as operating income.
- COCC Fee Income: \$1,170,663 above budget due to federal capital fund management fees being paid to COCC one year ahead of the budgeted schedule.
- State CIP Fund: \$198,063 above budget due to CIP expenditures recorded as income for non-capitalized expenses.
- Grant Income: \$10,441,865 over budget due to state fund allotments received for extraordinary vacant unit repairs and temporary hazard pay, which is excluded from the regular operating budget.
- Other Income: \$4,421,124 under budget due to the following:
  - Front-line service fee revenues generated by the MSWPP and COCC branches were \$3,395,730.

- No development fee recognized during the fiscal year, resulting in COCC income being \$1,336,745 lower than budget.
- All other income not specified above was \$311,352 higher than budget.

#### 4. Year-to-Date Expenses

- Administrative: \$3,306,034 below budget due to savings in payroll, front-line service fees, travel, and office supplies expenses, with slight increases in auditing, legal services, consultant/other professional services, and management agent fees.
- Management Fees: \$2,669,643 over budget due to timing difference between the budgeted and actual drawdown of CFP management fees, and advance payments made ahead of the budgeted schedule.
- Tenant Services: \$203,239 below budget due to unspent funds in relocation, tenant participation and other tenant services.
- Insurance Expense: \$414,072 over budget, primarily due to higher general liability premiums (including auto liability) billed by the private management company.
- Bad Debt Expense: \$655,269 above budget due to ongoing reconciliations, tenant account adjustments, and updates to the allowance for doubtful accounts.
- General Expenses: \$10,095,258 above budget, impacted by:
  - \$7,455,126 loss on the disposal of David Malo and Piilani housing projects (AMP 39) due to wildfire disaster.
  - Undistributed P-card purchase balance: \$208,732.
  - Port-Out Voucher Fees: \$91,584 for administrative fees related to Section 8 tenant relocation.
  - HAP Back Payments: \$2,308,092 for prior-year obligations not covered by current-year HAP funding.
  - Other General Expenses: \$31,724 over budget across various categories.

This variance analysis highlights HPHA's adherence to budgeted expectations, with adjustments due to unexpected expenses and timing differences in revenue. The report emphasizes the careful management of resources in alignment with HUD and state requirements.

**HAWAII PUBLIC HOUSING AUTHORITY**  
**Agency Total**  
**Actual vs Budget Comparison**  
**For the Month of June 2025, and the 12 Months ended June 30, 2025**  
(Amounts in Full Dollars)

Month of June 2025					Year To Date ended June 30, 2025							
Actual	Budget	Variance			Actual	Budget	Variance		Prior Year	Variance		
		Amount	%				Amount	%				
REVENUES												
2,400,215	2,274,970	125,245	6%	Dwelling Rental Income	29,267,750	27,490,454	1,777,296	6%	27,568,105	1,699,645	6%	
12,801,418	12,509,756	291,662	2%	HUD Operating Grants	153,450,610	150,117,069	3,333,541	2%	144,789,050	8,661,561	6%	
15,060	-	15,060	100%	CFP Grant Income	7,728,578	3,579,000	4,149,578	>100%	5,361,085	2,367,494	44%	
1,051,794	1,040,003	11,791	1%	COCC Fee Income	9,525,401	8,354,738	1,170,663	14%	8,198,242	1,327,159	16%	
-	-	-	0%	State CIP Fund	198,063	-	198,063	100%	256,812	(58,748)	-23%	
(0)	-	(0)	0%	Grant Income	18,754,813	8,312,948	10,441,865	>100%	20,985,192	(2,230,379)	-11%	
477,810	2,051,871	(1,574,061)	-77%	Other Income	4,625,421	9,046,544	(4,421,124)	-49%	4,684,510	(59,089)	-1%	
\$ 16,746,298	17,876,599	(1,130,302)	-6%	Total Revenues	\$ 223,550,637	206,900,753	16,649,883	8%	211,842,995	11,707,642	6%	
EXPENSES												
2,325,150	2,507,903	(182,753)	-7%	Administrative	26,917,121	30,223,155	(3,306,034)	-11%	24,521,262	2,395,859	10%	
567,720	514,820	52,900	10%	Asset Management Fees	567,720	514,820	52,900	10%	567,720	-	0%	
419,864	455,832	(35,968)	-8%	Management Fees	8,170,735	5,501,091	2,669,643	49%	6,819,308	1,351,427	20%	
64,210	69,358	(5,148)	-7%	Bookkeeping Fees	786,946	835,196	(48,250)	-6%	811,214	(24,268)	-3%	
9,802,044	9,311,115	490,929	5%	Housing Assistance Payments	114,119,140	111,728,682	2,390,459	2%	110,740,731	3,378,410	3%	
4,687	22,390	(17,702)	-79%	Tenant Services	86,444	289,683	(203,239)	-70%	439,797	(353,354)	-80%	
1,360,961	1,283,326	77,634	6%	Utilities	14,766,067	15,399,916	(633,848)	-4%	14,410,419	355,649	2%	
5,434,128	2,697,907	2,736,221	>100%	Maintenance	35,394,765	32,929,935	2,464,829	7%	33,067,809	2,326,956	7%	
337,102	376,426	(39,325)	-10%	Protective Services	4,098,357	4,527,207	(428,851)	-9%	4,068,043	30,314	1%	
145,089	98,126	46,964	48%	Insurance	1,591,578	1,177,507	414,072	35%	1,178,185	413,393	35%	
2,022,601	2,022,601	-	0%	Depreciation Expense	24,911,331	24,911,331	-	0%	23,167,554	1,743,777	8%	
(163,386)	88,598	(251,984)	<-100%	Bad Debt Expense	1,718,445	1,063,176	655,269	62%	2,545,757	(827,312)	-32%	
(189,934)	12,370	(202,304)	<-100%	General Expenses	10,243,703	148,445	10,095,258	>100%	617,552	9,626,152	>100%	
22,130,236	19,460,772	2,669,464	14%	Total Expenses	243,372,352	229,250,143	14,122,208	-6%	222,955,350	20,417,002	9%	
\$ (5,383,938)	(1,584,173)	(3,799,765)	<-100%	Net Income(Loss)	\$ (19,821,715)	(22,349,390)	2,527,675	11%	(11,112,355)	(8,709,360)	-78%	
CASH BASIS												
(5,383,938)	(1,584,173)	(3,799,765)	<-100%	Net Income(loss) per Above	(19,821,715)	(22,349,390)	2,527,675	11%	(11,112,355)	(8,709,360)	-78%	
				Add back non cash items:								
2,022,601	-	2,022,601	n/a	Depreciation Expense	24,911,331	-	24,911,331	n/a	23,167,554	1,743,777	8%	
(163,386)	88,598	(251,984)	<-100%	Bad Debt Expense	1,718,445	1,063,176	655,269	62%	2,545,757	(827,312)	-32%	
\$ (3,524,723)	(1,495,575)	(2,029,148)	<-100%	TOTAL CASH BASIS	\$ 6,808,061	(21,286,214)	28,094,275	>100%	14,600,956	(7,792,895)	-53%	

**HAWAII PUBLIC HOUSING AUTHORITY**  
**Consolidated Balance Sheet**  
**Agency Total**  
**As of June 30, 2025 and June 30, 2024**

	As of June 30, 2025	As of June 30, 2024	Increase (Decrease)
<b>ASSETS:</b>			
Cash	217,345,860	215,672,478	1,673,382
Accounts receivable (net of allowance)	2,425,678	2,330,938	94,740
Accrued Interest	300,982	223,384	77,598
Prepaid Expenses	4,633	2,620	2,013
Inventories	755,589	745,216	10,372
<b>Total Current Assets</b>	<b>220,832,741</b>	<b>218,974,636</b>	<b>1,858,105</b>
Property, Plant & Equipment:			
Land	25,518,054	25,518,054	-
Buildings	830,004,089	815,373,950	14,630,139
Furniture & Equipment	8,865,885	8,846,284	19,601
Motor vehicles	5,429,726	5,429,726	-
Construction in Progress	50,275,981	62,344,400	(12,068,419)
Less: Accumulated Depreciation	(582,521,542)	(562,599,374)	(19,922,169)
Notes, Loans & Mortgage Receivable-Non Current	9,919,446	9,661,988	257,458
Other Long Term Assets	-	-	-
Deferred Outflows of Resources	8,889,882	6,999,222	1,890,660
<b>Total Assets &amp; Deferred Outflow of Resources</b>	<b>\$ 577,214,262</b>	<b>\$ 590,548,887</b>	<b>\$ (13,334,625)</b>
<b>LIABILITIES AND NET POSITION</b>			
Accounts Payable	8,356,107	8,739,359	(383,252)
Accrued Salaries & Wages	2,274,475	987,550	1,286,925
Tenant Security Deposits	1,600,103	1,628,836	(28,733)
Other Liabilities & Deferred Income	9,450,512	5,041,833	4,408,679
<b>Total Current Liabilities</b>	<b>21,681,197</b>	<b>16,397,577</b>	<b>5,283,619</b>
Net Pension Liability	40,659,919	37,965,808	2,694,111
Net OPEB Liability	33,182,220	33,424,214	(241,994)
Other Long Term Liabilities	2,153,330	1,978,053	175,277
Deferred Inflows of Resources	6,698,590	9,984,253	(3,285,663)
<b>Net Assets</b>			
Investment in capital assets	337,572,193	354,913,041	(17,340,848)
Restricted Net Assets	247,664	1,537,373	(1,289,709)
Unrestricted Net Assets	154,840,863	145,460,922	9,379,942
Net Income Year to Date	(19,821,715)	(11,112,355)	(8,709,360)
<b>Total Net Assets</b>	<b>472,839,005</b>	<b>490,798,981</b>	<b>(17,959,976)</b>
<b>Total Liabilities, Deferred Inflow of Resources &amp; Net Position</b>	<b>\$ 577,214,262</b>	<b>590,548,887</b>	<b>(13,334,625)</b>

**HAWAII PUBLIC HOUSING AUTHORITY**  
Federal Low Rent Program

**Actual vs Budget Comparison**

**For the Month of June 2025, and the 12 Months ended June 30, 2025**

(Amounts in Full Dollars)

Month of June 2025			
Actual	Budget	Variance	
		Amount	%
1,987,486	1,910,365	77,121	4%
2,476,761	2,717,625	(240,864)	-9%
15,060	-	15,060	100%
-	-	-	0%
-	-	-	0%
2,740,090	-	2,740,090	100%
78,502	57,448	21,054	37%
<b>\$ 7,297,900</b>	<b>4,685,438</b>	<b>2,612,462</b>	<b>56%</b>

