



BOARD OF COMMISSIONERS  
REGULAR SCHEDULED MEETING  
12:00 P.M., December 21, 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 – November 20, 2018**

**Page(s)**

**III. CORRESPONDENCE AND REPORTS**

1. Consolidated ANNUAL Performance and Evaluation Report (CAPER)

**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. FY2019-005 .....  | 1 |
| Resolution commending Ms. Rosa Q. Santos for her dedication and contributions to the Guam Housing and Urban Renewal Authority (GHURA)                       |   |
| 2. Resolution No. FY2019-006 .....  | 2 |
| Resolution recognizing Michael J. Duenas for outstanding leadership and contribution to the success of the Guam Housing and Urban Renewal Authority (GHURA) |   |

**VI. GENERAL DISCUSSION / ANNOUNCEMENTS**

1. Next proposed scheduled Board Meetings:  
Thursday, January 10<sup>th</sup>  
Thursday, January 24<sup>th</sup>

**VII. ADJOURNMENT**



**BOARD OF COMMISSIONERS**  
**REGULAR SCHEDULED MEETING**  
**12:00 p.m., December 21, 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 **Friday, December 21, 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:      Thomas E. B. Borja, Acting Chairman  
   Joseph M. Leon Guerrero, Resident Commissioner  
   Carl V. Dominguez, Member  
   Eliza U. Paulino, Member  
   George F. Pereda, Member

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  
   Lucele Leon Guerrero, Controller  
   Jildo Denorcey, Deputy Controller  
   Rosa Santos, Accountant I  
   Lucy Awa, Accountant I

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



<b>Minute No.</b>	<b>Ref. No.</b>	<b>Approval of Previous Board Meeting</b>	<b>Action By:</b>
269/18		Acting Chairman Borja called for a motion to be made on the approval of the Minutes for the previous Board Meeting on November 20, 2018.	
270/18		After review and further discussion by the Board Members, a motion was made by Commissioner Pereda and seconded by Commissioner Paulino to approve the Board Meeting Minutes of November 20, 2018 as corrected.	
<b>Minute No.</b>	<b>Ref. No.</b>	<b>Correspondence and Reports</b>	<b>Action By:</b>
271/18		<p><b>Consolidated Annual Performance and Evaluation Report (CAPER)</b></p> <p>Director Duenas stated that this is the annual report we submit to HUD every year to show how we used our CDBG, HOME, ESG, and homeless grant to benefit the community.</p> <p>Ms. Katherine Taitano highlighted certain areas of the report stating that we met all our performance targets on time and submitted this report without any issue. HUD has received the preliminary report and is awaiting our final report.</p> <p>Ms. Taitano stated that they have started housing counseling services for rental and home buyers within all their home activities, and are working with Section 8 and Public Housing to extend these services, and the rental portion of it to their tenants as well. HUD enforces this kind of program stating that it will prepare people for home ownership.</p>	Katherine Taitano



<b>Minute No.</b>	<b>Ref. No.</b>	<b>Correspondence and Reports</b>	<b>Action By:</b>
<b>271/18 continuation</b>		Ms. Taitano stated that they had reprogrammed \$920,000.00 to make it available for the 14 unit rehab apartment: Isla Apartments. They also awarded two LIHTC projects: Villa Del Mar and Summer Estates. They completed the Astumbo Gym renovation and it also serves as a Tier II Shelter. They completed the construction of the 5 Astumbo Homes. They funded the construction of the Umatac Baseball Field and the completion of the Sinajana Baseball Field, and currently have the funding for the Inarajan Basketball Court.	
<b>Minute No.</b>	<b>Ref. No.</b>	<b>Action Items from Prior Meetings</b>	<b>Action By:</b>
	<b>037/18</b>	<p><b>Update on the Construction for the Sinajana Central Precinct</b></p> <p>Mr. Albert Santos stated that we are now looking at getting the final occupancy permit on February 21<sup>st</sup>, 2019. He has been working with GPD and will be meeting with them next week regarding their concerns of when to move in their office furniture and when to begin installment of their security system. GPD has been conducting daily drive thru's to the project site due to the recent incidents of vandalism and stolen items.</p> <p>He had advised the contractors that he is in no position to approve any extension yet. They have missed their target date of completion for this month.</p>	<b>Albert Santos</b>



