



**BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 P.M., November 20, 2018
GHURA's Main Office
1st floor, Conference Room, Sinajana
AGENDA**

I. ROLL CALL

II. APPROVAL OF PREVIOUS BOARD MINUTES – November 09, 2018

	Page(s)
III. CORRESPONDENCE AND REPORTS	
1. GHURA – REAC PHA Prevalence Report	1
2. FY2018 Preliminary Financials	2-6
IV. OLD BUSINESS	
1. Board Action Item No. 037/18 Update on the Construction of the Sinajana Central Precinct (Ref. Minute Nos: 099/17, 311/17, 330/17, & 006/18)	
V. NEW BUSINESS	
1. Resolution No. FY2019-001	7-8
Resolution recognizing the dedicated service and leadership of Mr. George A. Santos known as “GAS-man” and commending him for the contributions he made to the Guam Housing and Urban Renewal Authority and the People of Guam	
2. Intent of Award	9-15
Re-bid of IFB#GHURA-8-20-2018-AMP3, Roof Repair and Roof coating of units at GHURA 99 Development in Agat	
VI. GENERAL DISCUSSION / ANNOUNCEMENTS	
1. Next proposed scheduled Board Meetings: Thursday, December 6 th and Thursday, December 20 th	
VII. ADJOURNMENT	

BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 p.m., November 09, 2018

GHURA Main Office, 1st floor conference room
Sinajana, Guam

MINUTES

After notice was duly and timely given pursuant to the Open Government Law of Guam and the Bylaws of the Authority, the Board of Commissioners' regular scheduled meeting of **Friday, November 09, 2018** at 12:00 p.m. at the GHURA Sinajana Main Office, 1st Floor Conference Room was conducted.

I. ATTENDANCE, QUORUM, AND CALL TO ORDER

COMMISSIONERS PRESENT: Thomas E. B. Borja, Chairman - Acting
Carl V. Dominguez, Member
George F. Pereda, Member
Joseph M. Leon Guerrero, Resident Commissioner

COMMISSIONERS ABSENT: Eliza U. Paulino, Member (excused)

LEGAL COUNSEL: Anthony Perez

MANAGEMENT & STAFF: Michael J. Duenas, Executive Director
Pedro A. Leon Guerrero, Deputy Director
Melinda Taitano, Special Assistant
Albert Santos, A&E Manager
Katherine Taitano, Chief Planner
Norma San Nicolas, S8 Administrator
Sandrina Cepeda, FSS PC-II
Philomena San Nicolas, AMP4 PSM
Patrick Bamba, AMP3 PSM
Pearl Mendiola, GT PSM
Alice James, MFSC PC-II

PUBLIC: Mr. Ho Eun (Core Tech)
Mr. Edward Kim (Rex International)

Meeting was called to order at 12:00 p.m. by Acting Chairman Borja who acknowledged the presence of the above attendees. Acting Chairman Borja announced that the meeting today is a continuation of the November 08, 2018 BOC Meeting that was adjourned and recessed for Friday, November 09, 2018. The Acting Chairman indicated that the minimum number of Commissioners required for a quorum were present and that the meeting could proceed.

235/18		<i>Acting Chairman Borja requested to amend the agenda by tabling Item #1 under the New Business Item to the next scheduled board meeting and moving up Items #2 & 3 under the Old Business followed by Item #1 and then Correspondence and Reports.</i>	235/18
Minute No.	Ref. No.	Approval of Previous Board Minutes	Action By:
236/18 237/18		<p>Acting Chairman Borja called for a motion to be made on the approval of the Minutes from the previous Board Meeting on October 26, 2018.</p> <p>After review and further discussion by the Board Members, a motion was made by Commissioner Dominguez and seconded by Resident Commissioner Leon Guerrero, and the Board approved the Board Minutes of October 26, 2018 as corrected.</p>	
Minute No.	Ref. No.	Old Business	Action By:
238/18	213/18	<p>Request for reconsideration – 2018-2019 Tax Credits ... Letter dated October 1, 2018 from Summer Town Phase IV, LLC.</p> <p>Acting Chairman Borja requested for any comments from the Board.</p> <p>Commissioner Dominquez requested clarification from Director Duenas in regards to his letter to the Board dated October 17, 2018. Director Duenas explained the difference between a forward commitment and a carry forward of tax credits.</p>	

Minute No.	Ref. No.	Old Business	Action By:
238/18 continuation		<p>For the 2018 cycle, an award was given to one developer. The second developer is requesting a forward commitment of the 2019 credits. If the Board wishes to grant these credits, it will not allow for future competition from other interested potential developers. A forward commitment has never been awarded to a developer who did not receive an award. However, it is at the Board's discretion.</p> <p>Mr. Ho Eun stated that they started construction despite not receiving the commitment, which basically they are taking the risk. Obtaining the commitment will expedite the process. This project provides 64 units, (18 - 1 bedroom and 1 bath, 28 - 2 bedroom and 1 bath, and 18 - 3 bedroom and 2 baths) under the Summer Town Estates IV in Lada, Dededo.</p> <p>Director Duenas stated that there is a need for housing for low income families. Many of our S8 voucher holders are already experiencing difficulty with finding a home within the given time frame to search for a unit.</p> <p>Director Duenas stated that there are still 2018 tax credits that have not been allocated and that if the Board is looking at a forward commitment, his recommendation is to award the balance of 2018 tax credits with a forward commitment of the 2019 tax credits for additional funding not to exceed the requested project amount.</p>	

