



BOARD OF COMMISSIONERS  
REGULAR SCHEDULED MEETING  
12:00 P.M., September 27, 2018  
GHURA's Main Office  
1<sup>st</sup> floor, Conference Room, Sinajana  
**AGENDA**

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- I. ROLL CALL**
- II. APPROVAL OF PREVIOUS BOARD MINUTES** – September 13, 2018
- III. CORRESPONDENCE AND REPORTS** **Page(s)**
- 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. FY2018-024 ..... 1-5  
Resolution to adopt proposed amendments to the Section 8 Housing Choice  
Voucher Program Administrative Plan
2. Resolution No. FY2018-025 ..... 6-8  
Resolution approving a separate pay scale for the Public Housing  
Maintenance Positions
3. LIHTC 2018 Application, Recommendation ..... 9-13
- VI. EXECUTIVE SESSION**
- VII. GENERAL DISCUSSION / ANNOUNCEMENTS**
1. Next proposed scheduled Board Meeting - October 11<sup>th</sup> & 25<sup>th</sup>
- VII. ADJOURNMENT**

**BOARD OF COMMISSIONERS  
REGULAR SCHEDULED MEETING  
12:00 p.m., September 27, 2018**

GHURA Main Office, 1<sup>st</sup> floor conference room  
Sinajana, Guam  
**MINUTES**

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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 **Thursday, September 27, 2018** at 12:00 p.m. at the GHURA Sinajana Main Office, 1<sup>st</sup> Floor Conference Room was conducted.

**I. ATTENDANCE, QUORUM, AND CALL TO ORDER**

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

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  
  Kimberly Bersamin, HR Administrator

Meeting was called to order at 12:00 p.m. by Chairman Santos who acknowledged the presence of the above attendees. The Chairman then indicated that the minimum number of Commissioners required for a quorum was present and that the meeting could proceed.



198/18		<i>Chairman Santos requested we take care of the Executive Session before we move on to anything else on the Agenda</i>	
<b>Minute No.</b>	<b>Ref. No.</b>	<b>Approval of Previous Board Meeting</b>	<b>Action By:</b>
199/18		Chairman Santos called for a motion to be made on the approval of the Minutes for the previous Board Meeting on September 13, 2018.	
200/18		After review and further discussion by the Board Members, a motion was made by Commissioner Dominguez and seconded by Vice Chairman Borja to approve the Board Minutes of September 13, 2018 as submitted.	
<b>Minute No.</b>	<b>Ref. No.</b>	<b>Action Items from Prior Meetings</b>	<b>Action By:</b>
	037/18	<p><b>Update on the Construction for the Sinajana Central Precinct</b></p> <p>Mr. Albert Santos stated that the walls are going up a lot faster, they picked up new skilled workers, and they are working on weekends, trying to make up for lost time. However, as per how the details were set up on the schedule, the estimated completion time is January 2019.</p> <p>He stated that he and legal counsel have decided to respond to their letter of extension, stating that they are in receipt but their request is denied.</p> <p>They are still in L.D. and their payment for last month has not</p>	Albert Santos

Minute No.	Ref. No.	Action Items from Prior Meetings	Action By:
	037/18 continuation	<p>been processed. We will be looking into increasing our retention from 10 to at least 15 percent based on his recalculations of the L.D., starting from August and moving forward. Hopefully, this will motivate them to do more weekend work. Their weekend work still needs to be verified because it is only based on the selected number of guys that are really performing.</p> <p>The quality review is still ongoing. We had delayed them a day from pouring one item due to not properly wrapping the waste and water line. Regarding the canopy, how they installed the rebar on the roof was unacceptable and would cause failure in the future and therefore were instructed to explain to him how it'll be addressed or demolish it and rebuild it. They did come back and said they will add wing walls to take any movement up there, and pay for the additional loads which is far cheaper than demolishing and rebuilding it. Mr. Tom Camacho had looked at it and approved it, stating that it will meet the requirement.</p> <p>They are also doing other things other than the structure. We have finally signed off on the encroachment permit and traffic control plan before they do the connection. They will be starting the roof forming for the bigger portion next week.</p>	