935,394	926,842	8,552	1%
567,720	514,820	52,900	10%
296,467	316,705	(20,238)	-6%
32,198	34,115	(1,918)	-6%
352	477	(125)	-26%
3,388	19,569	(16,181)	-83%
1,110,385	1,044,506	65,879	6%
4,809,815	2,174,395	2,635,420	>100%
312,088	359,487	(47,399)	-13%
109,712	78,760	30,952	39%
1,682,001	-	1,682,001	100%
(155,668)	82,587	(238,255)	<-100%
(320,874)	113	(320,987)	<-100%
<b>9,382,978</b>	<b>5,552,376</b>	<b>3,830,602</b>	<b>69%</b>
<b>\$ (2,085,078)</b>	<b>(866,938)</b>	<b>(1,218,140)</b>	<b>&lt;-100%</b>

<b>(2,085,078)</b>	<b>(866,938)</b>	<b>(1,218,140)</b>	<b>&lt;-100%</b>
1,682,001	-	1,682,001	100%
(155,668)	82,587	(238,255)	<-100%
<b>\$ (558,745)</b>	<b>(784,351)</b>	<b>225,606</b>	<b>29%</b>

**REVENUES**

Dwelling Rental Income  
HUD Operating Grants  
CFP Grant Income  
COCC Fee Income  
State CIP Fund  
Grant Income  
Other Income

**Total Revenues**

**EXPENSES**

Administrative  
Asset Management Fees  
Management Fees  
Bookkeeping Fees  
Housing Assistance Payments  
Tenant Services  
Utilities  
Maintenance  
Protective Services  
Insurance  
Depreciation Expense  
Bad Debt Expense  
General Expenses

**Total Expenses**

**Net Income(Loss)**

**CASH BASIS:**

Net Income(loss) per Above  
Add back non cash items:  
Depreciation Expense  
Bad Debt Expense

Year To Date ended June 30, 2025						
Actual	Budget	Variance		Prior Year	Variance	
		Amount	%		Amount	%
23,858,885	23,120,378	738,507	3%	23,224,211	634,674	3%
33,435,592	32,611,500	824,092	3%	28,789,627	4,645,966	16%
7,192,088	3,579,000	3,613,088	>100%	5,361,085	1,831,003	34%
-	-	-	0%	-	-	0%
189,293	-	189,293	100%	234,893	(45,600)	-19%
7,040,910	3,291,628	3,749,282	>100%	8,938,899	(1,897,989)	-21%
726,562	670,874	55,688	8%	739,001	(12,439)	-2%
<b>72,443,330</b>	<b>63,273,380</b>	<b>9,169,950</b>	<b>14%</b>	<b>67,287,715</b>	<b>5,155,615</b>	<b>8%</b>

10,242,534	11,184,997	(942,463)	-8%	9,717,314	525,220	5%
567,720	514,820	52,900	10%	567,720	-	0%
6,629,477	3,833,034	2,796,443	73%	5,107,252	1,522,225	30%
393,168	412,440	(19,272)	-5%	399,435	(6,267)	-2%
3,619	5,724	(2,105)	-37%	7,426	(3,807)	-51%
69,220	254,334	(185,114)	-73%	363,403	(294,183)	-81%
11,966,718	12,534,072	(567,354)	-5%	11,772,721	193,997	2%
28,833,177	26,555,649	2,277,528	9%	27,179,685	1,653,492	6%
3,908,914	4,323,844	(414,930)	-10%	3,876,711	32,203	1%
1,208,149	945,120	263,029	28%	945,630	262,519	28%
20,829,898	-	20,829,898	100%	19,059,124	1,770,774	9%
1,558,833	991,044	567,789	57%	2,379,625	(820,793)	-34%
7,797,293	1,356	7,795,937	>100%	3,275	7,794,018	>100%
<b>94,008,718</b>	<b>61,556,434</b>	<b>32,452,284</b>	<b>-53%</b>	<b>81,379,320</b>	<b>12,629,398</b>	<b>16%</b>

<b>(21,565,389)</b>	<b>1,716,946</b>	<b>(23,282,335)</b>	<b>&lt;-100%</b>	<b>(14,091,605)</b>	<b>(7,473,783)</b>	<b>-53%</b>
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<b>(21,565,389)</b>	<b>1,716,946</b>	<b>(23,282,335)</b>	<b>&lt;-100%</b>	<b>(14,091,605)</b>	<b>(7,473,783)</b>	<b>-53%</b>
20,829,898	-	20,829,898	100%	19,059,124	1,770,774	9%
1,558,833	991,044	567,789	57%	2,379,625	(820,793)	-34%
<b>823,342</b>	<b>2,707,990</b>	<b>(1,884,648)</b>	<b>-70%</b>	<b>7,347,144</b>	<b>(6,523,802)</b>	<b>-89%</b>

HAWAII PUBLIC HOUSING AUTHORITY  
Federal Low Rent Program

**Actual vs Budget Comparison**  
For the Month of June 2025, and the 12 Months ended June 30, 2025  
(Amounts in Full Dollars)

Month of June 2025				ACCRUAL BASIS	Year To Date ended June 30, 2025						
Actual	Budget	Variance			Actual	Budget	Variance		Prior Year	Variance	
		Amount	%				Amount	%		Amount	%
				REVENUES							
643,118	356,819	286,299	80%	Asset Management Project - 30	7,729,097	6,030,260	1,698,837	28%	5,145,976	2,583,122	50%
689,320	452,244	237,076	52%	Asset Management Project - 31	7,449,209	5,753,842	1,695,367	29%	6,382,898	1,066,311	17%
438,224	461,836	(23,612)	-5%	Asset Management Project - 32	2,814,724	5,996,916	(3,182,192)	-53%	8,985,017	(6,170,293)	-69%
565,198	343,753	221,445	64%	Asset Management Project - 33	6,134,935	4,744,392	1,390,543	29%	5,212,502	922,433	18%
1,972,434	529,743	1,442,691	>100%	Asset Management Project - 34	10,018,930	6,811,148	3,207,782	47%	7,831,249	2,187,682	28%
507,221	532,407	(25,186)	-5%	Asset Management Project - 35	8,267,965	7,385,764	882,201	12%	7,481,228	786,737	11%
669,983	277,608	392,375	>100%	Asset Management Project - 37	6,021,851	3,352,796	2,669,055	80%	3,997,171	2,024,680	51%
437,389	288,269	149,120	52%	Asset Management Project - 38	5,152,608	3,608,172	1,544,436	43%	5,879,510	(726,902)	-12%
154,812	167,886	(13,074)	-8%	Asset Management Project - 39	3,249,269	2,592,342	656,927	25%	3,120,692	128,577	4%
210,464	206,894	3,570	2%	Asset Management Project - 40	3,079,156	3,442,072	(362,916)	-11%	2,832,570	246,585	9%
168,684	197,901	(29,217)	-15%	Asset Management Project - 43	3,359,373	2,415,440	943,933	39%	2,351,109	1,008,265	43%
240,782	248,199	(7,417)	-3%	Asset Management Project - 44	3,047,099	3,015,604	31,495	1%	3,666,391	(619,292)	-17%
217,329	218,280	(951)	0%	Asset Management Project - 45	3,065,250	2,690,524	374,726	14%	2,678,644	386,606	14%
87,881	97,528	(9,647)	-10%	Asset Management Project - 46	1,143,186	1,298,540	(155,355)	-12%	1,115,853	27,332	2%
156,769	169,926	(13,157)	-8%	Asset Management Project - 49	2,379,762	2,475,232	(95,470)	-4%	1,890,885	488,877	26%
138,293	136,145	2,148	2%	Asset Management Project - 50	4,534,698	1,660,336	2,874,362	>100%	3,679,052	855,646	23%
-	-	-	0%	Asset Management Project - 52	-	-	-	0%	-	-	0%
\$ 7,297,900	4,685,438	2,612,462	56%	Total Revenues	\$ 77,447,112	63,273,380	14,173,732	22%	72,250,747	5,196,364	7%
				NET INCOME(LOSS)							
(89,874)	(179,375)	89,501	50%	Asset Management Project - 30	(467,434)	54,184	(521,618)	<-100%	(926,804)	459,370	50%
(200,010)	(54,017)	(145,993)	<-100%	Asset Management Project - 31	(1,433,522)	70,123	(1,503,645)	<-100%	(1,957,876)	524,355	27%
(61,000)	(61,863)	863	1%	Asset Management Project - 32	(3,055,622)	51,786	(3,107,408)	<-100%	154,574	(3,210,196)	<-100%
(79,243)	(76,441)	(2,802)	-4%	Asset Management Project - 33	(107,312)	52,891	(160,203)	<-100%	(434,426)	327,113	75%
(87,037)	(96,614)	9,577	10%	Asset Management Project - 34	698,728	54,656	644,072	>100%	(312,174)	1,010,902	>100%
(184,009)	(140,365)	(43,644)	-31%	Asset Management Project - 35	(1,753,976)	50,919	(1,804,895)	<-100%	(1,169,830)	(584,146)	-50%
(237,886)	14,692	(252,578)	<-100%	Asset Management Project - 37	(632,346)	93,422	(725,768)	<-100%	(2,082,384)	1,450,038	70%
(223,394)	(44,194)	(179,200)	<-100%	Asset Management Project - 38	(1,271,015)	61,001	(1,332,016)	<-100%	(335,280)	(935,734)	<-100%
(140,038)	(59,398)	(80,640)	<-100%	Asset Management Project - 39	(8,135,726)	102,487	(8,238,213)	<-100%	(396,380)	(7,739,346)	<-100%
(104,719)	(79,125)	(25,594)	-32%	Asset Management Project - 40	(334,720)	106,606	(441,326)	<-100%	(591,881)	257,162	43%
(111,138)	(14,986)	(96,152)	<-100%	Asset Management Project - 43	(386,701)	186,125	(572,826)	<-100%	(560,521)	173,821	31%
(170,200)	(2,557)	(167,643)	<-100%	Asset Management Project - 44	(711,302)	329,215	(1,040,517)	<-100%	(905)	(710,397)	<-100%
(92,459)	(10,417)	(82,042)	<-100%	Asset Management Project - 45	139,574	220,670	(81,096)	-37%	(173,846)	313,421	>100%
(98,837)	(16,880)	(81,957)	<-100%	Asset Management Project - 46	(850,012)	54,422	(904,434)	<-100%	(857,911)	7,899	1%
(85,195)	(49,175)	(36,020)	-73%	Asset Management Project - 49	(166,963)	26,598	(193,561)	<-100%	(662,416)	495,452	75%
(120,036)	3,777	(123,813)	<-100%	Asset Management Project - 50	1,906,742	201,841	1,704,901	>100%	1,179,487	727,255	62%
-	-	-	0%	Asset Management Project - 52	-	-	-	0%	-	-	0%
\$ (2,085,078)	(866,938)	(1,218,140)	<-100%	Total Net Income(Loss)	\$ (16,561,607)	1,716,946	(18,278,553)	<-100%	(9,128,573)	(7,433,034)	-81%



