HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
BOARD OF DIRECTORS MEETING
1002 North School Street, Building A Boardroom
Honolulu, Hawaii 96817
Thursday, May 20, 2021
9:00 a.m.

AGENDA

THIS MEETING WILL BE HELD VIA TELECONFERENCE CALL OR OTHER
ALTERNATIVE MEANS OF COMMUNICATION ONLY INCLUDING BOARD
MEMBERS, STAFF, DEPUTY ATTORNEYS GENERAL, AND THE PUBLIC.

The Governor's Nineteenth Supplementary Proclamation dated April 9, 2021,
suspended Chapter 92, HRS, Part I. Meetings, to the extent necessary to enable
Boards to conduct meetings without any board members or members of the public
physically present in the same location. In consideration of the current COVID-19
situation, the HPHA’s offices are closed to the public. Individuals should submit written
testimony no later than 12:00 noon on Tuesday, May 18, 2021 which will be distributed
to Board members. You may submit written testimony via email to
jennifer.k.menor@hawaii.gov or by U.S. mail to PO Box 17907, Honolulu, HI 96817.

The public may participate in the Board meeting as it happens via Zoom app at:
https://zoom.us/j/98439255972?pwd=aHM1aHkxYjjlWUJzUEQ4dk91VDNzdz09.
When prompted, enter the Meeting ID: 984 3925 5972 and the Password: 71FS9A.

Alternatively, the public may also participate via telephone by calling: 1-669-900-6833.
When prompted, callers should enter the Meeting ID: 984 3925 5972 and the Password:
877810. 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.

The Board will consider public testimony 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.

I. CALL TO ORDER/ESTABLISHING QUORUM

II. PUBLIC TESTIMONY

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

Regular Meeting Minutes, April 15, 2021
Emergency Meeting Minutes, April 28, 2021

IV. DISCUSSION AND/OR DECISION MAKING

A. To Authorize the Executive Director to Execute the Grant of Subsurface Waterline Easement with the City and County of Honolulu in Favor of the Hawaii Public Housing Authority to Continue to Run Water Lines Across Ahe Street at Palolo Valley Homes (TMK: (1) 3-4-007:007)

B. To Adopt the 2021 Utility Allowance Rates for the Hawaii Public Housing Authority’s (HPHA) Housing Choice Voucher Section 8 Program for the Period from July 1, 2021 to June 30, 2022; and to Authorize the Executive Director to Accept Comments on the Current Utility Rates and Undertake All Actions Necessary to Extend the Current Utility Allowance Rates as Allowed Under Federal Regulations

C. To Authorize the Executive Director to Establish the Salary for the Hawaii Public Housing Authority’s Property Management and Maintenance Services Branch Chief at a Rate Not to Exceed 85% of the Executive Director’s Salary

(The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4, 92-5(a)(2) and 92-5(a)(4) to consult with the Board’s attorney on questions and issues pertaining to the Board’s powers, duties, privileges, immunities, and liabilities as related to this motion and to consider personnel matters and matters affecting privacy will be involved.)

V. REPORTS

A. Finance Task Force Report on HPHA’s Draft Budget for FY 2021-2022

B. Executive Director’s Report: Monthly reports are included in the Board packet. No formal report is planned.
   • Financial Report for the Month of March 2021
   • Report on Contracts Executed During April 2021 and Planned Solicitations for May 2021
   • Update on Redevelopment Projects: Affordable Senior Housing at School Street and Kuhio Park Terrace/Kuhio Homes
   • Redevelopment Tracker
   • Public Housing Occupancy/Vacancy Report; Federal Public Housing; for the Month of April 2021
• Obligation and Expenditure Status for Design and Construction Projects Funded Under the Federal Capital Fund Program (CFP) and the State Capital Improvement Program (CIP). Report on closed contracts.
• Section 8 Subsidy Programs Voucher: Voucher Lease-up and Pending Placements; Update on Rent Supplement Program.