<b>Minute No.</b>	<b>Ref. No.</b>	<b>Action Items from Prior Meetings</b>	<b>Action By:</b>
	037/18 continuation	<i>Vice Chairman Borja requested that we continue to stay on top of them and Chairman Santos requested that Mr. Albert Santos provide us the percentage completion at the next Board Meeting.</i>	
<b>Minute No.</b>	<b>Ref. No.</b>	<b>NEW BUSINESS</b>	<b>Action By:</b>
201/18		<p><b>Resolution No. FY2018-024, Resolution to adopt proposed amendments to the Section 8 Housing Choice Voucher Program Administrative Plan</b></p> <p>Director Duenas stated that this is our annual update to the Section 8 Administrative Plan which most of the changes are based on implementing the laws and regulations that Congress had passed.</p> <p>Ms. Norma San Nicolas stated that most of the changes were from the recent law, HOTMA. Most of them are mandatory and a few are discretionary.</p> <p>In regards to the utility reimbursement, it is now done quarterly rather than monthly which will put less work on our accounting side. It is more advantageous to the housing authority to pay out tenants who receive \$45 or less on a quarterly basis.</p> <p>Ms. San Nicolas stated that a new item added is the Housing Quality Standards Re-inspection fee which is basically charging the landlord a fee to re-inspect their home a third time if requested. The recommending fee is based on the average cost of the inspector's time,</p>	Norma San Nicolas

<b>Minute No.</b>	<b>Ref. No.</b>	<b>NEW BUSINESS</b>	<b>Action By:</b>
201/18 continuation		wear and tear of the vehicle, and the mileage. <i>Vice Chairman Borja requested we set it at a flat rate of \$40.</i> Ms. San Nicolas stated if approved, the flat rate will need to be justified and then the analysis will be up for review by HUD or anyone.	
202/18		A motion was made by Vice Chairman Borja and seconded by Resident Commissioner Leon Guerrero to approve Resolution No. FY2018-024, Resolution to adopt proposed amendments to the Section 8 Housing Choice Voucher Program Administrative Plan as presented. Without any further discussion and objection, the Motion was approved.	
203/18		<p>Resolution No. FY2018-025, Resolution approving a separate pay scale for the Public Housing Maintenance Positions</p> <p>Director Duenas stated that this is something we were discussing with the Board over the last few months and when the budget was formulated and adopted last month, it included the cost to adjust the salaries for the maintenance crew so we can maintain our competitiveness in the marketplace.</p> <p>Ms. Kimberly Bersamin stated that we are requesting the Board's support and approval in respect to the Maintenance in our Public Housing of their new pay scale. They are the backbone to our Public Housing Division. We have been having recruitment difficulties for the maintenance positions in our Public Housing area. An announcement for</p>	Kimberly Bersamin



Minute No.	Ref. No.	NEW BUSINESS	Action By:
<p>203/18 continuation</p> <p>204/18</p>		<p>this job has been posted on a continuous basis. It will be closing only to restart with the new fiscal year number.</p> <p>We are requesting based on the competitive wage act to have our Laborers start at Step 3 of the 2014 Competitive Wage Act, for the Maintenance Worker start at Step 4, and for the Lead Man to start at Step 5 of the DOA Plan. If approved, this will not be retroactive but be implemented starting October 1<sup>st</sup></p> <p>A motion was made by Commissioner Pereda and seconded by Vice Chairman Borja to approve Resolution No. FY2018-025, Resolution approving a separate pay scale for the Public Housing Maintenance Positions. Without any further discussion and objection, the Motion was approved.</p>	
205/18		<p>LIHTC 2018 Application, Recommendation</p> <p>Director Duenas stated that this is the Bi-Annual Low Income Housing Tax Credit discussion. The last time we discussed it was in 2016, and did a forward commitment of the 2017 credits, and had awarded it to each of the applicants that had submitted an application in 2016. Today, we saw that 2 developers had responded to a request of applications and recommend that the applicant who scored the highest will be awarded the 2018 credits.</p> <p>Ms. Katherine Taitano stated that we completed the process for the</p>	Katherine Taitano