Minute No.	Ref. No.	Old Business	Action By:
239/18		A motion was made by Commissioner Dominguez and seconded by Commissioner Pereda to approve the request for Summer Town Phase IV using the balance of the 2018 tax credits with a forward commitment of the 2019 tax credits to not exceed \$3,364,618.00. Without any further discussion and objection, the Motion was approved.	
240/18		<p>Request for extension with the Construction of the Central Police Precinct - Letter dated October 15, 2018 from Rex International Inc.</p> <p>Acting Chairman Borja stated that before the Board considers the request for the extension, he asked for an update on the project.</p> <p>Mr. Albert Santos recommended that the Board visit the site to see the progress and will work on setting up a tour.</p> <p>He stated that the work has improved two-fold and that he has verified that work has been done on weekends as promised by showing up to the site unexpectedly.</p> <p>The pouring of the roof is set for Wednesday. The form can be removed after 7-days. However, the shoring jacks have to remain in place until the cylinder test reaches 2700 psi. At this time, conduits can be run as well as placing the ducting system which is currently being framed off-site. Additional work at the site has also been completed. Work has started on the water and sewer system but has</p>	Albert Santos

Minute No.	Ref. No.	Old Business	Action By:
240/18 continuation		<p>been temporarily halted until we get the approval on the traffic control plan which is in for review and response by DPW and GWA. Curbs on the parking area are in as well and the contractor is raising the elevations on the driveway and parking area in preparations for the asphalt paving.</p> <p>Mr. Santos stated that they also resolved a major hurdle regarding the outdoor area that will be used by the officers for their breaks. The rebar wasn't formed correctly and they were told to tear it down and rebuild it properly. A compromise was met to add fins to the walls. The contractor will cover the costs and we will accept the rebar forms as is.</p> <p>Mr. Santos stated that, he along with Director Duenas and Legal, looked at their request and realized that Rex International have some merit for reconsideration. However, the plan is to continue to apply pressure on the contractor and see in December if the substantial completion as the contractor had promised will be made. Only then should the Board approve an extension.</p> <p>Acting Chairman Borja stated that things will remain on status quo and hope that the contractor will continue on this track. Come December, the Board hopes to hear of all the progress being made towards the projected promises of major completion and obtaining occupancy in January 2019. Acting Chairman Borja thanked Mr. Edward Kim for his presence and his continued efforts.</p>	

Minute No.	Ref. No.	Correspondence and Reports	Action By:
241/18		<p>S8 Division Quarterly Report (FY2018, 4th Quarter)</p> <p>Ms. Norma San Nicolas stated that Leasing and Voucher Utilization have been declining due to the following:</p> <ul style="list-style-type: none"> • difficulty finding a landlord willing to rent to voucher holders • lack of funds for security deposit, utility hook-ups, or first month's rent. <p>There are over 200 families searching for homes and with the above challenges, we are still issuing vouchers on a weekly basis.</p> <p>Ms. San Nicolas stated as of the third quarter, the occupancy rate at the Summer Town Estates for Project-based vouchers is at 97%. They had a difficult time filling 2 bedroom units in the last two quarters, but with the opening of the waitlist, they will be able to fill it. The waitlist was exhausted within a two month period and therefore set to open up again in November 14th.</p> <p>Ms. San Nicolas stated that they are promoting GPA's prepaid power program which requires the participants to maintain a balance of \$50 in their account and if they get disconnected, they will only have to pay \$25 for reconnection rather than the full amount. This program will also benefit GHURA by alerting us of the disconnections to our tenants.</p> <p>Director Duenas stated that this downward trend has been going on for years. We are trying to see if our Payment Standards are attractive to</p>	Norma San Nicolas

Minute No.	Ref. No.	Correspondence and Reports	Action By:
241/18 continuation		<p>landlords. We have pushed our Payment Standards as high as we can go, which is 10% above Fair Market Rent (FMR) that HUD sets for the area. If we wanted to get a higher Payment Standard, we will have to prepare a housing study to justify payment standards that exceeds the Fair Market Rents over 10%.</p> <p>This is an ongoing discussion with the HUD field office. There is a process in place and we will look at it again. Next July, HUD will be publishing the proposed FMRs and identify the process, if the housing authority feels a higher rate is needed and will have to conduct an independent survey.</p>	
242/18		<p>FSS Division Quarterly Report (FY2018, 4th Quarter)</p> <p>Ms. Sandrina Cepeda reported on her activities from April to September 2018:</p> <p>Ms. Cepeda stated that she currently has 147 active participants which increased by 11 from the last reporting period. She had 2 graduates within this period, one was for home ownership and the other was seeking fulltime employment. She has one potential graduate who has completed the ITSP and has inquired about the possibility of graduating early.</p> <p>About 80 of our participants are currently employed, 5 were newly employed within this reporting period. We received 24 new application of interest and we continue to offer our Renter's 101 Workshop.</p>	Sandrina Cepeda

Minute No.	Ref. No.	Correspondence and Reports	Action By:
242/18 continuation		<p>We reached out to 53 families and continue to work with our program coordinating committee members, Bank of Hawaii and Salvation Army. We provide our budgeting courses on a monthly basis and homeownership courses on a quarterly basis.</p> <p>For Section 3, we successfully linked one of our Public Housing participants with Rex International and have identified another. We continue to participate in job fairs as part of our outreach in which we invite our families to attend and work with the Human Resources Personnel from these companies to access their job listing that we may link with our participants. We continue to do health fair outreach and in-house voucher briefings.</p> <p>Ms. Cepeda stated for the month of September, she focused on the Tuition Free College Grant that was available by reaching out to all our participants starting with those who had chosen higher education as their final or interim goal.</p> <p>We started working with University of Guam's SNAP ED program which educates their participants who received SNAP benefits of healthy ways in purchasing food and providing them with low cost healthy recipes and promote active lifestyle. We hope to provide these workshops on a weekly basis.</p>	