**HAWAII PUBLIC HOUSING AUTHORITY**  
Federal Low Rent Program

**Actual vs Budget Comparison**

For the Month of June 2025, and the 12 Months ended June 30, 2025

(Amounts in Full Dollars)

Month of June 2025				CASH BASIS	Year To Date ended June 30, 2025						
Actual	Budget	Variance			Actual	Budget	Variance		Prior Year	Variance	
		Amount	%				Amount	%		Amount	%
				REVENUES							
643,118	356,819	286,299	80%	Asset Management Project - 30	7,729,097	6,030,260	1,698,837	28%	5,145,976	2,583,122	50%
689,320	452,244	237,076	52%	Asset Management Project - 31	7,449,209	5,753,842	1,695,367	29%	6,382,898	1,066,311	17%
438,224	461,836	(23,612)	-5%	Asset Management Project - 32	2,814,724	5,996,916	(3,182,192)	-53%	8,985,017	(6,170,293)	-69%
565,198	343,753	221,445	64%	Asset Management Project - 33	6,134,935	4,744,392	1,390,543	29%	5,212,502	922,433	18%
1,972,434	529,743	1,442,691	>100%	Asset Management Project - 34	10,018,930	6,811,148	3,207,782	47%	7,831,249	2,187,682	28%
507,221	532,407	(25,186)	-5%	Asset Management Project - 35	8,267,965	7,385,764	882,201	12%	7,481,228	786,737	11%
669,983	277,608	392,375	>100%	Asset Management Project - 37	6,021,851	3,352,796	2,669,055	80%	3,997,171	2,024,680	51%
437,389	288,269	149,120	52%	Asset Management Project - 38	5,152,608	3,608,172	1,544,436	43%	5,879,510	(726,902)	-12%
154,812	167,886	(13,074)	-8%	Asset Management Project - 39	3,249,269	2,592,342	656,927	25%	3,120,692	128,577	4%
210,464	206,894	3,570	2%	Asset Management Project - 40	3,079,156	3,442,072	(362,916)	-11%	2,832,570	246,585	9%
168,684	197,901	(29,217)	-15%	Asset Management Project - 43	3,359,373	2,415,440	943,933	39%	2,351,109	1,008,265	43%
240,782	248,199	(7,417)	-3%	Asset Management Project - 44	3,047,099	3,015,604	31,495	1%	3,666,391	(619,292)	-17%
217,329	218,280	(951)	0%	Asset Management Project - 45	3,065,250	2,690,524	374,726	14%	2,678,644	386,606	14%
87,881	97,528	(9,647)	-10%	Asset Management Project - 46	1,143,186	1,298,540	(155,355)	-12%	1,115,853	27,332	2%
156,769	169,926	(13,157)	-8%	Asset Management Project - 49	2,379,762	2,475,232	(95,470)	-4%	1,890,885	488,877	26%
138,293	136,145	2,148	2%	Asset Management Project - 50	4,534,698	1,660,336	2,874,362	>100%	3,679,052	855,646	23%
-	-	-	0%	Asset Management Project - 52	-	-	-	0%	-	-	0%
\$ 7,297,900	4,685,438	2,612,462	56%	Total Revenues	\$ 77,447,112	63,273,380	14,173,732	22%	72,250,747	5,196,364	7%
				NET INCOME(LOSS)							
(12,333)	(165,866)	153,533	93%	Asset Management Project - 30	855,748	216,292	639,456	>100%	494,427	361,321	73%
(10,333)	(37,350)	27,017	72%	Asset Management Project - 31	1,401,347	270,127	1,131,220	>100%	875,238	526,109	60%
(34,833)	(59,863)	25,030	42%	Asset Management Project - 32	(2,322,799)	75,786	(2,398,585)	<-100%	892,574	(3,215,373)	<-100%
23,108	(74,441)	97,549	>100%	Asset Management Project - 33	1,249,402	76,891	1,172,511	>100%	840,207	409,194	49%
31,754	(92,448)	124,202	>100%	Asset Management Project - 34	2,234,842	104,648	2,130,194	>100%	1,181,491	1,053,351	89%
(302)	(136,165)	135,863	100%	Asset Management Project - 35	1,353,351	101,319	1,252,032	>100%	449,187	904,164	>100%
(27,004)	18,443	(45,447)	<-100%	Asset Management Project - 37	1,982,101	138,434	1,843,667	>100%	649,733	1,332,367	>100%
(101,039)	(44,194)	(56,845)	<-100%	Asset Management Project - 38	600,303	61,001	539,302	>100%	1,603,416	(1,003,113)	-63%
(52,861)	(51,064)	(1,797)	-4%	Asset Management Project - 39	(6,833,652)	202,495	(7,036,147)	<-100%	967,316	(7,800,967)	<-100%
(95,177)	(72,048)	(23,129)	-32%	Asset Management Project - 40	(55,291)	191,530	(246,821)	<-100%	(253,889)	198,597	78%
(59,792)	(6,951)	(52,841)	<-100%	Asset Management Project - 43	265,327	282,545	(17,218)	-6%	282,293	(16,966)	-6%
(81,229)	(1,058)	(80,171)	<-100%	Asset Management Project - 44	594,584	347,203	247,381	71%	1,267,259	(672,675)	-53%
(37,949)	(7,918)	(30,031)	<-100%	Asset Management Project - 45	958,761	250,658	708,103	>100%	681,642	277,119	41%
(31,919)	(15,630)	(16,289)	<-100%	Asset Management Project - 46	41,051	69,422	(28,371)	-41%	57,260	(16,209)	-28%
(44,116)	(46,675)	2,559	5%	Asset Management Project - 49	477,145	56,598	420,547	>100%	(33,943)	511,087	>100%
(24,722)	8,877	(33,599)	<-100%	Asset Management Project - 50	3,024,904	263,041	2,761,863	>100%	2,355,962	668,941	28%
-	-	-	0%	Asset Management Project - 52	-	-	-	0%	-	-	0%
\$ (558,745)	(784,351)	225,606	29%	Total Net Income(Loss)	\$ 5,827,124	2,707,990	3,119,134	>100%	12,310,176	(6,483,052)	-53%

**HAWAII PUBLIC HOUSING AUTHORITY**  
**Housing Assistance Voucher Programs**

**Actual vs Budget Comparison**

**For the Month of June 2025, and the 12 Months ended June 30, 2025**

(Amounts in Full Dollars)

Month of June 2025			
Actual	Budget	Variance	
		Amount	%
-	-	-	0%
5,544,377	5,601,114	(56,737)	-1%
(0)	-	(0)	-100%
-	-	-	0%
-	-	-	0%
-	-	-	0%
61,390	1,960	59,430	>100%
<b>\$ 5,605,767</b>	<b>5,603,074</b>	<b>2,693</b>	<b>0%</b>

234,988	205,807	29,182	14%
-	-	-	0%
89,550	102,131	(12,581)	-12%
25,436	28,140	(2,704)	-10%
5,140,927	5,083,275	57,652	1%
689	127	562	>100%
2,785	3,887	(1,103)	-28%
2,078	981	1,097	>100%
1,032	827	205	25%
967	1,437	(471)	-33%
4,309	-	4,309	100%
-	-	-	0%
219,916	12,143	207,773	>100%
<b>5,722,676</b>	<b>5,438,755</b>	<b>283,921</b>	<b>5%</b>
<b>\$ (116,909)</b>	<b>164,319</b>	<b>(281,228)</b>	<b>&lt;-100%</b>

<b>(116,909)</b>	<b>164,319</b>	<b>(281,228)</b>	<b>&lt;-100%</b>
4,309	-	4,309	100%
-	-	-	0%
<b>\$ (112,600)</b>	<b>164,319</b>	<b>(276,919)</b>	<b>&lt;-100%</b>

Year To Date ended June 30, 2025						
Actual	Budget	Variance		Prior Year	Variance	
		Amount	%		Amount	%
-	-	-	0%	-	-	0%
67,120,537	67,213,366	(92,829)	0%	66,320,168	800,369	1%
536,491	-	536,491	100%	(0)	536,491	>100%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
430,000	-	430,000	100%	-	430,000	100%
488,119	23,522	464,597	>100%	98,461	389,658	>100%
68,575,147	67,236,888	1,338,258	2%	66,418,629	2,156,518	3%

2,938,837	2,505,190	433,647	17%	2,410,734	528,103	22%
-	-	-	0%	-	-	0%
1,134,985	1,225,574	(90,589)	-7%	1,242,567	(107,582)	-9%
316,894	337,680	(20,786)	-6%	335,890	(18,996)	-6%
61,982,642	60,999,295	983,347	2%	61,731,523	251,119	0%
1,266	1,519	(253)	-17%	57,167	(55,901)	-98%
38,120	46,647	(8,527)	-18%	39,431	(1,311)	-3%
19,389	11,808	7,581	64%	20,690	(1,301)	-6%
8,010	9,929	(1,919)	-19%	8,896	(886)	-10%
11,597	17,248	(5,651)	-33%	17,248	(5,651)	-33%
53,604	-	53,604	100%	57,396	(3,792)	-7%
-	-	-	0%	-	-	0%
2,445,341	145,710	2,299,631	>100%	573,291	1,872,050	>100%
<b>68,950,685</b>	<b>65,300,600</b>	<b>3,650,085</b>	<b>-6%</b>	<b>66,494,833</b>	<b>2,455,852</b>	<b>4%</b>
<b>(375,538)</b>	<b>1,936,288</b>	<b>(2,311,827)</b>	<b>&lt;-100%</b>	<b>(76,204)</b>	<b>(299,334)</b>	<b>&lt;-100%</b>