Minute No.	Ref. No.	NEW BUSINESS	Action By:
205/18 continuation		<p>application cycle for this year. There were two applicants and both were familiar. One proposed for the second phase of Villa Del Mar in Toto and the other proposed for the fourth phase of the Summer Town along Lada in Dededo.</p> <p>The four person panel consisting of one individual outside the agency and the other three individuals within our agency, spent three weeks reviewing the two applications and consulted with the rest of the group twice and rendered their scores to us. The applications were very competitive which proved that they knew exactly what we were asking for. They responded well to items of our request, their developer fees were checked and within a reasonable range, and scored well within regions of North, Central or South. One did edged the other out, which is in favor of Project 2, Villa Del Mar in Toto. This phase will add an additional 88 units, 24 more units than what Project 1 offered.</p>	
206/18		<p>A motion was made by Commissioner Dominguez and seconded by Resident Commissioner Leon Guerrero to approve LIHTC 2018 Application in favor of Project 2, also known as Ironwood Villas Phase II in Toto Village in the amount of \$2,988,316.00 in tax credits accordingly. Without any further discussion and objection, the Motion was approved.</p>	



<b>Minute No.</b>	<b>Ref. No.</b>	<b>General Discussion / Announcements</b>	<b>Action By</b>
207/18		<b>Governor's Visit:</b> October 18 <sup>th</sup> from 11:30 a.m. - 1:30 p.m.	
208/18		<b>Next Proposed Scheduled Meeting:</b> October 11 <sup>th</sup> & 25 <sup>th</sup>	

209/18

# **ADJOURNMENT**

There being no further business before the Board, a motion was made by **Resident Commissioner Leon Guerrero** and Seconded by **Vice Chairman Borja** which was unanimously agreed upon, to adjourn the meeting. The meeting was adjourned at **1:05 p.m.**

(SEAL)



**MICHAEL J. DUENAS**  
Board Secretary/Executive Director

**GUAM HOUSING AND URBAN RENEWAL AUTHORITY**

September 19, 2018

**MEMORANDUM**

**TO:** Board of Commissioners  
**VIA:** Pedro Leon Guerrero, Deputy Director   
**FROM:** Norma San Nicolas, Section 8 Administrator   
**SUBJECT:** Resolution FY2018-024

Please find attached for your review and approval, Resolution FY2018-024 and the summary of the proposed policy changes to the Section 8 Administrative Plan. The proposed changes consist of both mandatory and discretionary policies that are necessary to ensure appropriate guidance and compliance of the administration of the Section 8 Housing Choice Voucher Program. Policy changes include recent updates from Public Law 114-201 (Housing Opportunity Through Modernization Act of 2016) that was enacted on July 29, 2016 and discretionary policies designed to streamline current processes.

The proposed changes were made available for public review and comment from July 26, 2018 to September 10, 2018. The Public Hearing was held on September 13, 2018 at 2 p.m. at GHURA's Executive Conference room in Sinajana. Section 8 families and the island community were informed through advertisement in the Guam Daily Post and the Guam Pacific Daily News. No comments were received during the public comment period and public hearing.

The adoption of Resolution FY2018-024 is necessary to ensure everyone has access to fair and equal housing opportunities. If you should have any questions regarding the proposed amendments please do not hesitate to consult me. Thank-you!

Attachment: Resolution No. FY2018-024  
Summary of proposed and/or revised admin plan policies



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY**  
**Aturidat Ginima' Yan Rinueban Siudat**  
**BOC RESOLUTION NO. FY2018-024**

**Moved by: THOMAS E. B. BORJA**

**Seconded by: CARL V. DOMINGUEZ**

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**RESOLUTION TO ADOPT PROPOSED AMENDMENTS TO THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN**

**WHEREAS,** 24 CFR Part 982.54 requires all Public Housing Agencies with a Section 8 Housing Program to adopt a written Administrative Plan that establishes local policies for the administration of the Section 8 Housing Choice Voucher Program in accordance with requirements prescribed by the U.S. Department of Housing and Urban Development (HUD); and

**WHEREAS,** 24 CFR 982.54 (c) mandates all housing Authorities to administer the Section 8 Housing Choice Voucher Program in accordance with the Administrative Plan; and

**WHEREAS,** proposed administrative plan policies for adoption herein, consist of both mandatory and discretionary policies that are necessary to ensure access to fair and equal housing for all; and therefore, be it

**RESOLVED,** that the Board of Commissioners of the Guam Housing and Urban Renewal Authority (GHURA) hereby approves and adopts all proposed statutory and discretionary policies.