Minute No.	Ref. No.	Correspondence and Reports	Action By:
243/18		<p>AMPs Division Quarterly Report (FY2018, 4th Quarter)</p> <p>Deputy Director Leon Guerrero stated that we just had REAC for AMPS1, 3, and 4 on July 31st through August 9th. AMP2 last REAC Inspection took place in March 2017, which they scored 80%. This score gave them a 1-year waiver, so they were able to assist the other AMPs with their REAC preparations by providing them manpower support. All three AMPs scored well earning them all with a 1-year waiver with the next REAC scheduled for 2020. In return, they will be assisting AMP2 and GT with their upcoming REAC inspection scheduled sometime in 2019.</p> <p>With the Physical Occupancy, we were focused on getting all our units occupied thus improving our score. The unit turnaround time starts when the old tenant moves out and ends when the new tenant moves in. Within this time frame, the maintenance team repairs the unit while the admin team gets the family ready documentation wise. The average number of days per unit is set at 25 to 35 days total.</p> <p>With the tenant account receivables, we are following the Board directive to be more aggressive. DRT is assisting us in collecting payment with their tax garnishment. Another thing that assisted us in collection occurs when a tenant wants to transfer from Public Housing to Section 8, they have to clear their account first in order to get approval.</p>	<p>Pedro Leon Guerrero</p>

Minute No.	Ref. No.	Correspondence and Reports	Action By:
244/18		<p>GT Division Quarterly Report (FY2018, 4th Quarter)</p> <p>Mr. Patrick Bamba stated that the report is really straightforward with not many changes going on in Guma Trankilidat. There was only one move out in July due to a transfer of a resident to another facility. Since then it has remained the same. There were some offers made to applicants on the waitlist in September that didn't go through. The new PSM, Ms. Pearl Mendiola, is currently getting families moved in. Director Duenas stated that they are currently waiting on Police Clearances. The spike in Non-emergency work orders in August were due to REAC. The two units that are currently vacant, includes one that is ADA accessible, and the other one is under renovation. There are 9 applicants on the waitlist.</p> <p>There are units under modernization. They are currently on the 4th of the 6 units under Phase II. The manager's unit was used as the transition unit but due to the recent finding of an underground leak, they are now using the vacant unit as the transition unit. The current contractor has maintained their 19 day per unit plan, therefore the work is proceeding on.</p>	Patrick Bamba
245/18		<p>MFSC Division Quarterly Report (FY2018, 4th Quarter)</p> <p>Ms. Alice James stated that she has been detailed as the Multi-Family Service Coordinator at Guma Trankilidat and was providing a snapshot of the program services and activities from</p>	Alice James

Minute No.	Ref. No.	Correspondence and Reports	Action By:
245/18 continuation		<p>April to September 2018.</p> <p>She stated that of the 51 total residents, 29 received services within this reporting period based on the activities listed. One individual recently started receiving the meals on wheels service from the Mayor's Council of Guam. She assisted two individuals with their conflict resolution by mediating and referring them to a community service provider. These services provided are available on demand.</p> <p>Most of Guma Trankilidat's population are Asians, and all services are provided at Guma Trankilidat.</p> <p>The upcoming events for G.T. residents includes the Thanksgiving Luncheon provided by the International Brotherhood of Electrical Workers – Local Union 1260 on Saturday, November 17th and a Thanksgiving Dinner hosted by the UOG Soroptomist Sigma Society on Sunday, November 18th at 5 p.m.</p>	
Minute No.	Ref. No.	New Business	Action By:
246/18		<p>Resolution No. FY2019-002, Resolution approving the Fiscal Year 2019 Section 8 Housing Choice Voucher Program and Reasonable Accommodations Payment Standards</p> <p>Ms. Norma San Nicolas stated that it's that time of the year when we have to update our Payment Standards. The Payment Standards are used to calculate the families' subsidy. It is</p>	Norma San Nicolas

Minute No.	Ref. No.	New Business	Action By:
246/18 continuation		<p>derived by using the Fair Market Rent supplied by HUD. There are two Payment Standards, one is for the regular tenants and the other is for those requiring reasonable accommodations because of disability. We are going with the max of 110 percent for most families which includes the rent and utilities. We are going with the max of 120 percent for those families requiring reasonable accommodations.</p> <p>Acting Chairman Borja recommends we look further into getting an estimate on a cost study and getting the study done, since we have the reserves to do so in order to raise our Payment Standards, due to it being seemingly low and that our numbers has declined as well.</p>	
247/18		<p>A motion was made by Commissioner Dominguez and seconded by Resident Commissioner Leon Guerrero to approve Resolution No. FY2019-002, resolution approving the Fiscal Year 2019 Section 8 Housing Choice Voucher Program and Reasonable Accommodations Payment Standards. Without any further discussion and objection, the Motion was approved.</p>	
248/18		<p>Resolution No. FY2019-003, Resolution approving the Fiscal Year 2019 Section 8 Housing Choice Voucher Program Utility Allowance Schedule</p> <p>Ms. Norma San Nicolas stated that this is the annual update of the Utility</p>	Norma San Nicolas

Minute No.	Ref. No.	New Business	Action By:
248/18 continuation 249/18		<p>allowance. Everything remains the same except the power which the rates went up 17 percent.</p> <p>A motion was made by Resident Commissioner Leon Guerrero and seconded by Commissioner Pereda to approve Resolution No. FY2019-003, Resolution approving the Fiscal Year 2019 Section 8 Housing Choice Voucher Program Utility Allowance Schedule. Without any further discussion and objection, the Motion was approved.</p>	
250/18		<p>Resolution No. FY2019-004, Resolution approving the Section Eight Management Assessment Program (SEMAP) Certification for Fiscal Year ending 2018</p> <p>Ms. Norma San Nicolas stated this self-assessment is required by HUD based on the 24 CFR 985 annually and must be submitted before November 30. We self-assessed ourselves by doing a random sampling of our work on a monthly basis to determine where we are, and are we making any errors or such, and how big is our error? We then go back and answer the questions on SEMAP Form HUD-52648. This is basically our self-assessment of our program, which is audited periodically by HUD.</p> <p>Ms. San Nicolas states that besides the numbers of our lease up which we won't get the final numbers until the end of December, we are doing well according to the other indicators</p>	Norma San Nicolas