<b>(375,538)</b>	<b>1,936,288</b>	<b>(2,311,827)</b>	<b>&lt;-100%</b>	<b>(76,204)</b>	<b>(299,334)</b>	<b>&lt;-100%</b>
53,604	-	53,604	100%	57,396	(3,792)	-7%
-	-	-	0%	-	-	0%
<b>(321,934)</b>	<b>1,936,288</b>	<b>(2,258,223)</b>	<b>&lt;-100%</b>	<b>(18,808)</b>	<b>(303,126)</b>	<b>&lt;-100%</b>

**HAWAII PUBLIC HOUSING AUTHORITY**

**State Low Rent**

**Actual vs Budget Comparison**

**For the Month of June 2025, and the 12 Months ended June 30, 2025**

(Amounts in Full Dollars)

Month of June 2025				
Actual	Budget	Variance		
		Amount	%	%
153,107	120,494	32,613	27%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
371,852	-	371,852	100%	
7,521	2,514	5,007	>100%	
<b>\$ 532,480</b>	<b>123,008</b>	<b>409,472</b>	<b>&gt;100%</b>	

57,433	54,921	2,512	5%
-	-	-	0%
18,821	20,023	(1,202)	-6%
2,123	1,981	142	7%
-	-	-	0%
119	833	(714)	-86%
82,858	72,779	10,079	14%
305,058	139,656	165,402	>100%
19,809	12,772	7,037	55%
6,600	4,624	1,976	43%
112,920	-	112,920	100%
(7,837)	6,011	(13,848)	<-100%
-	-	-	0%
<b>597,901</b>	<b>313,600</b>	<b>284,301</b>	<b>91%</b>
<b>\$ (65,421)</b>	<b>(190,592)</b>	<b>125,171</b>	<b>66%</b>

(65,421)	(190,592)	125,171	66%
112,920	-	112,920	100%
(7,837)	6,011	(13,848)	<-100%
<b>\$ 39,662</b>	<b>(184,581)</b>	<b>224,243</b>	<b>&gt;100%</b>

**REVENUES**

Dwelling Rental Income  
HUD Operating Grants  
CFP Grant Income  
COCC Fee Income  
State CIP Fund  
Grant Income  
Other Income

**Total Revenues**

**EXPENSES**

Administrative  
Asset Management Fees  
Management Fees  
Bookkeeping Fees  
Housing Assistance Payments  
Tenant Services  
Utilities  
Maintenance  
Protective Services  
Insurance  
Depreciation Expense  
Bad Debt Expense  
General Expenses

**Total Expenses**

**Net Income(Loss)**

**CASH BASIS:**

Net Income(loss) per Above  
Add back non cash items:  
Depreciation Expense  
Bad Debt Expense

Year To Date ended June 30, 2025						
Actual	Budget	Variance		Prior Year	Variance	
		Amount	%		Amount	%
1,571,610	1,440,746	130,864	9%	1,416,819	154,791	11%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
8,770	-	8,770	100%	7,306	1,464	20%
2,081,579	2,234,768	(153,189)	-7%	1,528,769	552,810	36%
83,605	30,168	53,437	>100%	77,333	6,272	8%
<b>3,745,564</b>	<b>3,705,682</b>	<b>39,882</b>	<b>1%</b>	<b>3,030,228</b>	<b>715,336</b>	<b>24%</b>

577,351	659,891	(82,540)	-13%	537,474	39,877	7%
-	-	-	0%	-	-	0%
225,943	238,840	(12,897)	-5%	232,014	(6,071)	-3%
23,413	23,634	(221)	-1%	22,950	463	2%
-	-	-	0%	-	-	0%
289	11,496	(11,207)	-97%	4,709	(4,419)	-94%
867,601	873,348	(5,747)	-1%	793,986	73,615	9%
2,073,555	1,750,001	323,554	18%	1,369,879	703,677	51%
143,031	153,354	(10,323)	-7%	137,799	5,232	4%
65,731	55,488	10,243	18%	55,463	10,268	19%
1,304,318	-	1,304,318	100%	1,276,008	28,310	2%
159,825	72,132	87,693	>100%	158,316	1,508	1%
-	-	-	0%	-	-	0%
<b>5,441,058</b>	<b>3,838,184</b>	<b>1,602,874</b>	<b>-42%</b>	<b>4,588,598</b>	<b>852,459</b>	<b>19%</b>
<b>(1,695,494)</b>	<b>(132,502)</b>	<b>(1,562,992)</b>	<b>&lt;-100%</b>	<b>(1,558,371)</b>	<b>(137,123)</b>	<b>-9%</b>

(1,695,494)	(132,502)	(1,562,992)	<-100%	(1,558,371)	(137,123)	-9%
1,304,318	-	1,304,318	100%	1,276,008	28,310	2%
159,825	72,132	87,693	>100%	158,316	1,508	1%
<b>(231,351)</b>	<b>(60,370)</b>	<b>(170,981)</b>	<b>&lt;-100%</b>	<b>(124,047)</b>	<b>(107,305)</b>	<b>-87%</b>

**HAWAII PUBLIC HOUSING AUTHORITY**  
**State Elderly Program**  
**Actual vs Budget Comparison**  
**For the Month of June 2025, and the 12 Months ended June 30, 2025**  
(Amounts in Full Dollars)

Month of June 2025				
Actual	Budget	Variance		
		Amount	%	%
204,863	190,155	14,708	8%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
412,594	-	412,594	100%	
8,630	6,683	1,947	29%	
<b>\$ 626,087</b>	<b>196,838</b>	<b>429,249</b>	<b>&gt;100%</b>	

65,612	63,184	2,428	4%	
-	-	-	0%	
14,501	15,695	(1,194)	-8%	
4,125	4,321	(196)	-5%	
-	-	-	0%	
-	977	(977)	-100%	
144,268	133,030	11,238	8%	
64,941	111,162	(46,221)	-42%	
-	234	(234)	-100%	
21,749	7,563	14,186	>100%	
151,431	-	151,431	100%	
119	-	119	100%	
-	-	-	0%	
<b>466,747</b>	<b>336,166</b>	<b>130,581</b>	<b>39%</b>	
<b>\$ 159,340</b>	<b>(139,328)</b>	<b>298,668</b>	<b>&gt;100%</b>	

<b>159,340</b>	<b>(139,328)</b>	<b>298,668</b>	<b>&gt;100%</b>	
151,431	-	151,431	100%	
119	-	119	100%	
<b>\$ 310,891</b>	<b>(139,328)</b>	<b>450,219</b>	<b>&gt;100%</b>	

**REVENUES**

Dwelling Rental Income	2,397,484	2,281,860	115,624	5%
HUD Operating Grants	-	-	-	0%
CFP Grant Income	-	-	-	0%
COCC Fee Income	-	-	-	0%
State CIP Fund	-	-	-	0%
Grant Income	862,594	29,952	832,642	>100%
Other Income	99,143	80,196	18,947	24%

**Total Revenues**

Year To Date ended June 30, 2025						
Actual	Budget	Variance		Prior Year	Variance	
		Amount	%		Amount	%
2,397,484	2,281,860	115,624	5%	2,284,780	112,704	5%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	14,612	(14,612)	-100%
862,594	29,952	832,642	>100%	292,489	570,105	>100%
99,143	80,196	18,947	24%	149,607	(50,463)	-34%
<b>3,359,221</b>	<b>2,392,008</b>	<b>967,213</b>	<b>40%</b>	<b>2,741,488</b>	<b>617,733</b>	<b>23%</b>

**EXPENSES**

Administrative	772,741	767,128	5,613	1%
Asset Management Fees	-	-	-	0%
Management Fees	173,987	188,340	(14,353)	-8%
Bookkeeping Fees	49,497	51,852	(2,355)	-5%
Housing Assistance Payments	-	-	-	0%
Tenant Services	2,340	11,724	(9,384)	-80%
Utilities	1,383,481	1,596,360	(212,879)	-13%
Maintenance	1,223,568	1,336,344	(112,776)	-8%
Protective Services	2,131	2,808	(677)	-24%
Insurance	212,835	90,756	122,079	>100%
Depreciation Expense	1,817,159	-	1,817,159	100%
Bad Debt Expense	(212)	-	(212)	-100%
General Expenses	-	-	-	0%

**Total Expenses**

772,741	767,128	5,613	1%	812,393	(39,652)	-5%
-	-	-	0%	-	-	0%
173,987	188,340	(14,353)	-8%	165,075	8,912	5%
49,497	51,852	(2,355)	-5%	48,660	837	2%
-	-	-	0%	-	-	0%
2,340	11,724	(9,384)	-80%	10,128	(7,788)	-77%
1,383,481	1,596,360	(212,879)	-13%	1,499,288	(115,807)	-8%
1,223,568	1,336,344	(112,776)	-8%	1,269,970	(46,402)	-4%
2,131	2,808	(677)	-24%	6,145	(4,014)	-65%
212,835	90,756	122,079	>100%	90,903	121,932	>100%
1,817,159	-	1,817,159	100%	1,817,159	-	0%
(212)	-	(212)	-100%	7,815	(8,028)	<-100%
-	-	-	0%	-	-	0%
<b>5,637,527</b>	<b>4,045,312</b>	<b>1,592,215</b>	<b>-39%</b>	<b>5,727,537</b>	<b>(90,010)</b>	<b>-2%</b>
<b>(2,278,306)</b>	<b>(1,653,304)</b>	<b>(625,002)</b>	<b>-38%</b>	<b>(2,986,049)</b>	<b>707,743</b>	<b>24%</b>

**Net Income(Loss)**

**CASH BASIS:**

Net Income(loss) per Above	<b>(2,278,306)</b>	<b>(1,653,304)</b>	<b>(625,002)</b>	<b>-38%</b>	<b>(2,986,049)</b>	<b>707,743</b>	<b>24%</b>
Add back non cash items:							
Depreciation Expense	1,817,159	-	1,817,159	100%	1,817,159	-	0%
Bad Debt Expense	(212)	-	(212)	-100%	7,815	(8,028)	<-100%

<b>(2,278,306)</b>	<b>(1,653,304)</b>	<b>(625,002)</b>	<b>-38%</b>	<b>(2,986,049)</b>	<b>707,743</b>	<b>24%</b>
1,817,159	-	1,817,159	100%	1,817,159	-	0%
(212)	-	(212)	-100%	7,815	(8,028)	<-100%
<b>(461,360)</b>	<b>(1,653,304)</b>	<b>1,191,944</b>	<b>72%</b>	<b>(1,161,075)</b>	<b>699,715</b>	<b>60%</b>

