



**BOARD OF COMMISSIONERS  
REGULAR SCHEDULED MEETING  
12:00 P.M., February 8, 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 – January 25, 2019**
- III. CORRESPONDENCE AND REPORTS** **Page(s)**
1. **CPD Division** ..... **1 – 2**  
FY2019 1<sup>st</sup> quarter activity report
2. **A&E Division** ..... **3 – 6**  
FY2019 1<sup>st</sup> quarter activity report
- IV. OLD BUSINESS**
1. **Board Action Item No. 037/18**  
Update on the Construction of the Sinajana Central Precinct
- V. NEW BUSINESS**
- VI. GENERAL DISCUSSION / ANNOUNCEMENTS**
1. **Next proposed scheduled Board Meeting**
- February 22, 2019
- VII. ADJOURNMENT**



**BOARD OF COMMISSIONERS  
REGULAR SCHEDULED MEETING  
12:00 p.m., February 8, 2019**

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, February 8, 2019** 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  
   George F. Pereda, Member

COMMISSIONERS ABSENT:      Eliza U. Paulino, Member

LEGAL COUNSEL:                Anthony Perez

MANAGEMENT & STAFF:       Ray S. Topasna, Executive Director  
   Elizabeth F. Napoli, Deputy Director  
   Melinda Taitano, Special Assistant  
   Albert Santos, A&E Manager  
   Katherine Taitano, Chief Planner

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>
034/19		Acting Chairman Borja called for a motion to be made on the approval of the Minutes for the previous Board Meeting on January 25, 2019.	
035/19		After review and further discussion by the Board Members, a motion was made by Commissioner Dominguez, and seconded by Resident Commissioner Leon Guerrero, to approve the Board Meeting Minutes of January 25, 2019, as corrected.	
<b>Minute No.</b>	<b>Ref. No.</b>	<b>Correspondence and Reports</b>	<b>Action By:</b>
036/19		<p><b>CPD Division (FY 2019, 1<sup>st</sup> Quarter Activity Report)</b></p> <p>Ms. Katherine Taitano reported on the following projects:</p> <p><u>Program Management and Grants Management</u></p> <ul style="list-style-type: none"> <li>• Currently going through the PY2019 Annual Action Plan Process, starting with the Competitive Grants Application Process, where solicitation of applications from the public are being sought as of February 1<sup>st</sup>.</li> <li>• CDBG Timeliness and HOME Expenditure Timeliness were achieved for the last year, and those timelines are coming up again this year, in which we are already preparing for ensuring we meet our thresholds.</li> <li>• Work on Public Housing 5-year plan, Public Housing Annual Plan, and Capital Fund 5-year plan are all underway and due to HUD mid-year.</li> </ul>	Katherine Taitano



Minute No.	Ref. No.	Correspondence and Reports	Action By:
036/19 continuation		<ul style="list-style-type: none"> <li>• Still awaiting word from HUD on if we will be receiving any or all of the Family Unification Program (FUP) Vouchers we have requested.</li> </ul> <p><u>Project Management Highlights</u></p> <ul style="list-style-type: none"> <li>• 7 lots in Ta'i were acquired under the USDA Homeownership Program, in which we are trying to arrange a meeting with USDA on further processing.</li> <li>• The 5 homes in the Astumbo Subdivision all have been sold, and are an accomplishment from the last cycle.</li> <li>• At the Sagan Bonita Subdivision, 11 of the 13 homes are putting concrete on the ground, and expected for completion in 2019.</li> <li>• Renaissance units are in the same state; 2 units are available in Malesso, and we are working on getting families moved into them.</li> <li>• Work on the 14 units under the Isla Apartments in Mangilao are underway.</li> <li>• Ribbon cuttings in the planning stages for our CDBG projects in the upcoming months are: Central Police Precinct in March, Dededo Sports Complex in April, and Summer Town Estates Phase III in February, along with a groundbreaking for Summer Town IV.</li> <li>• We received the approval on the Request for the Release of Funds (RROF) for the Residential Treatment Center for Women.</li> <li>• The Request for Release of Funds (RROF) to HUD for the Central Community Arts Center was submitted.</li> </ul>	