Minute No.	Ref. No.	New Business	Action By:
251/18		A motion was made by Commissioner Pereda and seconded by Commissioner Dominguez to approve Resolution No. FY2019-004, Resolution approving the Section Eight Management Assessment Program (SEMAP) Certification for Fiscal Year ending 2018. Without any further discussion and objection, the Motion was approved.	
Minute No.	Ref. No.	General Discussion / Announcements	Action By
252/18		Next Proposed Scheduled Meetings: Tuesday, November 20 th Thursday, December 6 th Thursday, December 20 th	

253 /18 **ADJOURNMENT**

There being no further business before the Board, a motion was made by **Resident Commissioner Leon Guerrero** and Seconded by **Commissioner Pereda** which was unanimously agreed upon, to adjourn the meeting. The meeting was adjourned at **2:28 p.m.**

(S E A L)

MICHAEL J. DUENAS
Board Secretary/Executive Director



Comparison of the Top 20 Observed Defects (Projected)*
Guam Housing & Urban Renewal Authority (GQ001)
Most Recent Inspections vs Previous Inspections (DCD 4.0)

(Rank order based on the percent of the total defect count for the most recent released inspection)

Area (A)	Item Name (B)	HS (C)	Defect Description (D)	Most Recent Count of Defects (E)	Most Recent % of Total Defects (F)	Previous Count of Defects (G)	Previous % of Total Defects (H)	% Point Difference (I)
Health And Safety-Unit	Infestation	NLT	HS - Rats/Mice/Vermin (Infestation)	205	12.2%	7	0.3%	11.9%
Unit	Kitchen Items		Unit - Refrigerator - Missing/Damaged/Inoperable (Kitchen)	181	10.8%	178	6.5%	4.3%
Unit	Floors		Unit - Peeling/Needs Paint (Floors)	123	7.3%	7	0.3%	7.0%
Unit	Bathroom Items		Unit - Plumbing Leaking Faucet/Pipes (Bathroom)	97	5.8%	134	4.9%	0.9%
Health And Safety-Unit	Infestation	NLT	HS - Insects / ants (Infestation)	79	4.7%	140	5.1%	(0.4%)
Health And Safety-Unit	Windows	NLT	Unit - Inoperable/Not Lockable (Windows)	77	4.6%	104	3.8%	0.8%
Unit	Windows		Unit - Damaged/Missing Screens (Windows)	75	4.5%	188	6.9%	(2.4%)
Unit	Doors		Unit - Damaged Hardware/Locks (Doors)	70	4.2%	59	2.2%	2.0%
Unit	Ceiling		Unit - Peeling/Needs Paint (Ceiling)	64	3.8%	70	2.6%	1.2%
Health And Safety-Unit	Bathroom Items	NLT	Unit - Shower/Tub - Damaged/Missing (Bathroom)	60	3.6%	22	0.8%	2.8%
Unit	Doors		Unit - Damaged Surface (Holes/Paint/Rust/Glass) (Doors)	59	3.5%	260	9.5%	(6.0%)
Health And Safety-Unit	Infestation	NLT	HS - Insects / roaches (Infestation)	50	3.0%	7	0.3%	2.7%
Unit	Windows		Unit - Inoperable/Not Lockable (Windows)	49	2.9%	7	0.3%	2.6%
Unit	Bathroom Items		Unit - Lavatory Sink - Damaged/Missing (Bathroom)	45	2.7%	34	1.2%	1.5%
Unit	Walls		Unit - Damaged (Walls)	43	2.6%	25	0.9%	1.7%
Unit	Walls		Unit - Peeling/Needs Paint (Walls)	39	2.3%	39	1.4%	0.9%
Health And Safety-Unit	Electrical System	NLT	Unit - GFI - Inoperable (Electrical System)	32	1.9%	47	1.7%	0.2%
Unit	Doors		Unit - Damaged/Missing Screen/Storm/Security Door (Doors)	28	1.7%	404	14.8%	(13.1%)
Unit	Water Heater		Unit - General Rust/Corrosion (Hot Water Heater)	22	1.3%	79	2.9%	(1.6%)
Building Exterior	Walls		BE- Missing Pieces/Holes/Spalling (Walls)	21	1.2%	42	1.5%	(0.3%)
			All Other Defects Excluding Top 20	262	15.6%	871	32.0%	(16.4%)
			Total Count of all Defects	1,681	100.0%	2,724	100.0%	0.0%
			Total Number of developments inspected	4	0.0%	4	0.0%	0.0%

*Defect count projections: The number of defects is projected to reflect all buildings and units, and not just inspected buildings and units.

Column A: The inspectable area (Site, Building Exterior, etc.) where the defect is found.

Column B: The Inspectable item (bathroom, kitchen, doors, etc.) affected by the defect.

Column C: NLT=Non-Life Threatening; LT=Life Threatening

Column D: A description of the defect.

Column E: The projected Count of the most prevalent defects in the most recent inspections.

Column F: Each defect's projected count represented as a percentage (share) of the total of the defect type from the most recent inspections.

Column G: The projected Count of the defects for the previous inspections.

Column H: Each defect's projected count represented as a percentage (share) of the total of the defect type from the previous inspections.

Column I: The percent of point difference between the most recent inspections and previous inspections.

GHURA
Preliminary Financial Highlights
Fiscal Year Ended September 30, 2018
BOC Meeting, November 20, 2018

Statement of Net Position (Assets):

- Cash for all programs total \$13.6 M
- Property, Plant & Equipment (net of depreciation) total \$27.1 M.
- Total Assets (what GHURA owns) equal \$54.2 M.