**HAWAII PUBLIC HOUSING AUTHORITY**  
**State Rent Supplement Program**  
**Actual vs Budget Comparison**  
**For the Month of June 2025, and the 12 Months ended June 30, 2025**  
(Amounts in Full Dollars)

Month of June 2025				
Actual	Budget	Variance		
		Amount	%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
37	15	22	>100%	
<b>\$ 37</b>	<b>15</b>	<b>22</b>	<b>&gt;100%</b>	

498	7,089	(6,591)	-93%	
-	-	-	0%	
525	1,278	(753)	-59%	
329	801	(472)	-59%	
85,603	181,902	(96,299)	-53%	
185	7	178	>100%	
119	144	(26)	-18%	
57	35	22	64%	
43	36	7	20%	
194	54	140	>100%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
<b>87,553</b>	<b>191,345</b>	<b>(103,793)</b>	<b>-54%</b>	
<b>\$ (87,516)</b>	<b>(191,331)</b>	<b>103,815</b>	<b>54%</b>	

<b>(87,516)</b>	<b>(191,331)</b>	<b>103,815</b>	<b>54%</b>	
-	-	-	0%	
-	-	-	0%	
<b>\$ (87,516)</b>	<b>(191,331)</b>	<b>103,815</b>	<b>54%</b>	

**REVENUES**

Dwelling Rental Income	-	-	-	0%
HUD Operating Grants	-	-	-	0%
CFP Grant Income	-	-	-	0%
COCC Fee Income	-	-	-	0%
State CIP Fund	-	-	-	0%
Grant Income	2,297,259	2,300,987	(3,728)	0%
Other Income	121	176	(55)	-31%

**Total Revenues**

**EXPENSES**

Administrative	132,456	94,837	37,619	40%
Asset Management Fees	-	-	-	0%
Management Fees	6,342	15,303	(8,961)	-59%
Bookkeeping Fees	3,974	9,590	(5,616)	-59%
Housing Assistance Payments	995,743	2,178,127	(1,182,384)	-54%
Tenant Services	377	82	295	>100%
Utilities	1,628	1,732	(104)	-6%
Maintenance	577	416	161	39%
Protective Services	336	428	(93)	-22%
Insurance	2,325	648	1,678	>100%
Depreciation Expense	-	-	-	0%
Bad Debt Expense	-	-	-	0%
General Expenses	-	-	-	0%

**Total Expenses**

**Net Income(Loss)**

**CASH BASIS:**

Net Income(loss) per Above	1,153,622	-	1,153,622	100%
Add back non cash items:				
Depreciation Expense	-	-	-	0%
Bad Debt Expense	-	-	-	0%

Year To Date ended June 30, 2025							
Actual	Budget	Variance		Prior Year	Variance		
		Amount	%		Amount	%	
-	-	-	0%	-	-	0%	
-	-	-	0%	-	-	0%	
-	-	-	0%	-	-	0%	
-	-	-	0%	-	-	0%	
-	-	-	0%	-	-	0%	
2,297,259	2,300,987	(3,728)	0%	6,734,188	(4,436,929)	-66%	
121	176	(55)	-31%	181	(60)	-33%	
<b>2,297,380</b>	<b>2,301,163</b>	<b>(3,783)</b>	<b>0%</b>	<b>6,734,369</b>	<b>(4,436,989)</b>	<b>-66%</b>	

132,456	94,837	37,619	40%	94,851	37,606	40%	
-	-	-	0%	-	-	0%	
6,342	15,303	(8,961)	-59%	62,399	(56,057)	-90%	
3,974	9,590	(5,616)	-59%	4,279	(305)	-7%	
995,743	2,178,127	(1,182,384)	-54%	1,014,677	(18,934)	-2%	
377	82	295	>100%	272	105	39%	
1,628	1,732	(104)	-6%	1,462	166	11%	
577	416	161	39%	766	(189)	-25%	
336	428	(93)	-22%	360	(25)	-7%	
2,325	648	1,678	>100%	648	1,678	>100%	
-	-	-	0%	-	-	0%	
-	-	-	0%	-	-	0%	
-	-	-	0%	-	-	0%	
<b>1,143,758</b>	<b>2,301,163</b>	<b>(1,157,405)</b>	<b>50%</b>	<b>1,179,714</b>	<b>(35,955)</b>	<b>-3%</b>	
<b>1,153,622</b>	<b>-</b>	<b>1,153,622</b>	<b>100%</b>	<b>5,554,655</b>	<b>(4,401,033)</b>	<b>-79%</b>	

1,153,622	-	1,153,622	100%	5,554,655	(4,401,033)	-79%	
-	-	-	0%	-	-	0%	
-	-	-	0%	-	-	0%	
<b>1,153,622</b>	<b>-</b>	<b>1,153,622</b>	<b>100%</b>	<b>5,554,655</b>	<b>(4,401,033)</b>	<b>-79%</b>	

**HAWAII PUBLIC HOUSING AUTHORITY**  
**Section 8 Contract Administration**  
**Actual vs Budget Comparison**  
**For the Month of June 2025, and the 12 Months ended June 30, 2025**

(Amounts in Full Dollars)

Month of June 2025				
Actual	Budget	Variance		
		Amount	%	
-	-	-	0%	
4,780,280	4,191,017	589,263	14%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
46	41	6	14%	
<b>\$ 4,780,327</b>	<b>4,191,058</b>	<b>589,269</b>	<b>14%</b>	

48,967	88,606	(39,640)	-45%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
4,568,694	4,045,461	523,232	13%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
1,266	1,037	229	22%	
-	-	-	0%	
-	-	-	0%	
-	-	-	0%	
<b>4,618,926</b>	<b>4,135,105</b>	<b>483,821</b>	<b>12%</b>	
<b>\$ 161,401</b>	<b>55,953</b>	<b>105,448</b>	<b>&gt;100%</b>	

<b>161,401</b>	<b>55,953</b>	<b>105,448</b>	<b>&gt;100%</b>	
-	-	-	0%	
-	-	-	0%	
<b>\$ 161,401</b>	<b>55,953</b>	<b>105,448</b>	<b>&gt;100%</b>	

**REVENUES**

Dwelling Rental Income  
HUD Operating Grants  
CFP Grant Income  
COCC Fee Income  
State CIP Fund  
Grant Income  
Other Income

**Total Revenues**

**EXPENSES**  
Administrative  
Asset Management Fees  
Management Fees  
Bookkeeping Fees  
Housing Assistance Payments  
Tenant Services  
Utilities  
Maintenance  
Protective Services  
Insurance  
Depreciation Expense  
Bad Debt Expense  
General Expenses

**Total Expenses**

**Net Income(Loss)**

**CASH BASIS:**  
Net Income(loss) per Above  
Add back non cash items:  
Depreciation Expense  
Bad Debt Expense

Year To Date ended June 30, 2025						
Actual	Budget	Variance		Prior Year	Variance	
		Amount	%		Amount	%
-	-	-	0%	-	-	0%
52,891,531	50,292,202	2,599,329	5%	49,679,255	3,212,276	6%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
533	488	44	9%	485	48	10%
<b>52,892,064</b>	<b>50,292,691</b>	<b>2,599,373</b>	<b>5%</b>	<b>49,679,740</b>	<b>3,212,324</b>	<b>6%</b>

1,343,059	1,106,159	236,900	21%	1,251,007	92,052	7%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
50,971,771	48,545,536	2,426,236	5%	47,987,105	2,984,667	6%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
15,191	12,448	2,743	22%	12,448	2,743	22%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
<b>52,330,021</b>	<b>49,664,142</b>	<b>2,665,879</b>	<b>-5%</b>	<b>49,250,560</b>	<b>3,079,461</b>	<b>6%</b>
<b>562,043</b>	<b>628,548</b>	<b>(66,506)</b>	<b>-11%</b>	<b>429,180</b>	<b>132,863</b>	<b>31%</b>

<b>562,043</b>	<b>628,548</b>	<b>(66,506)</b>	<b>-11%</b>	<b>429,180</b>	<b>132,863</b>	<b>31%</b>
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
<b>562,043</b>	<b>628,548</b>	<b>(66,506)</b>	<b>-11%</b>	<b>429,180</b>	<b>132,863</b>	<b>31%</b>

**HAWAII PUBLIC HOUSING AUTHORITY**  
**Central Office Cost Center**  
**Actual vs Budget Comparison**  
For the Month of June 2025, and the 12 Months ended June 30, 2025  
(Amounts in Full Dollars)

Month of June 2025			
Actual	Budget	Variance Amount	%
-	-	-	0%
-	-	-	0%
-	-	-	0%
1,051,794	1,040,003	11,791	1%
-	-	-	0%
33,118	-	33,118	100%
306,684	1,983,206	(1,676,522)	-85%
<b>\$ 1,391,596</b>	<b>3,023,209</b>	<b>(1,631,613)</b>	<b>-54%</b>
960,919	1,137,590	(176,671)	-16%
-	-	-	0%
-	-	-	0%
-	-	-	0%
-	-	-	0%
307	877	(570)	-65%
9,054	14,286	(5,232)	-37%
243,817	260,042	(16,225)	-6%
4,130	3,070	1,060	35%
3,146	3,108	38	1%
12,516	-	12,516	100%
-	-	-	0%
(88,976)	115	(89,091)	<-100%
<b>1,144,913</b>	<b>1,419,087</b>	<b>(274,175)</b>	<b>-19%</b>
<b>\$ 246,684</b>	<b>1,604,122</b>	<b>(1,357,438)</b>	<b>-85%</b>
<b>246,684</b>	<b>1,604,122</b>	<b>(1,357,438)</b>	<b>-85%</b>
12,516	-	12,516	100%
-	-	-	0%
<b>\$ 259,200</b>	<b>1,604,122</b>	<b>(1,344,922)</b>	<b>-84%</b>

**REVENUES**

Dwelling Rental Income
HUD Operating Grants
CFP Grant Income
COCC Fee Income
State CIP Fund
Grant Income
Other Income

**Total Revenues**

**EXPENSES**

Administrative
Asset Management Fees
Management Fees
Bookkeeping Fees
Housing Assistance Payments
Tenant Services
Utilities
Maintenance
Protective Services
Insurance
Depreciation Expense
Bad Debt Expense
General Expenses