<b>Minute No.</b>	<b>Ref. No.</b>	<b>Action Items from Prior Meetings</b>	<b>Action By:</b>
	<b>037/18 continuation</b>	<p>All the materials are on island with the exception of a couple of small items; however, all the major items are in place.</p> <p>They are looking at starting occupancy on January 21<sup>st</sup> and hopefully find the area acceptable and allow GPD to move in their furniture and equipment.</p> <p>Mr. Santos stated that they have reached a bump on the road as they still await the approval from the DPW highway division, regarding encroachment issues. They have received approval from traffic control and everyone else.</p>	
<b>Minute No.</b>	<b>Ref. No.</b>	<b>NEW BUSINESS</b>	<b>Action By:</b>
<b>272/18</b>		<p><b>Resolution No. FY2019-005, Resolution Commending Ms. Rosa Q. Santos for her dedication and contributions to the Guam Housing and Urban Renewal Authority (GHURA)</b></p> <p>Director Duenas stated that this resolution is to commend Ms. Rosa Santos who is an accountant in our Fiscal Division for everything she has done for that division and our agency as a whole.</p> <p>She has dedicated her time to produce reports and transfers related to the S8 program. She is the one whom S8 landlords speak to when requesting for assistance.</p>	<b>Michael Duenas</b>



<b>Minute No.</b>	<b>Ref. No.</b>	<b>NEW BUSINESS</b>	<b>Action By:</b>
272/18 continuation		<p>She is in charge of uploading the VMS report due to HUD on the 22<sup>nd</sup> of each month. She also offers many other contributions to the Fiscal division.</p> <p>Ms. Lucele Leon Guerrero elaborated further stating that Ms. Santos is also in charge of one of the biggest accounts the revolving fund, which is better known as the general fund within the Government of Guam. She also assists with account payables and account receivables. She basically does what is needed when it is needed.</p>	
273/18		<p>A motion was made by Commissioner Paulino and seconded by Commissioner Pereda to approve Resolution No. FY2019-005, Resolution commending Ms. Rosa Q. Santos for her dedication and contributions to the Guam Housing and Urban Renewal Authority (GHURA). Without any further discussion and objection, the Motion was approved.</p>	
274/18		<p>Resolution No. FY2019-006, Resolution recognizing Michael J. Duenas for outstanding leadership and contribution to the success of Guam Housing and Urban Renewal Authority (GHURA)</p> <p>Acting Chairman Borja read the resolution recognizing Mr. Michael Duenas for his outstanding leadership and contribution to the success of GHURA further stating that he will be missed.</p>	Thomas Borja



<b>Minute No.</b>	<b>Ref. No.</b>	<b>NEW BUSINESS</b>	<b>Action By:</b>
275/18		A motion was made by Commissioner Pereda and seconded by Commissioner Paulino to approve Resolution No. FY2019-006, Resolution recognizing Michael J. Duenas for outstanding leadership and contribution to the success of Guam Housing and Urban Renewal Authority (GHURA). Without any further discussion and objection, the Motion was approved.	
<b>Minute No.</b>	<b>Ref. No.</b>	<b>General Discussion / Announcements</b>	<b>Action By:</b>
276/18		<p><b>Membership &amp; Transition</b></p> <p>Acting Chairman Borja stated that a letter was sent out by the transition team basically requesting the existing Board Members to stay put until further notice.</p> <p>Acting Chairman Borja requested the Board for their support in this matter stating that it'll be in the best interest of the agency.</p> <p>Director Duenas stated that we do need a quorum for our upcoming meetings in January due to several Procurement activities that are scheduled to be presented to the Board for approval of awards.</p> <p>Acting Chairman Borja requested if we do need to designate an acting director. Director Duenas stated that it'll be in best interest if they do due to all the incoming correspondences from HUD that will need responses. Therefore, Acting Chairman Borja</p>	







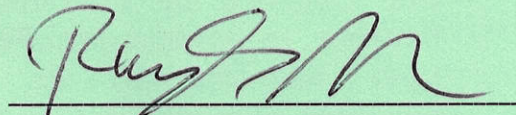
<b>Minute No.</b>	<b>Ref. No.</b>	<b>General Discussion / Announcements</b>	<b>Action By:</b>
278/18		After review and further discussion by the Board Members, a motion was made by Commissioner Pereda and seconded by Commissioner Paulino to appoint Mr. Albert Santos as Acting Deputy Director effective as of 5 p.m., today, December 21 <sup>st</sup> , 2018 until further notice. Without any further discussion and objection, the Motion was approved.	
279/18		Next Proposed Scheduled Meeting: Friday, January 11, 2019 Friday, January 25, 2019	

280/18

#### ADJOURNMENT

There being no further business before the Board, a motion was made by **Commissioner Pereda** and Seconded by **Commissioner Dominguez** which was unanimously agreed upon, to adjourn the meeting. The meeting was adjourned at **12:52 p.m.**