Statement of Net Position (Liabilities and Net Position):

- Payments to vendors/contractors total \$204 K.
- GT debt to USDA RD total \$961 K.
- Net Position (what GHURA's worth) is \$25.3 M.

Combined Statement of Revenues, Expenses, Change in Net Position:

- Operating Revenues total \$43.6 M (\$40.6 M are from HUD, \$730 K from Tenant Revenue and \$2.3 M from other sources such as management, bookkeeping and asset management fees, property sales, etc.).
- Operating Expenses total \$43.1 M (\$27.8 M paid to landlords for HAP and tenants for utility reimbursements, \$5.3 M paid salaries and benefits, \$5.2 M paid for repairs and maintenances and \$4.8 paid for other expenses such as office, utilities, insurances, legal and professional, protective, advertising, travel, etc.).
- Net income from operation is \$461 K.
- Non-operating income total \$658 K (other income of \$713 K were received and \$55 K of interest expenses were paid for GT – RD Loan).
- Change in net position (net income) is \$1.1 M.
- Net position increased from \$24.1 M to \$25.3 M. (what GHURA's worth)

NOTE: Numbers indicated are preliminary, DRAFT and Unaudited, provided to the Independent Public Auditor for Audit Planning Purposes, Unaudited Financial Data Schedule due to Real Estate Assessment Center (REAC Online System) by November 30, 2018 and Adjustments, reconciliations and reclasses are ongoing.

GHURA

Preliminary Financial Highlights

Fiscal Year Ended September 30, 2018

BOC Meeting, November 20, 2018

Highlights:

- Change in Net Position (Net income) = \$1.1 M
- Program/Project Funds with net cash inflow (net income) are: Supportive Housing for the Elderly (GT), FSS Program Coordinator Grant (FSS), Multifamily Housing Services Coordinator (MFHSC), HOME Investment Partnerships (HOME), Public Housing Capital Fund (CFP), Public and Indian Housing (AMPs or PH), Section 8 Housing Choice Vouchers (S8 HCV), Resident Opportunity and Supportive Services (ROSS), Revolving Funds and Trust Funds.
- Program/Project Funds with net cash outflow (net loss) are: Community Development Block Grants/Special Purpose Grants/Insular Areas (CDBG), Continuum of Care (CoC), Emergency Solutions Grants (ESG), LOCAL Funds and Other Funds.
- The following are Grants, reflecting net cash inflows and outflows due to timing differences: MFHSC, CDBG, ESG, HOME, CoC, CFP, FSS, NSP and ROSS.
- GT reflects income of \$26.3 K. \$150 K has been transferred to reserves for future CNA Projects. USDA approved the use of reserves for the second group of Rehabilitation of 6 units. CNA Project has been in progress since 2014.
- AMPs or PH reflect a combined income of \$481 K. Net cash inflow (income) will be reserves if not expended by fiscal year end.
- S8 HCV reflects income of \$296 K. Office Rent to COCC not included yet. Program is continues to be frugal with expenditures. Any unexpended receipts for HAP and Admin Fees becomes Reserves at year end.
- LOCAL Funds reflect a combined loss of \$645 K. COCC Building Rental Income from HCV and CPD not included yet. CPD Program Management Fee not included yet. Continuing to be frugal with expenditures.
- Revolving Funds reflect a combined income of \$349 K. LIHTC and PILOT included.
- Trust Funds reflect a combined income of \$90. Interest income earned and received.
- Other Funds reflect a combined loss of \$6 K. Yona Urban Renewal Fund has cash reserves from prior years to cover expenditures.

NOTE: Numbers indicated are preliminary, DRAFT and Unaudited, provided to the Independent Public Auditor for Audit Planning Purposes, Unaudited Financial Data Schedule due to Real Estate Assessment Center (REAC Online System) by November 30, 2018 and Adjustments, reconciliations and reclasses are ongoing.