The Board agenda for this meeting is available for inspection on the HPHA’s website: http://www.hpha.hawaii.gov/boardinfo/packets.htm.
The Board of Directors of the Hawaii Public Housing Authority held their Regular Board Meeting at 1002 North School Street, on Thursday, May 20, 2021. Pursuant to the Governor’s Nineteenth Supplementary Proclamation dated April 9, 2021, suspending Chapter 92, HRS, Part I Meetings, to the extent necessary to enable Boards to conduct meetings without any board members or members of the public physically present in the same location, the Hawaii Public Housing Authority conducted the Board meeting by use of teleconference call or other alternative means of communication only without a physical quorum present in the boardroom at 1002 N. School Street, Honolulu, HI 96817.

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:

**PRESENT:**
- Director Robert Hall, Chairperson
- Director Pono Shim, Vice-Chairperson (joined the meeting late)
- Director Roy Katsuda, Secretary
- Designee Joseph Campos II
- Director George De Mello
- Director Susan Kunz
- Director Betty Lou Larson
- Director Leilani Pulmano
- Director Todd Taniguchi
- Deputy Attorney General Jennifer Sugita
- Deputy Attorney General Klemen Urbanc

**EXCUSED:**
- Director Kymberly Sparlin

**STAFF PRESENT:**
- Hakim Ouansafi, Executive Director
- Barbara Arashiro, Executive Assistant
- Bennett Liu, Acting Chief Financial Officer
- Rick Sogawa, Contracts and Procurement Officer
- Sarah Beamer, Acting Section 8 Subsidy Programs Branch Chief
- Becky Choi, State Housing Development Administrator
- Benjamin Park, Chief Planner
- Stephanie Fo, Acting Property Management and Maintenance Services Branch Chief
- Shirley Befitel, Human Resources Supervisor
Public Testimony

In consideration of the current COVID-19 pandemic, the HPHA’s physical office locations are closed to the public. Individuals were allowed to submit written testimony no later than 12:00 noon on Tuesday, May 18, 2021 which would be distributed to the Board members. The public was instructed to submit written testimony via email to jennifer.k.menor@hawaii.gov or by U.S. mail to PO Box 17907, Honolulu, HI 96817. The public was also allowed to participate via Zoom app or teleconference.

Chairperson Hall stated that the Board would accept public testimony on any item relevant to the 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.

Chairperson Hall stated that one written public testimony was received by Tashiana Castillo, which was distributed to the Board. He noted that Ms. Castillo also submitted a written public testimony at the April 15, 2021 Regular Board meeting.

Executive Director Ouansafi confirmed follow-up on the concerns received by Ms. Castillo. He added that all issues presented to HPHA by letter, email and telephone are always examined and carried out. Often, due to tenant confidentiality, matters are not shared with other tenants. Executive Director Ouansafi stated that reasonable accommodations and transfers requests are reviewed and evaluated thoroughly.

Approval of Minutes

Director De Mello moved,

To Approve the Regular Meeting Minutes of April 15, 2021

Director Larson referred to page 9 of the Board packet (first paragraph) and requested to change “tenants” to “applicants”.
The minutes were approved as amended.

Director Kunz moved,

To Approve the Emergency Meeting Minutes of April 28, 2021

The minutes were approved as presented.

Discussion and Decision Making

Director Katsuda moved,

To Authorize the Executive Director to Execute the Grant of Subsurface Waterline Easement with the City and County of Honolulu in Favor of the Hawaii Public Housing Authority to Continue to Run Water Lines Across Ahe Street at Palolo Valley Homes (TMK: (1) 3-4-007:007)

Executive Director Ouansafi reported that Palolo Valley Homes is a federally subsidized family public housing project that was constructed in 1957 and consists of approximately 120 units in 20 two-story concrete structures.

The site is undergoing a full phased modernization, which includes site utilities, sidewalks, retaining walls, hazmat remediation, re-roofing, interior and exterior painting and a complete interior renovation (kitchen, baths, flooring, electrical and plumbing).

When the first phase of the modernization project was submitted to the City and County of Honolulu for Building Permit approval, the City discovered that a utility easement for a waterline (feeding the upper and lower portion of the property) that crossed Ahe Street was never granted when constructed over 50 years ago.

The City has requested an easement be created in favor of HPHA for continued use and maintenance of these waterlines.