<b>Minute No.</b>	<b>Ref. No.</b>	<b>Correspondence and Reports</b>	<b>Action By:</b>
<b>036/19 continuation</b>		<ul style="list-style-type: none"> <li>• Phase I Demolition and Planning for Public Facility and Transitional Housing is underway.</li> <li>• We received notice of renewals for some ongoing projects in the total amount of \$737,479, however, no funding was awarded for Guma Hinemlo, therefore, work on an appeal process is ongoing.</li> <li>• With regard to the Asan Redevelopment program, 3 of the 8 remaining reservation holders have been closed. <i>*Acting Chairman Borja requested that we give the lot owner of Joe &amp; Flo's a deadline of March 29, 2019 for a timeline of completion of payment.</i></li> <li>• New Compliance Monitoring for 2019 is ongoing and at a 20% file review, and 100% physical inspection. 2018 has been completed with one issue remaining on Ironwood Estates.</li> </ul>	
<b>037/19</b>		<p><b>A&amp;E Division (FY 2019, 1<sup>st</sup> Quarter Activity Report)</b></p> <p>Referring to the A&amp; E quarterly report, Mr. Albert Santos gave updates on the following projects:</p> <p><u>Sinajana Lots No. 70, 71, &amp; 76</u> Owner of Lot 71 contacted Legal Counsel inquiring on the matter of his property. Lot 71 rejected our offer and requested a realignment of his existing property instead. Lot 71 owner is requesting to meet with the board.</p>	<b>Albert Santos</b>



Minute No.	Ref. No.	Correspondence and Reports	Action By:
037/19 continuation		<p data-bbox="683 329 867 359"><u>Mosquito Lab</u></p> <p data-bbox="683 367 1218 716">A portion of their AC system will be addressed this weekend. A meeting with Mr. Santos, our legal counsel, and the chief of their environmental department is set to discuss the list of deficiencies. A request was made to transfer the project back to Public Health due to the continuous use of our funding, and to have the AG's office handle it.</p> <p data-bbox="683 760 984 789"><u>Central Police Precinct</u></p> <p data-bbox="683 798 1211 1220">Board Members were thanked for their presence at the walk-through with the Governor and Lt. Governor. Governor Leon Guerrero was impressed and our people are excited. Director Topasna requested for the ribbon cutting to happen by April 17<sup>th</sup> to coincide with the Governor's first 100 days. A meeting with the contractor is scheduled to work on the details in getting to that timeline. Everything but the IT will be in place by March.</p> <p data-bbox="683 1262 1127 1291"><u>Umatac &amp; Sinajana Baseball Fields</u></p> <p data-bbox="683 1299 1206 1472">The building permit is still sitting at EPA and Agriculture, therefore, the project has been put on hold. The contractor has been urged to be aggressive with their follow-up on it.</p> <p data-bbox="683 1514 886 1543"><u>Isla Apartments</u></p> <p data-bbox="683 1551 1203 1724">We just received EPA's approval, and are now waiting for DPW to sign off on the permit next week. The contractor has been advised to do other things in parallel, such as cleaning up the debris.</p> <p data-bbox="683 1766 1203 1829"><u>Restroom and Concession Stand at the Dededo Sport Complex</u></p> <p data-bbox="683 1837 1159 1866">Ribbon Cutting is scheduled for April</p>	