Financial Statement		Balance Sheet								
Sum of Adj Ending Balance				Fiscal Year		2018		FS Major Program Category		Grand Total
FS Classification	FS Category	FS Line Subcategory		Major Enterprise Funds	Non-Major Enterprise Funds	Other Enterprise Funds				
Assets	Current assets	Cash - unrestricted		10,284,039.19	208,083.98	407,827.15			10,899,950.32	
		Cash - restricted - other		2,449,817.40		106,487.72			2,556,305.12	
		Cash - restricted - FSS		164,531.88		4,329.42			168,861.30	
		Cash - restricted - security deposits		17,422.98					17,422.98	
	Current assets Total			12,915,811.45	208,083.98	518,644.29			13,642,539.72	
	Accounts receivable	Notes receivable - current portion-			91,447.89	76,679.16			168,127.05	
		Tenants		139,038.79	1,451.04				140,489.83	
		HUD		257,577.33	274,015.26				531,592.59	
		Other Government Agencies				9,774.21			9,774.21	
		Due from other funds		1,265,324.48	7,751.09	5,115,974.39			6,389,049.96	
		Accrued Interest		210.84	4,574.99	13.11			4,798.94	
		Other		341,693.99		115,088.49			456,782.48	
	Accounts receivable Total			2,003,845.43	379,240.27	5,317,529.36			7,700,615.06	
	Allowance for doubtful accounts	Allowance for doubtful accounts		(44,893.17)	(2,098.09)	(184,339.88)			(231,331.14)	
	Allowance for doubtful accounts Total			(44,893.17)	(2,098.09)	(184,339.88)			(231,331.14)	
	Investments	Unrestricted		1,024,938.22		75,259.07			1,100,197.29	
		Restricted/reserved by fiscal agent		185,076.33					185,076.33	
	Investments Total			1,210,014.55		75,259.07			1,285,273.62	
	Prepayments and current other assets	Prepayments and current other assets		9,871.02		74,907.59			84,778.61	
	Prepayments and current other assets Total			9,871.02		74,907.59			84,778.61	
	Inventories	Inventories		268,094.14					268,094.14	
	Inventories Total			268,094.14					268,094.14	
	Other real estate	Other real estate				2,705,458.00			2,705,458.00	
	Other real estate Total					2,705,458.00			2,705,458.00	
	Noncurrent assets	Capital assets: Land		3,510,777.00		165,105.00			3,675,882.00	
		Capital assets: Leasehold Improvements		295,588.60					295,588.60	
		Capital assets: Buildings and improvements, at cost		91,287,469.11		592,477.51			91,879,946.62	
		Capital assets: Infrastructure		1,078,697.87		48,370.20			1,127,068.07	
		Capital assets: Furniture & equipment, at cost (Administrative)		1,670,741.06	8,264.90	418,385.34			2,097,391.30	
		Capital assets: Furniture & equipment, at cost (Dwellings)		2,062,263.32					2,062,263.32	
		Accumulated depreciation		(77,928,588.44)	(8,264.91)	(351,054.80)			(78,287,908.15)	
		Promissory notes, noncurrent			3,770,311.03	478,467.23			4,248,778.26	
	Noncurrent assets Total			21,976,948.52	3,770,311.02	1,351,750.48			27,099,010.02	
	Deferred outflows of resources from pension	Deferred outflows of resources from pension		1,147,352.58	102,913.25	408,087.17			1,658,353.00	
	Deferred outflows of resources from pension Total			1,147,352.58	102,913.25	408,087.17			1,658,353.00	
Assets Total				39,487,044.52	4,458,450.43	10,267,296.08			54,212,791.03	
Liabilities	Current liabilities	Accounts payable-vendors		10,288.44	(18.90)	(214,225.70)			(203,956.16)	
		Note payable - current portion		(66,000.00)					(66,000.00)	
		Compensated absences - current portion		(69,724.07)	(4,932.46)	(30,705.72)			(105,362.25)	
		Due to HUD		(12,100.20)					(12,100.20)	
		Due to other funds		(2,710,533.56)	(304,704.02)	(3,374,193.53)			(6,389,431.11)	
		Security deposits		(135,325.99)	(6,000.00)	(3,173.00)			(144,498.99)	
		FSS - tenant escrow		(131,513.48)					(131,513.48)	
		Accrued salaries and wages		(49,416.02)	(17,140.18)	(13,470.23)			(80,026.43)	
		Accrued liabilities-PILOT		(122,189.00)					(122,189.00)	
		Accrued liabilities				(173,532.43)			(173,532.43)	
		Deferred revenues		(413,735.53)	(18,429.10)	(1,149,591.28)			(1,581,755.91)	
	Other current liabilities		(712.69)		(921,189.20)			(921,901.89)		
	Current liabilities Total			(3,700,962.10)	(351,224.66)	(5,880,081.09)			(9,932,267.85)	

Combined Statements of Revenues, Expenses and Changes in Net Position
Fiscal Year ended Sept 2018

Financial Statement		Statement of Revenues					
Sum of Adj Ending Balance		Fiscal Year		2018		FS Major Program Category	
FS Category		Major Enterprise Funds	Non-Major Enterprise Funds	Other Enterprise Funds	Grand Total		
FS Line Subcategory							
Operating revenues	Management fees				(975,328.23)		(975,328.23)
	HUD PHA Operating Grants	(38,389,221.43)	(2,231,919.59)		(40,621,141.02)		(40,621,141.02)
	Other income	(122,867.25)	(182,245.54)		(521,902.36)		(827,015.15)
	Tenant rental income	(690,247.28)	(39,537.82)		(729,785.10)		(729,785.10)
	Bookkeeping fees				(271,807.50)		(271,807.50)
	Asset management fees				(82,500.00)		(82,500.00)
	Property Sales				(46,692.50)		(46,692.50)
Operating revenues Total		(39,202,335.96)	(2,453,702.95)	(1,898,230.59)	(43,554,269.50)		(43,554,269.50)
Operating expenses	Housing assistance payments	27,846,755.54			27,846,755.54		27,846,755.54
	Repairs and maintenance	4,140,822.45	901,866.40	195,887.12	5,238,575.97		5,238,575.97
	Other administrative expenses	870,444.14	1,129,379.76	96,515.23	2,096,339.13		2,096,339.13
	Tenant Services	3,720.00			3,720.00		3,720.00
	Salaries and wages	1,491,711.96	291,465.08	1,279,870.44	3,063,047.48		3,063,047.48
	Salaries and wages-Administrative	536,405.97			536,405.97		536,405.97
	Salaries and wages-Tenant Services	329,868.70			329,868.70		329,868.70
	Management fees	975,328.23			975,328.23		975,328.23
	Employee Benefits	525,953.40	83,046.40	420,462.21	1,029,462.01		1,029,462.01
	Employee Benefits-Administrative	187,879.16			187,879.16		187,879.16
	Employee Benefits-Tenant Services	120,665.16	18,199.99		138,865.15		138,865.15
	Employee Benefits-Ordinary Maintenance	203,838.84			203,838.84		203,838.84
	Office expense	217,402.75	3,951.53	44,615.09	265,969.37		265,969.37
	Utilities	393,724.88	107.15	72,211.87	466,043.90		466,043.90
	Bookkeeping fees	271,807.50			271,807.50		271,807.50
	Insurance	120,642.23	972.89	15,369.79	136,984.91		136,984.91
	Legal and professional fees	59,620.90	4,818.20	51,332.94	115,772.04		115,772.04
	Asset management fees	82,500.00			82,500.00		82,500.00
	Travel			13,020.87	13,020.87		13,020.87
	Protective services	2,251.00		95.00	2,346.00		2,346.00
	Bad debts	(20,503.01)	2,098.09	1,283.84	(17,121.08)		(17,121.08)
	Advertising and marketing	38,110.34	6,888.90	10,033.98	55,033.22		55,033.22
	Payments in lieu of taxes	50,525.00			50,525.00		50,525.00
Operating expenses Total		38,449,475.14	2,442,794.39	2,200,698.38	43,092,967.91		43,092,967.91
Non-operating revenues and expenses	Capital grants	(483,610.45)			(483,610.45)		(483,610.45)
	Interest income on unrestricted investments	(13,436.79)		(416.35)	(13,853.14)		(13,853.14)
	Fraud recovery	(19,825.50)			(19,825.50)		(19,825.50)
	Other income	(195,323.53)			(195,323.53)		(195,323.53)
	Interest expense	54,801.97			54,801.97		54,801.97
Non-operating revenues and expenses Total		(657,394.30)		(416.35)	(657,810.65)		(657,810.65)
Grand Total		(1,410,255.12)	(10,908.56)	302,051.44	(1,119,112.24)		(1,119,112.24)