**Total Expenses**

**Net Income(Loss)**

**CASH BASIS:**

Net Income(loss) per Above
Add back non cash items:
Depreciation Expense
Bad Debt Expense

Year To Date ended June 30, 2025						
Actual	Budget	Variance Amount	%	Prior Year	Variance Amount	%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
9,525,401	8,354,738	1,170,663	14%	8,198,242	1,327,159	16%
-	-	-	0%	-	-	0%
(5,369,646)	455,613	(5,825,259)	<-100%	395,408	(5,765,054)	<-100%
2,967,312	8,241,070	(5,273,757)	-64%	3,451,761	(484,448)	-14%
<b>7,123,068</b>	<b>17,051,421</b>	<b>(9,928,354)</b>	<b>-58%</b>	<b>12,045,411</b>	<b>(4,922,343)</b>	<b>-41%</b>
10,273,808	13,612,389	(3,338,580)	-25%	9,422,048	851,761	9%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
-	-	-	0%	-	-	0%
12,952	10,528	2,424	23%	4,119	8,833	>100%
121,069	171,429	(50,360)	-29%	149,869	(28,800)	-19%
2,870,141	3,120,788	(250,647)	-8%	3,127,209	(257,068)	-8%
35,935	36,843	(908)	-2%	38,132	(2,197)	-6%
37,754	37,294	460	1%	37,214	540	1%
150,506	-	150,506	100%	174,954	(24,448)	-14%
-	-	-	0%	-	-	0%
1,069	1,379	(309)	-22%	40,985	(39,916)	-97%
<b>13,503,235</b>	<b>16,990,649</b>	<b>(3,487,415)</b>	<b>21%</b>	<b>12,994,530</b>	<b>508,705</b>	<b>4%</b>
<b>(6,380,167)</b>	<b>60,772</b>	<b>(6,440,939)</b>	<b>&lt;-100%</b>	<b>(949,119)</b>	<b>(5,431,048)</b>	<b>&lt;-100%</b>
<b>(6,380,167)</b>	<b>60,772</b>	<b>(6,440,939)</b>	<b>&lt;-100%</b>	<b>(949,119)</b>	<b>(5,431,048)</b>	<b>&lt;-100%</b>
150,506	-	150,506	100%	174,954	(24,448)	-14%
-	-	-	0%	-	-	0%
<b>(6,229,661)</b>	<b>60,772</b>	<b>(6,290,433)</b>	<b>&lt;-100%</b>	<b>(774,165)</b>	<b>(5,455,496)</b>	<b>&lt;-100%</b>

**FEDERAL BUDGET/OBLIGATION: Capital Fund Program (CFP) (Operations, Admin, Mgt Improv)**

	Total CFP Appropriation	Budget Construction Activities	Budget Operations (BLI 1406)	Budget Management Improvements	Budget Administrati on (BLI 1410)	Moving to Work Demo (BLI 1492)	Budget Contingency (BLI 1502)	CFP Obligated	% Obligated	Unobligated Balance	Obligati on Deadline	Notes
CFP 728	\$13,501,112	9,250,778	2,700,222	200,000	1,350,111		-	13,501,112	100.00%	-	5/28/22	LOCCS created 05-22-18
CFP 729	\$13,394,883	9,356,297	2,678,977	20,121	1,339,488		-	13,394,883	100.00%	-	4/15/23	LOCCS created 04-11-19
CFP 730	\$13,799,958	9,390,770	2,759,992	-	1,379,996		269,200	13,753,174	99.66%	46,784	3/25/24	LOCCS created 04-06-20
CFP 731	\$13,862,820	4,298,956	3,478,009	-	1,391,204		344,662	13,011,359	93.86%	851,461	2/22/24	LOCCS created 02-23-21
CFP 732	\$14,983,151	8,649,263	-	-	1,503,716	3,759,291	1,124,893	6,566,457	43.83%	8,416,694	5/11/25	LOCCS created 05-12-22
CFP 733	\$14,844,329	8,558,835	-	-	1,489,105	4,477,189	365,924	7,268,685	48.97%	7,575,644	2/16/25	LOCCS created 02-17-23
CFP 734	\$15,384,579	3,114,101	-	-	1,538,458	3,846,145	1,871,170	1,314,101	8.54%	14,070,478	5/5/26	LOCCS created 05-06-24
CFP 735	\$15,407,155	10,014,651	-	-	1,540,716	3,851,789	-	-	8.54%	15,407,155		

<b>CFP Budget Totals</b>	<b>\$84,386,253</b>	<b>49,504,900</b>	<b>11,617,200</b>	<b>220,121</b>	<b>8,453,621</b>	<b>8,236,480</b>	<b>2,104,679</b>	<b>67,495,670</b>	<b>79.98%</b>	<b>16,890,583</b>	<b>TOTALS FOR ALL ACTIVE CFP</b>	
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**FEDERAL EXPENDITURE: Capital Fund Program (CFP) (Operations, Admin, Mgt Improv)**

	Total CFP Appropriation	Expended Construction Activities	Expended Operations (BLI 1406)	Expended Management Improvements	Expended Administrati on (BLI 1410)	Expended Moving to Work Demo	Expended Contingency (BLI 1502)	Expended to Date Total Funds	% Expended	Unexpended Balance	Expendit ure Deadline	Notes
CFP 728	\$13,501,112	9,250,778	2,700,223	200,000	1,350,111		-	13,501,112	100.00%	-	5/8/24	LOCCS created 05-22-18
CFP 729	\$13,394,883	9,356,297	2,678,977	20,121	1,339,488		-	13,394,883	100.00%	-	4/15/25	LOCCS created 04-11-19
CFP 730	\$13,799,958	2,061,107	2,744,698	-	1,372,349		-	6,178,154	44.77%	7,621,804	3/25/26	LOCCS created 04-06-20
CFP 731	\$13,862,820	1,701,405	2,772,564	-	1,386,282		-	6,302,383	45.46%	7,560,437	2/22/26	LOCCS created 02-23-21
CFP 732	\$14,983,151	379,625	-	-	1,503,716	3,759,291	-	5,642,633	37.66%	9,340,518	5/11/26	LOCCS created 05-12-22
CFP 733	\$14,844,329	96,512	-	-	1,489,105	4,477,189	-	6,062,807	40.84%	8,781,522	2/16/27	LOCCS created 02-17-23
CFP 734	\$15,384,579	-	-	-	-	-	-	-	0.00%	15,384,579	5/5/28	LOCCS created 05-06-24
CFP 735	\$15,407,155	-	-	-	-	-	-	-				

<b>CFP Expenditure Totals</b>	<b>\$84,386,253</b>	<b>22,845,726</b>	<b>10,896,461</b>	<b>220,121</b>	<b>8,441,052</b>	<b>8,236,480</b>	<b>-</b>	<b>51,081,971</b>	<b>60.53%</b>	<b>33,304,282</b>	<b>TOTALS FOR ALL ACTIVE CFP</b>	
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**STATE: Capital Improvement Program (CIP)**

	State Appropriation	HPHA Budget	HPHA Encumbered	HPHA Expended	HPHA % Expended/B udget	MOF	HPHA Balance Expended/Budget	CIP Contract Encumbrance Deadline	Notes
FY 24-25 Lump Sum CIP	5,000,000	5,000,000	-	-	0.00%	C	5,000,000.00	6/30/26	
FY 24-25 Lump Sum CIP (Cash)	5,000,000	5,000,000	-	-	0.00%	A	5,000,000.00	6/30/26	
FY 24-25 Kalihi Valley Homes (Cash)	800,000	800,000	-	-	0.00%	A	800,000.00	6/30/26	
FY 24-25 Affordable Housing, Downtown Honolulu, Oahu	5,000,000	5,000,000	-	-	0.00%	C	5,000,000.00	6/30/26	
FY 24-25 HPHA Lump Sum, Site and Building Improvements	10,000,000	10,000,000	-	-	0.00%	C	10,000,000.00	6/30/26	
FY 24-25 Non-Development Rehabilitation, Remodeling, Renovation, and Repair of 25-26 Cash Infusion for Rental Housing	10,500,000	10,500,000	-	-	0.00%	A	10,500,000.00	6/30/25	
FY Revolving Fund for HPHA KA LEI MOMI 25-26 Cash Infusion for Rental Housing	56,000,000	-	-	-	-	-	-	-	
FY Revolving Fund for HPHA KA LEI MOMI 25-26 Cash Infusion for Rental Housing	2,350,000	-	-	-	-	-	-	-	
FY Revolving Fund for HPHA KA LEI MOMI 25-26 Cash Infusion for Rental Housing	700,000	-	-	-	-	-	-	-	
FY Revolving Fund for HPHA KA LEI MOMI 25-26 Cash Infusion for Rental Housing	4,000,000	-	-	-	-	-	-	-	
FY Revolving Fund for HPHA KA LEI MOMI 25-26 Cash Infusion for Rental Housing	3,500,000	-	-	-	-	-	-	-	
FY Revolving Fund for HPHA KA LEI MOMI 25-26 Cash Infusion for Rental Housing	700,000	-	-	-	-	-	-	-	
FY Revolving Fund for HPHA KA LEI MOMI 25-26 To Rehabilitate, Remodel, Renovate, and Repair Housing Units. (Cash)	10,000,000	-	-	-	-	-	-	-	
<b>STATE CIP TOTALS</b>	<b>362,747,000</b>	<b>352,388,290.56</b>	<b>332,294,351.31</b>	<b>293,990,691.74</b>	<b>83.43%</b>		<b>58,397,598.82</b>		<b>STATE CIP APPROPRIATIONS</b>



### III. Procurement

#### A. Solicitation(s) Issued in July 2025:

- Solicitation No. IFB-PMB-21-2025  
Furnish Refuse Collection Services at Kawailehua – State and Kawailehua – Federal Under Asset Management Project HI001000038 on Kauai  
*Bid Due Date: July 29, 2025*
- Solicitation No. RFP-PMB-20-2025  
Installation and Set-Up of High-Speed Internet Access at Puuwai Momi Under Asset Management Project HI001000030 on Oahu  
*Proposal Due Date: August 29, 2025*