**IN REGULAR BOARD MEETING, SINAJANA, GUAM -September 27, 2018**

**PASSED BY THE FOLLOWING VOTES:**

**AYES:** George Santos, Thomas Borja, Carl Dominguez, George Pereda,  
Joseph Leon Guerrero

**NAYES:** NONE

**ABSENT:** Eliza Paulino

**ABSTAINED:** NONE

I hereby certify that the foregoing is a full, true, and correct copy of the Resolution duly adopted by the Guam Housing and Urban Renewal Authority Board Of Commissioners on **September 27, 2018.**

  
\_\_\_\_\_  
**MICHAEL J. DUENAS**  
Secretary/Executive Director

**SUMMARY OF PROPOSED AND/OR REVISED ADMINISTRATIVE PLAN POLICIES**

<b>Policy</b>	<b>Proposed/Revision</b>	<b>Mandatory or Discretionary Policy</b>	<b>Chapter and Page</b>
Verification of Social Security Numbers	The provision applies to program applicants. Applicants shall have one additional 90-day period during which the family may become a program participant, even if the family lacks the documentation necessary to verify social security of a family member under the age of 6 years. An extension of one additional 90-day period must be granted if the PHA determines that in its discretion, the applicant's failure to comply was due to circumstances that could not reasonably have been foreseen and were outside the control of the applicant. If the applicant does not comply with the authorized time period, the PHA must impose appropriate penalties in accordance with 24 CFR 5.218.	Mandatory	Chap 7, Pg. 11
Exclusion of mandatory education fees from income	This provision amends the definition of "income" to exclude from calculations an individual's income, any financial assistance received for mandatory fees and charges (in addition to tuition). Notice 2015-21 provides guidance as to what constitute such fees that include: athletic fees, lab fees, student center fees, science fees, technology, etc.	Mandatory	Chap.6 Pg. 27
Earned income disregard	This provision changes the EID provision from 48 cumulative months to 24 straight months. The proposed policy change streamlined the administration of the EID by eliminating the requirement for PHAs to track family member changes in employment over a period of 4 years. There is no change to EID eligibility criteria, the single lifetime eligibility requirement, or the ability of the family member to stop and start employment during the eligibility period.	Mandatory	Chap. 6, Pg. 12
Utility Reimbursements	This provision permits GHURA to make utility reimbursement payments on a quarterly basis, rather than monthly, if the total monthly payment due to the family is equal or less than \$45 per quarter. GHURA must adopt a provision to make payments either retroactively or prospectively. If GHURA choose to make retroactive payments, it must permit the family to request a hardship exemption in accordance with 24 CFR 5.63 (b) (2). If a family receives a hardship exemption, then GHURA may either reimburse the family on a monthly basis or prospectively on a quarterly basis.	Discretionary	Chap. 6, Pg. 39



Policy	Proposed/Revision	Mandatory or Discretionary Policy	Chapter and Page
Housing Quality Standards re-inspection fee	<p>This provision provides GHURA the option to establish a reasonable fee to owners for re-inspection under two circumstances (1) if an owner notifies GHURA that a deficiency cited in the previous inspection has been repaired and a re-inspection reveals that it has not and/or (2) if the allotted time for repairs has elapsed and a re-inspection reveals that any deficiency cited in the previous inspection that the owner is responsible for repairing has not been corrected. The will not apply to owners for deficiencies caused by the family; initial inspections; regular scheduled inspections; an instance which an inspector was unable to gain access to a unit; or new deficiencies identified during a re-inspection.</p>	Discretionary	Chap. 8, pp. 8-9
Violence Against Women Act (VAWA)	<p>Provisions for VAWA are revised to include</p> <ul style="list-style-type: none"> <li>• new definitions;</li> <li>• “sexual assault” as a crime covered VAWA;</li> <li>• the establishment of new requirements for notification;</li> <li>• establishing requirements for an emergency transfer plan;</li> <li>• revises requirements for documenting occurrence of domestic violence, dating violence, sexual assault and stalking;</li> <li>• Revises regulations from the 2005 reauthorization of VAWA to broadly state that VAWA protections apply to all tenants, applicants, and not only those determined to be victims of domestic violence, dating violence, sexual assault, or stalking shall receive statutorily required notification of their VAWA rights.</li> <li>• Clarifies that PHA may establish a preference for victims of dating violence, sexual assault, or stalking in addition to domestic violence.</li> <li>• Establishes new requirements under PBV for family’s right to move as a result of a family, or a member of the family, being or having been a victim of domestic violence, dating violence, sexual assault or stalking.</li> </ul>	Mandatory	Chap. 2, pg4; Chap. 3, pp. 3,4,20,28 Chap. 10, Pg. 3; Chap. 12, pp. 11-17; Chap. 16, pp. 32-54