A condition of the easement agreement is for the Grantee (State of Hawaii) to indemnify the Grantor (City and County of Honolulu) for any and all loss or damages to the Grantor’s property caused by the Grantee’s use of the Easement Area. The Governor has approved the indemnification clause, which was included in the Board packet as Exhibit C.

The next step is for both parties to execute the easement agreement and for the agreement to be recorded.

The motion was unanimously approved.
Designee Campos moved,

To Adopt the 2021 Utility Allowance Rates for the Hawaii Public Housing Authority’s (HPHA) Housing Choice Voucher Section 8 Program for the Period from July 1, 2021 to June 30, 2022; and to Authorize the Executive Director to Accept Comments on the Current Utility Rates and Undertake All Actions Necessary to Extend the Current Utility Allowance Rates as Allowed Under Federal Regulations

Executive Director Ouansafi reported that the U.S. Department of Housing and Urban Development (HUD) subsidizes both rent and utilities in the Housing Choice Voucher Program (HCVP). The Allowances are based on the cost of utilities paid by energy-conservative households that occupy housing of the same size and type in the same locality.

As required by the program regulations, HPHA annually reviews the Utility Allowance Schedule to determine whether the allowances are required to be adjusted for changes in local utility rates. HPHA is required to adjust the utility allowances if the utility rate changes by 10% since the last revision of the schedule.

The most recent report, however, shows that some rates did change more than 10% in 2021, necessitating a change to the utility allowance schedule. Utility rates that did not change per bedroom size by 10% remained the same.

Utility allowance payments increased on average between 101% and 122% for single family homes. Utility allowance payments increases on average between 54% and 62% for all other unit types. For example, a two-bedroom single family house increased by $140, a three-bedroom single family house increased by $175 and a five-bedroom single family house increased by $271. The utility rate increased between $47 and $271. The increases are attributed to an increase in energy rates over the past year, and an increase in the average utility usage by residents remaining at home due to the 2020 Covid-19 pandemic stay-at-home order.

Once adopted by the Board, the utility allowance schedule will be available for public viewing. Written comments on the schedule will be accepted by the HPHA, which will be collected and considered during the next revision cycle.

Director Larson sought information on how the electric usage is determined.

Executive Director Ouansafi explained that actual household utility bills are reviewed and compared to benchmarks by area, by County, and by usage to determine the utility usage.

The motion was unanimously approved.

Director De Mello moved,
To Authorize the Executive Director to Establish the Salary for the Hawaii Public Housing Authority’s Property Management and Maintenance Services Branch Chief at a Rate Not to Exceed 85% of the Executive Director’s Salary

Executive Director Ouansafi reported that in July 2013, the HPHA Board of Directors met regarding the compensation schedule for key supervisory positions. Discussions covered several areas including:

- Current salary and salary restrictions within the State;
- Federal limitations on salary;
- Comparable salaries to other state positions;
- Comparable salaries at other public housing agencies;
- State Salary Commission report to the Legislature;
- Employee Performance and agency improvements; and
- Complexity of the nature of public housing.

The Board agreed that the salary for the staff should be based on recommendations by the Executive Director to avoid the potential delay in offering positions to qualified candidates and that the Executive Director is in the best position to determine the day-to-day staffing needs of the HPHA.

On July 18, 2013, the Board of Directors granted delegated authority to the Executive Director to hire and establish the salary for the Property Management and Maintenance Services Branch Chief at a rate not to exceed 75% of the Executive Director’s salary.

Management is recommending that the Board authorize the Executive Director to establish a salary rate not to exceed 85% of the Executive Director’s salary.

Management has found that recruiting and retaining qualified applicants continues hinge on salary for the applicants who bring required background in housing or the management of federal housing assistance programs.

The HPHA has also found that comparable positions at other PHA’s nationwide for a large public housing program exceed the HPHA’s current salary limits.

The HPHA has had qualified applicants for several of its key supervisory positions and made offers of employment only to lose them to other PHA’s who were able to offer the applicants a higher salary.