#### B. Contract(s) Executed in July 2025:

1. Paul's Electrical Contracting, LLC
  - *Contract No.:* CMS 25-29
  - *Purpose:* Provide Labor, Material and Equipment for Upgrade to Fire Alarm System at Punchbowl Homes (AMP 34) on Oahu
  - *Completion Date:* 270 Calendar Days from Notice to Proceed
  - *Total Contract Amount:* \$1,787,700.00
2. Artistic Builders Corporation
  - *Contract No.:* CMS 25-01-SC02
  - *Purpose:* Provide Additional Labor, Material and Equipment and Time Extension of 90 Calendar Days for Repair of 15 Vacant Units at Hale Hoonanea, Kekaha Haaheo, Eleele Homes, Kawailehua – State, Kawailehua – Federal, Kapaa, and Hale Nana Kai O Kea (AMP 38) on Kauai
  - *End Date:* October 16, 2025
  - *Supplemental Contract Amount:* \$2,148,328.16
  - *Total Contract Amount:* \$3,676,437.58

#### C. Planned Solicitation and Contract Activities for August / September 2025

##### *Upcoming Solicitations:*

- *Request for Quotes:* Towing Services for the HPHA Administrative Offices on Oahu
- *Request for Quotes:* Roof Coating Services at AMP 34 on Oahu
- *Request for Quotes:* Window Repair Services at AMP 34 on Oahu
- *Request for Quotes:* Water Heater Door Replacement and Trim Repair Services at AMP 38 on Kauai
- *Request for Quotes:* CMU Wall Repair at AMP 38 on Kauai

- *Invitation for Bids*: Landscape and Grounds Maintenance Services at AMP 38 on Kauai
- *Invitation for Bids*: Laundry Services for AMPs 34, 35, 44 and 49 on Oahu

Planned Contracts:

Execute New/Supplemental Contracts for various services on an ongoing basis as determined necessary and in the best interest of the State. Contract extensions may include services such as property management, preventive maintenance, security, refuse collection, and custodial services.

#### **IV. Development**

##### **A. Kuhio Park Terrace Low-Rises and Kuhio Homes Redevelopment**

- Building permits have been approved and issued.
- Architecture and Construction: The General Contractor, Hawaiian Dredging, is circulating the final contract inclusive of HPHA and HCDC's comments.
- Relocation activities are now 100% complete. All existing tenants are relocated as of August 5, 2025.
- Closing calls kicked off on May 13th, 2025, and financial closing is targeted for late August/September.
- HPHA and Highridge Costa along with the closing team (City/County, Investor, and Lender) are finalizing comments on the project agreements.

##### **B. School Street Elderly Housing Redevelopment**

Vertical construction continues to progress smoothly with no anticipated delays. Construction is currently 36.4% complete.

##### **C. Ka Lei Momi**

- The Mayor Wright Homes financing application was resubmitted to HHFDC for Tower 1A, and we are awaiting HHFDC's 2025 funding announcements. The Section 18 application was uploaded into HUD's PIC online portal and is under review by HUD. A Highrise waiver request for the entire master plan was submitted to HUD for approval.

The NEPA Finding of No Significant Impact (FONSI) determination was sent to the Governor's office for republishing.

- Phase 1A: The civil and building permit applications are submitted to the City. The HUD architectural review is complete.
  - Phase 1B: The civil and building permit applications are being prepared and are scheduled to be submitted in October. The HUD architectural review is expected to be in its final stage.
- Kapaa Homes have completed the schematic design (SD) phase for all disciplines (architectural, civil, structural, MEP, etc.). A 50% design development (DD) drawing set is nearly complete. Civil permits are projected to be submitted in October and full permit submittal is planned by the end of the year. The team is responding to the second round of HUD architectural review comments with only three remaining close out items to be addressed. The NEPA FONSI documentation is under review by HPHA staff and is still on track for a Q4 2025 completion.

Both Kaahumanu Homes Phase I and Lanakila Homes Phase I financing applications were submitted to HHFDC and are awaiting funding announcements for the 2025 application round. A high-rise waiver for the entire site has been submitted to HUD for their review and approval. The consultant team continues to progress the NEPA process. The NEPA FONSI is still on track for Q4 2025 (Lanakila) and Q1 2026 (Kaahumanu). Architectural SD drawings continue to progress with 100% SDs expected to be ready for review in the coming weeks.

- Planning and due diligence continues to be ongoing for other Ka Lei Momi sites. Master plan analysis will begin for the following Alternative Sites: Kekaha Haaheo, Hale Nana Kai Okea, Lokahi, and Hale Olaola.

## **V. Property Management and Maintenance Services Branch**

In July, HPHA managed 17 move-ins and 31 move-outs across its properties. Throughout the month, HPHA completed 421 annual reexaminations, 1,012 interim reexaminations, and facilitated 9 new admissions for tenants, ensuring efficient operations and compliance with occupancy standards.

### **A. Contract Monitoring**

HPHA completed 18 site visits for contract monitoring, including 12 site visits for refuse collection, 2 site visits for security services, 2 site visits for elevator services, and 2 site visits for laundry services. HPHA continues to refine its contract-monitoring programs and increase on-site monitoring

for services, including laundry services, property management, maintenance and resident services, and elevator maintenance services. The branch monitoring is used to supplement AMP monitoring of contracted services.

B. Vacant Unit Contracts

As of July 2025, contracts for 119 vacant units have been completed.

C. Tenant Accounts Receivable

The HPHA actively pursues collection of outstanding balances. Accounts that remain unpaid are referred to the Hawaii Department of the Attorney General for collection efforts, which may include intercepting tax refunds and garnishing wages.

D. Hearings

Eviction Hearings

- Federal (13 hearings)
  - Twelve (12) for rent delinquency; 1 for failure to complete reexamination.
  - Outcomes: 4 evictions with 10-day cure, 3 continuances, 4 vacationed/abandoned, 2 balances paid in full.
  - Reasons for nonpayment: prioritizing other bills, loss of benefits, family illness, job loss, lack of contact, scams.
  - Reported delinquent balances (excluding continuances): \$28,728; \$23,746; \$20,332; \$15,249; \$11,481; \$7,904; \$6,965.
- State (4 hearings)
  - 1 health & safety violation (evicted).
  - 3 rent delinquency: outcomes included 1 eviction with 10-day cure, 1 continuance, 1 payment plan.
  - Reported delinquent balances: \$4,384 and \$3,208.

Eviction Referrals

9 new Federal referrals and 2 State referrals received from PMMSB, all under review.

Section 8 Informal Hearings

- None held.
- 4 referrals received: 3 denied as untimely, 1 no response.

Tax Intercept Contested Case

1 hearing held; petitioners' request for relief denied.

## **VI. Construction Management**

### **A. Program Activities and Major Projects:**

#### **Vacant Units Undergoing Modernization:**

Total Units: 373 vacant units are under the Construction Management Branch as of July 27, 2025, including 54 state units and 319 federal units. 147 units are undergoing modernization, and 226 units are covered under the Emergency Proclamation (EP).

#### **Breakdown by County:**

- O'ahu: 232 units (161 EP vacant units)
- Maui: 86 units (22 EP vacant units, 43 casualty loss)
- Hawaii: 27 units (15 EP vacant units)
- Kauai: 28 unit (28 EP vacant units)

Vacant units are actively under construction across Oahu, Kauai, Molokai, and Hawaii. A fourth phase of contracts are on-going, while a fifth phase of vacant units contracts have already been executed. There are 84 EP vacant units in Phase 4. Scoping to add an additional 139 units to the 56 units already in contract will bring the total of Phase 5 units to 199 units for a total of 283 EP vacant units once in contract. All EP vacant units of Phase 4 and 5 will be retrofit with grab bars throughout and a first-floor roll-in/step-in shower, or tub conversions with a cut-out insertion to be able to accommodate mobility issues and to allow tenants to age in place.

### **B. Multi-Site Projects:**

2025 Environmental Reviews – Our consultant, Bowers + Kubota has begun work on the Environmental Reviews for all Federal projects required every 5 years to be able to Request Release of Capital Funds (RROF) and receive the Authority to Use Grant Funds (AUGF) from the Department of Housing and Urban Development (HUD). Site assessments started on July 28, 2025, with Kamehameha Homes.

### **C. State Elderly Projects (MU 42):**

- Hale Po'ai – Site and Building Improvements: Phase 7 is complete. The contractor has started Phase 8 demolition work.
- Ho'olulu and Kamalu – The Contractor for the fire alarm system upgrade submitted a change order proposal to replace the two fire pumps that was too high. HPHA selected Gordon Mechanical LLC for the Design/Build Project to replace the two inoperable fire pumps.

- Lai'ola Reroofing, Repairs, and Site Improvements: The invitation for bids will be posted in August 2025.

D. O'ahu Projects:

- AMP 30: Fire Alarm Upgrade at Pu'uwai Momi – The design/build contract with Paul's Electric has been executed and the pre-construction meeting is scheduled for August 6, 2025. The bids are being evaluated for award of the Waipahu I & II and Pu'uwai Momi Building Improvements and Security Upgrades due to the Project Labor Agreements requirements.
- AMP 31: Kalihi Valley Homes (KVH) Community Center Demolition – The consultant is working on the Department of Housing and Urban Development (HUD) Section 18 Demolition and Disposition Application as well as the demolition drawings. The CIP funds for the Community Center Demolition project was just released at the end of June. A community meeting is being planned for August.

Perimeter Fence and Site Improvements – The design contract has been executed, and the consultant was given their Notice to Proceed (NTP).

KVH Phase 5 Modernization – The design consultant is in active design for the next phase of modernization at KVH.

KVH Re-roofing – The construction started on May 5, 2025, beginning with minor electrical work. The Hawaiian Electric (HECO) utility swap-over has been completed. Roofing work is anticipated to begin in early-to-middle of August 2025.

Puahala Homes – The replacement of the asphalt shingle roofs for buildings 10, 13, and 15 is scheduled to begin the first week in August.

Vacant unit repairs under the Emergency Proclamation – are under way at KVH and Puahala Homes to include grab bar and roll-in/step-in showers or tub conversions.

- AMP 33: Vacant unit repairs under the Emergency Proclamation Contractors are proceeding to retrofit grab bars and convert to roll-in or step-in showers or tub conversions to all vacant units.
- AMP 34: Security improvements and repairs to a burned unit. The contract has been executed, and the contractor is waiting for the

Notice to Proceed (NTP). Phase 4 and 5 contracts of the vacant unit repairs under the Emergency Proclamation are underway.

- AMP 35: Punchbowl Homes Electrical Upgrade and Fire Alarm Replacement. The Procurement Office received a bid protest that was rejected.