GUAM HOUSING AND URBAN RENEWAL AUTHORITY
Aturidat Ginima' Yan Rinueban Siudat Guahan
BOARD OF COMMISSIONERS
RESOLUTION NO FY2019-001

MOVED BY:

SECONDED BY:

COMMISSIONERS PRESENT:

RESOLUTION RECOGNIZING THE DEDICATED SERVICE AND LEADERSHIP OF MR. GEORGE A. SANTOS KNOWN AS “GAS-man” AND COMMENDING HIM FOR THE CONTRIBUTIONS HE MADE TO THE GUAM HOUSING AND URBAN RENEWAL AUTHORITY AND THE PEOPLE OF GUAM

WHEREAS, GAS-man, from June 2016 to October 2018, served with strong commitment and passion for public service on the Guam Housing and Urban Renewal Authority, Board of Commissioners; and

WHEREAS, his ability to lead the Authority's Board as the chairman has earned him the respect of his colleagues on the Board of Commissioners; the management and staff of GHURA; and

WHEREAS, GAS-man's contributions to board discussions on housing issues gave GHURA's management clear direction to achieve its annual objectives to offer the people of Guam affordable housing where they can raise their families and fulfill their desire to be in a safe, decent and affordable home; and

WHEREAS, under his leadership the Authority made a major investment in training the housing management staff which resulted in significant improvements in the unit occupancy rate, the collection rate on tenant account receivables and passing scores in the Uniform Physical Characteristics Score (UPCS); now therefore be it

RESOLVED, that the GHURA Board of Commissioners, at a meeting duly called and announced, where a quorum of the Board members was present, and upon motion made and seconded, unanimously voted to hereby express their profound appreciation and gratitude for GAS-man's public service on the Board of Commissioners of the Guam Housing and Urban Renewal Authority.

PASSED IN A REGULAR BOARD MEETING HELD ON **NOVEMBER 20, 2018** AT THE GUAM HOUSING AND URBAN RENEWAL AUTHORITY OFFICE IN SINAJANA, GUAM.

COPIES TO BE GIVEN TO THE GOVERNOR OF GUAM, THE SPEAKER OF THE GUAM LEGISLATURE; AND SENATOR TELENA NELSON, LEGISLATIVE OVERSIGHT - CHAIRWOMAN OF THE GUAM HOUSING AND URBAN RENEWAL AUTHORITY

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly adopted by the Guam Housing and Urban Renewal Authority Board of Commissioners on the date written above.

(S E A L)

MICHAEL J. DUENAS

Secretary of the Board/Executive Director

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY
ATURIDAT GINIMA YAN RINUEBAN SIUDAT**

MEMORANDUM:

TO: Board of Commissioners

FROM: Executive Director 

SUBJECT: Intent of Award, Re-bid of IFB # GHURA-8-20-2018-AMP3
Roof Repair and Roof Coating of Units at GHURA 99
Development in Agat,

Bid opening for the re-bid project was held on November 5, 2018 at 2:00p.m. There was a total of 9 contractors that purchase a set of bid specification of which 8 submitted a bid. Listed below are the results of the bids submitted, which were open and read out aloud.

Contractor	Base Bid #1
1. Genesis Tech	\$402,000.00
2. Canton Construction Corp.	\$619,480.00
3. Hafa Adai Coatings	\$555,335.17
4. Murphy Enterprise	\$1,192,287.00
5. J.J. Global	\$433,288.00
6 IAM Corporation	\$884,666.90
7. Asia Pacific International	\$612,329.00
8. Yung Shing Corp	\$438,000.00

Government Estimate: \$467,882.90

This project was re-bided due to the lowest bid amount received, exceeded the Government estimate and budget. For this re-bid our staff re-scoped the work and identified other cost reduction in the thickness of the top coating for the sloped roof while maintaining the 60mil thickness of the flat portion where roof cracks and water ponding occurs. The need for the higher grade of roof coating is needed due to the type of panels used at the GHURA 99 development, which are w-panels.

Based on the re-bid results, our staff has determined that Genesis Tech submitted the lowest responsive bid. GHURA's staff met with Genesis Tech to determine if they fully understood the scope and materials required for the propose project, which they said that they had visited the site and climbed the roofs multiple times to ensure that their propose bid amount is in accordance with both the material specification. They also stated that the bid amount is in accordance with GHURA's requirements and they needed this project to maintain their present staff.

In our future review, because 90% of the required work is for roof coating, contractors are required to be licensed with the classification of C42, as indicated in their contractor license. This Contractor is cleared by Department of Labor compliance, OSHA and EPLS Debarred list (see attached verification).

Per our review and discussion with Genesis Tech proposal, our staff has determined that Genesis Tech is the lowest responsible responsive bidder. Based on Genesis Tech bid amount, the average roof repair and re-coating is \$4,232.00 per unit roof, in comparison to the original IFB issued for the project, which the lowest bid amount was at \$8,204.00 per unit roof.