Chairperson Hall, being familiar with collective bargaining, stated that he was interested to see how HPHA was arranged and discussed what he learned. According to Hawaii Revised Statutes Section 356D-3, there are about five or six positions in the agency whose salary is determined by the Board of Directors, which includes the Property Management and Maintenance Section Branch Chief. Chairperson Hall added that the Property Management and Maintenance Section Branch Chief salary can’t exceed the Governor’s salary.
Director Pulmano asked for more details on the position and for the maximum salary for the current 75% and the proposed 85%.

Executive Director Ouansafi clarified that this motion relates to only one position, which is currently open for recruitment. The maximum salary for 75% is $122,547 and 85% is $138,887. Executive Director Ouansafi stated that within 10 years, the position was filled three times, and each applicant had later resigned.

Director Katsuda recognized that the position is currently unfilled and asked who is currently handling its duties.

Executive Director Ouansafi explained that the tasks are currently being divided amongst staff, which ultimately falls on the Office of the Executive Director. Although many staff will step in to assist, the Branch is not running at full capacity. Previously, Ms. Pua Hall-Ramiro was acting as the Property Management and Maintenance Section Branch Chief. Due to personal reasons, the Property Management and Maintenance Section Branch Chief duties are now split amongst Ms. Stephanie Fo and other staff.

Chairperson Hall stated being familiar with the position as he used to be HPHA’s Property Management and Maintenance Section Branch Chief in the past, and at that time the salary was approximately $60,000. He acknowledged the significance of the position and all the duties the position carries out for the program.

The motion was unanimously approved.

**Finance Task Force Report**

Chairperson Hall thanked his fellow members of the Finance Task Force (Director Pulmano and Director De Mello) for their efforts with reviewing HPHA’s Draft Budget for FY 2021-2022.

Director De Mello acknowledged the hard work and professionalism of Executive Director Ouansafi and the HPHA staff.

Chairperson Hall discussed the intricacy of HPHA’s budget and thanked Executive Director Ouansafi for thoroughly explaining the management and processing of the budget. He added that the subsidies of HUD also played a huge role. Having to balance that throughout the budget process is an ongoing challenge. Chairperson Hall was impressed with how HPHA manages the budget.

Director Pulmano acknowledged the complexity of HPHA’s budget and commended Management and his staff for their efforts.
Executive Director Ouansafi confirmed that the HPHA’s Draft Budget for FY 2021-2022 will be presented at the next Board meeting and thanked the Finance Task Force for their hard work and commitment.

On behalf of the Finance Task Force, Executive Director Ouansafi presented the following budget for FY 2021-2022:

HPHA manages 85 Federal and State public housing properties with approximately 6,200 units. Of that, 864 are State and the rest are Federal units. They are grouped into 18 Asset Management Projects (AMPs). In addition to these 85 properties, this budget also covers an additional 100 properties in the Performance Based Contract Administration (PBCA) program, 14 Offices/Branches, and the Section 8 branch with voucher authority of approximately 4,000 Federal units plus 300 State rent supplement units. In all this, the budget affects over 13,000 families statewide.

Management starts the budgeting process in January by assessing operational needs for each property, which gets grouped into AMPs and then given to the Property Management Branch and routed to the Fiscal Management Office and the Office of the Executive Director for review and approval. Each program, branch or office has its own budget. Management groups all budgets into one master budget that was presented in detail to the Finance Task Force. Over 100 budgets are merged into one budget using 34 active fund accounts, which also carry different eligibility rules. Management does multiple reviews starting with the essentials, incorporating priorities and then other vital expenditures. This budgeting process lasts until the month of May where management makes final adjustments based on the legislative session appropriations.

For the Federal Low Rent Housing, the HUD operating subsidy budget is approximately $32M and HPHA is expecting a proration rate of 96%. For the federal capital grant, $2.66M is applied to AMP’s operational costs and $1.33M is applied to Central Office Cost Center (COCC).

For the State revenues, $4.438M State General Funds and $1.539M State Rent Supplemental Program (RSP) was appropriated.