Vacant unit repairs under the Emergency Proclamation Contractors are proceeding to retrofit grab bars and convert to roll-in or step-in showers or tub conversions to all units.

- AMP 50: Palolo Valley Homes Major Modernization, Phase 4 modernization, (Buildings 1, 2, 7, 8, and 9), 29 units, are ongoing. The interior of the units in Building 7 thru 9 are nearing completion. However, completion is pending power from Hawaiian Electric Company (HECO). The consultant is currently working with HECO to address their requirements and changes. HECO visited the site on July 24, 2025, and has tentatively approved the re-design. Phase 5 modernization (Buildings 3, 4, 5, and 6), 24 units will be put back out to bid due to the long delay of Phase 4.
- Other Sites: Various fire alarm, ADA, infrastructure upgrades and structural improvements are ongoing at locations such as Kamalu, Ho'olulu, Pumehana, Waimaha/Sunflower, Wahiawa Terrace, and Ho'okipa Kahalu'u.

#### E. Hawai'i County Projects:

- AMP 37: Emergency Proclamation Vacant Units Phase 4 – The contractor provided costs to add grab bars and convert tubs to roll-in/step-in shower to the remaining units. Their cost proposal is being evaluated and will be incorporated into the next phase contract.
- Hale Aloha O Puna and Pomaika'i Improvements: Final inspection of Phase 1 is scheduled on August 5, 2025, and beneficial occupancy of Phase 1 (total 8 units) with two American with Disabilities Act designated units. Current tenants occupying Phase 2 (total 8 units) were notified of relocation to allow construction/renovation of Phase 2 work to start.
- AMP 43: Kaimalino Site and Accessibility Upgrades: The pre-construction meeting was held on July 23, 2025. There are long-lead items such as electrical components that needed before the onsite work will begin. Radon testing for the 3 vacant units is scheduled for August 21, 2025.

F. Maui County Projects:

- Kahekili Terrace Utility Improvements – Supplemental Contract to replace all the obsolete electrical panels has been executed and the additional work is underway. The plans are complete and is being reviewed by the Maui Building Department for permit approval.
- Kahale Mua (State): The pre-construction conference for the Kahale Mua Utility Improvements Project was held on June 12, 2025. The Notice To Proceed (NTP) was issued to the contractor and work began on June 16, 2025. On-going work included mobilization, and selective demolition of electrical and gas utilities in preparation for installation of new utilities. Demolition of the six vacant buildings is nearly complete. Contractor has finished installing new exterior electrical meter boxes and interior smoke detectors. On-going work includes minor electrical work and grassing at the demolished buildings. Construction efforts to be completed in August 2025.

G. Kaua'i County Projects:

- Phase 4 of the Emergency Proclamation Vacant Units construction is underway. An additional 19 units with grab bars and tub or shower conversion has been added to the contract.
- 'Ele'ele Building and Site Improvements: The supplemental contract to add additional consultant scope to address repairs of the sewer lines has been executed by the consultant. The Kauai building department recently notified the consultant that the existing building permit is no longer valid because of a system upgrade. Due to this upgrade, the permit must be resubmitted, and the plans have to be upgraded to a different code. HPHA is currently reviewing the requirements.

Vacant units repairs - An additional 20 units are being priced to be added for repair.

**VII. Section 8 Subsidy Program**

- A. HPHA manages the Housing Choice Voucher Program (HCV), Project Based Voucher Program, Veteran's Affairs Supportive Housing (VASH), Non-Elderly Disabled Vouchers (NED), Mainstream Vouchers (MS), Performance Based Contract Administration (PBCA), State Rent Supplement Program (RSP) and Family Self-Sufficiency (FSS) Program.



HPHA expended a total of \$5,024,797 in housing assistance payments (HAP) to private landlords on behalf of 3,098 voucher holders; including 413 VASH families assisted with \$406,224 housing assistance payments.

HPHA leased a total of 234 vouchers for Mainstream, EHV and Port-ins, and paid \$345,804 for housing assistance payments for these programs.

B. Inspections update:

<b>July 2025</b>	
Housing Quality Standards (HQS) Inspections	199
HQS Inspections Failed	98
Quality Control Inspections	30
<b>Total Inspection completed from 7/1/2025 – 7/28/2025</b>	<b>229</b>
Total Rent comparable requests received	88
Approved	78
Denied	10

Landlords are provided 30 days to correct failed items during the annual inspection. Failed items are generally easy to fix. Historically, failed inspections have not been a cause for landlords to end program participation. Landlords have reported positive feedback to inspections as tenants do not always properly report issues with the unit.

C. Family Self-Sufficiency (FSS) Program:

The FSS Program continues to offer employment case management, resources, and escrow savings to its 28 active participants. During the month of July 2025, the program had 1 discharge. The current total number of Section 8 graduates is 161, and the total number of LIPH graduates is 32 since the program's inception. Currently, there are 10 of the 24 Section 8 participants and 1 of 4 LIPH participants eligible to receive monthly escrow credits. The total monthly escrow deposits for July 2025 totaled \$4,204.

D. Rent Supplement Program (RSP):

RSP made a payment of \$87,071 to 196 Families. New lease ups for transfers and late ARs were paid \$5,442. Actual payment for July 2025 were \$81,629 for 186 Families.

Catholic Charities administered Kupuna and Family RSP made a payment of \$150,325 to 358 Families. The Kupuna Rent Supplement Program consists of 191 Families.

E. Tenant Protection Vouchers:

The HPHA was awarded tenant protection vouchers for families in Maui public housing units that were affected by the wildfires. To date, one voucher has been issued, and two additional applications were received but no vouchers have been issued.

## **VIII. Compliance Office**

### **Program Activities for July 2025**

HPHA continues its active review of programs to ensure alignment with Federal and State requirements, as well as agency and Board policies and procedures.

- **Tenant Accommodation Requests:**

HPHA reviews and processes tenant requests and inquiries for reasonable accommodations and modifications under the Fair Housing Act, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act (ADA). These requests include:

- Installation of air conditioning
  - Approval of a live-in aide
  - Transfers to accessible or ground-floor units
  - Approval for assistance animals
  - Other modifications as requested
- For July 2025, HPHA's Reasonable Accommodation/Modification Request statistics were:
    - 76 - New & Re-Activated Requests
    - 75 - Decisions Issued
    - 51 - Outstanding Requests as of August 1, 2025
  - For August 2025, to August 19, 2025, HPHA's Reasonable Accommodation/Modification Request statistics are:
    - 16 - New & Re-Activated Requests
    - 22 - Decisions Issued
    - 45 - Outstanding Requests as of July 1, 2025
  - Pending Administrative and Court Actions

HPHA leads the defense of administrative matters and assists its Attorney General attorneys in the defense of litigation matters against the agency and employees. There are 17 current and pending matters. Two additional

administrative (HCRC) matters were added since June 2025.

- Fair Housing Queries & Training:

HPHA receives and responds to questions and complaints related to Fair Housing from tenants and non-tenants. Non-tenants are directed to appropriate agencies and entities. Tenant questions and complaints are directed to the appropriate HPHA division for assistance and resolution.

In June 2025, HPHA's LIPH managers and staff completed Fair Housing Training conducted by the Housing and Development Law Institute (HDLI). Attendees received an HDLI Certificate of Completion. HDLI is a nationwide non-profit membership organization that serves as a legal resource for public housing agencies and their counsel.

- Document and Process Evaluation:

Documents and forms undergo constant evaluation to improve efficiency and compliance. Most recently, we instituted the use of a Certificate of Service form to assist the Hearings Office in addressing the timeliness of requests for hearings and appeals.

- Construction Report Reviews:

Construction reports are reviewed to identify and address any ADA or compliance-related issues.

- Declaration of Trust Documentation:

The Declaration of Trust and Declaration of Restrictive Covenants (DOT/DORC) are legal instruments granting HUD an interest in public housing property. They provide public notice that the public housing property must be operated in accordance with all federal public housing requirements, including the requirement not to convey or otherwise encumber the public housing property unless expressly authorized by federal law and/or HUD.

HPHA currently has one (1) DOT/DORC to update, Hale Olaloa. This should be completed soon.

## **IX. Human Resources**

A.	<u>Staffing Summary</u>	
	Filled Positions (FTW):	291
	Tenant Aide Program:	16
	Vacancies:	93

## B. Program Activities

### 1. Recruitment

HPHA conducted interviews and made hiring decisions across multiple positions, including Redevelopment Officer, Development Specialist, Systems Analyst IV, Housing Contract Specialist (Construction), Housing Public Housing IV (AMP 37), Public Housing Specialist I, Public Housing Specialist I (temp), Hearings Assistant, Administrative Assistant II and I, Social Service Assistant IV, Office Assistant IV and III, Housing General Housing Construction Maintenance Supervisor, Carpenter I, Building Maintenance Worker I, Building Maintenance Helper, General Laborer I.

### 2. Career Development

HPHA participated in the State of Hawaii - Department of Labor & Industrial Relations Hiring Event for Military Spouses on Tuesday, July 22, 2025, at Schofield Barracks. HR was able to find applicants interested in 89 day hires for Office Assistants, and Program Specialists positions.

On July 25, 2025, DHS held the Service Award and Incentive Awards at the State Capitol. A total of 17 HPHA employees received years of service awards 30 years (1) employee, 20 years (5) employees, and 10 years of service (11) employees.

Mario Tadeo, Construction Branch, Contract Administrator/Project Engineer was recognized as the HPHA Sustained Superior Awardee and DHS/Employee of the Year. He will represent the Department of Human Services at the Governor's Incentive award in the coming months.

### 3. Training Programs

HPHA conducted various training sessions for staff, including Combined DAT Supervisor Training, Procurement Basics/Market Research, and Fair Housing Accessibility First. Human Resources Office conducted a Performance Appraisal Training for various AMP managers.

### 4. Workers Compensation/Safety

HPHA recorded one (1) injury incident from AMP 32/33 with no lost time and one (1) injury incident from AMP 31 with no lost time.

Two (2) employees were on Temporary Total Disability (TTD) for part of July. (One employee for 1 day and the other for 28 days). Eight (8) employees were on TTD for the entire month of July. Each was out for 21 working days (not including the holiday).

On July 17, 2025, Department of Labor and Industrial Relations/HIOSH Division conducted a site inspection at AMP 37. HIOSH Inspector will be scheduling a meeting to finalize the findings in the coming weeks.

Continued updating Lockout/Tagout and Bloodborne Pathogen policies in safety manual.