<b>Policy</b>	<b>Proposed/Revision</b>	<b>Mandatory or Discretionary Policy</b>	<b>Chapter and Page</b>
Placement of Applicants through a Lottery System	Policy on the lottery system as an alternative to establishing a wait list is revised to incorporate Section 113 of Public Law 114-201 (HOTMA), which provides funding priority to U.S. Citizens and Nationals.	Discretionary	Chap. 4, pp. 5
Interim Rexam Reporting Requirement Threshold	Interim re-examination policy is revised to change the current income increase reporting threshold from \$2,400 to \$3,600.	Discretionary	Chap. 11, Pg. 10
GHURA -initiated Re-exam for Zero-income Monitoring	Policy is revised from the zero-income monitoring requirement from monthly to quarterly.	Discretionary	Chap. 11, Pg. 9
Asset-Checking Account Requirement	The current policy is revised from using the average balance of six months to using only the average balances of the last sixty days.	Discretionary	Chap. 6, Pg. 19
Section 113 of PL 114-201 HOTMA	Policy is added to add the requirement of PL 114-201 which gives funding priority to U.S. Citizens and U.S. Nationals.	Mandatory	Chap. 4-pg. 13
Portability - Email preferred method of communication	Revised portability policy to include email as the preferred method of communication between housing authorities and in transmitting required documents.	Discretionary	Chap. 10, Pg. 11
Portability - Mandatory denial of a Family's request to move	Portability policy is revised to include mandatory denial of family's request to move under portability.	Mandatory	Chap. 10, Pg. 4



GUAM HOUSING AND URBAN RENEWAL AUTHORITY  
BOARD OF COMMISSIONERS  
RESOLUTION NO. FY2018-025

Moved by: GEORGE F. PEREDA

Seconded by: THOMAS E. B. BORJA

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RESOLUTION APPROVING A SEPARATE PAY SCALE FOR THE PUBLIC HOUSING MAINTENANCE POSITIONS

- WHEREAS, under the enabling legislation of the Authority, Title 12 §5103 GCA its Board of Commissioners is empowered to employ "...technical experts, such other officers, agents and employees, permanent and temporary, as it may deem necessary; and shall determine their qualifications, duties, tenure and compensation..."; and
- WHEREAS, recognizing the need to remain competitive, the Board of Commissioners on 5/11/2011 set forth and adopted an updated Personnel Rules and Regulations that is consistent with merit principles and principles of Equal Employment Opportunity and other laws pertaining to employment in the Authority; and
- WHEREAS, the 2011 updated Personnel Rules and Regulations included a separate pay schedule for the Guam Housing and Urban Renewal Authority; and
- WHEREAS, GHURA, for several years now, has been challenged in our ability to attract, reward and retain maintenance personnel because of:
- 1) Loss of maintenance staff to the private sector for higher pay; and
  - 2) 2014 Government of Guam Competitive Wage Act in which the starting pay for GHURA's maintenance positions falls below that making us no longer competitive in both the public and private sectors causing GHURA recruitment challenges; and
- WHEREAS, evidence in the salary we pay our maintenance positions, is illustrative in the fact that the Davis Bacon Wage Act starting salary is much higher than the salary we pay our maintenance positions; and
- WHEREAS, after studying the impact over the years, management respectfully request the Board of Commissioners to approve a separate pay scale for the public housing maintenance positions effective 10/1/2018 (attached); which includes an implementation slotting that addresses compression issues for incumbent maintenance staff; and
- WHEREAS, funding to implement the new pay scale are from public housing funds and are incorporated in the FY2019 Budget.

WHEREAS, the Board of Commissioners recognizes the need to recruit and retain qualified individuals in GHURA's maintenance workforce; and now therefore be it

RESOLVED, the Board of Commissioners hereby adopts the "Guam Housing and Urban Renewal Authority (GHURA) – Pay Schedule for Maintenance Personnel," which includes an implementation slotting for all maintenance positions within GHURA to be effective October 1, 2018.