Minute No.	Ref. No.	Correspondence and Reports	Action By:
037/19 continuation		<p><u>Lead Base testing at AMP1, 2 &amp; 4</u> The testing was completed by the contractor ahead of time. A lot of units were removed from the list containing lead.</p> <p><u>Demolition of 4 structures (old staff housing in Dededo)</u> It is ongoing as planned.</p> <p><u>Upgrade of 6 units at Guma Trankilidat</u> New Phase will be advertised. Residents are happy and can't wait for the units to be renovated</p> <p><u>New Drain Spout GHURA 250 housing development</u> Project completed.</p> <p><u>Renovation of 14 units at Liheng III</u> Waiting on the building permit to proceed further.</p> <p><u>Risk Management</u> Spoke with HUD and received their approval.</p> <p><u>LRC for women in Tiyan</u> HUD has signed off on the RROF.</p> <p><u>Arts center in Sinajana</u> Waiting for HUD to sign off on RROF.</p> <p><u>Physical Needs Assessment</u> It is with HUD for their review and approval.</p> <p><u>Renovation of 7 units at various Amps</u> The proposal is due on February 20<sup>th</sup>.</p>	



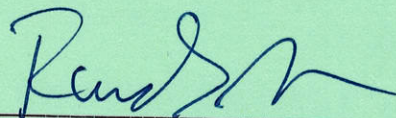
Minute No.	Ref. No.	Action Items from Prior Meetings	Action By:
	037/18	Update on the Construction for the Sinajana Central Precinct  <i>Refer to discussion within A&amp;E division, FY2019 1<sup>st</sup> Quarter Report</i>	Albert Santos
Minute No.	Ref. No.	General Discussion / Announcements	Action By:
038/19		Next Proposed Scheduled Meeting: Friday, February 22, 2019	
039/19		Resignation of Special Assistant, Melinda L. Taitano effective February 8, 2019  Acting Chairman Borja announced that he received and accepts her resignation, and thanks Ms. Taitano for her years of service and work that she put into GHURA, and wishes her the best of luck.	

040/19

# ADJOURNMENT

There being no further business before the Board, a motion was made by **Commissioner Dominguez** and Seconded by **Commissioner Pereda** which was unanimously agreed upon, to adjourn the meeting. The meeting was adjourned at **1:11 p.m.**

(SEAL)



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





# 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  
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## Research, Planning and Evaluation Division & Community Development Division Divisions' Activities Report as of 31 January 2019

### I. Program Management and Grants Management

- a. Community Planning and Development
  - i. PY2019 Annual Action Plan
    - 1. Competitive Grant Cycle – Opens Friday, 01 February 2019
  - ii. PY17 Substantial Amendment – Approved by HUD. Projects underway.
  - iii. **CDBG Timeliness – Timeliness Achieved.**
  - iv. **HOME Expenditure Compliance – Achieved.**
- b. PHA
  - i. Public Housing 5-Year Plan for fiscal cycles beginning in 2019-2023 – Underway
  - ii. Public Housing Annual Plan for FY20 – Underway
  - iii. Capital Fund 5-year (Rolling) Plan FY20 - Underway
  - iv. Grant Application Assistance
    - 1. (For S8) Family Unification Program NOFA (60 Vouchers) – Submitted.

### II. Project Management Highlights

- a. HOME
  - i. Ta'i 7 – Lots acquired, USDA Sweat Equity partnership with MCDC. Closings originally slated for Jan 2019 are delayed due to partner delays related to USDA and Fed. Govt. Shutdown.
  - ii. Astumbo Subdivision, 5 homes (scattered site) – All units sold as of July 2018.
  - iii. Sagan Bonita Subdivision Phase II homes (11 of 13 homes) – Anticipated completion in 2019
  - iv. RENEWAL Homes – 25 homes sold to-date.
  - v. RENAISSANCE Rentals – 20 units
    - 1. Yigo, Dededo, & Malesso (15 units) – In service
    - 2. Talofofo (4 of 5 units) – Repairs pending identification of funding.
  - vi. Isla Apartments, Mangilao (14 units, former LIHENG III, owned by Catholic Social Service) - Underway
- b. CDBG, construction projects underway
  - i. Central Police Precinct (anticipated completion March 2019)
  - ii. Sinajana Baseball Field Rehabilitation
  - iii. Umatac Baseball Field Rehabilitation
  - iv. Dededo Sports Complex Community Facility ( anticipated completion April 2019)
  - v. Central Community Arts Center, Sinajana –Request for Release of Funds (RROF) submitted for approval to HUD Honolulu Field Office.