(SEAL)



**RAY S. TOPASNA**  
Board Secretary/Executive Director



**GUAM HOUSING AND URBAN RENEWAL AUTHORITY  
BOARD OF COMMISSIONERS  
RESOLUTION NO. FY2019-005**

**Moved by: Eliza Paulino**

**Seconded by: George Pereda**

**RESOLUTION COMMENDING MS. ROSA Q. SANTOS FOR HER DEDICATION AND CONTRIBUTIONS TO THE GUAM HOUSING AND URBAN RENEWAL AUTHORITY (GHURA)**

**WHEREAS,** Ms. Santos began her GHURA career on April 2, 2007 as an Accounting Technician II; and

**WHEREAS,** she was promoted to her current position of Accountant I on February 21, 2008; and

**WHEREAS,** she dedicated over 11 years and 8 months of service in support of the mission and goals of the Authority; and

**WHEREAS,** her resolve toward effectively and efficiently executing her official duties and responsibilities had a direct and positive impact toward insuring financial management information was provided to support agency decision-making needs and that Section 8 Program financial reporting was provided to the Authority's internal and external customers in a timely manner; and

**WHEREAS,** the Board of Commissioners and Executive Management recognize that Ms. Santos was the 2014 MagPro Governor's Employee Recognition Program's Employee of the Year for Accounting & Fiscal; therefore, be it

**RESOLVED,** that the Chairman of the Board of Commissioners shall certify, and the Executive Director attest the adoption hereof Resolution No. FY2019-005, and that thereafter shall be presented to Ms. Rosa Q. Santos, whereby a copy shall be placed in her official personnel file, and a copy provided to the Governor of Guam.

**IN REGULAR BOARD MEETING, SINAJANA, GUAM – December 21, 2018**

**PASSED BY THE FOLLOWING VOTES:**

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


**NAYS:** NONE

**ABSENT:** NONE

**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 **December 21, 2018**.

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





**GUAM HOUSING AND URBAN RENEWAL AUTHORITY**  
**Aturidat Ginima' Yan Rinueban Siudat Guahan**  
**BOARD OF COMMISSIONERS**  
**RESOLUTION NO FY2019-006**

**MOVED BY: GEORGE PEREDA**

**SECONDED BY: ELIZA PAULINO**

**COMMISSIONERS PRESENT:**

Acting Chairman, Thomas Borja  
Resident Commissioner, Joseph Leon Guerrero  
Commissioner Carl Dominguez  
Commissioner Eliza Paulino  
Commissioner George Pereda

**RESOLUTION RECOGNIZING MICHAEL J. DUENAS FOR OUTSTANDING LEADERSHIP AND CONTRIBUTION TO THE SUCCESS OF THE GUAM HOUSING AND URBAN RENEWAL AUTHORITY (GHURA)**

**WHEREAS,** Mr. Michael J. Duenas began his GHURA career in February 1995 as the Community Development Manager before assuming the position of Chief Planner in January 1996, a position he held until his appointment as GHURA's Executive Director in January 2013; and

**WHEREAS,** In support of the Authority's mission and goals, Mr. Duenas led TEAM GHURA in the development of a varied array of projects, including homes, facilities and services across the island, all with the aim of improving the lives of our low and moderate income people; and

**WHEREAS,** During his watch, the Authority had expended over \$100,000,000 in support of affordable housing and sustainable communities in Guam; and

**WHEREAS,** Mr. Duenas generously shared his vision, humor, and intellect with TEAM GHURA and our partners, successfully addressing the needs of our island's most vulnerable populations for the past 22 years; and

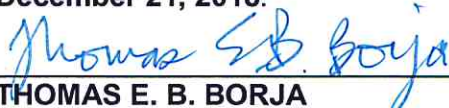
**WHEREAS,** On this most special occasion, the retirement of Executive Director Michael J. Duenas, and on behalf of the staff and management of the Authority, the GHURA Board of Commissioners extends its deepest thanks and appreciation for your service to GHURA and to the people of Guam. You have made a positive difference in the lives of thousands of people across our island who now have access to better facilities, services, and housing; now therefore, be it

**RESOLVED,** that the Chairman of the Board of Commissioners shall certify the adoption hereof Resolution No. FY2019-006, and that thereafter shall be presented to Mr. Michael J. Duenas, whereby a copy shall be placed in his official personnel file, and a copy provided to the Governor of 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 **December 21, 2018.**

  
**THOMAS E. B. BORJA**  
Acting Chairman