IN REGULAR BOARD MEETING, SINAJANA, GUAM – SEPTEMBER 27, 2018

PASSED BY THE FOLLOWING VOTES:

AYES: George Santos, Thomas Borja, Carl Dominguez, George Pereda,  
Joseph Leon Guerrero

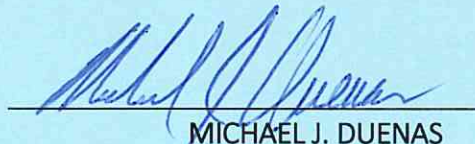
NAYS: NONE

ABSENT: Eliza Paulino

ABSTAINED: NONE

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 September 27, 2018.

(SEAL)



MICHAEL J. DUENAS  
Secretary / Executive Director



## COMPARISON CHART

Position Title	Current - 2011 pay scale GHURA	2014 Competitive Wage Act-CWA (GovGuam)	Davis Bacon (Average)	Recommendation – Starting for Step 1
<b>Laborer</b>	\$18,513 p/a; \$8.90 p/hr	\$19,040.00 p/a; \$9.15 p/hr		\$20,510.00 p/a; \$9.86 p/hr (Step 3 of the CWA)
<b>Maintenance Worker</b>	\$23,345 p/a; \$11.22 p/hr	\$26,520.00 p/a; \$12.75 p/hr	\$33,696 p/a; \$16.20 p/hr	\$29,650.00 p/a; \$14.25 p/hr (Step 4 of the CWA)
<b>Building Maintenance Leader</b>	\$26,814 p/a; \$12.89 p/hr	\$31,076.00 p/a; \$14.94 p/hr		\$36,061.00 p/a; \$17.34 p/hr (Step 5 of the CWA)



# GHURA

Guam Housing and Urban Renewal Authority  
Aturidat Ginima' Yan Rinueban Siudad Guahan  
117 Bien Venida Avenue, Sinajana, GU 96910  
Phone: (671) 477-9851 · Fax: (671) 300-7565 · TTY: (671) 472-3701  
Website: [www.ghura.org](http://www.ghura.org)



**Eddie Baza Calvo**  
Governor of Guam

**Ray Tenorio**  
Lt. Governor of Guam

**George A. Santos**  
Chairman

**Thomas E. B. Borja**  
Vice Chairman

**Carl V. Dominguez**  
Commissioner

**George F. Pereda**  
Commissioner

**Eliza U. Paulino**  
Commissioner

**Joseph M. Leon Guerrero**  
Resident Commissioner

**Michael J. Duenas**  
Executive Director

**Pedro A. Leon Guerrero, Jr.**  
Deputy Director

## MEMORANDUM

To Board of Commissioners

From Executive Director 

Date 19 September 2018

Subject LIHTC 2018 Application, Recommendation

A 4-member Panel consisting of 3 GHURA personnel and 1 non-GHURA personnel concluded their evaluation of the two LIHTC applications received during this 2018 cycle. The panel consisted of the following individuals:

- Ben Servino, Director, DISID
- Gina Cura, Property Site Manager for AMP2, GHURA
- Lucele Leon Guerrero, Controller, GHURA
- Norma San Nicolas, Section 8 Administrator, GHURA

Panelists utilized the Selection Criteria established in the 2018 Qualified Allocation Plan (QAP) including additional points given to projects established in Central/Southern regions of Guam and projects seeking LEED certifications, and maintaining low Developer Fees.





At the end of the review and ranking process, the proposed Ironwood Villas Phase II project ranked first followed by the Summer Town Estates IV project.

Project #1 Summer Town Estate IV	Project #2 Ironwood Villas Phase II
81	83
81	84
79	84
81	85
322	336
<b>2nd</b>	<b>1st</b>

Therefore I recommend that the Board award \$2,988,316 in tax credits, as request by Ironwood Villas Phase II.

Respectfully,

Michael J. Duenas

At the Regular Board Meeting of September 27, 2018, a motion was made by Commissioner Dominguez and Seconded by Resident Commissioner Leon Guerrero to approve the award of LIHTC 2018 Application in favor of Project #2 also known as Ironwood Villas Phase II in Toto Village in the amount of \$2,988,316 in tax credits accordingly. Without any further discussion and objection, the Motion was approved.