- vi. Residential Treatment Center for Women – RROF approved by HUD (January 2019).
- vii. Phase I Demolition and Planning for Public Facility and Transitional Housing - Underway
- c. Continuum of Care
  - i. Notice of renewals for Empower Together, Y Jahame, Housing First Voucher Program, HMIS in the total amount of \$737,479.
  - ii. Pending notice of one award for Guma' Hinemlo'.
- d. GHURA Legacy
  - i. Asan Redevelopment program – Closed on 09 November 2018. Three of eight Reservation holder closings have been completed.
- e. LIHTC
  - i. 2018 QAP – Award made by BoC in September 2018 to Ironwood Villas, LLC.. Allocation Agreement executed in December 2019. A second award made by BoC in November 2018 to Summer Town Estates IV, LLC.. Allocation Agreement executed in January 2019.
  - ii. Compliance Monitoring of LIHTC Developments
    - 1. CY2019 – All UPCS<sup>1</sup> 100%, File Review 20%
      - a. Ironwood Manor
      - b. Ironwood Heights I
      - c. Summer Green Residences
      - d. Summer Homes
    - 2. CY2018
      - e. Ironwood Estates – 108 units. UPCS inspection complete. Report issued to Ironwood Estates. Resolution of findings ongoing. Twenty percent file inspection conducted in November 2018.
      - f. Summer Town Estates II - 240 units. UPCS inspection completed. Report issued to STEII, LLC/GFFI<sup>2</sup>. One hundred percent file review complete.
      - g. Ironwood Heights I & II – 132 units. UPCS Inspection complete. Report issued to IH I & II, LLC. File review

<sup>1</sup> UPCS, or Uniform Physical Condition Standards is the measure by which LIHTC projects are assessed for compliance with unit and grounds standards.

<sup>2</sup> Guam Facilities Foundation, Inc. is the non-profit property management entity for LIHTC properties operated by STEII, LLC.



**A/E Division**  
**FY2019 1<sup>st</sup> quarter Project Activities (Oct 2018 – Jan 2019)**

Project	Contractor	Contract Amount	NTP	CCD	Status	Program / Grant	Remarks
1. Sinajana Lots No. 70, 71, & 76						Yona Reserve	Lot 70 owner has accepted offer, lot 71 owner rejected our offer and has submitted a counter boundary realignment which will impact lot 70. Lot 71 owner is requesting to meet with board.
2. Mosquito Lab	Rex Intentional	\$2,178,200.00 CO#1- \$321,890.81 CO#2 \$98,797.36	11/21/13	9/29/16	100%	DOI	GHURA's legal was able to resolve issues with Surety's legal. First Net Insurance to proceed with correcting the lab a/c system. Volumes of documents submitted to Surety for their review on other deficiencies
3. Central Police Precinct	Taniguchi Ruth Makio Architects	\$121,000.00	8/21/16	4/12/19	90%	CDBG	
	REX INT.	\$2,937,300.00 CO#1 \$127,494.37	3/27/17	8/30/18	80%	CDBG	Notice of cure issued, contractor has since hired a new field superintendent who seems to be controlling and directing parallel efforts in getting the work done. GHURA staff continues to conduct daily review of in-progress work with guidance. Project projected to be completed end of March