Regarding the fee revenues at COCC, HPHA receives payment in a variety of different forms. From HUD, HPHA receives a management fee of $69.02/month for occupied units for Federal and State low income rental programs and 20% of the administration fee which the Section 8 Housing Choice Voucher (HCV) program receives. For asset management, HPHA receives $10.00/month for each ACC unit. For bookkeeping services, HPHA receives $7.50/month for each occupied unit and approved vacant unit of the Federal and State low income rental programs, $7.50/month for each active voucher of the Section 8 HCV program, and $1.88/month for each active voucher of the RSP. The front-line services are prorated and spread across each AMP and based on the number of units, if federal or state, and the size and location of the unit.
The Section 8 HCV program HAP operating grant is $37.675M with a proration rate of 100%, while the Administration fee proration rate is 82%. The Administrative fee rate “A” is $135.89/month for each voucher up to 7,200 unit months leased annually (600 vouchers per month) and rate “B” is $126.84/month for each voucher for the unit months leased above 7,200 (600 vouchers per month). Bookkeeping fee is $7.50/month each unit month leased.

Staff salaries and wages is HPHA’s biggest cost. No increase is factored in the budget for next fiscal year since no increase was determined at the time when this budget was prepared. Benefits are 63.08% of salaries and wages. OPEB and pension expenses are not reflected in the operating budget.

Utility expenses were increased by 3% over FY21 actual budget, and an inflation rate of 3% is factored in the budget for those expense items.

(Director Shim joined the meeting at approximately 9:44 a.m.)

HPHA’s total revenue of $151,214,663 is budgeted for FY22, which consist of the following expenses:

1) The Gross Potential Rent represents revenue if all units are occupied. The Net Tenant Rental Revenue is expected to be approximately $24.5M.

2) The Net HUD Operating Subsidies of approximately $107.5M is expected to be received in FY 22, which includes:
   a. Approximately $31M of operating subsidies for Federal public housing programs,
   b. Approximately $38M of HAP expense for Section 8 Housing Choice Voucher programs, and
   c. Approximately $39M of program expense for Performance Based Contract Administration program.

3) Ongoing Administrative Fee Earned of approximately $4.6M

4) Management Fee of approximately $4.6M

5) Front-Line Service Fee of approximately $5.2M. All programs and housing projects pay COCC for the cost of centrally provided administrative and maintenance services.

Other financial sources total approximately $10.6M, which comprise of the following:

1) Federal CFP of approximately $4M. HUD allows 20% of CFP grant to be used for AMPs’ operating expense and another 10% for COCC administrative expense.

2) The State provides approximately $4.4M for public housing operating expense. The funding received helps keep the rent amount low. Executive Director Ouansafi stated that the rent amount hasn’t increased since he’s been with HPHA and expressed his gratitude of the funds approved by the Governor and Legislature.

3) The State General Fund for State Housing is approximately $1,488,000. Out of $4,438,000, the State appropriation for public housing operating expense
$1,488,000 is designated for operating expense of the State housing programs.

With the recommendation of the Finance Task Force, HPHA added to the budget the number of full time equivalent for the programs.

The total operating expense is budgeted at approximately $163M, which includes:

- Administrative expense of approximately $30.9M
- Asset management fees of approximately $600,000
- Tenant services expense of approximately $500,000
- Utilities expense of approximately $13.5M
- Maintenance of approximately $31.4M
- Protective Services (Security) of approximately $4M
- Insurance expense of approximately $500,000
- General expense of approximately $81M

Staff salary and wage increase are retro for July 1, 2019 to July 1, 2020 per bargaining unit contracts are also reflected in the budget. No salary and wage increase are budgeted for FY22 since no increase was determined when this budget was prepared.

The costs of private management contracts (which handle 7 Federal housing projects and 1 State housing project) are reflected in the budget as follows:

- Management Agent’s Fee of approximately $1.9M
- Private Management Administrative Salaries of approximately $1.9M
- Private Management Administrative Benefits of approximately $625,000
- Private Management Contract Maintenance Salaries of approximately $2.9M
- Private Management Contract Maintenance Benefits of approximately $1.2M

Other HPHA expenses include:

- A total amount of approximately $900,000 is budgeted to replace appliances for the public housing units
- Maintenance materials is budgeted at approximately $2M
- Contract cost of approximately $1.48M is budgeted for the cost to contract service providers for repair and maintenance service in connection with tasks that can't be completed by HPHA’s regular staff
- Refuse collection of approximately $2M
- Exterminating services (pest control) of approximately $316,000
- Maintenance front-line services of approximately $3.9M
- Preparation of REAC inspection of approximately $1.8M

HPHA projected a deficit amount of approximately $1.3M of COCC. The deficit is due to HPHA not getting reimbursed for the associated cost to manage the CIP.
Deputy Attorney General Klemen Urbanc recommended that the Finance Task Force members affirm what was presented, as the report was presented by Executive Director Ouansafi, who isn’t a part of the Finance Task Force.