Attachments: 2018 tax credit competition cycle review & project information



# GHURA

Guam Housing and Urban Renewal Authority  
Aturidat Ginima' Yan Rinueban Siudat Guahan  
117 Bien Venida Avenue, Sinajana, GU 96910  
Phone: (671) 477-9851 · Fax: (671) 300-7565 · TTY: (671) 472-3701  
Website: [www.ghura.org](http://www.ghura.org)



## **Low Income Housing Tax Credit Program 2018 Competition Cycle Review**

The 2018 LIHTC application cycle concluded on Friday August 17, 2018. Below you will find a brief summary of the process and results thereof. Applicants in the 2018 cycle competed for a credit allocation amount of up to \$3,383,891 to address the needs our island community as portrayed in the 2018 Qualified Allocation Plan (QAP).

The Board-approved 2018 QAP and LIHTC Application were made available to the general public beginning Friday April 20, 2018 and concluded on Thursday July 05, 2018. GHURA received two applications by the deadline. The following are the applicants and developers:

Project 1: Summer Town Estates IV  
Applicant: Summer Town Estates IV, LLC.  
Developer: Core Tech Development, LLC.

Project 2: Ironwood Villas Phase II  
Applicant: Ironwood Guam Development, LLC.  
Developer: Ironwood Guam Development, LLC.

A Panel of four individuals were assembled to review the submissions and consisted of the following:

- Ben Servino, Director, DISID
- Gina Cura, Property Site Manager for AMP2, GHURA
- Lucele Leon Guerrero, Controller, GHURA
- Norma San Nicolas, Section 8 Administrator, GHURA

Each Panelist signed and submitted nondisclosure and conflict of interest agreements pertaining to the information provided by the applicants. The Panel was then given three weeks to review all applications and convene August 17, 2018 for a tallying of scores. Results were viewed and verified and the Panel met one last time on September 06, 2018 to finalize results.

Basic project descriptions (highlights) are provided for your information on the following pages.





### 2018 Low Income Housing Tax Credit Applicants

	Project 1	Project 2
Name	Summer Town Estates IV	Ironwood Villas Phase II
Applicant	Summer Town Estates IV, LLC	Ironwood Guam Development, LLC
Developer	Core Tech Development, LLC	Ironwood Guam Development, LLC
Amount of Tax Credits Requested	\$3,364,618.00	\$2,988,316.00
No. of Units	64	88
Unit Mix	18 - 1BR/1BA units 28 - 2BR/1BA units 18 - 3BR/2BA units	10 - 1BR units 68 - 2 BR units 10 - 3 BR units
Property Location	Northern Guam Dededo	Central Guam Toto
Occupancy Type	100% of project to HH earning 50% or less AMGI	100% of project to HH earning 60% or less AMGI
Extended Use Period (Inclusive of the 15 year compliance period)	61 years	61 years
Developer has prior experience with LIHTC program	Yes 4 completed projects 1 in progress	Yes 5 completed projects 1 in progress



	Project 1	Project 2
Name	Summer Town Estates IV	Ironwood Villas Phase II
Applicant	Summer Town Estates IV, LLC	Ironwood Guam Development, LLC
Shared/Common Ammenities	<ul style="list-style-type: none"> <li>• Large swimming pool and state-of-the-art exercise facility</li> <li>• Summer Town Commercial Center               <ul style="list-style-type: none"> <li>o Shopping Market</li> <li>o Commercial Laundry Facility</li> <li>o Fitness Center</li> </ul> </li> <li>• Solar-Powered Water Heaters</li> <li>• Energy Star Appliances/Light fixtures/Low-emissive coatings</li> <li>• Community Recycling Programs</li> <li>• Water-Conserving Plumbing fixtures</li> <li>• Solar-Powered Street lights w/timers</li> <li>• Grid-tied solar power systems</li> </ul>	<ul style="list-style-type: none"> <li>• Phase II will share Phase I Community Center featuring tenant programs including:               <ul style="list-style-type: none"> <li>o IronKids after school program</li> <li>o Boy and Girl Scouts</li> <li>o Karate Classes</li> <li>o Parents Night Out</li> </ul> </li> <li>• Discounts available on gasoline, cable, and property insurance</li> <li>• Fully fenced community</li> <li>• Security Cameras</li> <li>• Neighborhood Watch</li> <li>• Reduced cost of electricity through installation of grid tied solar panels and solar hot water heaters</li> <li>• Appliances and lighting will be Energy Star</li> <li>• Water conserving fixtures</li> </ul>