**A/E Division**  
**FY2019 1<sup>st</sup> quarter Project Activities (Oct 2018 – Jan 2019)**

<b>Project</b>	<b>Contractor</b>	<b>Contract Amount</b>	<b>NTP</b>	<b>CCD</b>	<b>Status</b>	<b>Program/Grant</b>	<b>Remarks</b>
4. Umatac & Sinajana Baseball Field up-grades	Infratech Inc	\$810,000.00	6/6/18	5/21/19	10%	CDBG	Poles have been ordered which is the long lead item. contractor plans to start with Sinajana 1 <sup>st</sup> . Contractor constantly following up with DPW and GEPA on the release of building permit. Working with DRP for transfer of funds in the amount of \$250K for lighting in Umatac
5. Top coating of roofs and exterior painting of elderly units	Asia Pacific Intl	\$263,436.00	12/18/17	9/27/18	100%	CAP	Close-out documents submitted
6. Reno of 6 units at Guma Tran	Genesis Tech	\$84,300.00	Jan 2018	6/22/18	100%	USDA reserve funds	Rural Development just recently (1/29/19) release the final payment
7. Water blasting and exterior painting of all 4 amps	Base bid 2& 3- Asia Pacific	\$517,486.00	1/16/18	11/28/18	100%	Cap Funds	Final Payment submitted



# A/E Division

## FY2019 1<sup>st</sup> quarter Project Activities (Oct 2018 – Jan 2019)

Project	Contractor	Contract Amount	NTP	CCD	Status	Program/ Grant	Remarks
8. Restroom and concession stand at the Sport complex in Dededo	Canton Construction Corp	\$779,480.00	3/20/18	3/18/19	80%	CDBG	Contractor pushing hard to complete with his limited skill workers
9. Lead Base testing at AMP1,2& 4	Industrial Hygiene Professionals, Inc.	\$37,000.00	6/20/18	12/3/18	100%	Cap Funds	Project completed ahead of time, final report in work. Based on test results our next step is to develop the bid specification to abate units at amp2 & 4 to be lead-free
10. Demolition of 4 structures old staff housing in Dededo	JT Angoco & Sons Inc.	\$98,800.00	10/1/18	3/30/19	10%	CDBG	Permit finally released on Jan. 23, 2019. Staff, GPD & Mayor has meet with families to inform them to vacant the homes. Contractor to start removal of debris while waiting for IHP to complete testing of hazardous materials.
11. Phase II, up-grade of 6 units at Guma Tran	Arkana Pacific	\$100,400.00	9/1/18	12/29/18	100%		Phase II completed, contractor has submitted their close-out documents



**A/E Division**  
**FY2019 1<sup>st</sup> quarter Project Activities (Oct 2018 – Jan 2019)**

<b>Project</b>	<b>Contractor</b>	<b>Contract Amount</b>	<b>NTP</b>	<b>CCD</b>	<b>Status</b>	<b>Program/Grant</b>	<b>Remarks</b>
12. New Drain Spout GHURA 250 housing development	Triple Tech Incorporated	\$116,200.00 CO# 1 \$12,017.38	7/12/19	12/18/18	100%	Cap Funds	Close-out documents submitted
13. Reno of 14 units at Liheng III	Triple Tech Incorporated	\$630,000.00	10/2/18	7/11/19		HOME	contractor still waiting on the release of building permit, in the interim contractor has completed the removal of white goods and debris
14. Risk Management	Nambo	\$18,000.00				COCC	Baord approved awarded contingent on HUD's approval of sole proposal which is currently under review at HUD
15. LRC for woman in Tiyan						CDBG	Negotiation has commenced with Architects Laguana for the Design their proposal is due 2 <sup>nd</sup> week of Feb
16. Arts center in Sinajana						CDBG	Negotiation has commenced with Architects Laguana for the Design their proposal is due 2nd week of Feb
17. Physical Needs Assessment	E & A Team	\$187,390.00				Cap funds	Board approved awarded contingent on HUD's approval of sole proposal which is currently under review at HUD
18. Reno of 7 units at various amps						Cap funds	IFB bid due 2/20/19