Chairperson Hall acknowledged what was reported to be accurate and recognized the efforts of HPHA.

Director De Mello and Director Pulmano also confirmed the accuracy of the report given by Executive Director Ouansafi.

**Executive Director’s Report**

Chairperson Hall referred to page 104 of the Board packet and asked for details on the six positions that HPHA lost.

Human Resources Supervisor Shirley Befitel explained that the six positions that HPHA lost included: 4 general fund positions (a Public Housing Supervisor, a Rent Supplement Specialist, and two Program Specialists for AMP 35) and 2 revolving fund positions (a Housing Information Officer and an Office Assistant).

Chairperson Hall referred to page 126 of the Board packet and sought more information on the preparation of a Request-for-Qualifications (RFQ) for Master Planning services for the development of AMP 37 on the Hawaii Island and a RFQ for real estate appraisal services for various HPHA properties.

Executive Director Ouansafi confirmed that the RFQ for Master Planning services for the development of AMP 37 pertains to funding that HPHA is working with the County of Hilo on.

Contracts and Procurement Officer Rick Sogawa stated that the RFQ for real estate appraisal services for various HPHA properties hasn’t yet been issued.

Chairperson Hall suggested that real estate infrastructure capacity be added to future Executive Director’s Report.

Director Larson referred to “the overall vision of HPHA and this Board” and encouraged the Board to look beyond constructing housing now and focus on the impact long-term (20-100 years). She believes that HPHA is the only agency with the vision that addresses the very low income and sought ways on how to maintain that long-term. Director Larson acknowledged that HPHA and the Board are always tenant-focused and long-term focused and suggested presenting the vision to consultants.

Executive Director Ouansafi added that HPHA has teamed up with the University of Hawaii approximately four years ago to conduct a study interviewing tenants to evaluate how they can shape housing for the future. Executive Director Ouansafi recognized the
The importance of getting tenant perspectives on a variety of aspects, so this study allowed tenants to speak on their own behalf.

Director Larson was pleased to hear that HPHA has taken a proactive approach to hear from the tenants with the assistance of the University of Hawaii. She then referred to page 104 of the Board packet and thanked the Executive Director Ouansafi and his staff for providing COVID-19 vaccination clinics and sought more details on its success.

Executive Director Ouansafi reported that he believes that over 80% of HPHA’s elderly tenants are fully vaccinated and having extremely successful clinics for the family housing. He added that it was difficult to give an exact amount of those vaccinated for family housing due to many being vaccinated through other means prior to HPHA hosting their clinic. Executive Director Ouansafi thanked all the partners those who assisted with the vaccination clinics, such as the pharmacies, hospitals, non-profits, and the Department of Health.

Director Larson referred to page 105 of the Board packet and asked if the TOD findings of the City and County of Honolulu’s climate adaptation design principles for urban areas that are vulnerable to sea level rise could affect any of HPHA’s properties on either Oahu or the neighbor islands.

Executive Director Ouansafi confirmed that the HPHA is a part of the TOD Council and participating in meetings. He confirmed that it will affect the entire State, so HPHA will continue to monitor it, though there are no immediate issues to report on now. HPHA is more concerned with unexploded ordinances than sea level rise.

(End of Section)
Director De Mello moved,

To Adjourn the Meeting

The motion was unanimously approved.

The meeting adjourned at 10:10 a.m.

MINUTES CERTIFICATION:

Minutes Prepared by:

Jennifer K. Menor
Secretary to the Board

[Signature]

07/22/21

Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting on July 22, 2021 [✓] As Presented [ ] As Amended

[Signature]

Jul 26, 2021

Date

Director Roy Katsuda
Board Secretary