Based on our staff's review and determination, we are requesting that the Board approve a contract with Genesis Tech Corp. for Base Bid Item No.1 in the amount of \$402,000.00 for the roof repair and re-coating of 95 units in Agat. Funding is available under the CAP funds

Attachment: Bid Tabulation
Clearance
Gov cost estimate
Verification of Contractors License for classification of C42

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
ATURIDAT GINIMAYAN RINUEBAN SIUDAT GUAHAN
Verification of Status for Contractors

To: File
From: Architect & Engineering Manager
Subject: Rebid of Roof Repair and Roof Coating of Units at GHURA 99 Development in Agat

In Order to ensure that the contractor awarded does not have any outstanding claims against them, we requested that the listed government Agencies provide us with a current standing or any information which may be pertinent to the above contract. The following outlines the contractor's standings with the listed agencies.

Company Name	Asia-Pacific International Inc Hun Yun Sun	Canton Construction Corp Si Qun Wang	Genesis-Tech Corporation Young Kim	Hafa Aldai Coatings Shino Thomas	IAN Corp Construction Ian Chong	JJ Global Services Luis Bustamante
Department of Labor:						
ALPCD	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18
Fair Employment Practice	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18
Wage & Hour	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18
Workers Compensation	Expires 10/03/19	Expires: 06/21/19	Expires 06/30/19	Expires: 01/25/19	Expired:10/31/2018	Expires:03/10/19
Guam Contractors License Board	Contractor to obtain clearance from Guam Contractors License Board					
U.S. Department of Labor	Cleared: 11/05/18	Cleared: 11/05/18	Cleared: 11/05/18	Cleared: 11/05/18	Cleared: 11/05/18	Cleared: 11/05/18
Revenue & Tax EIN/SSN	Contractor to report to Revenue and Tax Office					
OSHA	Cleared 10/23/18	Cleared 10/23/18	Cleared 10/23/18	Cleared 10/23/18	4 processed Update: 11/13/17 w/2 violations	Cleared 10/23/18
SAM Debarred List	Cleared 10/26/18	Cleared 10/26/18	Cleared 10/26/18	Cleared 10/26/18	Cleared 10/26/18	Cleared 10/26/18

GUAM HOUSING AND URBAN RENEWAL AUTHORITY
ATURIDAT GINIMA'YAN RINUEBAN SIUDAT GUAHAN
Verification of Status for Contractors

Company Name	M80 Systems Inc.	Murphy Enterprises Inc	Triple Tech Incorporated	Yun Shing Guam Corp.		
	Michael Ady	Matthew Murphy	Alice Wu	Jun Rong Wang		

Department of Labor:

ALPCD
Fair Employment Practice
Wage & Hour
Workers Compensation

Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18		
Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18		
Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18	Cleared 10/29/18		
Expires:08/27/19	Expires: 12/29/18	Expires: 07/09/19	Expires: 11/07/18	Expires: 11/07/18		

Guam Contractors License Board

Contractor to obtain clearance from Guam Contractors License Board						
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U.S. Department of Labor

Cleared: 11/05/18	Cleared: 11/05/18	Cleared: 11/05/18	Cleared: 11/05/18	Cleared: 11/05/18		
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Revenue & Tax EIN/SSN

Contractor to report to Revenue and Tax Office						
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OSHA

Cleared 10/23/18	Cleared 10/23/18	Cleared 10/23/18	Cleared 10/23/18	2 Processed		
				Update: 03/30/15 w/2 violations		

SAM Debarred List

Cleared 10/26/18	Cleared 10/26/18	Cleared 10/26/18	Cleared 10/26/18	Cleared 10/26/18		
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COST ESTIMATE

ACTIVITY AND LOCATION: Re-bid of Roof coating at GHURA 99		CONSTRUCTION CONTRACT NO.		SHEET 1 OF 1
PROJECT TITLE: Roof coating, water blasting, repair of cracks at 95 units		IDENTIFICATION NO.		
		ESTIMATED BY Albert H. Santos, A/E		DATE PREPARED Oct. 5, 2018
ITEM DESCRIPTION	QUANTITY		ENGINEERING ESTIMATE	
	NUMBER	UNIT	UNIT COST	TOTAL
NEW SILICONE ROOF COATING 20Mil Dry File thickness RESTORATION SYSTEM OVER EXISTING PROVIDE NEW LIQUID URETHANE RUBBER MEMBRANE WATERPROOFING	107328 sf		1.5 \$	160,992.00
	80897.4 sf		\$3.50	\$283,140.90
repair of roof cracks	2500 LF		\$ 9.50	\$23,750.00
				\$ 467,882.90

2019

CONTRACTOR'S LICENSE

EDDIE BAZA CALVO
Governor of Guam

RAY TENORIO
Lt. Governor of Guam

Pursuant to the provisions of Chapter VII Title XI of the Government of Guam and the Rules and Regulations of the Contractors License Board, the Executive Director of Contractors hereby issues this license to:

Genisis-Tech Corporation

To engage in the business or act in the capacity
of a contractor in the following classifications

A,B,C11,C13,C15,C18,C20,C26,C33,C37,C42,C53 &
C68 (Epoxy Coating & Injection)

This license is the property of the Executive Director of Contractors, not transferable, and shall be returned to the Executive Director upon demand when suspended, revoked, or invalidated for any reason. It becomes void if not renewed on or before the expiration date.

Signature of RME
RME # N/A

Signature of LICENSEE
License # CLB11-0850

GRT # 201100687

Certificate # C-0618-0677

Issued: June 21, 2018

Expires: June 30, 2019



Marian Christian

MARIAN CHRISTIAN
BOARD CHAIRWOMAN



Eduardo R. Ordonez

EDUARDO R. ORDONEZ
EXECUTIVE DIRECTOR